Permissions flow chart

Diocese of Bristol

PCC

Proposal, for work to the church building or churchyard, being prepared by the PCC*

Check if proposed work is included in List A or B

*Work identified on **List A***

No permission needed. Proposal to be logged on to faculty online. Click here for details.

Print off the Confirmation of List A matter and file in the Church Log Book.

Work can be carried out *(please see conditions)*

*Work identified on **List B***

Archdeacon's Permission needed. Free of charge.

Submit **List B/AMO*** application via faculty online. Click here for details.

Work not on List A or B

Check the list of Additional Matter Orders (AMO)

*Work identified as **AMO***

Submit **List B/AMO*** application via faculty online. Click here for details.

If temporary change proposed

Contact the Governance Support Team for advice

Archdeacon's Temporary Minor Re-ordering (TMRO) License needed. Free of charge.

Submit **TMRO** application via faculty online. Click here for details.

Any other work

Contact the Governance Support Team for advice

*Work identified as **full faculty***

Full faculty needed. Please see faculty process flow chart.

Governance Support Team

First review of the application

More information needed

PCC's requested to provide additional information

Application sent for a review to the DAC Assessor

More information needed

Recommendation sent to the Archdeacon

Archdeacon's Written Notice or TMRO License (form 9) issued

PCC

Print off the Notice and file in the Church Log Book.

Work can be carried out *(please see conditions)*

**To establish what level of permission is needed please check with the Governance Support Team who will also provide information about supporting information required.*

For contact details please visit Staff directory - Diocese of Bristol (anglican.org).

***Diocesan Additional Matter should be chosen on list B items (located at the bottom of the list).*