**AIRCRAFT OPERATIONS DIVISION**

**CAA OF LATVIA**

**APPLICATION FOR AREA OF OPERATION**

**PURPOSE AND SCOPE**

This form is designed to elicit all the required information from the operator requiring new geographical area(s) of authorised operation before the issue of prior approval for the amendment of Operations Specifications (OS) to Air Operator Certificate (AOC).

The completed form and supporting documents should be submitted to Civil Aviation Agency of Latvia (LV CAA) at least 30 days before the intended start date of operation at the address listed below:

Airport “Rīga” 10/1, Mārupes novads, LV-1053

Phone: +371 67830936,

Fax: +371 67830967,

E-mail: caa@caa.gov.lv

The form consists of the following sections:

Section I Organisation/Aircraft details (completion mandatory)

Section II Application notes for completion (for reference)

Section III Signature block (completion mandatory)

Section IV Operator’s Compliance Submission Matrix (completion mandatory)

**SECTION I – Organisation/Aircraft details**

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| 1. **Applicant details** |
| Provide official name, address, mailing address, e-mail address and contact telephone/facsimile numbers.  Click here to enter text. |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 1. **Aircraft details** | | | | |
| Aircraft manufacturer | Type designation | Variant *designation/serial number* | Registration  number | AOC *number/date of issue* |
| Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. |

**SECTION II – Application notes for completion**

|  |  |
| --- | --- |
| 1. **Applicability** | |
| To obtain prior approval for new geographical area(s) of authorised operation, the operator shall demonstrate that the scope of the certificate or the operations specifications, or any of the elements of the operator’s management system as required in ORO.GEN.200 (a) (1) and (a) (2), ensure compliance with the appropriate requirements and criteria of Regulation (EU) 965/2012 Part-ORO, Part-CAT and Part-SPA, subject to the approved conditions in the operations manual. | |
| 1. **Operator’s submission matrix** | |
| Section IV of this application form is the operator’s Compliance Submission Matrix. All applicants should complete this matrix in full. Failure to complete the submissions matrix may result in a delay in processing the application. | |
| 1. **Documents to be included with the submission** | |
| Copies of all documents referred to in the operator’s Compliance Submission Matrix should be included when returning the completed application form to LV CAA.  Electronic form is preferred. Therefore it is recommended to incorporate current up to date documentation packages, where prior approvals or specific approvals are required in your database, so that at any time it could be reviewed by LV CAA and the Operator. | |
| 1. **Submission and enquiries** | |
| Address for submission:    Civil Aviation Agency of Latvia  Airport “Rīga” 10/1, Mārupes novads, LV-1053  Phone: +371 67830936,  Fax: +371 67830967,  E-mail: caa@caa.gov.lv | Contact details for enquiries:  Civil Aviation Agency of Latvia  Aircraft Operations Division  Phone: +371 67830970  Phone: +371 67830974  E-mail: http://www.caa.lv/en/contacts |

**SECTION III – Signature block** *confirming the correctness and the content of the application for Area of Operation approval*

|  |
| --- |
| Signature:  Name: Click here to enter text.  Title: Click here to enter text.  Date: Click here to enter text. |

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| **For LV CAA only** | | |
| Application received on: Click here to enter text.  Application review completed on: Click here to enter text. | Accepted  Rejected | Inspector’s name: Click here to enter text.  Inspector’s signature: |
| Inspector’s comments: Click here to enter text. | | |

**SECTION IV – Operator’s Compliance Submission Matrix**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Ref. to requirement** | **Main area to be addressed by applicant** | **Expanded areas addressed by applicant** | **Sub-requirement or other document prepared by applicant** | **Ref. to OM** |
| ORO.GEN.130 | New aircraft type entry into service, if applicable:  Click here to enter text. | Click here to enter text. | Safety risk assessment performed: Click here to enter text. | Click here to enter text. |
| ORO.GEN.130 | Operator’s management system is adapted to the changed operator’s scope of activities and/or locations of the operator:  Yes  No  N/A | Items related to the reassessment of the management system and processes: Click here to enter text.  Performed updates of the organisation’s management system: Click here to enter text.  Changes to the procedures: Click here to enter text. | Safety risk assessment performed:  Yes  No  N/A | Click here to enter text. |
| SPA.PBN.105;  CAT.OP.MPA.126 | Aircraft airworthiness approval: Click here to enter text. | A copy of the relevant AFM entry showing that the aircraft instruments, data and equipment are suitable for the intended PBN operation: Click here to enter text. | Specific Authority’s approval is required or operations without specific approval: Click here to enter text. | Click here to enter text. |
| CAT.OP.MPA.135;  GM1 ARO.OPS.100(b) | Space-based facilities, ground facilities and services, including meteorological services, are adequate for the planned operation. The availability of adequate search and rescue facilities, and the need to carry special survival equipment and the need for training in the use of the survival equipment have been taken into account:  Yes  No  N/A | Performed assessment according to the geographical region(s): Click here to enter text. | AMC1 CAT.OP.MPA.135 Routes and areas of operation — general (RNAV 10): Click here to enter text. | Click here to enter text. |
| CAT.OP.MPA.175;  GM1 ARO.OPS.100(b) | Current maps, charts and associated documentation or equivalent data are available to cover the intended operation of the aircraft including any diversion that may reasonably be expected:  Yes  No  N/A | AMC1 CAT.OP.MPA.175 Flight preparation for PBN operations: Click here to enter text.  AMC2 CAT.OP.MPA.175 Flight preparation – database suitability and currency: Click here to enter text. | Use of EFB: Click here to enter text. | Click here to enter text. |
| CAT.OP.MPA.175;  CAT.OP.MPA.106 (ARO.OPS.225) | Provisions specified in the operations manual in respect of fuel, oil, oxygen, minimum safe altitudes, aerodrome operating minima and availability of alternate aerodromes, where required, can be complied with for the planned flight:  Yes  No  N/A | Prior approval has been obtained for the using an isolated aerodrome as destination aerodrome, if applicable. List of the aerodromes specified by the operator to which the approval applies: Click here to enter text. | Use of EFB: Click here to enter text. | Click here to enter text. |
| ORO.FC.105 | Operations manual describes the method of categorisation of aerodromes:  Yes  No  N/A | Operator provides a list of those aerodromes categorised as B or C: Click here to enter text. | AMC1 ORO.FC.105(b)(2);(c)  Complexity of the area or route has been assessed by the operator: Click here to enter text. |  |
| AMC1 CAT.OP.MPA.126;  GM1 ARO.OPS.100(b) | Flight crew qualification and proficiency constraints, including flight crew members experience with another EU operator, are specified, and the training programme for relevant personnel is consistent with the intended PBN operation and route and area of operation. Any special training required for weather or climatic conditions likely to be encountered, have been taken into account: Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. |
| CAT.IDE.A.105;  CAT.IDE.A.225;  CAT.IDE.A.285;  CAT.IDE.A.305;  CAT.IDE.A.345;  CAT.IDE.A.350;  GM1 ARO.OPS.100(b) | Minimum equipment for flight, including the need for any special equipment and the aircraft systems and the level of redundancy of those systems, with regard to extremes of weather or climate has been taken into account:  Yes  No  N/A  Equipment to be carried meets the requirements for the planned operation, including its operating limitations and appropriate entries in the MEL, the need for any special dispatch minima with regard to the content of the MEL has been taken into account:  Yes  No  N/A  Survival equipment available for the operator and installed in the aircraft used:  Yes  No  N/A | A copy of relevant AFM, FCOM, Service Bulletin or Service Letter entry: Click here to enter text.  Ref. to operator’s MEL: Click here to enter text. | AMC1 CAT.IDE.A.225 Content of emergency medical kit: Click here to enter text.  AMC1 CAT.IDE.A.285 Life rafts and equipment for making distress signals: Click here to enter text.  AMC1 CAT.IDE.A.285 (e) (4) & CAT.IDE.A.305 (a) (2) Flight over water & Survival equipment – survival ELT: Click here to enter text.  AMC1 CAT.IDE.A.285 (f) Flight over water - LOW-FREQUENCY UNDERWATER LOCATING DEVICE: Click here to enter text.  AMC1 CAT.IDE.A.305 Additional survival equipment: Click here to enter text.  AMC1 CAT.IDE.A.345 Two independent means of communication: Click here to enter text.  AMC2 CAT.IDE.A.345 Acceptable number and type of communication and navigation equipment: Click here to enter text.  AMC4 CAT.IDE.A.345 Long range communication systems: Click here to enter text.  GM2 CAT.IDE.A.345 AIRCRAFT ELIGIBILITY FOR PBN SPECIFICATION NOT REQUIRING SPECIFIC APPROVAL: Click here to enter text.  AMC1 CAT.IDE.A.350 SSR TRANSPONDER: Click here to enter text. | Click here to enter text. |
| CAT.OP.MPA.140;  CAT.POL.A.215;  CAT.POL.A.220;  GM1 ARO.OPS.100(b) | Performance of the aircraft is adequate to comply with minimum flight altitude requirements, including en-route – one-engine-inoperative (OEI) or en-route — aeroplanes with three or more engines, two engines inoperative:  Yes  No  N/A | A copy of relevant AFM, FCOM entry: Click here to enter text. | AMC1 CAT.POL.A.215 Route analysis: Click here to enter text. | Click here to enter text. |
| ORO.GEN.110 (c);  GM1 ARO.OPS.100(b);  CAT.GEN.MPA.205 | Operator has established and maintained a system for exercising operational control over any flight operated under the terms of its certificate:  Yes  No  N/A  The adequacy of the operational control and maintenance arrangements within the proposed area of operation have been taken into account:  Yes  No  N/A  Operator has established and maintained, as part of the system for exercising operational control over the flights, an aircraft tracking system (by 16 December 2018 at the latest):  Yes  No  N/A | Operator’s compliance monitoring programme includes planned and performed activities to monitor operational control and supervision provisions consistent with the nature and extent of the operations specified:  Yes  No  N/A  Responsibilities between the commander and the FOO/FD for pre-flight planning, delay (revised plans), dispatch release of the flight and in-flight assistance are established:  Yes  No  N/A  Emergency Response Planning (ERP) includes procedures for the continuing safe operation during emergencies or contingencies:  Yes  No  N/A | Click here to enter text. | Click here to enter text. |
| AMC1 ORO.AOC.100(a) | Operator’s security programme is adapted to the type and area of operation, as well as to the aircraft operated:  Yes  No  N/A | Click here to enter text. | Click here to enter text. | Click here to enter text. |
| Part-SPA Subpart C (SPA.MNPS), Subpart D (SPA.RVSM), Part-CAT Subpart D (CAT.IDE.A), NAT Doc 007, NAT SUPPS Doc 7030, ICAO Doc 9613, and ICAO Doc 4444  GM1 ARO.OPS.100b) | Operator has been granted NAT HLA (MNPS) approval:  Yes  No  N/A | Click here to enter text. | Click here to enter text. | Click here to enter text. |
| SPA.RVSM  GM1 ARO.OPS.100b) | Operator has been granted RVSM operational approval: Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. |
| SPA.ETOPS  GM1 ARO.OPS.100b) | Operator has been granted ETOPS operational approval:  Yes  No  N/A | Click here to enter text. | Click here to enter text. | Click here to enter text. |
| GM1 ARO.OPS.100b) | The need for the flight crew to comply with non-standard ATC requirements such as the use  of:   * non-standard phraseology; * altitude clearances in metres; and * altimeter settings in inches of mercury, wind speed in metres/sec, visibility in miles, * etc. – have been taken into account:   Yes  No  N/A | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |