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NATS Protected

Dear Authorised Source

**NATS
Building/location**

AIS - Room 3115
Swanwick
Sopwith Way,
Southampton
SO31 7AY

Aeronautical Information and Data Formal Arrangements

With the introduction of a new AIP Change Request submission system NATS requires all Authorised Sources of information published in AIS products to register for a system user account. The new system will be accessible from the existing AIS website and will allow the Authorised Source or nominee(s) to exchange aeronautical data and/or aeronautical information between themselves and NATS in a secure and auditable transaction, providing full transparency of all actions from submission to publication.

In order to document all parties' obligations and arrangements for the exchange of Aeronautical Data and Aeronautical information supplied for use in AIS Products, NATS requires that all Authorised Sources agree, sign and return the Formal Arrangement contained within Annex A of this document.

The Formal Arrangement has been approved by the CAA as supporting compliance with Commission Regulation (EU) No 73/2010 January 2010 Article 6 for exchanging aeronautical information and data for those parties obligated to comply with the regulation.

The new system is planned to be accessible from October 2018 and will be accompanied with user guides and support from NATS AIS.

Kind regards

Chris Bray
Head of AIM

Annex A

Formal Arrangement

Purpose

This Formal Arrangement (FA) supports compliance with Commission Regulation (EU) No 73/2010 January 2010 Article 6 for exchanging aeronautical information and data, through documenting the agreed provision of services for the supply of Aeronautical Information or Data by an Authorised Source (as defined in UK Civil Aviation Publication 1054) to the UK Aeronautical Information Service Provider (being NATS and hereafter referred to as "AISP") and the agreed standards to which said information or data shall be provided.

Term

This FA shall remain effective whilst the Authorised Source remains responsible for Aeronautical Information published in the UK Aeronautical Information Publication (hereafter referred to as "UK AIP").

Scope of aeronautical data or aeronautical information to be provided;

The Authorised Source will provide the AISP with Aeronautical Information/Data (AI) for which they are responsible for maintaining within the UK AIP. The Authorised Source will provide the AISP with any AI which ICAO Annexes, EU Regulations, UK Civil Aviation Publications, or published UK policies may obligate them to provide for the UK AIP.

Persons and contracted 3rd parties

An Authorised Source may nominate a person(s) to act on their behalf to meet the arrangements outlined in this FA. Such person(s) will be notified to the AISP and will act as if signatory to this FA. The Authorised Source is responsible for keeping the information regarding the nominations it notifies to the AISP up-to-date

Arrangements

Accuracy, resolution and integrity requirements for each data item supplied;

- The accuracy, resolution and integrity of each data item supplied shall as a minimum meet the requirements defined in UK Civil Aviation Publication 1054 (www.caa.co.uk/cap1054).

Required methods for demonstrating that the data provided conforms to the specified requirements;

- The AIS Change Request Portal requires AI provided in a proposed change to be annotated by the Authorised Source as conforming or not to the requirements of Commission Regulation (EU) No 73/2010 January 2010.

Nature of action to be taken in the event of discovery of a data error or inconsistency in any data provided;

- In the event of the discovery of a data error or inconsistency in the Authorised Sources AI referenced in this FA, any party to this FA shall immediately notify the other as soon as is reasonably practicable and take the necessary corrective action.
- When a published AIS product is affected by an identified error or inconsistency, the AISP will take appropriate remedial action (On behalf of and with the agreement of the Authorised Source) through services such as information bulletins, amendment services and Notice to Airman (NOTAM).

Minimum criteria for notification of data changes

- Data changes shall be notified in a timely manner based on the operational and/or safety significance of the change
- Permanent changes to the UK AIP shall be submitted through the AIS Change Request Portal and supplied in accordance with the AIRAC dates published in the UK AIP at GEN 3.1
- Data changes for short duration or temporary changes or short notice permanent changes shall be submitted in accordance guidance published in the UK AIP at GEN 3.1

The party responsible for documenting data changes;

- Provision of data changes will be supplied using the AIS Change Request Portal
- The AISP shall be the party responsible for documenting data changes in the AIS products
- All data provided to the AISP as a dataset will be processed and presented to the Authorised Source who will be responsible for reviewing and resolving any potential ambiguities prior to submitting the data as a change request.

Any limitations on the use of data;

- The Authorised Source will specify any limitations on the use of their data when submitted to the AISP.

Requirements for the production of quality reports by data providers to facilitate verification of data quality by the data users;

- The Authorised Source will provide quality reports (registry of additions, amendments, deprecations) to facilitate verification for the following change submission types:
 - Aerodrome Survey
 - Airspace
 - Instrument Flight Procedures

Metadata requirements

- The Authorised Source will provide AI with all metadata requirements defined in CAP 1054.

Contingency requirements concerning the continuity of data provision.

- Any signatory to this FA shall report to the other signatory any failure to uphold the requirements detailed in this FA.
- If the primary means for the delivery of aeronautical data and information is not available, aissupervisor@nats.co.uk is to be contacted via email for further instruction. (Note this is not manned H24)

Data Protection and Privacy

- Each party shall comply at all times with all Applicable Laws in respect of the protection and privacy of personal data including, without limitation, the General Data Protection Regulation (“DP Laws”) and shall not perform its obligations under this Agreement in such a way as to cause the other party to breach any of its obligations under such DP Laws. The parties acknowledge that Article 28(3) of the General Data Protection Regulation is hereby incorporated into this Agreement.
 - ‘Applicable Laws’: means all regional, national and international laws, rules, regulations and standards including those imposed by any governmental or regulatory authority and all applicable industry standards and standards determined by any self-regulatory body which apply from time to time to the person or activity in the circumstances in question.

SIGNATURE PAGE
for
Formal Arrangement
Between
Aeronautical Information Service Provider
NATS (Services) Limited
And

_____ Authorised Source

Date: _____

Signature: _____

NAME: Christopher Bray
NATS (Services) Limited

Date: _____

Signature: _____

NAME:
Organisation: