

Airspace Change Proposal Change Sponsor Indicative Timeline Update Request Form

CAP 1616 requires change sponsors to submit a timeline for their airspace change proposal to the CAA so that it can be reviewed and agreed accordingly. In agreeing a timeline, the CAA is making a commitment to deliver the decision timeframes as specified in CAP 1616 for each of the CAA assessments, and for the decision on the final proposal, subject to the change sponsors meeting their own commitments.

This form should be used by the change sponsor to formally request an update to airspace change proposal timelines that have previously been presented to/and agreed with the CAA.

The change sponsor is required to publish a record of this form, including the latest indicative dates, on the Airspace Change Portal at the following points in the process (major timeline updates can and should be published outside of this as required):

	CURRENT DOCUMENT SUBMISSION DEADLINE	CURRENT ASSESSMENT DATE	PROPOSED DOCUMENT SUBMISSION DEADLINE	PROPOSED ASSESSMENT DATE
Stage 2 HRA Submission*				
Stage 3 Assessment**				
Formal ACP Submission				
CAA Decision				
Target AIRAC				

ACP Reference Number (ACP-YYYY-NNN):

Change Sponsor Name:

Please briefly explain the need to revise the timelines:

For CAA use only:

Revised timelines reviewed / agreed by (position):

Date:

*Allow 2 weeks for CAA Assessment of HRA

** Allow 4 weeks for CAA Assessment of Stage 3