

Ons nummer:
Our number: DL/101112
Folder:

TO ALL OPERATORS

Oranjestad, 30 July 2010

Ref.: Latest revision of the AUA-OPS 2

Dear Sir/Madam,

The Department of Civil Aviation is hereby informing you that there is a new revision of the AUA-OPS2. These requirements are applicable to general and corporate operations with aeroplanes and are based on the latest revision of ICAO Annex 6 Part II. A copy AUA-OPS2 is available upon request at the Department of Civil Aviation of Aruba.

The most significant impact of this new regulation (chapter 12) applicable for aeroplanes with a maximum certificated take-off mass exceeding 5700 kg, or aeroplanes equipped with one or more turbo-jet engine, is that it calls for the operator to have these additional systems and manuals in place:

- Safety Management System;
- Operations Manual;
- Maintenance Control Manual.

The abovementioned documents have to be developed and submitted to the DCA for acceptance. As an acceptable means of compliance to the AUA-OPS2 requirements the Department of Civil Aviation will automatically accept the above documents if the applicable operator is IS-BAO certified.

Operators not wishing to undergo an IS-BAO certification can submit their manuals to the Department of Civil Aviation of Aruba for acceptance.

Guidance for the minimum contents of the abovementioned manuals is attached to this letter. The new requirements will be in effect by November 18, 2010.

Hoping to have informed you accordingly, we remain,

Sincerely,



Jozef A. Maduro
Director
Department of Civil Aviation



efk/cmm

Attachment: Minimum Contents

The below manuals can be presented as one manual, or three stand-alone manuals.

Safety Management Manual

The Safety Management Manual shall contain at least the following:

- a) document control procedures;
- b) scope of the SMS;
- c) safety policy;
- d) safety accountabilities;
- e) hazard identification schemes;
- f) safety performance monitoring;
- g) safety assessment;
- h) safety auditing;
- i) safety promotion; and
- j) safety organizational structure.

Further guidance can be found in document number 9859 published by ICAO.

Operations Manual

The following is the suggested content of a company operations manual. It may be issued in separate parts corresponding to specific aspects of an operation. It should include the instructions and information necessary to enable the personnel concerned to perform their duties safely and shall contain at least the following information:

- a) table of contents;
- b) amendment control page and list of effective pages, unless the entire document is reissued with each amendment and the document has an effective date on it;
- c) duties, responsibilities and succession of management and operating personnel;
- d) operator safety management system;
- e) operational control system;
- f) MEL procedures (where applicable);
- g) normal flight operations;
- h) SOPs;
- i) weather limitations;
- j) flight and duty time limitations;
- k) emergency operations;
- l) accident/incident considerations;
- m) personnel qualifications and training;
- n) record keeping;
- o) a description of the maintenance control system;
- p) security procedures (where applicable);
- q) performance operating limitations;
- r) use/protection of FDR/CVR records (where applicable); and
- s) handling of dangerous goods.

Maintenance Control Manual

The MCM, which may be issued in separate parts, should be developed according to industry codes of practice and should at a minimum contain information about:

- a) the means for ensuring that:
 - the aircraft is maintained in an airworthy condition;
 - the operational and emergency equipment necessary for an intended flight is serviceable; and
 - the certificate of airworthiness of the aircraft remains valid.
 - the aircraft shall not be operated unless it is maintained and released to service under a system acceptable to the DCA.
 - in case of line maintenance, when the maintenance release is not issued by a DCA approved/accepted maintenance organization, the person signing the maintenance release shall have a DCA validation.
 - the maintenance of the aircraft is performed in accordance with the DCA approved maintenance programme.
- b) the means of recording the names and duties of the person or persons;
- c) reference to the maintenance programme required;
- d) the methods used for the completion and retention of the operator's maintenance records;
- e) the procedures for complying with the service information reporting requirements;
- f) the procedures for implementing action resulting from mandatory continuing airworthiness information;
- g) a system of analysis and continued monitoring of the performance and efficiency of the maintenance programme, in order to correct any deficiency in that programme;
- h) the aircraft types and models to which the manual applies;
- i) the procedures for ensuring that unserviceabilities affecting airworthiness are recorded and rectified; and
- j) procedures for advising the DCA of significant in-service occurrences.
- k) training requirements, including human factors training.