



## CIVIL AVIATION AUTHORITY OF BANGLADESH

### AIR NAVIGATION ORDERS AIRWORTHINESS AND OPERATIONS REQUIREMENTS

#### PART F- AIRWORTHINESS AND OPERATIONS DIRECTIONS

#### CHAPTER F.1 SAFETY ASSESSMENT OF FOREIGN AIRCRAFT (SAFA)

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#### 1. GENERAL

- 1.1 This Order prescribes requirements for conducting the Safety Assessment of Foreign Aircraft (SAFA) through visual inspection of the aircraft exterior, the inspection on the flight deck and the inspection of the passenger cabin and/or cargo compartments.
- 1.2 The instructions outlined in this ANO shall be applicable for both Operations and Airworthiness requirements on SAFA.
- 1.3 Inspectors are authorized to perform a SAFA inspection according to the ICAO convention article 16 (search of aircraft), wherein it says, “The appropriate authorities of each of the contracting States shall have the right, without unreasonable delay, to search aircraft of other contracting States on landing or departure, and to inspect the certificates and other documents prescribed by this Convention”.

#### 2. INTRODUCTION

- 2.1 The CAAB’s regulations and procedures for the approval, surveillance and resolution of safety issues, associated with commercial air transport operations by an operator from another State (herein after referred to as a “foreign operator”) should be in conformity with the Annexes to the Convention. It is of particular importance to recognize that the

primary role in the safety oversight of any operator is that of the State of the Operator which issued the air operator certificate (AOC).

- 2.2 The CAAB undertakes, in accordance with the Article 12 to the Convention, to insure that every aircraft flying over or manoeuvring within its territory shall comply with the rules and regulations relating to the flight and manoeuvre of aircraft there in force.
- 2.3 The Article 33 to the Convention provides that certificates of airworthiness and certificates of competency and licences issued, or rendered valid, by the State in which an aircraft is registered, shall be recognized by the CAAB, provided that the requirements under which such certificates or licences were issued or rendered valid are equal to or above the minimum standards which may be established by ICAO.
- 2.4 This requirement for recognition is now extended by Annex 6, Part I and Part III, Section II, such that the CAAB shall recognize as valid an AOC issued by another Contracting State, provided that the requirements under which the certificate was issued are at least equal to the applicable Standards specified in Annex 6, Part I and Part III.
- 2.5 To assist in the approval and monitoring of the activities of foreign operators, the CAAB undertake under the Article 21 to the Convention to provide information on the registration and ownership of individual aircraft. It is intended that this information, together with the identification of the State of the Operator and the operator, will be available on the ICAO secure site in the form of an international register of air operator certificates.

### **3. DEFINITION**

- 3.1 For the purpose of this Order:
  - (a) **“Flight safety documents system** “means a set of interrelated documentation established by the operator, compiling and organizing information necessary for flight and ground operations, and comprising, as a minimum, the operations manual and the operator’s maintenance control manual.
  - (b) **“PDF or PDFs”** means Pre Described Findings.
  - (c) **“POI** “means Proof of Inspection.
  - (d) **“State of oversight”** means either the State of Operator, State of Registration or State of Licencing whichever is applicable responsible for the oversight in that area (possibly transferred by an article 83bis agreement.

### **4. THE RIGHT OF STATES TO INSPECT AIRCRAFT FROM OTHER STATES**

- 4.1 The CAAB is entitled, by the Article 16 to the Convention on International Civil Aviation, to search aircraft from other States on landing and departure and to inspect the

certificates and other documents prescribed by the Convention and its Annexes, provided there is no unreasonable delay to the operation.

- 4.2 The Annex 6 — Operation of Aircraft, Part I — International Commercial Air Transport — Aeroplanes, paragraph 4.2.2.2 and Part III — International Operations — Helicopters, Section II, International Commercial Air Transport, paragraph 2.2.2.2 require that the CAAB shall establish a program with procedures for the surveillance of operations in their territory by a foreign operator and for taking appropriate action when necessary to preserve safety.
- 4.3 The Annex 8, Part II, paragraph 3.6 allows the CAAB to prevent a damaged foreign aircraft from resuming its flight operation on the condition that the CAAB shall advise the State of Registry immediately. The State of Registry will consider the airworthiness of the aircraft and prohibit the aircraft from resuming flight until it is restored to an airworthy condition or permit the aircraft to resume its flight, if considered airworthy, or permit the aircraft to conduct a non-commercial air transport operation, under prescribed limiting conditions, to an aerodrome at which it will be restored to an airworthy condition.
- 4.4 The Article 29 to the Convention requires an aircraft to carry:
- its certificate of registration;
  - its certificate of airworthiness;
  - the licences for each member of the flight crew;
  - its journey log book (often referred to as the technical log);
  - if it carries passengers, a list of names and places of embarkation and destination; and
  - if it carries cargo, a manifest and detailed declarations of the cargo.
- 4.5 The Annex 7 requires that an aircraft shall carry in a prominent position near the main entrance, an identification plate inscribed with at least its nationality and registration marks.
- 4.6 The Annex 6, Part I and Part III, Section II, further requires the carriage of:
- a certified true copy of the operator's AOC and a copy of the associated operations specifications relevant to the aircraft type with a required minimum content, which includes the location on board the aircraft where the contact details, at which operational management can be contacted without undue delay, are listed;
  - if subject to the requirements of Annex 16, Volume I, a document attesting noise certification;
  - the aircraft flight manual or other document containing performance data;

- the operator's operations manual or those parts of it that pertain to flight operations, which shall include the aircraft operating manual, checklists for normal, abnormal and emergency procedures and the minimum equipment list;
  - current and suitable charts to cover the route of the flight;
  - an aircraft search procedure checklist; and
  - and information and instructions relating to the interception of civil aircraft.
- 4.7 When the licences of the flight crew, the AOC and associated operations specifications, the document attesting noise certification, the certificate of registration or the certificate of airworthiness are issued in a language other than the English, Annex 1, Annex 6, Part I and Part III, Section II and the Annexes 7 and 8, require that these shall include an English translation.
- 4.8 The journey log book may be replaced by a general declaration containing the information recommended to be contained in the journey log book by the Annex 6, Part I, 11.4.1 and Part III, Section II, 9.4.1, which is, in common practice, referred to as a voyage report.

## **5. STATE APPROVAL FOR A FOREIGN OPERATOR TO OPERATE WITHIN ITS TERRITORY**

- 5.1 As a result of the above and in order to exercise its authority and to satisfy its obligations under the Convention with respect to the safety of operations within its territory, the CAAB has developed procedures for the safety oversight of foreign operators and for the authorization of such operators to operate within its territory in a manner consistent with the CAAB's national regulatory requirements.
- 5.2 In the case of any significant negative findings / major deficiencies, the document review should be followed by discussions with the State of the Operator seeking resolution of such deficiencies prior to granting an approval. This information can be supplemented, in part, by the consideration of audits, including operator audits.
- 5.3 In case of significant negative findings / major deficiencies, the CAAB should deny the approval to a foreign operator and should consider appropriate additional measures, such as those described in the Chapter 6 of the ICAO document no. 8335 AN/879 titled "Manual of Procedures for Operations Inspection, Certification and Continued Surveillance".

## **6. SAFA RAMP ACTION**

### **6.1 General instruction**

- (a) Should an operator refuse to permit the performance of a SAFA inspection without a valid reason, CAAB shall consider the grounding of the aircraft in accordance with the provision laid down by Bangladesh. In such a case CAAB will immediately inform the State of Registry.

- (b) In order to be able to inspect foreign aircraft, the CAAB shall arrange direct access to the ramp or other relevant areas for their inspectors or shall make an arrangement with the applicable airport authorities on how to get such access. A valid credentials issued to CAAB inspectors shall be honored by any individuals (operators personnel, security personnel or any other) to provide unhindered access for the inspectors to perform their duties. The CAAB shall provide the inspectors, in addition to the inspectors' credentials, with the necessary tools (e.g. flashlights, digital camera, mobiles) and protective clothing suitable for the environmental circumstances (e.g. fluorescent vests, ear protection, anti-static clothing)
- (c) Inspectors must show tact and diplomacy when performing a SAFA Ramp Inspection. Any unnecessary contact with passengers should be avoided; however, to be able to inspect certain elements in the cabin this may be justified, for example:
- (i) Proper stowage of cabin baggage under the seat;
  - (ii) Excessive overweight in overhead luggage bins;
  - (iii) Baggage in front of emergency exit;
  - (iv) Infants/children over the minimum age determined by the State of Registry should have their own seat;
  - (v) Passengers seating arrangement in the cabin, compared to the load sheet data; and
  - (vi) Sufficient number of seats commensurate with the number of passengers.
- (d) Departure delay of an aircraft should be avoided. However, when an inspector discovers an issue such may have a major effect on flight safety or requires further investigation to clarify the issue, a delay may be justified, for example:
- (i) The tires appear to be worn beyond the limits (central groove no longer visible), however reference must be made to the applicable AMM to determine the actual limit.
  - (ii) An oil leakage (e.g.5 drops/minute) must be checked against the applicable AMM to determine the actual limit.
  - (iii) A flight crew member cannot produce his / her licence. Clarification must be sought from the operator to confirm the flight crew member has a valid licence by requesting, for instance, a copy of the licence to be sent to the inspectors for verification.

**NOTE:** The limitations quoted in the examples are here for illustration purposes and should not be applied during a ramp inspection, knowing that the defects raised must be

- studied in respect of the limitations enacted in the applicable documentation of the inspected airline.
- (e) A certain amount of inconvenience to flight and cabin crews, handling agents and other personnel involved in ground handling activities may arise, but inspectors must do everything possible to reduce hindrance to the minimum, for example;
- (i) They should try to be as precise and complete as possible when asking for aircraft documents from flight crew. This should result in a minimum of discussion time allowing the flight crew to deal with their primary task of flight preparation or flight termination.
  - (ii) They may ask the senior cabin crew member to dedicate 1 (one) crew member to assist them with the inspection tasks;
  - (iii) They should debrief the commander of the aircraft after the inspection task is completed;
  - (iv) They should inform cargo loading staff of possible hindrance due to inspection task in cargo compartment; and
  - (v) When carrying out inspections on the flight deck, the flight crew should be allowed to give priority to staff directly involved in the flight preparation (e.g. fuel master, load-planning agent, handling agent passenger information etc.).
- (f) SAFA inspectors should try to perform all of the SAFA Procedures items as mentioned in Chapter 6 of the ICAO No. 8335 AN/879. When circumstances prevent this (time, manpower, etc.), the inspector should try to inspect those elements which, according to inspectors preparation and experience, are likely to be more safety critical, for example; a noise certificate has far less impact on safety than an incorrectly filled in Mass & Balance calculation/graph.
- (g) Nothing should be done in the course of a SAFA Ramp Inspection that hinders the crew/passengers that could just as well be inspected on another aircraft of the same operator without causing delay /hindrance.
- (h) Whenever possible it is advised to contact the Operator's representative at the airport so that he/she can be present during the SAFA Ramp Inspection. Experience shows that the Operator's representative may be helpful in providing support especially in facilitating communication with the crew or operator home base.

## 7. INSPECTION PREPARATION

7.1 The inspection preparation procedure includes three main elements:

- Selection of the aircraft /operator to be inspected;
- Information gathering about the aircraft and the operator; and

- 7.2 The inspection preparation procedure described above is designed primarily to cater for preplanned inspection, however for non-planned inspections (e.g. spot-check, focused and follow-up inspections) the same procedure should be followed as far as practical.
8. **RAMP INSPECTION** SAFA Ramp Inspection will be done on SAFA/RAMP Inspection Report, Appendix -1 card of the SAFA Inspection Procedures Manual.

Issued in pursuance to the Civil Aviation Rules, 1984, Rule 4 and Rule 1.



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