GM 14-30

CIVIL AVIATION AUTHORITY OF BANGLADESH

Guidance Manual

Aeronautical Studies & Safety Risk Assessment and Exemption Procedures for Non-compliances at Aerodromes/ Heliports

Version 2.0
27 June 2024

AERODROME STANDARD DIVISION

GM 14-30

CIVIL AVIATATION AUTHORITY OF BANGLADESH

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on

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Aerodrome Standard Division

Record of Amendments

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Revision / Version	Date	Chapter / Section	Details
1.0 a) AC(AD) No.1 b) CPM-14-04	a) 10-01-2010 b) 11-05-2017	All	a) Aeronautical Studies b) Exemption Procedures for Nom-compliances at Aerodromes
2.0 GM-14-30	25-06-2024	All	Guidance Manual (GM-14-30) on Aeronautical Studies & Safety Risk Assessment and Emption Procedures for Non-compliances at Aerodromes/ Heliports

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Foreword

This guidance manual for Aeronautical Studies and Safety Risk Assessment, Version-02, has been prepared for the use and guidance for Aeronautical Studies and Safety Risk Assessment by the Aerodrome/Heliport Operators in the performances of their duties. All matters pertaining to aerodrome/ heliport operator's duties, responsibilities and procedures have been covered to the extent possible in this Guidance Manual (GM).

This GM also provides guidance to aerodromes/heliport operator, as the case may be, for seeking exemption in case of inability to comply with those specifications contained & permitted in the ANO-14 Vol-I and/or ANO-14 Vol-II as appropriate.

Aerodrome/heliport Operators are expected to use good judgment in dealing with matters with where specific guidance is unavailable or be aware of changes in aviation technology, legislation and developments within the industry that may necessitate changes to requirements and the relevant procedures followed by CAAB.

This GM contains the specifications & Procedures that pertain to Aerodrome/heliport Operator. The contents of this GM for Aeronautical Studies and Safety Risk Assessment shall not be deemed to supersede any provisions/instructions contained in CA Act / Civil Aviation Rules & ANOs made thereunder. All the Aerodrome/heliport Operators are required to be fully conversant with the relevant contents of this GM.

The undersigned certifies that this GM for Aeronautical Studies and Safety Risk Assessment satisfies all the regulatory requirements. The responsibility to publish, make revisions and amendments and to control of this GM shall be vested in and done according to the instructions and procedures existing.

The guidelines for Aeronautical Studies contained in this GM will be updated from time to time in relation to the changes in rules, regulations and/ or based on received suggestive ideas. Comments and recommendations are welcome and should be forwarded to the undersigned.

This GM is issued under the authority of the Director (AS), CAAB and will become effective on the date mentioned in the GM and will supersede the Aerodrome Advisory Circular (AC (AD) No-1) and Civil Aviation Procedure Manual (CPM-14-04) issued respectively on 10 January 2010 and 11 May 2017.

27-6-24

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1. GENERAL

1.1 PURPOSE

This Guidance Manual (GM) provides guidance to operators (both aerodrome & heliport) on the conduct of Aeronautical Study and risk assessment where the aerodrome/ heliport as the case may be is unable to meet requirements and need to identify alternative means to achieve an equivalent level of safety. Although this GM relates to aerodromes/ heliports, the principles contained in it may be applied more widely in circumstances where requirements cannot be met and an alternative means of compliance is proposed.

This GM also provides guidance to harmonize the procedure for certification/ licencing of aerodromes/heliports, as the case may be, which donot conform to all the specifications contained in the ANO-14 Vol-I and/or ANO-14 Vol-II as appropriate, are required to be complied for certification/licencing of aerodromes/heliports as the case may be.

When non-compliances are present, the effects on safety need to be analyzed and alternative measures and/or limitations on its use to mitigate any non-compliance have to be established. The harmonization of this aspect of the certification /licencing process is therefore important for ensuring safety.

The Chairman may, for public interest, by notification, exempt any aircraft or class of aircrafts and any person or class of persons from compliance of all or any of the conditions of ANO. An aeronautical study is to be conducted for granting exemptions from non-compliances with standards. ANO-14 Vol- I & ANO-14 Vol-II on Aerodrome Design and Operations and Heliports respectively require that an aeronautical study be conducted for granting exemptions for non-compliances with certain standards specified in those ANOs.

1.2 APPLICABILITY

To all aerodrome & Heliport operators, who intend to conduct aeronautical studies and risk assessments in connection with seeking exemption.

2. REFERENCES

CA Act 2017; Civil Aviation Rules (CAR); ANO-14-Vol I; ANO-14 Vol-II; ICAO Annex 15 ; ICAO Doc 9774 & ICAO Doc 9859.

3. DEFINITION

ICAO Doc 9774 defines an aeronautical study as:
"a study of an aeronautical problem to identify possible solutions and select a solution that is acceptable without degrading safety."

Risk mitigation. The process of incorporating defences, preventive controls or recovery measures to lower the severity and/or likelihood of a hazard's projected consequence.

4. BACKGROUND

4.1 The ANO-14 Vol-I and ANO-14 Vol-II as amended time to time contain basic provisions on the use of Aeronautical Studies as a means to identify alternative ways to achieve an equivalent level of safety other than full compliance with a specific requirement.

4.2 It is acknowledged that there could be some other cases where full compliance with requirements cannot be achieved, and for which a deviation from a regulatory requirement will have to be sought. A safety case based on the same principles as an Aeronautical Study should accompany any application for a deviation.

4.3 It is important to note that the preferred option must always be to seek compliance with the requirements. In order to achieve an equivalent level of safety by other means, one must usually establish mitigating measures that affect the efficiency and usability of the aerodrome/heliport as the case may be.

5. NON-COMPLIANCES

5.1 Non-compliances are primarily related to the following aspects at the aerodrome/heliport as appropriate for which some examples are given below:

Facilities and equipment

- Visual and non-visual aids.
- Obstacles on the strip and the obstacle limitation surfaces i.e. approach, departure and transitional surfaces.
- objects above OLS surfaces.
- a single approach and take-off climb surface for heliport.
- overhead wires or cables crossing a river, waterway, valley or highway,
- Strip areas - dimensions and quality, inadequate runway strip.
- Inadequate taxiway width and lack of fillets.
- Runway end safety areas
- Inadequate runway – taxiway separation distances.
- Rescue and fire-fighting vehicles and equipment.
- Meteorological equipment.

Services and operational procedures

- Rescue and fire-fighting services
- Meteorological services
- Low visibility procedures

6. RESPONSIBILITY OF CONDUCTING AERONAUTICAL STUDY

If the aerodrome/ heliport as the case may be, cannot meet the requirements, it needs to propose, and have accepted, an alternative means of compliance or a deviation from the requirement. Consequently, the burden of justifying an application by means of an Aeronautical Study rests with the aerodrome/ heliport operator.

7. PARTICIPANTS IN THE AERONAUTICAL STUDY

Both aerodrome/ heliport operator, as the case may be and flight operational expertise are needed. In some

cases also ATS and/or PANS - OPS expertise must be involved. Finally, depending on the nature and complexity of the issue, a security personnel and specialists on risk analysis may be brought in to assess the degree of risk resulting from the aeronautical study and proposed deviances.

8. AERONAUTICAL STUDY CONSIDERATIONS

After receiving such notice, the aerodrome/ heliport operator will conduct an Aeronautical Study to determine the effect of the intended proposal on the safe and efficient use of airspace, by aircraft, and on the safety of persons and property on the ground.

Some of the factors considered in the Study are:

a) the impact on existing or anticipated traffic circuits of neighboring aerodromes or heliports;
b) the impact on existing and projected airspace use;
c) the impact on safety of persons and property within the affected area;
d) impact of existing or proposed man-made objects;
e) natural objects and features within the affected area;
f) the adjustment of other aviation requirements that may be needed to accommodate the proposal; and
g) Wildlife hazard management and the impact associated with wildlife.
h) Bird attractants.
i) possible revisions of the proposal that may be necessary to eliminate a hazardous or inefficient use of airspace

9. MATTERS THAT CAN NOT BE CONSIDERED

The Aeronautical Study is focused solely on matters that affect the safety and efficiency of airspace use and the safety of persons and property on the ground.

10. ITEMS TO BE CONSIDERED IN AERONAUTICAL STUDIES FOR NEW OBJECTS AT EXISTING AERODROMES/ HELIPORTS

a. Consideration of non-normal operations.

The PANS-OPS obstacle clearance surfaces (OCS) cater for normal operations. The margin between these and the ANO-14 Vol-I obstacle limitation surfaces (OLS) is the only airspace available to contain maneuvers associated with non-normal operations. These include such events as uncontained engine failures after takeoff, maneuvering in marginal visibility, operator's contingency procedures, emergencies, flight management system faults, and human errors. While rare or extremely rare, such events do occur, and their probability has to be balanced against the consequences when they relate to a dispensation granted by an aeronautical study.

b. Risk calculations for OLS penetrations

Any calculation of risk to aircraft as a function of degree or number of OLS penetrations is fraught with problems and is probably intractable. Firstly, non-normal operations need not be confined to the orientation of the runway(s). Secondly, there is at present no objective method of determining a maximum or acceptable obstacle penetration and density. Finally, when preparing for low-probability risks, it is a mistake to gear the protection to the perceived likelihood of occurrence, rather than the severity of the

consequences.

c. Consequences of an accident involving an aeronautical study

Accidents involving loss of lives near aerodromes/heliports can result in public enquiries or the equivalent legal processes. These as are normally conducted by a judge or magistrate, and being a legal process are more far reaching than the normal investigation carried out by the Aircraft Accident & Incident Investigation Committee Bangladesh (AAIC BD). Such enquiries can and have resulted in significant financial, legal and operational consequences to the aerodrome/heliport. Where the accident involves a dispensation from national Standards and Recommended practices (if applicable), the logic associated with that departure becomes a critical issue. Thus the remote probability associated with such events has to be balanced against the more serious consequences.

d. New objects at existing aerodromes

The view regarding penetration of the obstacle limitation surfaces is that no new objects or extensions of existing objects are acceptable for existing aerodromes. Possible concessions are the temporary use of cranes in construction projects or equipment necessary for navigation or operational purposes.

e. Establishment of a precedent

One of the most important objections to allowing dispensation via an aeronautical study is that it establishes a precedent. Once a dispensation has been granted, it becomes very difficult to resist the next request for a similar dispensation. This applies not only at that particular aerodrome/heliport, but at other aerodromes/heliports. It also becomes a lever for commercial and political pressures.

f. Effect on navigational aids and radar

Sometimes forgotten is the effect of new obstacles on VOR and radar facilities. Annex 10 Part I Attachment C contains guidance for VOR, but radars are equipment specific. If a check of the clearance angle reveals problems, the next step is a proper evaluation by an expert, so this eventuality should be included in the aeronautical study budget.

g. Mitigating circumstances.

It is for the operator requesting a dispensation via an aeronautical study under the ANO-14 Vol-I & ANO-14 Vol-II to propose any associated mitigating circumstances, rather than for the aerodrome or aviation authority to justify the need for protecting the surfaces. However, the applicant must always be given the opportunity to state any considerations he may have and they must be covered in the report.

After identifying the safety aspects of an aeronautical study relating to OLS, dispensations, there is need to be aware of the ploys that are used in an attempt to justify such dispensations. Those contractors and agencies seeking dispensations frequently claim “mitigating circumstances”

11. STEPS OF AN AERONAUTICAL STUDY

An Aeronautical Study implies a systematic and documented approach to a problem. Thus, it consists of certain steps, notably:

1. A description of problems and objectives.
2. Selection of procedures, methods and data sources.

3. Identification of undesired events.
4. An analysis of causal factors, severity and likelihood.
5. A description of risk.
6. Identification of possible mitigating measures
7. An estimation of the effectiveness of mitigating measures
8. Choice of mitigating measures
9. Presentation of results.

Appendix 1 to this GM contains a sample checklist with the requirements to be included in an aeronautical study. The checklist can be used by the aerodrome/ heliport operator as the case may be, as a guide to ascertain that all the requirements have been taken into consideration and documented in the aeronautical study.

11.1 **A description of problems and objectives**

The first step of any risk analysis is to define the problem and the objective of the exercise. The problem will be to identify the safety implications of not complying (in full) with a certain requirement or requirements. The objective will be to identify suitable mitigating measures, which will mitigate these safety implications. Thus, it is important to understand which hazards and scenarios the requirement(s) in question are designed to protect against.

11.2 **Procedures, methods and data sources**

A main issue is whether the study shall follow a quantitative or qualitative approach. The answer will to a large extent dependent upon the data-sources available. A qualitative approach based on common sense and qualified expert opinion will probably, in many cases, yield results that are far better than nothing, and better than a quantitative approach based on a limited set of unrepresentative or unreliable data. Even if it is possible to carry out a quantitative approach, qualified expert opinion is necessary, particularly in the conduct of hazard identification and risk analysis.

11.3 **Identification of hazards**

Hazards are any situation or condition that has the potential to cause damage or harm. The basic question one must ask is: **what can go wrong, and where?**

Examples of ‘what’ include, but are not limited to:

- Aircraft colliding with terrain, aircraft, vehicles or objects.
- Aircraft landing in front of the threshold, running off the far end of the runway or veering off the side of the runway.
- Aircraft colliding with, or ingesting wildlife or foreign objects

Examples of ‘where’ include, but are not limited to:

- During flight (approach, landing, balked landing, take-off, climb-out)
- On the ground (Runway, taxiway, apron, strips, RESAs, or outside these areas)

The key is to identify hazards that the requirement in question is designed to protect against.

11.4 **An analysis of causal factors, severity and probability**

- **Causal factors**

The basic questions are: why can it go wrong, what is the consequence if it does go wrong and how likely is it that it will go wrong?
Examples of 'why' include, but are not limited to:

- Lack of guidance (non-visual aids, lights, markings, signs, charts)
- Confusing guidance (non-visual aids, lights, markings, signs, and charts).
- Inaccurate obstacle surveys and obstacle publications
- Inaccurate aeronautical data
- Insufficient protected areas (strips and RESAs)
- Insufficient separation distances
- Insufficient surface widths
- Insufficient maintenance programme

In some cases these factors can contribute to an accident. In other cases they can increase the consequences of an incident so that it becomes an accident

- **Severity**

What are the (potential) consequences if it goes wrong?

The severity of the occurrence is better described by using the table below extracted from ICAO doc 9859 – Safety Management Manual:

Severity of occurrence	Meaning	Value
Catastrophic	— Equipment destroyed — Multiple deaths	**A**
Hazardous	— A large reduction in safety margins, physical distress or a workload such that the operators cannot be relied upon to perform their tasks accurately or completely — Serious injury — Major equipment damage	**B**
Major	— A significant reduction in safety margins, a reduction in the ability of the operators to cope with adverse operating conditions as a result of increase in workload, or as a result of conditions impairing their efficiency — Serious incident — Injury to persons	**C**
Minor	— Nuisance — Operating limitations — Use of emergency procedures — Minor incident	**D**
Negligible	— Little consequences	**E**

- **Safety Risk Probability**

How likely is it that it goes wrong?

This is a probability issue. How often is it likely to go wrong within a certain number of movements?

Table below also extracted from ICAO doc 9859 – Safety Management Manual gives the probability levels and their descriptions.

Probability	Meaning	Value
Frequent	Likely to occur many times (has occurred frequently)	5
Occasional	Likely to occur sometimes (has occurred frequently)	4
Remote	Unlikely to occur, but possible (has occurred rarely)	3
Improbable	Very unlikely to occur (not known to have occurred)	2
Extremely Improbable	Almost inconceivable that the event will occur	1

11.5 Risk Assessment

Risks are the potential adverse consequences of a hazard, and are assessed in terms of their severity and probability.

Thus, for each hazard resulting from the non-compliance, one can now describe the risk by placing the combination of severity and probability in the Risk Assessment Matrix shown below. If the risk comes out as medium or above, risk reduction measures must be identified.

Risk Assessment Matrix

Risk probability		Risk severity				
		Catastrophic A	Hazardous B	Major C	Minor D	Negligible E
Frequent	5	5A	5B	5C	5D	5E
Occasional	4	4A	4B	4C	4D	4E
Remote	3	3A	3B	3C	3D	3E
Improbable	2	2A	2B	2C	2D	2E
Extremely improbable	1	1A	1B	1C	1D	1E

11.6 Identification of possible mitigating measures

As can be seen from the risk classification matrix, risk reduction measures can aim towards either reducing the likelihood of an occurrence, or reducing the severity of an occurrence. Some measures could conceivably do both.

The first priority should always be to seek measures that will reduce the likelihood of an occurrence (i.e. accident prevention).

When contemplating mitigating measures, it is always necessary to look to the intent of the requirement that is not (fully) complied with.

Examples of mitigating measures include, but are not limited to:

- Publication in the AIP as a minimum. (This is an ICAO Annex 15 Standard and is also necessary in order that the airlines can take their precautions, as they are obliged to do according to ICAO Annex 6.)

- Aerodrome operational procedures are in some cases relevant. One example is to restrict traffic on a parallel taxiway if runway/taxiway or taxiway/taxiway separation distance is insufficient.

- Infrastructure and/or additional visual and/or non-visual aids.

- Operational restrictions that might be necessary. These may include restrictions on all-weather operations, increased spacing between aircraft (in the air or on the ground).

- Restrictions on aircraft operators that might be necessary, such as:
  Operations restricted to operators/crew who can demonstrate special competence.

- Requirements that aircraft carry special equipment or certifications.

- Requirements that operators set special wind limits

Mitigating measures usually means reduced usability for an aerodrome. Safety and usability is a balancing act.

11.7 Estimating the effect of mitigating measures

The mitigating measures should be fed back into the consideration listed earlier in order to evaluate their relevance and effectiveness in reducing risk.

11.8 Choice of mitigating measures

If one or more measures enable the risk to be sufficiently reduced, one can recommend a choice, bearing in mind that the preferred option should be accident prevention, and prepare the final report. Thus the final description should recommend mitigating actions and list the consequences and their probabilities when these are taken into account

11.9 Presentation of results

The work shall be documented in such a way that it is possible to see what has been done. The steps referred to above should be identifiable.

Other key issues:

- What essential assumptions, presuppositions and simplifications have been made?

- Any uncertainty about the results due to the choice of and availability of methods, procedures and data sources should be discussed.

The results of the study should emphasize which undesired event contributes the most to risk, and factors influencing these undesired events. Recommendations for measures to mitigate risk, their character and their estimated effect shall be stated.

12. DETERMINATIONS

Following completion of the Study the Executive of the Aerodrome Operator will make a Determination regarding the proposal. Determinations will be one of the following:

(a) Unobjectionable when the Executive is satisfied that the proposed action will not adversely affect the safe and efficient use of airspace by aircraft nor the safety of persons or property on the ground.

(b) Conditional when the study identifies objectionable aspects of a proposed action but specifies conditions which, if complied with, satisfy the Executive that the proposed action will not adversely affect the safe and efficient use of airspace by aircraft, nor the safety of persons or property on the ground.

(c) Objectionable when the study identifies objectionable aspects of the proposed action. The Determination will specify the reasons for finding the proposed action objectionable.

Effective period of the determination

Unobjectionable and Conditional Determinations shall contain a void date. The purpose of this is to allow for the orderly planning of aerodromes and to eliminate needless protection of airspace. An extension to the void date may be granted if there are valid reasons for not completing the action by the void date.

Revision of the Determination

An Unobjectionable or Conditional Determination can be revised if any new facts that change the basis on which the Determination was made are identified.

Interested persons may, at least 14 days in advance of the void date, petition the Director (ASD) to revise a determination.

13. ACCEPTANCE BY THE REGULATOR

The right to accept or reject the results of the Aeronautical Study rests fully with the regulator.
The Aerodrome Operator will submit the Aeronautical Study and Risk assessment results to Director (ASD) for review and approval by the Chairman.

14. EXEMPTION

14.1 General

All certificate or Licence holders are expected to comply with the all relevant provisions of the Civil Aviation Act, 2017, rules, ANOs made thereunder. However, there may be situations wherein it may not be possible to comply with the regulations because of exceptional circumstances, physical constraints, non-availability of specified equipment etc. which may warrant exemptions from the Civil Aviation requirements.

14.2 Authority to grant Exemption (Ref CA Act 2017; Sec 44 (1) & (2))

(1) The Government may, for public interest, by notification in the official Gazette, exempt any aircraft or class of aircrafts and any person or class of persons from all or any of the provisions of this Act or rules, subject to such conditions as may be specified in the notification.
(2) The Chairman may, for public interest, by notification, exempt any aircraft or class of aircrafts and any person or class of persons from compliance of all or any of the conditions of ANO.

14.3 Categories of Exemptions

Exemptions for non-compliances shall be:

i) **Temporary Exemptions:** where the non-compliance is expected to be removed and interoperability is the predominant aspect of the requirement, such as mandatory signs, availability of runway strip etc.

ii) **Permanent Exemptions:** where non-compliance is not reasonably, be removed and interoperability is not the predominant aspect of the requirement, such as the infringement of high ground into an obstacle limitation surface etc.

14.4 **Procedure for seeking Exemptions**

14.4.1 The aerodrome/heliport certificate/licence holder as appropriate, shall submit separate application for each non- compliance in the specified form for seeking exemption (See Appendix - B).

14.4.2 The application for exemption shall be supported with the reasons for non-compliance, safety assessment reports, means of mitigation and indication as to when compliance can be expected.

14.4.3 An application for a standard exemption includes:

i) The applicant's name and address. Name of aerodrome where exemption is being sought (Aerodrome/Heliport certificate/Licence number to be quoted if already issued).

ii) The relevant provisions of CA Act 2017 / Rules & ANOs made there under, for which the exemption is sought.

iii) The category under which exemption sought (temporary/permanent) and justifiable reasons why the applicant needs the exemption. The reasons provided should be detailed and self-explanatory.

iv) The period for which the exemption is required.

v) Whether the exemption will affect a particular kind of operation, the details

thereof.

vi) the action plan for rectification and review of non-compliance for temporary

Exemption, including the mitigation measures adopted for ensuring the safety

during the exemption period.

vii) If permanent exemption is sought, the applicant has to indicate the mitigation measures adopted to reduce the risk arising due to non -compliance after carrying out a safety assessment.

viii) Undertaking by the certificate/licence holder that he shall annually review the conditions or mitigation measures and any other resultant non -compliance in particular when any significant changes in the activity or aerodrome/heliport development is proposed.

14.4.4 The applicant should provide adequate information in the prescribed preform for consideration for granting exemptions with supporting documents. Failure to provide adequate information may delay processing / refusal of the application.

14.5 Approval of Exemption

14.5.1 The Chairman, where satisfied with the results of the aeronautical study, equivalent level of safety and mitigating measures provided, may offer/process an exemption to the compliance within the provision of the Act.

14.5.2 In case the exemption is sought under the purview of ANO(s) then the Chairman, after examining the applications for exemptions may exempt, in writing, an aerodrome/heliport operator from complying with specific provisions of the ANO(s) concerned and may impose conditions for such exemptions to ensure the safety and regularity of aircraft operation.

14.5.3 If the Chairman finds that the exemption sought is under the purview of any provisions of CA Act, 2017 or Rules thereunder then the Chairman shall forward the application for approval to the Government (MoCAT) along with his recommendations after technical evaluation of the application by ASD. The recommendation for allowing exemptions may contain conditions/ limitations for the person/organization to follow while operating under the exemption. In all cases, before recommending exemption, it shall be ascertained that an equivalent level of safety is maintained and/or the factors related to Public Interest can be demonstrated.

14.6 Publication and Review of Exemption

14.6.1 Publication

On approval of the exemption, it shall be included in the aerodrome/heliport manual and in AIP.

14.6.2 Review

i) Exemptions or exceptions granted shall be reviewed to assess their continued validity or whether the cause can be removed.

ii) A review of exemptions or exceptions which are to be issued against the applicable SARP to determine if a change in the notification status of differences to SARPs should be filed.

iii)The exemption granted shall be reviewed during renewal of the certificate/licence.

Note. – The term “exemptions” also includes exceptions, waivers, deviations, variations or prolonged extensions.

14.7 Removal of the exemption

On removal of the exemption the certificate/licence holder shall notify the same to the Chairman and after approval by the Chairman, the same shall be deleted from Aerodrome/heliport manual and AIP.

Appendix – 1 Sample Checklist for Aeronautical Study

Checklist for Aeronautical Study	Yes	No	Remarks
1. Aim of the study including (a) Address safety concerns, (b) Identify safety measures, and (c) Make reference to Specific standard or Regulation	☐	☐	
2. Consultation with stakeholders, senior management team and departments affected;	☐	☐	
3. The study is vetted by Director (ASD) & approved by Chairman;	☐	☐	
4. Background Information on the current situation;	☐	☐	
5. Proposed date for complying with the standard or Regulation, if the deviation is due to development of the aerodrome;	☐	☐	
6. Safety assessment including (a) identification of hazards and consequences and (b) risk management;	☐	☐	
7. The safety assessment used in the study (E.g. hazard log, risk probability and severity, risk assessment matrix, risk tolerability and risk control/mitigation);	☐	☐	
8. Recommendations (including operating procedures/ restrictions or other measures to address safety concern) of the aeronautical study and how the proposed deviation will not pose a drop in the level of safety;	☐	☐	
9. Estimation of the effectiveness of each recommendation listed in the aeronautical study;	☐	☐	
10. Notification procedure including process flow, time frame and the publication used to promulgate the deviation;	☐	☐	
11. Conclusion of the study;	☐	☐	
12. Monitoring of the deviation; and	☐	☐	
13. Notification to ASD once the temporary deviation has been corrected.	☐	☐	

APPENDIX – 2 APPLICATION FOR SEEKING EXEMPTION

(In duplicate)

1. DETAILS OF APPLICANT

1.1 Name of Aerodrome:

1.3 Aerodrome/Heliport Certificate/Licence Number (if already provided):

1.4 Full name of applicant (in capital letters):

2. DETAILS OF EXEMPTION SOUGHT

2.1 Relevant provisions of CA Act 2017; CAR; ANO(s) for which exemption is sought:

2.2 The category under which exemption sought (TEMPORARY/ PERMANENT):

2.3 Reasons why the exemption is needed *(The reasons provided should be detailed and self explanatory):*

2.4 Period for which exemption is required:

2.5 If the exemption will affect a particular kind of operation, the details thereof:

2.6 For temporary exemption, the action plan for rectification and review of non- compliance, including the mitigation measures adopted for ensuring the safety during the exemption period:

2.7 For permanent exemption, the mitigation measures adopted to ensure safety of aircraft operation. Complete safety assessment report shall be enclosed:

I hereby certify that the forgoing information is correct in every respect and no relevant information has been withheld. I also undertake the responsibility for annually reviewing the conditions or mitigation measures and any other resultant non-compliance in particular when any significant changes in the aerodrome activity and development are proposed.

SIGNATURE OF APPLICANT DATE……..

NAME…….. (in capital

letters)

POSITION HELD…… (with official seal)

Note:

i) It is an offence to make any false representation with the intent to deceive, for the purpose of procuring exemption

ii) Application not completed in all respect and not accompanied with relevant enclosures is likely to be rejecte