



Supersedes: Directive # 2021-D-010

Subject: New AVOP Fee Schedule and Written Exam Booking Process

From: GTAA AVOP Office

Contact: Robyn Rau, Manager AVOP Program, robyn.rau@gtaa.com, 416-776-AVOP(2867)

Date of Issue: 2021-12-23 **Effective Date:** 2022-01-01

Background: As previously communicated to the airport community and company designated signing authorities, the GTAA will introduce a fee schedule for AVOP testing and licensing effective January 1, 2022. These fees will be charged to the company signing authorities and billed through a chargeback process at the conclusion of each month. Invoicing details will be sent via email to the company with supporting documentation outlining any applicable charges and names of the applicants.

Fee structure and enhanced licensing requirements are outlined below:

License Type	DA	D
New AVOP		
Fee	\$250	\$250
License Period	3-year	3-year
Requirements	12hr in-vehicle training	24hr in-vehicle training
Requirements	Written & Practical Test	Written & Practical Test
Existing AVOP Renewals		
Fee	\$150	\$150
License Period	3-year	3-year
Requirements	Written and Quiz Tests	Written and Quiz Test

	New Fees
Missed Test appointment (written or practical)	\$100
Third Written or Practical Test or revoked AVOP reinstated after successful appeal	\$50

Payments can be made online through the website below:

<https://www.torontopearson.com/GtaaPayments.aspx>

Written AVOP Testing Process:

To enhance the AVOP customer service experience as it relates to the written test process for AVOP, the GTAA will be establishing a booking process for all written exams for both D and DA licenses. Individuals wishing to schedule a written AVOP test can do so by using the online booking site at AVOP Test Booking, avop@gtaa.com or contacting the AVOP office directly at 416-776-AVOP (2867).

For any applicant who fails to show for a booked written exam or does not provide twenty-four (24) hours' notice of cancellation, a fee will be applied and sent to the applicant's company in line with the Fee Schedule above.

The written exam location and times for booking a test have not changed and will continued to be offered on Tuesday, Wednesday and Thursday, three (3) times per day at 0830, 1030 and 1330 in Terminal 1, adjacent to International Arrivals on the Arrivals Level – Room #FB1039, see appendix A for map.

Covid protocols remain in effect until further notice. All those attending either the written or practical AVOP testing must be fully vaccinated or have an approved exemption and supporting documentation if asked, as well as use an approved face mask covering both mouth and nose during the entire testing process.

The AVOP program details including AVOP maps, training requirements, etc. can be found at the following location on the Toronto Pearson Website.

<https://www.torontopearson.com/en/airport-employees/passes-and-permits/airside-vehicle-operators-permits>

A handwritten signature in blue ink, appearing to read 'Craig Bradbrook', is positioned above the printed name.

Craig Bradbrook
Chief Operating Officer

Appendix A

