



Number: OPS SN- 2012/10

Issue: 4

03 December 2018

AOC Variation Application for the Inclusion of new types and additional aircraft of same type or variants

This Safety Notice contains recommendations regarding operational safety.

Recipients are asked to ensure that this Safety Notice is copied to all members of their staff who may have an interest in the information (including any 'in-house' or contracted maintenance organisations and relevant outside contractors).

Applicability: All Part CAT Operators

1. Introduction

- 1.1 Based on past experience, the Authority has decided to promulgate some guidance to the industry concerning matters that may need to be considered at the time of AOC Variation application for new types, additional aircraft of same type or variants.
- 1.2 Operators should appreciate that the inclusion of new type, additional aircraft of same type or variants on the AOC is a matter that requires careful technical consideration and project planning in order to minimise delays. Close coordination is required in project planning and implementation between technical departments such as Airworthiness, Maintenance, Flight Operations and Ground Operations and that of commercial or marketing departments to ensure that all parties are aware of the impact and timelines.
- 1.3 Operators should also recognise that many of these matters will be subject to review, acceptance or approval as the case may be by the Authority. It is essential that sufficient advance notification is given to the Authority in order that it may plan ahead. It is equally important that operator take due note of minimum advance application periods that may be applicable.
- 1.4 The Authority has reviewed the requirement of EASA Air OPS and Part M and has identified key requirements that have to be considered by operators. The Authority would encourage operators to present a project plan to the Authority addressing items below and detailing focal points (office or person) and associated time lines.

2. Items to be considered

2.1 Certificate of Airworthiness

The operator shall consider matters associated with issuance of a Certificate of Airworthiness taking due note and implications of Airworthiness Notices and Civil Aviation Directives in force. Of key importance are the requirements for the completion of an Airworthiness Review, aircraft certification standards and subsequent aircraft and record inspections required to be carried out by the Authority. Close liaison shall be maintained with the Airworthiness and Engineer Licensing Inspectorate on these matters.

2.2 Minimum Equipment List (MEL)

The operator shall consider the requirement for a MEL (if applicable) and give due consideration to the time required to produce the document and have it reviewed and approved by the Authority.

2.3 Compliance Control and Monitoring System

The operator shall consider arrangements concerning the manner in which Compliance Control will be undertaken by the relevant operational department and in addition the independent Compliance Monitoring programme.

2.4 Certificate of Registration

The operator shall consider matters associated with issuance of a Certificate of Registration taking due note of other associated matters such as application for ELT registration and Mode S codes. In the case of ELT Registration due consideration should be given to the fact that the Authority has to interact with other national agencies.

2.5 Operations Manual

A review of the Operations Manual shall be undertaken to ensure that information required to be specified is catered for. Typically, an addition of an aircraft or variation will involve some editorial amendments to Part A and may involve technical amendments to Part B and E. In cases where the aircraft is to serve new routes, amendments to Part C may be anticipated.

2.6 Operation in defined airspace with Reduced Vertical Separation Minima (RVSM)

The operator shall consider that the RVSM operational approval is aircraft specific and the full application and associated submission shall be made prior to the AOC Variation.

2.7 Operations in areas with specified navigation performance requirements

The operator shall consider that the navigation specifications (BRNAV, RNP 10, RNP 1 etc...) required by the operator for various routes and destinations are aircraft specific and the full application and associated submission shall be made prior to the AOC Variation.

2.8 Extended range operations with two-engined aeroplanes (ETOPS)

The operator shall consider that the ETOPS approvals (if applicable) are based on airframe/engine combinations it currently operates. Due consideration shall be given to the impact of new airframe/engine combinations requiring prior non-ETOPS proving experience.

2.9 Low visibility operations – Aerodrome considerations

If applicable, the operator shall consider the impact of new types or variants with regards to State approvals issued for the conduct of LVO.

2.10 Performance – General

The operator shall consider the performance assessment relating to the appropriate Part CAT.POL Subpart, taking into account take-off, en-route and landing and engine-out procedures.

2.11 Load Control

The operator shall consider arrangements regarding basic weight determination, Dry operating Weight and associated indexes as well as formal amendments to Weight and Balance documents and promulgation to out stations.

2.12 Instruments, Data and Equipment

The operator shall note the requirement to produce the Part CAT.IDE compliance statement. There may in some cases be a need to standardise the cabin safety equipment type and/or location in view of the restrictions imposed by ORO.CC.250 (number of types the cabin crew may operate).

2.13 Aeroplane Maintenance

The operator shall consider Continuing Airworthiness Management Organisation responsibilities as per EASA Part M and any relevant Airworthiness Notices in force. In particular, consideration shall be given to matters such as the CAME review and amendments, maintenance arrangements and contracts, interface agreements, maintenance programme, LOPA and reliability programmes. Close liaison shall be maintained with the Airworthiness and Engineer Licensing Inspectorate on these matters.

2.14 Flight Crew

The operator shall consider the requirements for conversion courses or differences training (as appropriate). In some cases, there may be a need for formal amendment to Part D.

2.15 Cabin Crew

The operator shall consider the requirements for conversion courses or differences training (as appropriate). In some cases, there may be a need for formal amendment to Part D.

2.16 Cabin Crew - Operation on more than one type or variant

Dependent on the cabin safety equipment types and location (see 2.16), the operator shall consider the restrictions on the number of types or variants that may be operated.

2.17 Operational Flight Plan

The operator shall consider arrangements for the derivation of the necessary customised operational flight plans for its route network.

2.18 Aeroplane Technical Log

The operator shall consider the arrangements for customised aeroplane technical logs as appropriate.

3. Queries

- 3.1 Any queries as a result of this Safety Notice should be addressed to Head of Flight Operations and Flight Crew Licensing Inspectorate at the following e-mail address:
hfo@scaa.sc

4. Cancellation

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Head Flight Operations and Flight Crew Licensing Inspectorate