

## CCPO Guide

### **NOP Requirement for Applicable Airport Projects/Work**

In alignment with the requirements of the Ministry of Labour, Training and Skills Development (MOLTSD), projects on Airport Lands going through the FAP Process must submit a **Notice of Project (NOP)** with their FAP application submissions to CCPO under any of the following conditions:

- The project/work has a total cost of labour and materials expected to **exceed \$50,000**, or
- The project/work is required to be **designed by an Architect or Professional Engineers** which includes new construction, renovation, alteration, demolition, repair, or restoration of any buildings, building systems, structures, roads, groundside & airside facilities (roads, parking lots, runways, taxiways, aprons, SWM facilities, etc.) &/or utilities, or
- The project/work activities include **specific hazards, risks, or potentially high operational impact** as determined by CCPO that requires detailed plans & mitigating measures to be in place for worker & public safety, or
- The project/work activities include **surface penetration** of rated floor or wall surfaces, or **ground excavations** (trenching, tunnelling, etc.), or other specific activities as determined by CCPO with safety &/or potentially high operational impact.

Note that it is the contractors' responsibility: to assess their work to determine which regulations apply i.e., construction or industrial (maintenance), to follow all the applicable Airport processes, to have appropriate Work-Specific Safety Plans (WSSP) for all work assigned, and to ensure that their workers understand and follow the established WSSP while executing all activities required for completing the work.

**If unsure if a NOP is required, please contact CCPO for clarification.**  
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