

AVOP Knowledge Confirmation Form

For All Airport Staff, Tenants, Clients, and Other Users.



1. AVOP Holder Details

Please indicate the individuals who have used their AVOP within the past 6 months.

First Name:	Last Name:	AVOP Issue Date:	AVOP Expiry Date:	Date of Last AVOP Use:	AVOP #
					NBA -
					NBA -
					NBA -
					NBA -
					NBA -
					NBA -
					NBA -
					NBA -
					NBA -
					NBA -
					NBA -

2. Authorizing Information

Confirmation Statement: I confirm that the above individuals have used their AVOP at the North Bay Jack Garland Airport at least every six (6) months from date of issue, or since April 2016 - whichever is less, most recently on the date listed above. An update will be provided again within the subsequent six (6) months from the date listed above.

Supervisor / Manager / Designate Full Name and Signature:

Date:

Please forward the completed form via e-mail or fax to: operations@northbayairport.com or (705) 472-9867.

Excerpt from Airport Traffic Directives:

10.03 AVOP 6 Month Knowledge Confirmation

To ensure that all AVOP holders remain current with both the theoretical and the practical components of the entirety of the Airside Traffic Directives, every AVOP holder is required to provide, in writing, a statement confirming they have used their AVOP every 6 months from the date of issue, or April 2016 - whichever is less, until expiry.

This knowledge confirmation came into effect in 2016 for all AVOP holders.

All completed knowledge confirmation forms can be submitted to:

Mail: 50 Terminal St., Suite #1
North Bay, ON, P1B8G2

Email: operations@northbayairport.com

Fax: 705-474-3020

Should the AVOP holder not be able to provide proof that they have used their AVOP at least every 6 month a check ride must be scheduled with an airport evaluator, as listed below, to validate their knowledge of all traffic directives.

Airport Security/Operations and Service Development Manager
Ph. 705-474-3026 ext. 5305

Failure to comply with this reporting within 14 calendar days following the 6 month timeframe will result in the AVOP being revoked.