



INTRODUCTION

Welcome to the Fairoaks Airport Pilots' Information document. This document has been designed to supply pilots with both aeronautical information about Fairoaks Airport and other useful information. Any suggestions for additions or amendments to this Information Pack can be emailed to alastair.wang@fairoaksairport.co.uk.

For flight planning purposes this information should be read in conjunction with the Air Pilot (AIP) [See EGTF AD2.20, AD2.21, AD2.22 and EGLF AD2.22]

FAIROAKS ATZ AND LOCAL FLYING AREA

The majority of the Fairoaks ATZ is situated within the London CTR therefore special procedures are in place to enable flights to arrive at and depart from Fairoaks without the necessity of contacting Heathrow Radar. Additionally the ATZ has two fillets, one to the south-east and one to the south-west to facilitate entry to and exit from the ATZ.



Fairoaks Local Flying Area

That part of the ATZ which lies within the London CTR plus the fillets forms the Fairoaks Local Flying Area (LFA). Pilots may fly within the LFA at a maximum altitude of 1500ft, clear of cloud and in sight of the surface with a minimum flight visibility of 3km, without the need to contact Heathrow Radar.

DEPARTURE PROCEDURES

The departure procedures detailed below apply except when Farnborough Airport has Temporary Controlled Airspace (CAS-T). On those occasions the procedures detailed under the heading Farnborough CAS-T Active must be adhered to.

Aircraft Remaining in the Circuit

All aircraft, both fixed wing and rotary wing, remaining in the circuit shall squawk 7010.

VFR Departures (excluding SVFR)

Farnborough Airport is located approximately 10nm south-west of Fairoaks and as a consequence special procedures have been agreed to ensure that aircraft departing from Fairoaks do not come into conflict with aircraft inbound to Farnborough. This agreement stipulates that all aircraft departing from Fairoaks, unless in receipt of specific after departure instructions or departing into the London CTR, shall squawk 0457 and should not climb above an altitude of 1400ft until advised by Farnborough ATC.

IFR Departures

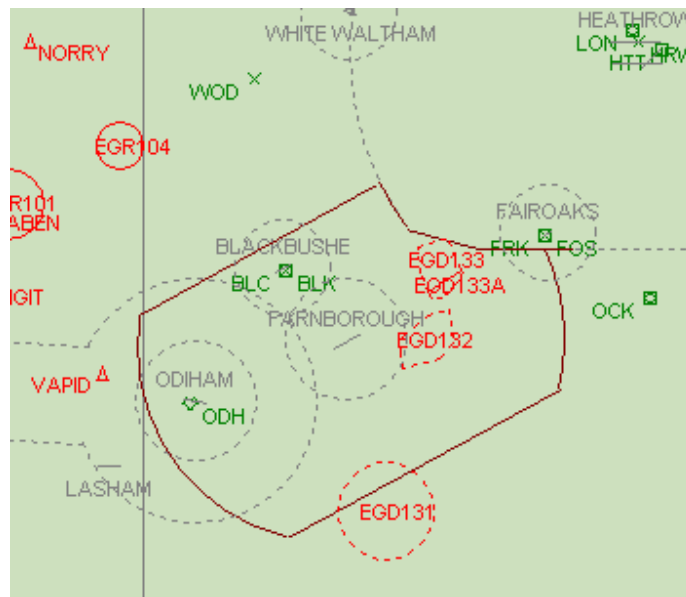
Fairoaks ATSU will perform the necessary co-ordination with London and Farnborough and issue individual after departure instructions to all IFR departures that will be entering controlled airspace. Once airborne IFR departures will normally be expected to contact Farnborough on 134.350 without further RTF interchanges with Fairoaks.

SVFR Departures into the London CTR

Aircraft that wish to depart northbound through the London CTR and helicopters that wish to join H3 must remain within the Fairoaks LFA at or below 1500ft QNH, or route clear of the London CTR, until a specific clearance has been obtained from Heathrow Radar on 125.625MHz. It should be noted that at times Heathrow Radar will instruct pilots to contact Thames Radar in 132.7MHz.

FARNBOROUGH CAS-T ACTIVE

Farnborough frequently has a temporary control zone, see below, centred on Farnborough Airfield and extending up to the base of controlled airspace but excluding the London CTR.



Farnborough Temporary CTR

During the activity periods of this temporary controlled airspace the following procedures apply to aircraft departing from Fairoaks, in addition to the basic procedures detailed above.

Aircraft Remaining in the Circuit

All aircraft, both fixed wing and rotary wing, remaining in the circuit shall squawk 7010 and fly left-hand circuits when runway 06 is in use and right-hand circuits when runway 24 is in use.

VFR Departures (excluding SVFR)

Departures from runway 06 must climb to 600ft QNH or above and then turn towards the OCKham VOR. Departures from runway 24 must fly a right hand circuit and depart from the base leg towards the OCKham VOR.

IFR Departures

The normal IFR departure procedure still applies.

SVFR Departures into the London CTR

Aircraft that wish to depart northbound through the London CTR and helicopters that wish to join H3 must remain within the Fairoaks LFA and north of the runway at or below 1500ft QNH until a specific clearance has been obtained from Heathrow Radar on 125.625MHz. It should be noted that at times Heathrow Radar will instruct pilots to contact Thames Radar in 132.7MHz.

SVFR Departures into the Farnborough Temporary CTR

All departures that wish to depart to the west must either obtain a SVFR clearance, via the tower at Fairoaks, to enter the Farnborough Temporary CTR or comply with the VFR departure procedure.

JOINING PROCEDURES

Inbound fixed wing traffic should normally approach from the south between the M25 and Woking and route towards the overhead ensuring that they are level at 1500ft QNH prior to entering the London CTR. Thereafter the procedure relevant to the runway and circuit direction in use should be followed.

Runway 06 Left Hand Circuit and Runway 24 Right Hand Circuit

When either of the above are in use there is no deadside since helicopters normally circuit to the south of the runway therefore fixed wing aircraft shall descend on the crosswind leg to 1100ft QNH and then turn downwind.

Runway 06 Right Hand Circuit and Runway 24 Left Hand Circuit

Fixed wing aircraft shall route towards the overhead and then descend on the deadside prior to joining the circuit.

Helicopter Joining Procedures

Helicopters circuits are normally to the south of the runway, except when Farnborough CAS-T is active in which case all circuits must be flown to the north of the runway. Helicopters can join as convenient for the runway in use to let down to the grass to the south of the runway, however they must ensure that they are below the fixed wing circuit prior to crossing the circuit.

FLIGHT PLANNING

Flight Plans can be emailed to the tower at atsu@fairoaksairport.co.uk. Should you require an electronic version of the Flight Plan form then this can be requested via the same email address.

VFR Flight Plans

Ideally these should be submitted at least one hour prior to departure and never less than thirty minutes prior to departure.

IFR Flight Plans

Ideally these should be submitted at least three hours prior to departure, in case Air Traffic Flow Management Procedures are in place, and never less than one hour prior to departure.

REFERENCE POINTS

There are no official reference points at Fairoaks however the following unofficial reference points are used by both Fairoaks and other Air Traffic Service Units.

Reference Point	Feature	Bearing from Fairoaks	Range (nm)
Ascot	Racecourse	323°	6
Bagshot mast	Communications tower	273°	5.3
Guildford	Town and cathedral	192°	7
Knaphill	Built up area and supermarket	245°	3
Ockham	VOR and disused airfield	125°	4.8

CUSTOMS, IMMIGRATION AND SPECIAL BRANCH

There are no permanently established Customs, Immigration or Special Branch facilities at Fairoaks however flights that are subject to control by any of these agencies can take place to and from Fairoaks provided that a General Aviation Report (GAR) is emailed to the tower at atsu@fairoaksairport.co.uk. The minimum notice period required by each agency is detailed below, though it is strongly recommended that as much notice as possible is given to ensure that any required approvals have been obtained prior to the flight taking place. Should you require an electronic version of the General Aviation Report then this can be requested via the same email address.

Customs

The requirement for outbound flights is that the GAR must be submitted via the tower to Customs prior to departure. The requirement for inbound flights is that the GAR is submitted via the tower to Customs at least four hours prior to arrival at Fairoaks.

Immigration

The requirement is twenty-four hours notice for flights arriving from outside the EU and four hours notice for flights arriving from inside the EU.

Special Branch

Special Branch clearance is required for all flights to and from the Channel Islands, the Isle of Man, Northern Ireland and the Republic of Ireland. The requirement for both outbound and inbound flights is that the GAR must be submitted via the tower to Special Branch twelve hours prior to departure or arrival.

Summary – Based upon the most restrictive notice requirement

To/From	Outbound	Inbound
European Union	Prior notice	4 hours
Channel Islands, Isle of Man, Northern Ireland, Republic of Ireland	12 hours	12 hours
Outside of the European Union	Prior notice	24 hours

Note:- Since the tower closes at 6pm any GAR forms submitted to the tower after that time will not be processed until the next morning and that the notice period will not commence until the tower has submitted the GAR form. However GAR forms submitted via email with a subject of the form

General Aviation Report – Registration – Date
e.g. **General Aviation Report – GABCD – 20/10/10**

will be processed automatically and the notice period will commence from the time that you receive an automated acknowledgement from the tower.

GAR forms sent by email between 4pm on Friday and 9am on Monday must have the subject in the form of

General Aviation Report Weekend – Registration – Date

to ensure automatic processing.

OUT OF HOURS MOVEMENTS

Fairoaks permits aircraft to takeoff and land, but not conduct circuits, during the hours of daylight but not prior to 7am or after 10pm even though the tower is closed. It is a condition of this concession that the relevant part of the Out of Hours form (attached) is completed and posted through the letter box on the first floor of the tower prior to an out of hours departure and after an out of hours arrival.

POWER CHECKS

All power checks which are conducted prior to entering the runway at A1 shall be conducted in the area highlighted in red below, prior to the Run-Up Area sign.



SUNDAY RESTRICTIONS

Due to planning restrictions only four runway movements are permitted between before 10am on Sundays. A similar restriction of only four movements also applies after 8pm. Therefore pilots who wish to operate before 10am or after 8pm on Sundays **must** obtain a runway slot from the tower. Please note that a takeoff and a landing are separate movements.

WEATHER INFORMATION

A recording of the latest unofficial weather observation, which will be updated if there is any significant change, can be obtained by dialling +44 (0) 1276 855047.

WHO's WHO

Airport Operations Manager	Alastair Wang	01276 857700	alastair.wang@fairoaksairport.co.uk
FISOs	Alastair Wang Ben Campbell Bob Trott Dan Johnson Graham Ball Jason Woodward-Witt Paul O'Reilly Nigel Reynolds Terry Clark Zoë Spain	01276 857300	atsu@fairoaksairport.co.uk
Fire Crew and Refuellers	Fred Rowell Chris Warren Jason Woodward-Witt Mark Petford Mark Rowell Robert Rowell	01276 857300 (Part time) (Part time)	Ground Crew Supervisor
Maintenance Staff	Dave Ward Mark Petford Mick Ward Tony Wye	01276 857700	Manager

OUT OF HOURS FORM

REVISED July 2009
FAIROAKS AIRPORT LIMITED

Out of Hours **ARRIVAL/DEPARTURE*** details:

This form is to be completed after landing/before take-off and left in the Pilots' Report Office, 1st Floor ATC. A letter box is provided.

Aircraft Registration..... Callsign..... Type.....

Pilot..... No. of People on Board.....

Inbound from* }
Destination* }
Actual Time of Arrival (UTC)* }
Estimated Departure Time (UTC)* }

Alternative Aerodrome*

I confirm that the weather conditions at Fair Oaks at this time are suitable and that the runway is clear of obstructions.

BEFORE YOU SIGN see overleaf for Terms and Conditions

Signed..... Telephone..... Date.....

NOTE:

1. Please maintain a listening watch inbound on 123.425 MHz and report your position joining and in the circuit and on the ground until you shut down.
2. Please report your intentions to taxi, line up and take off, thereafter departing the circuit on 123.425 MHz and changing frequency en route.
3. No circuit flying outside of normal licensed hours including Public Holidays.

* Delete where inapplicable

Terms and Conditions

- a) Pilots must comply with the requirements of the Air Navigation Order (2005) and the Rules of the Air Regulations (2007).
- b) The aircraft being covered by third party insurance to a value of £1,000,000. Acceptable evidence of this insurance to be produced to the aerodrome operator whenever required.
- c) The use of the aerodrome during daylight hours only, and in accordance with all local aerodrome rules.
- d) Landing fees where applicable may be paid by cheque attached to this form.
- e) The pilot understands that when making a landing at, or take off from Fairoaks Airport outside the operational hours published in the UK AIP (or elsewhere) neither Aerodrome Flight Information Service facilities nor crash and rescue crew will be available and that the aerodrome will in such circumstances not be licensed within the provision of Article 126 of the Air Navigation Order.
- f) The pilot agrees that no claim will be made against Fairoaks Airport Ltd. or any group/company or any of their respective servants or agents.

NOTES

- 1. An emergency telephone is available in the Briefing Room adjacent to the Control Tower.
- 2. Departures in IFR conditions must be coordinated with London Terminal Control before take-off. Telephone 02380-401102.
- 3. Maintain a listening watch on Fairoaks frequency 123.425 MHz when outbound and report your position from when you commence taxiing until changing frequency.
- 4. For traffic information and Lower Airspace Rader Service call Farnborough Radar 125.250 MHz as soon as possible, normally available 0800-2000 (local)

For Special VFR flights through the zone call Heathrow Radar 125.625 MHz or, if no reply, Thames Radar on 132.7 MHz.
- 5. For departures on runway 06 with a right hand turn out not below 600ft QNH and keep west of the M25 on track to Ockham.
- 6. Arrivals for runway 06 must join overhead and then descend crosswind. Arrivals for runway 24 must join overhead and descend on the dead side then turning crosswind for the runway. No aircraft to join on base leg or final.
- 7. Helicopters arriving must let down over the centre of the airfield.