

Send to:
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or
 Luftfartstilsynet
 Postboks 243
 8001 BODØ

**Exemption in accordance with
 Regulation (EC) 216/2008 Article 14(4)**

Name of ATO	
Name of organisation	ATO number
E-mail	Phone number (with country code)

Area	Items to be addressed
Regulatory reference	
Description of scope of the exemption request	
Motivation	
Outcome of research of alternative solutions	

Risk Assessment	
Mitigation	
Action plan	
Affected areas	
Remarks	

Signature of Head of Training	
I confirm that the information filled out in this form is correct.	
Date	Signature

Guide	
Area	Items to be addressed
Regulatory reference	Specify exactly the regulatory requirement from which the ATO is seeking to be exempted. The request should normally concern the requirement laid down in paragraph 18 (a) of Appendix 9 to Regulation (EU) No 1178/2011 applicable as of 20 December 2019.
Description of scope of the exemption request	List the exact training course(s) approved by the Competent Authority that are covered by the exemption request.
Motivation	Describe the urgent unforeseeable circumstances or urgent operational needs which motivate your request, including: <ul style="list-style-type: none"> - The precise reasons why the ATO will not be able to ensure compliance of the course delivery by 20 December 2019. - Chronology of events leading to the impossibility to comply and the reason for alate notification if applicable;
Outcome of research of alternative solutions	Specify why the exemption constitutes the sole possibility to adequately address those circumstances or needs in compliance with the applicable requirements. In this respect describe what other alternative solutions have been investigated/considered to address the problem, such as but not limited to contracting compliant devices from other FSTD operators, or rescheduling the training courses.
Risk Assessment	Conduct a risk analysis addressing the risk associated with the following cases: <ul style="list-style-type: none"> - Exemption granted - Exemption denied Substantiate the rationale behind the risk assessment, including the resources required for the implementation of those measures.
Mitigation	Specify what mitigating measures the ATO proposes to apply during the duration of the exemption, to contain the risk.

Action plan	Provide a plan describing how and by when the ATO is intending to ensure that all the training devices used are fully compliant with the applicable requirements by the end of the period for which exemption is sought.
Affected areas	Provide a detailed analysis of areas affected by the exemption: <ul style="list-style-type: none"> - Number and nature of the organisations which are expected to be impacted (i.e. AOCs, Training organisations etc.); - Number of affected individuals (i.e. pilots starting initial type rating between 20 December 2019 and the date on which the requested exemption is supposed to end); - Number and type of affected devices (i.e. FFS and their location).
Remarks	Any further relevant information not captured in the above points.

GDPR

In order to process your application we need information about you. Your personal data is required in order to certify and/or approve correct person. Your personal data will be treated in accordance with regulation (EU) 2016/679 – General Data Protection Regulation (GDPR). Article 6 (1)(e), Civil Aviation Act § 5-3 regulation on certifying crewmember and EU-regulation no. 216/2008 Article 14(4) specifies the criteria on which your application will be processed.

Your personal data will be stored only as long as required for the purpose in which they were collected. You have the right to access your personal data, and, if necessary, have them corrected. If you believe that your personal data is not treated in accordance with the GDPR, you may appeal to the Norwegian Data Protection Authority. The Civil Aviation Authority – Norway (CAA-N) is responsible for the processing of your application. Contact our data protection officer at personvernombud@caa.no.

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