



MINISTRY OF DEFENCE

Property Directorate



INFORMATION NOTE

How to obtain copies and amendments of Joint Service Publication (JSP) 554-Military Aviation, Aerodrome Standards and Criteria

Number: IN 06/09

Property Directorate Sponsor:
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Who Should Read this: CEStOs, Top Level Budget Holders, Project Sponsors, MOD Project Managers and others within the IPT (for both Prime, PFI/PPP and traditionally procured contracts), Defence Estates Advisors and Property Managers/Site Estate Representatives with responsibility for MOD projects and Property Management Works Services (including the legacy work of EWCs/WSMs), Aerodrome Technicians and Consultants .

When it takes effect: Immediately

When it is due to expire: 30th April 2019

Equality And Diversity Impact Assessment

This policy has been Equality and Diversity Impact Assessed in accordance with the Department's Equality and Diversity Impact Assessment Tool against:

Part 1 Assessment Only (no diversity impact found).

Document Aim: The aim of this Information Note is to inform all interested parties involved in Design, Installation, Commissioning, Operation and Maintenance of MOD Airfields Services that copies and amendments of "Joint Service Publication (JSP) 554 - Military Aviation, Aerodrome Standards and Criteria" may be obtained from the Defence Storage and Distributing Agency (DSDA) and to advise of the method of procurement.

1. JSP 554 titled 'Military Aviation, Aerodrome Standards and Criteria' sets the operational requirements and standards to be achieved on the MOD airfields in the U.K. and abroad.
This Information Note advises of the procedure to be followed by MOD Contractors, Consultants and other interested parties who are involved in MOD airfield works and require to reference the JSP but are unable to access the document on the MOD Intranet.

How to obtain an updated copy of JSP 554

2. Copies of JSP 554 may be purchased by submitting an application to the Forms and Publications (Sales) at DSDA. The application is to be in writing on company headed paper and is to include a delivery and invoicing address, both of which are to include a contact name, telephone number and email address.
3. The application should be submitted along with a completed MOD form-999 (Annex A). This form can be obtained from the DSDA at the address detailed in Para 6 below.
4. All the orders placed with DSDA will be subjected to sponsor approval and in some cases, security approval maybe required before issuing the document to the applicant.
5. Once registered as a holder of JSP554 DSDA will maintain the document by issuing amendments to the registered holder who will be expected to pay for them on a repayment basis. The MOD reserves the right to alter or amend the price of publications at any time without notice.
6. If the registered holder does not wish to receive amendments automatically, they are to inform the Forms and Publications (Sales) Section in writing so that their details are removed from the Distribution List of DASA.
7. Applications are to be addressed to:

Forms and Publications (Sales)
Defence Storage and Distributing Agency (DSDA)
Building C 16 C Site
Lower Arncott, Bicester, Oxfordshire OX 25 1LP.
Tel : 01869 256052(Help Desk)
Mil : 94240 2052
Fax: 01869 256824
Email: formsandpubs@qcis.mod.uk

