

**LTN**Contact Details

Contact	Phone	Fax / e-mail
ACL	+44 (0)20 8564 0 614 / 620 / 623	+44 (0)20 8564 0691
Apron Control	+44 (0)1582 395 525	+44 (0)1582 395 526 opscontrol@london-luton.co.uk

Local Rule 1

Permission Prior to Operate (PPO)

- All fixed wing a/c flights can only operate with prior permission from the coordinator, or the London Luton Airport Operations Control Centre (out of hours / last resort).
- All requests for ad-hoc operations must be submitted IN WRITING, using SSIM format telex or email / OCS.
- Urgent requests outside normal office hours should be made by OCS (preferred) or by fax to Apron Control (last resort).
- All requests should be in 'turnaround' format (except LTN-based operators).
- Emergency diversions do not require prior permission for arrivals; departures following diversions DO require permission.
- All requests should be made as far in advance as possible of the intended date / time of operation – min request time is 30 minutes.
- Any unwanted slots must be returned to allow re-allocation to operators with outstanding requests.