**APPLICATION FOR ETOPS OPERATIONAL APPROVAL**

**APPLICABILITY**

Extended Operations (ETOPS) operational approval applies to operators wishing to use two-engine aeroplanes beyond the distance corresponding to 60 minutes flight time to an en-route alternate aerodrome at the single engine cruise speed in still air conditions.

The requirements for Operator Approval to carry out ETOPS are laid out in Commission Regulation (EU) 965/2012 (as amended) and EASA AMC 20-6 (as amended).

The form consists of the following sections:

Section I Operator/Airframe details

Section II Notes for completion

Section III Signature Block

Section IV Applicant’s ETOPS Operations Manual Matrix

**SECTION I – OPERATOR/AIRFRAME DETAILS**

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| 1. **Applicant details** | | |
| Name of Business or Trading Name(s): **Click here to enter text.** | | |
| Title and Name of Individual (if applicable): **Click here to enter text.** | | |
| AOC Number (if applicable): **Click here to enter text.** | | |
| Address: **Click here to enter text.** | | |
| Contact details (name, position, phone No, e-mail address): **Click here to enter text.** | | |
| 1. **Aircraft details** | | |
| Aeroplane Type | Aeroplane Series | Registration |
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| 1. **Scope of application** | | |
| Accelerated ETOPS Approval: **Click here to enter text.** | | |
| In-service ETOPS Approval: **Click here to enter text.** | | |

**SECTION II - NOTES FOR COMPLETION**

1. **Accelerated ETOPS Approval.** Applicant should submit a documented plan to ensure that adequate ETOPS processes are in place (ref. to AMC 20-6 rev.2 Chapter III Section 5).
2. **In-service ETOPS Approval.** Each applicant seeking approval via the in-service route should submit a report, indicating the operator’s capability to maintain and operate the specific airframe/engine combination for the intended extended range operation with the required supporting data (ref. to AMC 20-6 rev.2 Chapter III Section 6).
3. **Operator’s ETOPS Operations Manual Matrix.** Applicant should complete Column 3 of this matrix in full. If more than one type of aircraft/fleet is included in a single application a completed matrix should be included for each aircraft/fleet.
4. **Documents to be included with the application.** Name the attached copies of relevant sections/pages of manuals referred to in Column 3 of the Operator’s ETOPS Operations Manual Matrix, submitted together with the completed application form to LV CAA or indicate documents’ location if they are fully used in electronic form.
5. **Submission and enquiries**. The completed form and supporting documents, as indicated in AMC 20-6 rev. 2, should be submitted to Civil Aviation Agency of Latvia to permit the competent authority to review the documented plans and ensure adequate ETOPS processes are in place.

Address for submission: Civil Aviation Agency of Latvia, Biroju iela 10, Lidosta “Rīga”, Mārupes novads, LV- 1053, Latvia

Contact details for enquiries: Civil Aviation Agency of Latvia, Aircraft Operations Division, phone +371 67830970, e-mail: [caa@caa.gov.lv](mailto:caa@caa.gov.lv)

**SECTION III – SIGNATURE BLOCK**

The undersigned certifies that the information included in the application is correct and true to permit the competent authority to review the applicant’s documents with supporting evidence to comply with SPA.ETOPS.105 ETOPS operational approval requirements.

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| Nominated person Flight Operations | Name/Signature: | Date: |
| Nominated person  Crew Training | Name/Signature: | Date: |
| Nominated person  Continuing Airworthiness | Name/Signature: | Date: |

**SECTION IV – OPERATOR’S ETOPS OPERATIONS MANUAL MATRIX**

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| **Subjects** | **Requirements** | **Operations Manual Reference or Document Reference** |
| **Operations Manual – Part A: General** | | |
| Documents/regulations used in compiling ETOPS Manual/Procedures | Commission Regulation (EU) 965/2012 Part-SPA  EASA AMC 20-6 |  |
| Brief description of ETOPS |  |  |
| Definitions | Extended Operations.  Adequate aerodrome.  Approved one-engine inoperative cruise speed.  Threshold distance/time.  Adequate ETOPS en-route alternate.  Equal time points.  Rule distance/time.  ETOPS segment.  ETOPS significant system.  Maximum approved diversion time.  Dispatch. |  |
| Criteria | Company AOC defined operating area.  List of certified aircraft types/engine combinations. |  |
| Approval | Approved diversion time. |  |
| Qualifications | Crew qualifications.  ETOPS qualified dispatcher personnel.  ETOPS qualified operations staff.  ETOPS qualified maintenance personnel. |  |
| Training (Initial and Recurrent) and Checking | Flight crew route and aerodrome training.  Flight crew currency requirements. |  |
| ETOPS Authorisation | Commander’s responsibilities.  Statement to show when ETOPS are allowed. |  |
| ETOPS Flight Preparation and Planning | Aircraft serviceability and MEL.  Communication and navigation facilities.  Critical fuel scenario.  Critical fuel reserve.  ETOPS alternate aerodrome selection and RFFS capability.  ETOPS alternate planning minima.  Pre-dispatch and post-dispatch weather minima.  Computerised flight plan.  Delayed dispatch.  Maintenance pre-departure service check.  ETOPS verification (following maintenance) flights. |  |
| Flight crew procedures | Crew responsibilities.  Flight documentation/chart handling.  Fuel management.  Weather monitoring.  Change of routing.  Diversion decision-making.  Icing.  Crew workload management. |  |
| **Operations Manual – Part B: Type specific** | | |
| Type-related ETOPS operations | Identification of ETOPS aeroplanes.  Types of ETOPS operations that are approved. |  |
| Type specific Planning Requirements |  |  |
| ETOPS Fuel Planning | Including critical fuel scenario. |  |
| MEL/CDL | ETOPS-specific MEL/CDL items. |  |
| Aeroplane Systems | Performance data.  Aeroplane technical differences, special equipment (e.g. satellite communications) and modifications required for ETOPS. |  |
| Non-normal Procedures | Navigation failures.  Action to be taken on ETOPS-significant system.  Low fuel scenario.  Crew incapacitation. |  |
| **Operations Manual – Part C: Route and Aerodrome Instructions** | | |
| ETOPS Areas and Routes | Approved area of operation.  ETOPS en-route alternates.  Performance restrictions and weather minima for en-route alternates.  Meteorological facilities and availability of information for in-flight monitoring.  Low altitude cruise information.  Route minimum diversion altitudes.  MSA restrictions.  Route-specific oxygen requirements. |  |
| **Operations Manual – Part D: Training** | | |
| Ground, Simulator and Line Training | * ETOPS overview. * ETOPS regulations. * ETOPS Type Design Approval. * Definitions. * Approved One-Engine-Inoperative Cruise Speed; * Maximum approved diversion times and time-limited systems capability. * Operator’s Approved Diversion Time. * ETOPS area of operations. * ETOPS routes. * ETOPS Operations Approval * ETOPS alternate aerodromes and weather minima. * Navigation systems accuracy, limitations and operating procedures. * Meteorological facilities and availability of information. * In-flight monitoring procedures. * Computerised Flight Plan; * Charts and position plotting. * Equal time point. * Critical fuel. |  |
| Part D - Ground, Simulator and Line Training cont. | Normal procedures:   * Flight planning and Dispatch: * Route Alternate selection - weather minima. * ETOPS Fuel requirements. * MEL – ETOPS specific. * ETOPS service check and technical log. * Pre-flight FMS set up. * Flight performance progress monitoring: * Flight management, navigation and communication systems. * Aeroplane system monitoring. * Weather monitoring. * In-flight fuel management – to include independent cross checking of fuel quantity.   Abnormal and contingency procedures:   * Diversion Procedures and Diversion ‘decision making’. * Navigation and communication systems, including appropriate flight management devices in degraded modes. * Fuel Management with degraded systems. * Procedures for single and multiple failures in flight affecting ETOPS sector entry and diversion decisions. * Operating on standby power. * Operational restrictions associated with these system failures including any applicable MEL considerations. |  |
| ETOPS Simulator Training and Line Flying Under Supervision | Pilot’s conversion training (a minimum of two ETOPS sectors including an ETOPS line check).  Annual refresher training. |  |
| Flight Operations Staff and Dispatchers Training | Outline of training syllabus to include:   * ETOPS regulations. * Operational approval. * Aeroplane performance. * Diversion procedures. * Area of operation. * Fuel requirements * Dispatch considerations: MEL, CDL, weather minima, and alternate airports. * Delayed dispatch. * Documentation |  |

**Any Further Comments to Support your Application**

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