



## DIVISION FRA EXEMPTION POLICY

### OVERVIEW

This document has been created to explain the division's policy for Facility Rating Assignment Exemptions, when, how and why they are requested and who they should be requested to.

### POLICY

Members of the ATC Ops Department, Supervisors and members of Division HQ are able to offer exemptions to FRAs however, no request will be authorised unless it has approval from the division director. FRA exemptions will only be granted in exception circumstances such as training with a suitably qualified instructor present, event where the controller is deemed suitable to control the position and any other circumstances issued by Division HQ.

### REQUESTING EXEMPTIONS

To request an FRA Exemption please fill in the attached form and forward to [gb-aoc@ivao.aero](mailto:gb-aoc@ivao.aero) who will then assess the request and forward to Division HQ who will then accept or decline the request. If your request is accepted then you will be notified by email within 24 hours.

Please ensure FRA Exemption requests are submitted with at least 5 days' notice.



## FRA EXEMPTION REQUEST FORM

This form is to be submitted at least 5 days before the exemption is due to take place.

Requestor Name

Requestor VID

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Exemption Request Date

FRA Position

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Requested Exemption Date

Requested Exemption Time (UTC)

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Purpose

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Now that you have completed this form please forward it to [gb-aoc@ivao.aero](mailto:gb-aoc@ivao.aero) for review.