



European Aviation Safety Agency
Standardisations & Approvals Directorate
SAFA Coordination Section

SAFA Ramp Inspections

Guidance material

Version 1.0



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1 Introduction

SAFA inspections are part of a European Community safety programme and shall be executed in a harmonised and standardised way in all EU Member States and in all States with which EASA signed a working arrangement on SAFA. For this reason the Annex to the Commission Directive 2008/49/EC calls for guidance material to give clear guidance and instructions to the inspectors performing SAFA ramp inspections. Inspectors must have received training in their relevant field of expertise before performing any SAFA inspections; details can be found in the EASA Guidance Material on the Qualification of Inspectors.

This procedure contains guidance material as required by the mentioned Annex as well as guidance material in addition to those required. The following table is a cross reference between the paragraphs of the Annex and the chapters of this procedure.

Paragraph of the Annex to CD 2008/49	Ramp inspection procedure chapter
1.1	3.1
1.2	No guidance material
1.3	3.1h, 3.3
1.4	3.1f
2	Transposed in "Guidance material on qualification of inspectors" published 29 September 2008
3	3.4
4.1	3.1h, 3.3
4.2	3.3, Appendix 2
4.3	Appendix 1
4.4	No guidance material
5	5, Appendix 1
6.1	6.1.1
6.2	6.1, 6.2
6.3	6.1.1
6.4	6.1.2, 6.2.1, 6.3
6.5	6.1.3, 6.2.2,

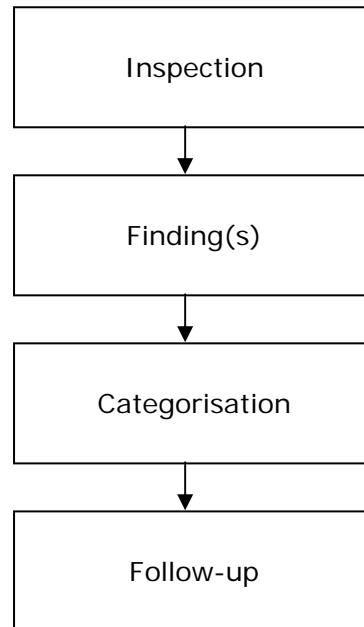
1.1 Definitions

<i>State of oversight</i>	Either the State of Operator, State of Registration or State of Licensing (whichever is applicable) responsible for the oversight in that area (possibly transferred by an Article 83bis agreement)
<i>ATLB, TLB, Tech Log</i>	Aircraft Technical Log Book, sometimes also indicated as TLB or short the aircraft's Tech Log
<i>PDF or PDFs</i>	Pre Described Findings
<i>POI</i>	Proof of Inspection
<i>N/A</i>	Not available
<i>U/S</i>	Unserviceable



2 SAFA Ramp Inspection and related processes - overview

2.1 General



- a) The inspection process consists of different elements like the preparation of the inspection, the determination of which items need to be inspected and which standards to use. Chapter 3 contains guidance on these elements.
- b) If during the Ramp Check a deviation from the Standards is found, it is considered a finding. Guidance on findings can be found in chapter 4.
- c) The findings are divided in three different kinds of categories, depending on the influence the finding has on the safety of the aircraft and/or its occupants. Chapter 5 provides guidance on the categorisation of findings.
- d) Based on the outcome of the inspection and subsequent categorisation, follow-up actions and classifications have been defined. Details can be found in chapter 6.

2.2 SAFA National Coordinator

The SAFA programme coordination is performed by EASA. To facilitate the implementation of SAFA activities within each Member State, a coordination function is needed at a national level. A National Coordinator should therefore be appointed by each Member State tasked with the day to day coordination of the program at national level.

The tasks and obligations which could be allocated to the SAFA National Coordinator are listed in Appendix 7. Please note that these duties may be delegated to different persons within the SAFA participating State, however it is deemed important that the coordination of these duties is done by the SAFA National Coordinator.

Besides appointing a SAFA National Coordinator, it is advisable to nominate a "Coordinator National Operators". This person would, with regard to the operators under the control of his NAA, act as the focal point for the other SAFA Participating States.



3 SAFA Ramp Inspection

3.1 General instructions

- a) The SAFA Ramp Inspection should preferably be performed by at least 2 inspectors. The main elements of the inspection, the visual inspection of the aircraft exterior, the inspection on the flight deck and the inspection of the passenger cabin and/or cargo compartments can be divided among the inspectors.
- b) Inspectors are entitled to perform a SAFA inspection and search the aircraft according to the **ICAO convention article 16** (search of aircraft); "... *the appropriate authorities of each of the contracting States shall have the right... to search aircraft of other contracting States...*".
- c) Should an operator refuse to permit the performance of a SAFA inspection without a valid reason, the competent authority should consider the grounding of the aircraft. In such a case the competent authority must immediately inform the State of oversight.
- d) In order to be able to inspect foreign aircraft operators, each authority should arrange direct access to the ramp or other relevant areas for their inspectors or have made an arrangement with the applicable airport authorities on how to get such access. The authority should provide the inspectors 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).
- e) 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:
 - a. proper stowage of cabin baggage under the seat,
 - b. excessive overweight in overhead luggage bins,
 - c. baggage in front of emergency exit,
 - d. Infants/children over the minimum age determined by the State of oversight should have their own seat,
 - e. Passengers repartition in the cabin, compared to the loadsheet data,
 - f. Sufficient number of seats.
- f) Departure delay of an aircraft should be avoided. However, when an inspector discovers an issue which may have a major effect on flight safety or requires further investigation to clarify the issue, a delay may be justified, for example:
 - a. The tyres 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.
 - b. An oil leakage (e.g. 5 drops/minute) must be checked against the applicable AMM to determine the actual limit.
 - c. 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



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- g) 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:
 - a. They should try to be as precise and complete as possible when asking for A/C 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.
 - b. They should ask the senior cabin crew member to dedicate one crew member to assist them with the inspection tasks,
 - c. They should debrief the commander of the aircraft after the inspection task is completed,
 - d. They should inform cargo loading staff of possible hindrance due to inspection task in cargo compartment,
 - e. 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 pax. info, etc.).
- h) SAFA inspectors should try to perform all of the SAFA checklist items. When circumstances prevent this (time, manpower, etc.), 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.
- i) 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.
- j) 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.

3.2 Inspection preparation

The inspection preparation procedure includes three main elements:

- selection of the aircraft/operator to be inspected;
- information gathering about the aircraft and the operator;
- preparation of the inspection itself.

The inspection preparation procedure described above is designed primarily to cater for pre-planned inspection, however for non-planned inspections (e.g. spot-check, focussed and follow-up inspections) the same procedure should be followed as far as practical.

3.2.1 Selection criteria

Member States should plan their activities by establishing a schedule for the performance of SAFA inspections. This schedule is the competent authority's responsibility. The aircraft/operator selection should be done based on a non-discriminatory basis.

Notwithstanding the above, the Member States shall prioritise their ramp inspections on the subjects included in the list referred to in article 3 of the Commission Regulation 351/2008.

The schedule may consist of:

- a. Long term planned inspections
Operators performing scheduled operations could be selected on a long term basis for inspection since their schedule is known to the competent authority. In the absence of



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any specific suspicion of non-compliance with the international safety standards those inspections could be seen as planned “spot-check” inspections. Long term selection should be done considering the following:

- o repeated inspections should be avoided on those operators on which previous inspections have not revealed safety deficiencies;
- o the selection would enable the widest possible sampling rate of the operator population flying into their territory;
- o no discrimination based on the nationality of the operator, the type of operation or type of aircraft.

b. Short term/Ad-hoc planning

Ad-hoc planning could be used when information is received on suspected or verified non-compliance with the International safety standards. Such information might be originating from (but not limited to):

- o the list for prioritised ramp inspections under the EC SAFA Programme
- o previous inspections done by the Member State;
- o the SAFA database (inspections from other Member States);
- o the department granting traffic rights (e.g. when any new type of operations or new type of aircraft being introduced);
- o passenger complaints;
- o Air Navigation Services Providers (reports that an aircraft has performed abnormal manoeuvres which give rise to serious safety concerns since entering the airspace of the Member State);
- o “whistleblowers” (ground handling or maintenance personnel) regarding poor maintenance, obvious damage or defects, incorrect loading, etc;
- o evidence that the State in which an aircraft is registered may not be exercising proper safety oversight; or
- o concerns about the operator of the aircraft which have arisen from occurrence reporting information.

c. Spot checks

A certain amount of the total number of scheduled inspections may be reserved for performing inspections on a random check basis. These inspections typically are not initiated by any suspected or verified non-compliance; selection is very often done shortly before the arrival of the aircraft or even when the aircraft is on blocks. The considerations mentioned in the paragraph 3.2.1a. should be taken into account as far as practical.

3.2.2 Data collection

Using the information sources in 3.2.1b, the competent authority should build a knowledge file on the operator. Such a file would enable the inspector to:

- Verify the rectification of previously found non-compliances
- Select the items to be inspected if the time available does not permit a full inspection

The SAFA database has a special “preparation of inspections” module to allow for a comparison between operators in a given span of time as well as a quick determination of the number and type of findings on a specific operator over a specific time. This might be useful when the inspector has to choose between several operators arriving at the same time.



3.2.3 Preparation of the inspection

After the aircraft/operator has been selected and all the available information is collected, the next step is the preparation of the inspection itself.

The following steps should be taken shortly before the planned inspection:

- Last update of the operating schedule for the selected operator should be obtained from airport, operators, or ground handling officials (*see Note 1*);
- Distribute the tasks between the SAFA inspectors involved, especially in the case of a limited inspection time and/or the size and the complexity of the aircraft;
- Select the checklist items to focus on and take into account the data from previous inspections collected from the database;
- There should be co-operation with security, ground and all other officials involved in airport activities, to enable the SAFA team to reach the aircraft to be inspected (*see Note 2*);
- For planning purposes, EUROCONTROL has a special module in which you will be able to find relevant flight information concerning any targeted operators. The application form to request access to the CFMU system can be found on their website¹.

NOTE 1: In general, the operators issue operating schedules twice per year. However, there might be "last minute changes" to these; therefore, SAFA team members should ensure they have the latest update of the schedule. A valuable source can be the internet; most airports have a website displaying information on arrival and departure times of scheduled flights. Schedule information on special flights such as cargo, unscheduled or private flights, may need to be specifically requested from the airport.

NOTE 2: Where officials from different organisations (i.e. customs, security, DG inspectorate) have to work in co-operation during the inspection, a procedure on cooperation may need to be developed at a National level. There is no standardised method as most Member States have different airport procedures for SAFA inspectors.

3.3 SAFA inspection items

The SAFA Ramp Inspection checklist (mentioned in Annex II to Commission Directive 2008/49/EC) contains a total of 54 items. Of these checklist items, 24 relate to operational requirements (A-items) to be checked on the flight deck, 14 items address safety and cabin items (B-items), 12 items are concerning the aircraft condition (C-items) and 3 items (D-items) are related to the inspection of cargo and the cargo compartment. In case of any findings not related to the other items of the checklist, they may be administered by the E-item (General) of the checklist.

¹ http://www.cfm.eurocontrol.int/cfm/public/standard_page/userdocs_forms_sysaccess_fornonansp.html



The inspection findings and subsequent categorisation have to be reported on the SAFA Ramp Inspection Report after completion of the inspection, even if there are no findings raised. The instructions on the completion of the Ramp Inspection Report can be found in Appendix 2.

Depending on the time available for the SAFA Ramp Inspection not all items but a limited number of items may be checked.

Depending on the items to be inspected, a SAFA Ramp Inspection may be performed on landing or on departure of the aircraft. Fuel remaining and cargo area (overloading, restraining, segregation, etc.), are examples of items that could be checked on landing. Flight preparation and storage of baggage in the cabin could be checked on departure. However, inspectors should be aware of the following constraints; an inspection after landing should not jeopardise the total resting time of the flight crew and an inspection prior to departure should not lead to a departure delay unless there is a good reason (see paragraph 3.1.e).

For each inspection item of the SAFA Ramp inspection report detailed guidance has been established (see appendix 1, SAFA PDFs). This guidance specifies in more detail what to inspect and how to categorise it. In addition, references are made to the applicable standard(s). The list of PDFs is not exhaustive and other findings may be raised by the inspector (see Chapter 4a).

3.4 Standards

- a) The purpose of a SAFA inspection is to check the compliance with international standards (i.e. Chicago convention, its Annexes and ICAO regional standards) which are the minimum standards to be observed by any aircraft engaged in international navigation. In addition, when inspecting the technical condition of an aircraft, it should be checked against the aircraft certification and manufacturer's standards. Furthermore, compliance with national standards that are declared applicable to all operators flying to that state may be checked.
- b) The inspection standard has to be reported on the ramp inspection input form when a finding has been raised. When other standards are being checked during a SAFA Ramp Inspection and a finding has been raised, the standard should explicitly be stated in the Ramp Inspection Report (e.g. when a Ramp Inspection Report is included in the SAFA database containing a finding which is a non-compliance with a national standard, the competent authority should ensure that the standard is marked as 'N' = national standard).
- c) The SAFA database has the possibility to incorporate findings not (yet) contained within the PDFs. When making a new description mention should be made of the applicable standard and its correct reference, for example: found cracked bearing in nose gear retraction cylinder, standard M, reference AMM 32.xxx
- d) For findings where a PDF is available, the applicable standard reference (when not already specified) should be entered as precisely as possible.



4 SAFA Findings

4.1 General

A finding is a non-compliance with an applicable standard (see paragraph 3 [STANDARDS] of Annex II). Inspectors, when raising a finding, must avoid using “best practices”, company procedures or standards other than international safety standards.

When a deviation from a standard has been determined, the inspector should be certain that the finding is applicable to the specifics of the inbound and/or outbound flight. For instance, having no electric torch on board is only a finding during night-flight operation and not enough life-vests only when flight over water on a distance greater than 50 NM from the coastline. Nevertheless, such kind of information should be reported as a General Remark.

As a rule a finding can only be noted one time, example: if several seats are missing a life vest it will result in one PDF: “Insufficient number available when required for the type of flight”.

4.2 Detection/reporting/assessment of obvious technical defects

Some (obvious) defects should be known to the operator since they should have been detected during the pre-flight inspection. Since such defects might have appeared during the inbound flight, the inspector must give the operator the opportunity to identify and assess a defect during the preflight inspection before he raises a finding. However, this does not mean that the inspector should wait with his inspection of the aircraft condition until the operator performed/completed the preflight inspection.

A “defect within limits but not recorded” should not be raised as a technical finding. If the defect appeared to be within limits, the safety focus changes from the defect itself to the concern that the defect was not detected/assessed by the operator.

The following procedure should be used (see also the flowchart below) when inspecting the Aircraft Condition:

- a) Preferably, the inspector should inspect the aircraft condition after the operator has completed the preflight inspection.
- b) The inspector may perform the aircraft condition inspection (C-Items) in advance of the operator in order to prevent/ limit any delay of the aircraft. In that case the inspector should wait with reporting the defects identified by him until the operator completed the preflight inspection.
- c) The inspector should subsequently check if the operator detected the obvious defects found by the inspector. “Obvious” means in this case that the defect is visible to the safe inspector, and that therefore it should have been identified by the operator.
- d) If the operator detected the defect, but did not properly report and/or assess it, the operator should be required to assess the defect. If the defect appears to be within limits, a finding should be raised under A23 (Defect notification and rectification) mentioning “Known defect not reported/assessed”. The inspector should however, when collecting the evidence for this finding, take into account the reporting system used by the operator. For instance, if the operator uses a techlog and /or damage chart, a finding could be raised if the defect was not entered. Additionally, a category “G”(general) remark should be created. If the defect is outside limits, a category 3 finding should be raised under the respective inspection item. In order not to penalise the operator twice, no finding should be raised in that case under A23.



- e) If the operator did not detect the defect, the inspector should inform the crew on the non-identified defects. Subsequently, the operator should assess the defect in order to determine if the defect is within or outside dispatch limits. If the defect is within limits, a category 2 finding mentioning "Pre-flight inspection performed but without noticing obvious defects" should be raised under A24 (pre-flight inspection) addressing the deficiency that the defect was not detected. Additionally, a category "G" (general) remark should be created. If the defect is outside limits, a category 3 finding should be raised under the respective inspection item. In order not to penalise the operator twice, no finding should be raised in that case under A24.
- f) An unnecessary delay of the aircraft should be avoided. However, if the aircraft suffers a delay caused by the assessment of not properly assessed/not identified findings, such a delay is justified according to paragraph 1.4 of the Annex to the Commission Directive 2008/49 where it is mentioned that possible causes for delay could be "(...) doubts regarding the (...) airworthiness of the aircraft (...)".

Note 1: In *exceptional* cases a single fault may give rise to more than one finding under different inspection items, for example: a tyre worn beyond limits and the commander refuses to enter the defect in the Technical Log (or equivalent) would give rise to findings under C04 and A23.

Note 2: On manufacturer standards, a finding to this standard always should be demonstrated in relation with aircraft technical documentation (AMM, SRM, CDL, SWPM, etc.) and MEL references. If the inspectors suspect a deviation and such documentation is not available to the inspector, the operator should be asked to demonstrate compliance with the standards. Deviations from these standards can only be acceptable if the State of oversight has issued a statement that the aircraft can be allowed for a certain amount of time or specific condition to operate before final repair. In case the deviation leads to a temporary invalidation of the Certificate of Airworthiness, a permit to fly will be required from the affected States (departure, arrival and every overflown States).

Note 3: Certain States may have national standards applicable only on their territory. Deviations from such standards should be reported as findings only if:

- the national standards have been published (e.g. AIP) and apply without discrimination to all operators flying into their territory;
- a deviation from those standards has an impact on safety.

For such findings the report should indicate 'N' in the column **Std** and the appropriate reference should be included in the column **Ref**.

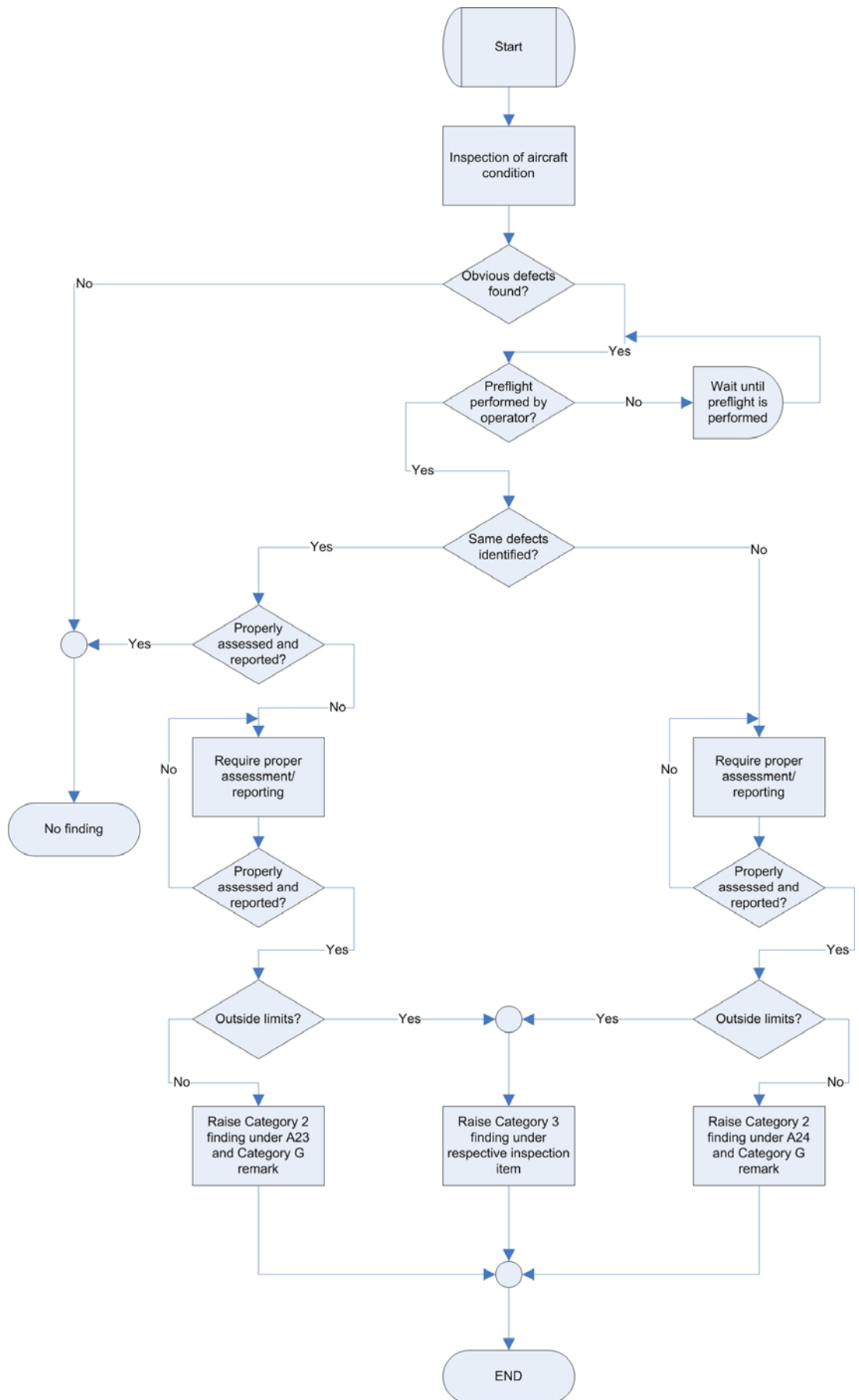
Any other deviation from national standards which does not have an impact on safety (e.g. insurance certificate in USD instead of SDR) should be recorded as cat. G (General Remark)

A participating State should issue guidance material for the use of its inspectors on what national standards and how compliance with those standards should be checked, and how any eventual findings should be categorised.



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5 SAFA - Categorisation

If during the inspection it is established that a certain situation is not in compliance with the relevant standards, this is then considered a finding as defined in Chapter 4.

- a) For each inspection item, 3 categories of possible deviations from the standards have been defined. The findings are categorised according to the perceived influence on flight safety. This means that a category 1 finding is considered to have a minor influence on safety. A category 2 finding may have a significant influence and a category 3 finding may have a major influence on safety.

Note: Any other safety relevant issues identified during a SAFA inspection, although not constituting a finding, can be reported as a General Remark (Cat G) under each inspection item, for example: an electrical torch missing or unserviceable during a flight conducted entirely in daylight.

- b) The finding should be categorised according to the list of PDFs in appendix 1. In the SAFA PDF list the description, categorisation and reference to the applicable standard is given. Although the list of PDFs is as complete as possible, it can not cover all possible deviations that may occur.
- c) The SAFA PDF list is intended to be used by the inspector to guarantee a common description and categorisation of findings. The inspector should make use of this list in the majority of situations. In those cases where there is no appropriate PDF, the inspector should, based upon his proficiency and impact on aviation safety, make a sound judgement into which category the finding needs to be placed. The SAFA database allows for findings to be entered by the user. These user-described findings will be monitored by EASA periodically and after evaluation may become part of the existing PDF list. Therefore the PDF list will be updated periodically. Notice of updates will be given via the appropriate channels to the SAFA community.
- d) Findings on arrival flights should lead to the same categorisation as the same findings made for departure flights, although the corrective action might not be possible when the flight has been completed. An example of this is, an incorrect mass and balance sheet (outside operational limits) found on arrival should be categorised as a cat 3. Obviously this cannot be corrected; however the appropriate class 3 action could be to confirm that the mass and balance calculations are within operational limits for the outbound flight.
- e) In exceptional cases, where multiple findings have such an interrelation that the impact on safety is higher, the category of such findings may be increased to reflect the impact. The increase in category should be explained in the detailed description of the finding.



6 SAFA – Follow-up actions

The follow-up actions may be distinguished in two stages. The first stage is the follow-up action directly resulting from the findings, the second stage is the monitoring and follow-up of any correspondence, sent out to the operator and the State of oversight, which should result in closure of the findings.

6.1 Actions resulting from an inspection

Based on the results of the inspection and on how the findings have been categorised, common follow-up actions have been defined. The relations between the category of findings and the resulting class of actions to take are given in Chapter 7, Appendix 3 (class of actions matrix).

This chapter repeats the requirements to hand over the Proof of Inspection to the flight crew and to have a written communication with the operator and its competent authority. Although crews, operators and authorities become more and more familiar with the SAFA programme, it might be necessary to inform them about the SAFA programme and to explain them what is expected from their side when an inspection has been performed. For this purpose two templates for information leaflets are proposed in Appendix 4; one for the operator and its competent authority and one for the general public. These leaflets may be e.g. handed out to the flight crew, may be attached to the written communication sent to the operator or handed out to the passengers in case they raise questions about the inspection performed. The inspecting authorities are invited to adhere as much as possible to these templates in the interest of standardisation and harmonisation. Contact details for the inspecting authority should be added to the last paragraph of the leaflet.

6.1.1 Class 1 action: information to the captain

A class 1 action is to be taken after each inspection, and consists of providing information about the results of that SAFA inspection, regardless of whether findings have been identified or not. This is achieved by handing over the Proof of Inspection (POI) to the aircraft commander or the representative of the operator. When completing the POI, the following should be taken into account:

- The POI does not require the category of the finding to be mentioned. However, every Member State may decide to include more information to be shown on the POI than the minimum required (e.g. the delay incurred as a result of the inspection).
- When handing over the POI to the commander/operator representative, the inspector should ask him/her to sign the POI whilst explaining that the signature does not mean that he/she agrees with the findings. The signature only confirms that the POI has been received by the commander/operator representative.

Note: Paragraph 6.1 of the Annex of the Commission Directive 2008/48 requires that the POI contains "*at least* the elements set out in Appendix 2". Although not required, the POI should preferably contain in addition the category of the finding in order to inform the flight crew as complete as possible on the inspection results.



6.1.2 Class 2 action: Information to the authority and the operator

Category 2 and 3 findings are considered to have a significant and major influence on safety. Therefore, when category 2 and/or 3 findings have been raised, written communications must be made to both:

- The operator:
The communication should request that corrective actions are taken (or alternatively the provision of a corrective action plan) and evidence supporting the corrective actions taken;
- The state of oversight:
The communication should contain, where appropriate, a request for confirmation that they are satisfied with the corrective actions taken or proposed by the operator. This might be appropriate, for example but, not limited to:
 - i. in the case of a high number of findings,
 - ii. repetitive findings,
 - iii. lack of appropriate response from the operator,
 - iv. where there is evidence of consistently poor standards demonstrated by operators from that state
 - v. where certain findings indicate possible shortcomings at state level (e.g. medical certificate does not indicate the medical class)
 - vi. where action by the State of oversight may be required given the seriousness of the findings

Note: In Appendix 5 guidance is given on the content of the written communication and templates are provided for written communication to the operator and its authority .

The primary source of information to enable an operator to take swift action to address safety deficiencies is the POI. In order to inform the states of oversight in sufficient time to permit appropriate action to be taken and to confirm to the operator the findings made, these communications should be made not later than 30 working days after the inspection. In the case where the operator has already replied, to the satisfaction of the competent inspecting authority, based on the information contained in the POI, the written communication to the operator might not be sent.

Note: In exceptional cases where multiple category 2 findings have been found and the accumulation of these findings or their interaction justifies a corrective action, the class of action may be increased to a class 3 action.

6.1.3 Class 3 actions: Restrictions or corrective actions

A class 3 action follows a category 3 finding which are considered to have a major effect on the safe operation of the aircraft. For that reason, action(s) need to be taken before the departure of the aircraft. On the ramp inspection report only the actions required/imposed by the inspector should be mentioned.

If the operator voluntarily corrected a cat 1 or 2 finding before the flight this should not be reported as a class 3b action. Instead, such voluntary action should be mentioned in the "Additional information box".

If the category 3 (major) findings that have been established during the SAFA Ramp Check concern damage of a nature such that the aircraft is no longer airworthy, this has to be communicated immediately to the responsible State of oversight. Although the first contact may be, as a matter of urgency, accomplished by telephone, it is advisable to use written communication procedures. For ICAO guidance on this matter refer to ICAO Annex 8 Part II Chapter 3.6 - Temporary Loss of Airworthiness.



The class 3 action is divided into 4 sub-actions:

Class 3a. Restriction on the aircraft flight operation

The inspector(s) performing the ramp inspection have concluded that, as a result of some deficiencies identified during the inspection, the aircraft may depart only under certain restrictions. Some examples of class 3a actions are:

- Restrictions on flight altitudes if oxygen system deficiencies have been found,
- A non revenue flight to the home base if allowed for by the MEL,
- Some seats that may not be used by passengers,
- A cargo area that may not be used.

Class 3b. Corrective actions before flight

The ramp inspector(s) have identified some deficiencies that require corrective action(s) before the intended flight. Such corrective actions may be:

- (temporary) repairs to defects according to the AMM,
- Recalculation of mass and balance, performance calculations and/or fuel figures,
- A copy of a missing license/document to be sent by fax or other electronic means,
- Proper restraining of cargo.

Class 3c. Aircraft detained by inspecting National Aviation Authority

An aircraft is grounded in a situation where the category 3 (major) findings are not corrected by the operator before flight. Because the safety of the aircraft and its occupants is at stake, the aircraft has to be prevented from resuming its flight and has to be 'grounded' until the safety hazard is removed. This class of action should be imposed only if the crew refused to take the necessary corrective actions or to respect the restrictions on the aircraft flight operation. A class 3c action would also be appropriate when an operator refuses to permit the performance of a SAFA inspection without a valid reason (see paragraph 3.1 c).

Class 3d. Immediate operating ban

In case of an immediate and obvious safety hazard a competent authority may react by imposing an operating ban on an operator or an aircraft.

6.2 Further follow-up

In the case where category 2 or 3 findings have been found, the related action(s) should have been taken. The follow-up however does not end there, further follow-up and/or monitoring is required.

6.2.1 Class 2 action

The class 2 actions comprise of communications to be made to the operator and to the State of oversight.

- Communication to operators:
This communication always need further follow-up since they should contain a request for corrective actions taken or planned. The Member State should monitor if a reply is received and if it gives sufficient reason to close the finding(s) or prompts the need to request further information. In order to close the finding, the reply of the operator does not necessarily need to contain evidence that the deficiency has been corrected; the "corrective action taken" by the operator might also be the implementation of a corrective action plan. It is up to the Member State to decide, based on the related risk and impact, whether or not a finding may be closed based on future actions.



- Communication to authorities:
The communication is primarily meant to inform the State of oversight; no reply is expected to these communications. Only where appropriate, the State of Oversight should be asked for "confirmation that they are satisfied with the corrective actions taken" by the operator. In this case, the Member States should monitor if such a reply is received and if the content is satisfactory.

6.2.2 Class 3 actions

Depending on which class 3 of action has been taken when a cat 3 finding has been found, certain further follow-up actions may be deemed necessary to verify if the restrictions are respected or if corrective actions have been taken. Although it is preferred to perform such verification this might not always be required (e.g. if the operator is trusted) or possible (e.g. for flight segments outside the EUROCONTROL area). It is up to the Member State to determine if verification is feasible and needs to be done.

- Class 3a (restrictions on the aircraft operation)
Restrictions have been agreed/imposed. Adherence to the restrictions might be considered. E.g. adherence to a restricted flight altitude may be checked by checking the ATC flight plans and/or the actual altitude flown as reported by the EUROCONTROL CFMU system. If some seats were to be blocked for their usage by passengers, it might be checked just before departure to confirm that the seats are not occupied;
- Class 3b (Corrective actions before flight)
A corrective action is required from the operator before the flight is commenced, therefore it should be possible to verify the corrective actions taken (e.g. if the tyre has been changed, if the recalculation of mass and balance has been done [correctly], etc.)
- Class 3c (Aircraft grounded by inspecting NAA)
At first, the inspecting state has to make sure that the aircraft will not depart as long as the reasons for the grounding remain.
Secondly, the grounding needs to be communicated immediately to the state of oversight and the Operator home base. Any records of communication and other evidence should be gathered as evidential material.
- Class 3d (Immediate operating ban)
When class 3d action is imposed it is usually in addition to a Class 3a, 3b or 3c action. Therefore, the further follow-up for the SAFA programme is considered to be covered by the follow-up of those actions. However, when class 3d action is taken, Member States should be mindful of their obligations under the Regulation 2111/2005.

6.3 Monthly report

Article 2.4 of the Commission Regulation 768/2006 requires the Agency to:

- advise the European Commission and the Member States on immediate actions,
- report potential safety problems, and
- propose coordinated actions to the European Commission and the Member States when necessary on safety grounds and ensure co-ordination at the technical level of such actions.

For that reason, the Agency needs to be informed on follow-up actions taken by the Member States. Therefore the Member States are required by paragraph 6.4 of the annex to the Commission Directive 2008/49/EC to make available to the Agency a monthly report on the status of follow-up actions taken pursuant to ramp inspections.

In order to standardise the format of the data of such report, Member States are requested to use the template as shown in appendix 6.



6.3.1 Monthly report form instructions

The report will contain an overview of all the correspondence related to follow-up actions, sent out or received by the Member States during the previous calendar month. The report shall be sent in a spreadsheet format (i.e. Microsoft® Excel) to the Agency (SAFA Coordination Section) by Email (safa@easa.europa.eu) within two weeks. The monthly reports should be sent aggregated (i.e. the monthly report for April will include also the reports for January, February and March).

Explanatory comments to the form:

- General
 - The electronic template will be made available to the Member States. By using the electronic version, the user is able to simply add new lines (e.g. when correspondence has been sent to both the State of operator and State of registry if different) to a row or add more rows to the form.
 - Not the date of inspection, but the correspondence date determines in which monthly report the correspondence should be listed.
 - Columns 2 and 4 are considered to be optional. For maximum efficiency and monitoring ability, Member States are encouraged to fill out the information in these columns as well.

Header and Footer:

- State: the official name of the Member State
- NAA: the official name of the competent authority
- Month: the concerned calendar month including the calendar year

OPERATOR SECTION

Column (1) "Ramp inspection report number(s)":

- Every row should represent the information related to a certain ramp inspection.

Column (2) "Operator Code" (optional)

- List the 3 letter ICAO operator code as in the SAFA database

Column (3) "Operator Name"

- List the operator's name as in the SAFA database

Column (4) "Findings" (optional)

- List the findings raised in the respective report using the following format (x number of category 1 findings – y number of category 2 findings – z number of category 3 findings) (e.g. 3-1-2 = 3 category 1 findings; 1 category 2 finding and 2 category 3 findings)

Column (5) "Written communication to operator (date)"

- List the date when the written communication to the operator was sent (format: dd-mm-yyyy)

Column (6) "Receipt confirmed"

- Indicate (Y/N) whether the receipt of the written communication is confirmed (this could be in the form of a fax receipt, e-mail read confirmation or a receipt confirmation in the case of registered mail).

Column (7) "Received on"

- List the date when the operator reply was received (format: dd-mm-yyyy)

Column (8) "Answer Satisfactory"

- Indicate if the answer given by the operator is satisfactory (Y/N/P = Yes/No/Partially)

Column (9) "Findings closed/Supplemental Communication"

- Indicate, based on the reply of operator, whether the findings in the report have been closed (C) or if a supplemental communication was sent (S). Such supplemental communication should also be sent to the State of oversight. If a supplemental communication was sent, add an additional line filling-in the required fields (1, 5-17).

STATE OF OVERSIGHT SECTION

Column (10) "State of Oversight"

- List the State (ICAO Code) ensuring oversight.



Note: If the State of Registry/Licensing is different than the State of Operator and written communication are sent to those States, add additional line(s) indicating all the concerned States using the following format:

R-State of Registry
L-State of Licensing

Examples:

State of Operator Brazil: SB

State of registry Bermuda: R-TX

State of Licensing United Kingdom: L-EG

Column (11) "Written communication to NAA (date)"

- List the date when the written communication to the NAA was sent (format: dd-mm-yyyy)

Column (12) "Receipt confirmed"

- Indicate (Y/N) whether the receipt of the written communication is confirmed (this could be in the form of a fax receipt, e-mail read confirmation or a receipt confirmation in the case of registered mail).

Column (13) "Reply requested"

- Indicate (Y/N) whether it was requested from the State of oversight a "confirmation that they are satisfied with the corrective actions taken" as provided by article 6.4.(2) of the Annex to Commission Directive 2008/49/EC

STATE OF OVERSIGHT REPLY

Column (14) "Received on"

- List the date when the NAA reply was received (format: dd-mm-yyyy)

Column (15) "Answer Satisfactory"

- Indicate if the answer given by the NAA is satisfactory (Y/N/P = Yes/No/Partially)

Column (16) "Findings closed/Supplemental communication"

- Indicate, based on the reply of the NAA, whether the findings in the report have been closed (C) or if a supplemental communication was sent (S). Such supplemental communication should also be sent to the operator. If a supplemental communication was sent add an additional line filling-in the required fields (1, 5-17).

Note:

1. If a reply (column 13) is not requested from the State of oversight then the fields 14-16 may be left empty. In this case, when the findings of a report are considered closed this should be reflected by entering 'C' in the column 9 only.
2. If a reply (column 13) is requested from the State of oversight the closure of the findings should be reflected by entering 'C' in both columns 9 and 16.

Column (17) "Additional Information"

- Please indicate any additional information relevant to the follow-up of the inspection (e.g. operator reacted based on the POI, closure of findings confirmed/not confirmed by re-inspection)



7 LIST OF APPENDICES

- Appendix 1: List of Pre-described SAFA Findings (International Commercial Operations –Aeroplanes);
- Appendix 2: Instructions for the completion of the SAFA inspection report
- Appendix 3: Class of Actions matrix
- Appendix 4: Information leaflet templates
- Appendix 5: Follow-up written communication templates
- Appendix 6: Template for the monthly report on follow-up actions
- Appendix 7: SAFA National Coordinator tasks



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Appendix 1

Detailed inspection instructions including pre-described findings

Note: References to international standards are coded as in the following examples:

A6-I-4.3.1 means Annex 6, Part I, Chapter 4.3.1

CC41 means Article 29 of the Chicago Convention

EUR 2.1.6.2 means European (EUR) Regional Supplementary Procedures (ICAO Doc 7030), chapter 2.1.6.2

This document is using standard references contained in the following documents:

The Chicago Convention (9th Edition, 2006)

- ICAO Annex 1 (10th Edition, July 2006)
- ICAO Annex 2 (10th Edition, July 2005, Amendment 40, November 2007)
- ICAO Annex 6, Part I (8th Edition, July 2001, Amendment 32, November 2008)
- ICAO Annex 7 (5th Edition, July 2003)
- ICAO Annex 8 (10th Edition, April 2005)
- ICAO Annex 10, Volume V (2nd Edition, July 2001)
- ICAO Annex 15 (12th Edition, July 2004, Amendment 34, November 2007)
- ICAO Annex 16, Volume I (5th Edition, July 2008)
- ICAO Annex 18, (3rd Edition, July 2001, Amendment 9, November 2008))
- European (EUR) Regional Supplementary Procedures (ICAO Doc 7030) (5th Edition, 2008)



**Part 1 Operations
International Commercial Air Transport –Aeroplanes**

Inspection Item	Inspections Item Title			Inspecting Instructions		
A01	General Condition			<p>Check general condition. Check the stowage of baggage/equipment. Check the door locking/unlocking mechanism and the door area monitoring system. On passenger carrying aeroplanes with MTOW > 45.500 kg (or with a passenger seating capacity more than 60 pax) check for installation and serviceability of the reinforced cockpit door. Check the condition of the flight deck windows (e.g. cracks, delamination,) Check if the crew composition meets the minimum crew requirements (available in the AFM) When circumstances dictate (e.g aircraft undergoes significant delay) check whether the crew members are in compliance with the flight and duty time rules contained within the Operations Manual.</p>		
Inspection Item	Std.	Cat.	Std. ref.	Standard's Text	Pre-described Finding	Instructions for completing the detailed description
A01	I	1	A6-I-13.2.2	From 1 November 2003, all passenger-carrying aeroplanes of a maximum certificated take-off mass in excess of 45 500 kg or with a passenger seating capacity greater than 60 shall be equipped with an approved flight crew compartment door that is designed to resist penetration by small arms fire and grenade shrapnel, and to resist forcible intrusions by unauthorized persons. This door shall be capable of being locked and unlocked from either pilot's station.	Door (un)locking mechanism at (Co)Pilot station N/A or U/S	
A01	I	2	A6-I-13.2.1	In all aeroplanes which are equipped with a flight crew compartment door, this door shall be capable of being locked, and means shall be provided by which cabin crew can discreetly notify the flight crew in the event of suspicious activity or security breaches in the cabin.	Crew notification system U/S	
A01	I	3	A6-I-13.2.3	In all aeroplanes which are equipped with a flight crew compartment door in accordance with 13.2.2: b) means shall be provided for monitoring from either pilot's station the entire door area outside the flight crew compartment to identify persons requesting entry and to detect suspicious behaviour or potential threat.	Door area monitoring system not available from either pilot's station or U/S (outside MEL limits)	
A01	I	3	A6-I-13.2.1	In all aeroplanes which are equipped with a flight crew compartment door, this door shall be capable of being locked, and means shall be provided by which cabin crew	Cockpit door lock N/A or U/S (outside MEL limits)	



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				can discreetly notify the flight crew in the event of suspicious activity or security breaches in the cabin.		
A01	M	3			Damages to flight deck windows outside AMM limits	Describe nature and extent of damage
A01	I	3	A6-I-9.1.1	The number and composition of the flight crew shall not be less than that specified in the operations manual. The flight crews shall include flight crew members in addition to the minimum numbers specified in the flight manual or other documents associated with the certificate of airworthiness, when necessitated by considerations related to the type of aeroplane used, the type of operation involved and the duration of flight between points where flight crews are changed.	Insufficient number of flight crew members	Describe the observed situation vs. the requirements in the OPS Manual
A01	I	3	A6-I-4.2.11.2	An operator shall formulate rules to limit flight time and flight duty periods and for the provision of adequate rest periods for all its crew members. These rules shall be in accordance with the regulations established by the State of the Operator, or approved by that State, and included in the operations manual.	Flight Crew member not in compliance with the flight and duty time rules	Describe the observed situation vs. the requirements in the OPS Manual
A01	I	3	A8-IIIA-4.1.7.1	Provisions shall be made in the design of the aeroplane to protect the occupants, in the event of an emergency landing, from fire and from the direct effects of deceleration forces as well as from injuries arising from the effect of deceleration forces on the aeroplane's interior equipment.	Interior equipment not correctly secured	Indicate what interior equipment was not secured
			A8-IIIB-D.6.1	Provisions shall be made in the design of the aeroplane to protect the occupants, in the event of an emergency landing, from fire and from the direct effects of deceleration forces as well as from injuries arising from the effect of deceleration forces on the aeroplane's interior equipment.		
A01	I	3	A6-I-13.2.2	From 1 November 2003, all passenger-carrying aeroplanes of a maximum certificated take-off mass in excess of 45 500 kg or with a passenger seating capacity greater than 60 shall be equipped with an approved flight crew compartment door that is designed to resist penetration by small arms fire and grenade shrapnel, and to resist forcible intrusions by unauthorized persons. This door shall be capable of being locked and unlocked from either pilot's station.	Reinforced cockpit door not installed (on passenger flights)	



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A04	I	2	A8-IIIA-9.1	The operating limitations within which compliance with the Standards of this Annex is determined, together with any other information necessary to the safe operation of the aeroplane, shall be made available by means of an aeroplane flight manual, markings and placards, and such other means as may effectively accomplish the purpose. The limitations and information shall include at least those prescribed in 9.2, 9.3 and 9.4.	Operational flight deck markings and/or placards missing or incorrect	Indicate the particulars of the situation observed
			A8-IIIB-G.1	The operating limitations within which compliance with the Standards of this Annex is determined, together with any other information necessary to the safe operation of the aeroplane, shall be made available by means of a flight manual, markings and placards, and such other means as may effectively accomplish the purpose. The limitations and information shall include at least those prescribed in this sub-part.		



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Inspection Item	Inspections Item Title			Inspecting Instructions		
A02	Emergency Exit			<p>Check serviceability of exits and when ropes are installed check they are secured. Check whether access to emergency exits is restricted or impeded.</p> <p><i>Note: Inspectors should be aware that equipment/luggage may be placed temporarily in an unsecured State during flight preparation. In such cases the inspectors should seek confirmation that the equipment/luggage will be securely stowed before flight. If the crew is unable to confirm this, a finding may be appropriate.</i></p>		
Inspection Item	Std.	Cat.	Std. ref.	Standard's Text	Pre-described Finding	Instructions for completing the detailed description
A02	I	3	A8-IIIA-4.1.7.3	The interior layout of the cabin and the position and number of emergency exits, including the means of locating and illuminating the escape paths and exits, shall be such as to facilitate rapid evacuation of the aeroplane in conditions likely to occur following an emergency landing.	Access to emergency exit impeded	Indicate why the access to emergency exit is impeded
A02	I	3	A8-IIIA-4.1.7.2	Facilities shall be provided for the rapid evacuation of the aeroplane in conditions likely to occur following an emergency landing. Such facilities shall be related to the passenger and crew capacity of the aeroplane.	Emergency exits U/S	
			A8-IIIA-8.3	Prescribed safety and survival equipment that the crew or passengers are expected to use or operate at the time of an emergency shall be reliable, readily accessible and easily identified, and its method of operation shall be plainly marked.	Emergency facilities unserviceable (outside MEL)	Indicate what emergency facilities are unserviceable
			A8-IIIB-D.6.2	Facilities shall be provided for the rapid evacuation of the aeroplane in conditions likely to occur following an emergency landing. Such facilities shall be related to the passenger and crew capacity of the aeroplane and shall be shown to be suitable for their intended purpose.	If applicable, flight deck escape facilities (ropes, hatches, harnesses) not available or not secured	Indicate the particulars of the situation observed
			A8-IIIB-D.6.4	On aeroplanes certificated for ditching conditions, provisions shall be made in the design to give maximum practicable assurance that safe evacuation from the aeroplane of passengers and crew can be executed in case of ditching.		
			A8-IIIB-F.3	Safety and survival equipment. Prescribed safety and survival equipment that the crew or passengers are expected to use or operate at the time of an emergency shall be reliable, readily accessible and easily identified, and its method of operation shall be plainly marked.		



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			A8-V-F.3	Safety and survival equipment. Prescribed safety and survival equipment that the crew or passengers are expected to use or operate at the time of an emergency shall be reliable, readily accessible and easily identified, and its method of operation shall be plainly marked.		
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Inspection Item	Inspections Item Title	Inspecting Instructions
A03	Equipment	<p>All Flights:</p> <p>a) TAWS (E-GPWS) Check if installed and serviceable. If unserviceable check if properly deferred (reported in the ATLB) and check if still within MEL dispatch limits. Verify that the installed GPWS has a forward looking terrain avoidance function. <i>(Note: some CIS-built aircraft are equipped with GPWS systems like the SSOS or SPPZ (SPBZ) that do not fulfil the ICAO requirements regarding the E-GPWS. Only the 7-channel (SRPBZ) with forward looking terrain avoidance function meets the ICAO requirements..)</i> When an operational test can be performed by the pilot, it should be requested <i>(Note: On certain aircraft such a test cannot be performed by the pilots but only by maintenance personnel. <u>Such a situation does not constitute a finding</u>)</i></p> <p>In the case where an aircraft is found not to have TAWS (E-GPWS) installed then the competent authority should consider imposing an immediate operating ban on that aircraft. The aircraft should be allowed to depart only on a non-revenue flight.</p> <p>b) ACAS II (TCAS) Check if installed and serviceable. If unserviceable check if properly deferred (reported in the ATLB) and check if still within MEL dispatch limits. When an operational test can be performed by the pilot, it should be requested. <i>(Note: On certain aircraft such a test cannot be performed by the pilots but only by maintenance personnel. <u>Such a situation does not constitute a finding</u>)</i></p> <p>Flights in designated airspace:</p> <p>a) RVSM Check whether the equipment unserviceability (if any) renders the aircraft non-RVSM capable . (Check with Doc 9614) <i>Area of applicability (ICAO Doc 7030):</i> 2.1.1 RVSM shall be applicable in that volume of airspace between FL 290 and FL 410 inclusive in the following flight information regions/upper flight information regions (FIRs/UIRs): Amsterdam, Ankara, Athinai, Barcelona, Beograd, Berlin, Bodo, Bratislava, Bremen, Brest, Brindisi, Bruxelles, Bucuresti, Budapest, Chisinau, Düsseldorf, France, Frankfurt, Hannover, Istanbul, Kaliningrad, Kharkiv, København, Kyiv, Lisboa, Ljubljana, London, L'viv, Madrid, Malmö, Malta, Milano, Minsk, München, Nicosia, Odesa, Oslo, Praha, Rhein, Riga, Roma, Rovaniemi, Sarajevo, Scottish, Shannon, Simferopol, Skopje, Sofia, Stavanger, Stockholm, Sundsvall, Switzerland, Tallinn, Tampere, Tirana, Trondheim, Varna, Vilnius, Warszawa, Wien, Zagreb. 2.1.2 RVSM shall be applicable in either all, or part of, that volume of airspace between FL 290 and FL 410 inclusive in the following FIRs/UIRs: Canaries (AFI Region), Casablanca, Tunis.</p> <p>b) RNAV Check that the aircraft is equipped with RNAV equipment.. For operations in airspace designated as B-RNAV or P-RNAV check if the aircraft meets the required Radio Navigation Precision (RNP) requirements.</p>



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				<p>c) MNPS Check whether the equipment unserviceability (if any) renders the aircraft non-MNPS capable.. <i>Area of applicability (ICAO Doc 7030):</i> <i>The MNPS shall be applicable in that volume of airspace between FL 285 and FL 420 within the Oceanic Control Areas of Santa Maria, Shanwick, Reykjavik, Gander Oceanic and New York, excluding the area west of 60°W and south of 38°30'N.</i></p> <p>d) 8.33 kHz channel spacing Check that radio equipment is 8.33 kHz channel spacing capable. This can be checked by requesting to select an 8.33 kHz channel, for example, 132.055 kHz on the radio control panel. The panel should normally show 6 digits – however some radio control panels may omit the leading “1” and display only 5 digits, e.g. 32.055. <i>Area of applicability:</i> <i>The carriage of 8.33 kHz channel spacing capable radio equipment is mandatory for operations in the specified ICAO EUR region for flights above FL 245.</i></p>		
Inspection Item	Std.	Cat.	Std. ref.	Standard's Text	Pre-described Finding	Instructions for completing the detailed description
A03	I	3	A6-I-6.18.2	From 1 January 2005, all turbine-engined aeroplanes of a maximum certificated take-off mass in excess of 5 700 kg or authorized to carry more than 19 passengers shall be equipped with an airborne collision avoidance system (ACAS II).	ACAS II N/A or U/S (outside MEL limits)	
A03	I	3	A6-I-6.3.3	6.3.3 Flight data recorders — aeroplanes for which the individual certificate of airworthiness is first issued on or after 1 January 1989 6.3.3.1 All aeroplanes of a maximum certificated take-off mass of over 27 000 kg shall be equipped with a Type I FDR. 6.3.3.2 All aeroplanes of a maximum certificated take-off mass of over 5 700 kg, up to and including 27 000 kg, shall be equipped with a Type II FDR.	No serviceable FDR/CVR (outside MEL limits)	
			A6-I-6.3.4	6.3.4 Flight data recorders — aeroplanes for which the individual certificate of airworthiness was first issued on or after 1 January 1987 but before 1 January 1989 6.3.4.1 All turbine-engined aeroplanes of a maximum certificated take-off mass of over 5 700 kg, except those in 6.3.4.3, shall be equipped with an FDR which shall record time, altitude, airspeed, normal acceleration and heading. 6.3.4.3 All turbine-engined aeroplanes of a maximum certificated take-off mass of over 27 000 kg that are of types of which the prototype was certificated by the appropriate national authority after 30 September 1969 shall be equipped with a Type II FDR.		



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			<p>A6-I-6.3.5 6.3.5 Flight data recorders — aeroplanes for which the individual certificate of airworthiness was first issued before 1 January 1987</p> <p>6.3.5.1 All turbine-engined aeroplanes of a maximum certificated take-off mass of over 5 700 kg shall be equipped with an FDR which shall record time, altitude, airspeed, normal acceleration and heading.</p>		
			<p>A6-I-6.3.6 6.3.6 Flight data recorders — aeroplanes for which the individual certificate of airworthiness is first issued after 1 January 2005</p> <p>All aeroplanes of a maximum certificated take-off mass of over 5 700 kg shall be equipped with a Type IA FDR.</p>		
			<p>A6-I-6.3.7 6.3.7 Cockpit voice recorders — aeroplanes for which the individual certificate of airworthiness is first issued on or after 1 January 1987</p> <p>6.3.7.1 All aeroplanes of a maximum certificated take-off mass of over 5 700 kg shall be equipped with a CVR, the objective of which is the recording of the aural environment on the flight deck during flight time.</p>		
			<p>A6-I-6.3.8 6.3.8 Cockpit voice recorders — aeroplanes for which the individual certificate of airworthiness was first issued before 1 January 1987</p> <p><i>Note.— CVR performance requirements are as contained in the Minimum Operational Performance Specification (MOPS) document for Flight Recorder Systems of the European Organization for Civil Aviation Equipment (EUROCAE) or equivalent documents.</i></p> <p>6.3.8.1 All turbine-engined aeroplanes of a maximum certificated take-off mass of over 27 000 kg that are of types of which the prototype was certificated by the appropriate national authority after 30 September 1969 shall be equipped with a CVR, the objective of which is the recording of the aural environment on the flight deck during flight time.</p>		
A03	I	3	<p>A6-I-4.3.1 A flight shall not be commenced until flight preparation forms have been completed certifying that the pilot-in command is satisfied that:</p> <p>b) the instruments and equipment prescribed in Chapter 6, for</p>	GPWS with forward looking terrain avoidance function not installed or unserviceable (outside MEL limits)	



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				the particular type of operation to be undertaken, are installed and are sufficient for the flight;		
A03	I	3	EUR/RAC-5.4.1.1	All aircraft operating above FL 245 in the European Region shall be equipped with 8.33 kHz channel spacing capable radio equipment. All aircraft operating above FL 195 in France upper flight information region shall be equipped with 8.33 kHz channel spacing capable radio equipment.	Radio channel spacing does not meet the airspace requirements for the filed flight plan	
A03	I	3	A6-I-4.3.1	A flight shall not be commenced until flight preparation forms have been completed certifying that the pilot-in command is satisfied that: b) the instruments and equipment prescribed in Chapter 6, for the particular type of operation to be undertaken, are installed and are sufficient for the flight;	Required navigation equipment N/A or U/S	Indicate what equipment was N/A or U/S and type of operation
			A6-1-7.2.1	An aeroplane shall be provided with navigation equipment which will enable it to proceed: a) in accordance with the flight plan; and b) in accordance with the requirements of air traffic services; except when, if not so precluded by the appropriate authority, navigation for flights under the visual flight rules is accomplished by visual reference to landmarks.		



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Inspection Item	Inspections Item Title			Inspecting Instructions		
A04	Manuals			<p>Check for presence of Operations Manual and Aircraft Flight Manual. (Note: flight manual data may be included in the operations manual).</p> <p>Check if their content complies with the requirements and is up to date (e.g. with the latest revision of the AFM).</p> <p><i>Note: Not all parts of the OPS Manual have to be carried on board. As a minimum there shall be available those parts pertaining to flight operations.</i></p> <p><i>Note: in the Ops. manual the following subjects, in particular, could be checked,:</i></p> <ul style="list-style-type: none"> - presence of instructions and data for mass and balance control. - the list of the navigational equipment to be carried including any requirements relating to operations where performance-based navigation is prescribed. - Presence of data that enables the crew to carry out performance calculations - Information on fuel planning - Flight and duty time requirements - Safety precautions during refuelling with passengers on board. - Instructions on the carriage of dangerous goods (with DG on board)” <p>Check if the flight crew is able to understand the language in which the OPS Manual and/or AFM are written.</p> <p><i>Note: ICAO standards do not require the manuals to be written in English language. <u>Such a case does not constitute a finding unless it is obvious that the pilot(s) do not understand the language in which the manuals are written.</u></i></p> <p><i>Note: Annex 6 does require that specific parts of the Operations Manual be approved by the National Authority. However, the Annex does not require that proof of such approval be contained in the manual itself. It is up to each and every Contracting State to determine how they approve a manual and whether evidence of such approval is required in the manual. <u>The absence of a specific approval does not constitute a finding.</u></i></p>		
Inspection Item	Std.	Cat.	Std. ref.	Standard's Text	Pre-described Finding	Instructions for completing the detailed description
A04	I	2	A6-I-6.2.3ab	<p>An aeroplane shall carry:</p> <p>a) the operations manual prescribed in 4.2.2, or those parts of it that pertain to flight operations;</p> <p>b) the flight manual for the aeroplane, or other documents containing performance data required for the application of Chapter 5 and any other information necessary for the operation of the aeroplane within the terms of its certificate of airworthiness, unless these data are available in the operations manual;</p>	No or incomplete parts of the Operations Manual pertaining to flight operations on board	Indicate what information is missing



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A04	I	2	A6-I-4.2.11.2	An operator shall formulate rules to limit flight time and flight duty periods and for the provision of adequate rest periods for all its crew members. These rules shall be in accordance with the regulations established by the State of the Operator, or approved by that State, and included in the operations manual.	No rules on flight time, flight duty and rest time limitations in the Operations manual	
A04	I	2	A6-I-4.2.3.1	An operator shall provide, for the use and guidance of operations personnel concerned, an operations manual in accordance with Appendix 2. The operations manual shall be amended or revised as is necessary to ensure that the information contained therein is kept up to date. All such amendments or revisions shall be issued to all personnel that are required to use this manual.	Operations manual not up to date	Indicate the particulars of the situation observed
A04	I	2	A6-I-4.2.3.1	An operator shall provide, for the use and guidance of operations personnel concerned, an operations manual in accordance with Appendix 2. The operations manual shall be amended or revised as is necessary to ensure that the information contained therein is kept up to date. All such amendments or revisions shall be issued to all personnel that are required to use this manual.	Operations manual not issued by the operator	Indicate the particulars of the situation observed
A04	I	2	A6-I-4.2.3.1	An operator shall provide, for the use and guidance of operations personnel concerned, an operations manual in accordance with Appendix 2. The operations manual shall be amended or revised as is necessary to ensure that the information contained therein is kept up to date. All such amendments or revisions shall be issued to all personnel that are required to use this manual.	Operations Manual published in a language not understood by a member of the flight crew	Indicate the particulars of the situation observed
A04	I	3	A6-I-6.2.3ab	An aeroplane shall carry: a) the operations manual prescribed in 4.2.3, or those parts of it that pertain to flight operations; b) the flight manual for the aeroplane, or other documents containing performance data required for the application of Chapter 5 and any other information necessary for the operation of the aeroplane within the terms of its certificate of airworthiness, unless these data are available in the operations manual;	No or incomplete performance and limitations data on board	Indicate the particulars of the situation observed
A04	I	3	A18-9.2	The operator shall provide such information in the Operations Manual as will enable the flight crew to carry out its responsibilities with regard to the transport of dangerous goods and shall provide instructions as to the action to be taken in the event of emergencies arising involving dangerous goods.	No information and instructions in Operations Manual on the actions to be taken in the event of an emergency (DG on board)	Indicate the particulars of the situation observed



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A04	I	3	A6-I-4.2.3.1	An operator shall provide, for the use and guidance of operations personnel concerned, an operations manual in accordance with Appendix 2. The operations manual shall be amended or revised as is necessary to ensure that the information contained therein is kept up to date. All such amendments or revisions shall be issued to all personnel that are required to use this manual.	Operations Manual published in a language not understood by all of the flight crew members	Indicate the particulars of the situation observed
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Inspection Item	Inspections Item Title			Inspecting Instructions		
A05	Checklists			<p>Check if checklists are available and easily accessible.</p> <p>Check if the OPS Manual contains the required checklists. Compare the version in OPS Manual with the ones available to the crew.</p> <p>Check if their content is in compliance with the operating manual covering all flight phases, in normal and emergency operations.</p> <p><i>Note: normal, non-normal and emergency checklists are sometimes combined in a "Quick Reference Handbook"</i></p> <p>Check if the checklists are identical for all members of the flight crew.</p> <p><i>Note: On some ex-Soviet built aircraft only the flight engineer has a checklist. The pilot and co-pilot may be working from a memorised checklist only.</i></p>		
Inspection Item	Std.	Cat.	Std. ref.	Standard's Text	Pre-described Finding	Instructions for completing the detailed description
A05	I	2	A6-I-6.1.4	<p>The operator shall provide operations staff and flight crew with an aircraft operating manual, for each aircraft type operated, containing the normal, abnormal and emergency procedures relating to the operation of the aircraft. The manual shall include details of the aircraft systems and of the checklists to be used. The design of the manual shall observe Human Factors principles.</p> <p><i>Note: - Guidance material on the application of Human Factors principles can be found in the Human Factors Training Manual (Doc 9683).</i></p>	Checklists do not conform with the checklist details in the operations manual	
A05	I	2	A6-I-6.1.4	<p>The operator shall provide operations staff and flight crew with an aircraft operating manual, for each aircraft type operated, containing the normal, abnormal and emergency procedures relating to the operation of the aircraft. The manual shall include details of the aircraft systems and of the checklists to be used. The design of the manual shall observe Human Factors principles.</p> <p><i>Note: - Guidance material on the application of Human Factors principles can be found in the Human Factors Training Manual (Doc 9683).</i></p>	No checklist details in the operations manual	
A05	I	2	A6-I-4.2.6	<p>The checklists provided in accordance with 6.1.4 shall be used by flight crews prior to, during and after all phases of operations, and in emergency, to ensure compliance with the operating procedures contained in the aircraft operating manual and the aeroplane flight manual or other documents associated with the certificate of</p>	Normal and emergency checklists not readily accessible to all relevant flight crew members	Indicate the particulars of the situation observed



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				airworthiness and otherwise in the operations manual, are followed ...		
A05	I	3	A6-I-4.2.6	The checklists provided in accordance with 6.1.4 shall be used by flight crews prior to, during and after all phases of operations, and in emergency, to ensure compliance with the operating procedures contained in the aircraft operating manual and the aeroplane flight manual or other documents associated with the certificate of airworthiness and otherwise in the operations manual, are followed ...	Different versions of checklists used by captain and co-pilot	Indicate the particulars of the situation observed
A05	I	3	A6-I-4.2.6	The checklists provided in accordance with 6.1.4 shall be used by flight crews prior to, during and after all phases of operations, and in emergency, to ensure compliance with the operating procedures contained in the aircraft operating manual and the aeroplane flight manual or other documents associated with the certificate of airworthiness and otherwise in the operations manual, are followed ...	No normal and emergency checklists available	



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Inspection Item	Inspections Item Title			Inspecting Instructions		
A06	Radio Navigation Charts			<p>Check if the required departure, en-route, approach and aerodrome charts are available, within reach, up-to-date to the latest AIRAC amendments (including those for the alternate aerodromes).</p> <p>Note: one or two amendments missing in the chart library could still be acceptable provided the charts to cover the route flown, or about to be flown, including associated diversions, are up to date to the latest AIRAC amendments</p> <p><i>Note: If other charts are not updated but the required ones are this does not constitute a finding. Such a case should be reported though as a General Remark</i></p> <p>Check the validity of the FMS/GPS database</p>		
Inspection Item	Std.	Cat.	Std. ref.	Standard's Text	Pre-described Finding	Instructions for completing the detailed description
A06	I	2	A6-I-7.4.2	7.4.2 An operator shall implement procedures that ensure the timely distribution and insertion of current and unaltered electronic navigation data to all aircraft that require it.	Navigation database out of date	Indicate the expiration date of the database
			A15-6.1.1	Information concerning the circumstances listed in Appendix 4, Part 1, shall be distributed under the regulated system (AIRAC), i.e. basing establishment, withdrawal or significant changes upon a series of common effective dates at intervals of 28 days, including 29 January 1998. The information notified therein shall not be changed further for at least another 28 days after the effective date, unless the circumstance notified is of a temporary nature and would not persist for the full period.		
A06	I	2	A6-I-6.2.3c	An aeroplane shall carry: c) current and suitable charts to cover the route of the proposed flight and any route along which it is reasonable to expect that the flight may be diverted.	Required en-route charts out of date (navigation database up to date)	Indicate what charts are missing
			A15-6.1.1	Information concerning the circumstances listed in Appendix 4, Part 1, shall be distributed under the regulated system (AIRAC), i.e. basing establishment, withdrawal or significant changes upon a series of common effective dates at intervals of 28 days, including 29 January 1998. The information notified therein shall not be changed further for at least another 28 days after the effective date, unless the circumstance notified is of a temporary nature and would not persist for the full period.		



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A06	I	3	A6-I-6.2.3c	An aeroplane shall carry: c) current and suitable charts to cover the route of the proposed flight and any route along which it is reasonable to expect that the flight may be diverted.	Required charts not on board	Indicate what charts are missing
			A15-6.1.1	Information concerning the circumstances listed in Appendix 4, Part 1, shall be distributed under the regulated system (AIRAC), i.e. basing establishment, withdrawal or significant changes upon a series of common effective dates at intervals of 28 days, including 29 January 1998. The information notified therein shall not be changed further for at least another 28 days after the effective date, unless the circumstance notified is of a temporary nature and would not persist for the full period.		
A06	I	3	A6-I-6.2.3c	An aeroplane shall carry: c) current and suitable charts to cover the route of the proposed flight and any route along which it is reasonable to expect that the flight may be diverted.	Required charts out of date	Indicate what charts are not up to date
			A15-6.1.1	Information concerning the circumstances listed in Appendix 4, Part 1, shall be distributed under the regulated system (AIRAC), i.e. basing establishment, withdrawal or significant changes upon a series of common effective dates at intervals of 28 days, including 29 January 1998. The information notified therein shall not be changed further for at least another 28 days after the effective date, unless the circumstance notified is of a temporary nature and would not persist for the full period.		



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Inspection Item	Inspections Item Title			Inspecting Instructions		
A07	Minimum Equipment List			<p>Check if the MEL is available.</p> <p><i>Note: If it is found that the MEL does not incorporate the latest revision of the MMEL this should be reported as a General Remark (cat. G).</i></p> <p><i>Note: An increasing number of operators do not have the MEL on board, but available via a data downlink. This should be considered as an acceptable alternative.</i></p> <p>Check if the MEL is not less restrictive than MMEL.</p> <p>Check if MEL content reflects actual equipment installed on the aircraft. Check if the MEL contains the (M) maintenance and/or (O) operational procedures</p> <p>Check if the MEL is fully customised. For example, the MEL should not contain a reference to regulatory material (“ATA 23 Communication systems – Any in excess of those required by 14 CFR may be inoperative provided it is not powered by Standby Bus and is not required for emergency procedures.”) but should mention the actual required number.</p> <p>Check if the deferred defects (if any) are in accordance with the MEL instructions.</p> <p><i>Note: Annex 6 does require that the MEL is approved by the State of Operator. However, the Annex 6 does not require that proof of such approval be contained in the MEL itself or has to be carried on board. It is up to each and every Contracting State to determine how they approve a manual and whether evidence of such approval is required in the manual. <u>The absence of a specific approval of the MEL does not constitute a finding.</u></i></p>		
Inspection Item	Std.	Cat.	Std. ref.	Standard's Text	Pre-described Finding	Instructions for completing the detailed description
A07	I	2	A6-I-6.1.3	The operator shall include in the operations manual a minimum equipment list (MEL), approved by the State of the Operator which will enable the pilot-in-command to determine whether a flight may be commenced or continued from any intermediate stop should any instrument, equipment or systems become inoperative. Where the State of the Operator is not the State of Registry, the State of the Operator shall ensure that the MEL does not affect the aeroplane's compliance with the airworthiness requirements applicable in the State of Registry.	MEL does not reflect aircraft configuration or the operations specifications	Indicate the particulars of the situation observed
A07	I	2	A6-I-6.1.3	The operator shall include in the operations manual a minimum equipment list (MEL), approved by the State of	MEL lacking (M) and/or (O) procedures when required (no deferred defect	Indicate the particulars of the situation observed



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				<p>the Operator which will enable the pilot-in-command to determine whether a flight may be commenced or continued from any intermediate stop should any instrument, equipment or systems become inoperative. Where the State of the Operator is not the State of Registry, the State of the Operator shall ensure that the MEL does not affect the aeroplane's compliance with the airworthiness requirements applicable in the State of Registry.</p> <p>Note: - Attachment G contains guidance on the minimum equipment list.</p>	<p>requiring such procedure)</p>	
A07	I	3	A6-I-6.1.3	<p>The operator shall include in the operations manual a minimum equipment list (MEL), approved by the State of the Operator which will enable the pilot-in-command to determine whether a flight may be commenced or continued from any intermediate stop should any instrument, equipment or systems become inoperative. Where the State of the Operator is not the State of Registry, the State of the Operator shall ensure that the MEL does not affect the aeroplane's compliance with the airworthiness requirements applicable in the State of Registry.</p> <p>Note: - Attachment G contains guidance on the minimum equipment list.</p>	<p>MEL lacking (M) and/or (O) procedures when required (with deferred defect requiring such procedure)</p>	<p>Indicate the particulars of the situation observed</p>
A07	I	3	A6-I-6.1.3	<p>The operator shall include in the operations manual a minimum equipment list (MEL), approved by the State of the Operator which will enable the pilot-in-command to determine whether a flight may be commenced or continued from any intermediate stop should any instrument, equipment or systems become inoperative. Where the State of the Operator is not the State of Registry, the State of the Operator shall ensure that the MEL does not affect the aeroplane's compliance with the airworthiness requirements applicable in the State of Registry.</p> <p>Note: - Attachment G contains guidance on the minimum equipment list.</p>	<p>MEL less restrictive than the MMEL (with deferred defects affected by the lower restrictions)</p>	<p>Indicate the particulars of the situation observed</p>
A07	I	2	A6-I-6.1.3	<p>The operator shall include in the operations manual a minimum equipment list (MEL), approved by the State of the Operator which will enable the pilot-in-command to determine whether a flight may be commenced or continued from any intermediate stop should any</p>	<p>MEL less restrictive than the MMEL (without deferred defects affected by the lower restrictions)</p>	<p>Indicate the particulars of the situation observed</p>



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				instrument, equipment or systems become inoperative. Where the State of the Operator is not the State of Registry, the State of the Operator shall ensure that the MEL does not affect the aeroplane's compliance with the airworthiness requirements applicable in the State of Registry. Note: - Attachment G contains guidance on the minimum equipment list.		
A07	I	2	A6-I-6.1.3	The operator shall include in the operations manual a minimum equipment list (MEL), approved by the State of the Operator which will enable the pilot-in-command to determine whether a flight may be commenced or continued from any intermediate stop should any instrument, equipment or systems become inoperative. Where the State of the Operator is not the State of Registry, the State of the Operator shall ensure that the MEL does not affect the aeroplane's compliance with the airworthiness requirements applicable in the State of Registry. Note: - Attachment G contains guidance on the minimum equipment list.	MEL not available (no deferred defects)	
A07	I	2	A6-I-6.1.3	The operator shall include in the operations manual a minimum equipment list (MEL), approved by the State of the Operator which will enable the pilot-in-command to determine whether a flight may be commenced or continued from any intermediate stop should any instrument, equipment or systems become inoperative. Where the State of the Operator is not the State of Registry, the State of the Operator shall ensure that the MEL does not affect the aeroplane's compliance with the airworthiness requirements applicable in the State of Registry. Note: - Attachment G contains guidance on the minimum equipment list.	Some MEL items not fully customised (but no defects affecting those items)	Indicate the particulars of the situation observed
A07	I	2	A6-I-6.1.3	The operator shall include in the operations manual a minimum equipment list (MEL), approved by the State of the Operator which will enable the pilot-in-command to determine whether a flight may be commenced or continued from any intermediate stop should any instrument, equipment or systems become inoperative. Where the State of the Operator is not the State of Registry, the State of the Operator shall ensure that the	MMEL instead of MEL	



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				MEL does not affect the aeroplane's compliance with the airworthiness requirements applicable in the State of Registry.		
A07	I	3	A6-I-6.1.3	The operator shall include in the operations manual a minimum equipment list (MEL), approved by the State of the Operator which will enable the pilot-in-command to determine whether a flight may be commenced or continued from any intermediate stop should any instrument, equipment or systems become inoperative. Where the State of the Operator is not the State of Registry, the State of the Operator shall ensure that the MEL does not affect the aeroplane's compliance with the airworthiness requirements applicable in the State of Registry.	Some MEL items not fully customised (with defects affecting those items)	Indicate the particulars of the situation observed
A07	I	3	A6-I-6.1.3	The operator shall include in the operations manual a minimum equipment list (MEL), approved by the State of the Operator which will enable the pilot-in-command to determine whether a flight may be commenced or continued from any intermediate stop should any instrument, equipment or systems become inoperative. Where the State of the Operator is not the State of Registry, the State of the Operator shall ensure that the MEL does not affect the aeroplane's compliance with the airworthiness requirements applicable in the State of Registry. Note: - Attachment G contains guidance on the minimum equipment list.	MEL not available (with deferred defects)	



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Inspection Item	Inspections Item Title			Inspecting Instructions		
A08	Certificate of Registration			<p>Instructions: Check for presence and accuracy. In the case where only a photocopy is on board a finding should be made against “Not on board or cannot be shown by crew”. Check if its format and content are in accordance with the requirements and whether translated into the English language. Check for fireproof identification plate (usually near the left forward door). Compare the data on the plate with that on the C of R.</p>		
Inspection Item	Std.	Cat.	Std. ref.	Standard's Text	Pre-described Finding	Instructions for completing the detailed description
A08	I	1	A7-7.1	The certificate of registration, in wording and arrangement, shall be a replica of the certificate shown in Figure 1. Note: - The size of the form is at the discretion of the State of Registry or common mark registering authority.	CofR format not in accordance with Annex 7	
A08	I	1	A7-7.2	When certificates of registration are issued in a language other than English, they shall include an English translation.	No English translation	
A08	I	2	A7-7.8	An aircraft shall carry an identification plate inscribed with at least its nationality or common mark and registration mark. The plate shall be made of fireproof metal or other fireproof material of suitable physical properties and shall be secured to the aircraft in a prominent position near the main entrance or, in the case of an unmanned free balloon, affixed conspicuously to the exterior of the payload.	No fireproof identification plate near the main entrance	Indicate whether the identification plate is located elsewhere or not installed.
A08	I	2	A7-7.8	An aircraft shall carry an identification plate inscribed with at least its nationality or common mark and registration mark. The plate shall be made of fireproof metal or other fireproof material of suitable physical properties and shall be secured to the aircraft in a prominent position near the main entrance or, in the case of an unmanned free balloon, affixed conspicuously to the exterior of the payload.	Mismatch of data on CofR and identification plate	Indicate the particulars of the situation observed
A08	I	2	CC-29a	Documents carried in aircraft Every aircraft of a contracting State, engaged in international navigation, shall carry the following documents in conformity with the conditions prescribed in this Convention. a) Its certificate of registration;	Not on board or cannot be shown by crew	



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Inspection Item	Inspections Item Title			Inspecting Instructions		
A09	Noise Certificate			<p>Check for presence, accuracy (e.g. cross check MTOM, S/N with the ones specified in the C of R) of the document attesting noise certification and whether translated in English language.</p> <p><i>Note: Certain States (e.g. United States) incorporate the noise certification data in the Aircraft Flight Manual and/or the Certificate of Airworthiness. Such cases are in compliance with the ICAO requirements and <u>do not constitute a finding</u>.</i></p>		
Inspection Item	Std.	Cat.	Std. ref.	Standard's Text	Pre-described Finding	Instructions for completing the detailed description
A09	I	1	A16-I-II-1.4	The documents attesting noise certification shall be approved by the State of Registry and shall be required by that State to be carried on the aircraft.	Documents attesting noise certification not on board or cannot be produced by the crew	
A09	I	1	A6-I-6.13	<p>An aeroplane shall carry a document attesting noise certification. When the document, or a suitable statement attesting noise certification as contained in another document approved by the State of Registry, is issued in a language other than English, it shall include an English translation.</p> <p>Note.- The attestation may be contained in any document, carried on board, approved by the State of Registry.</p>	No English translation	



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Inspection Item	Inspections Item Title			Inspecting Instructions		
A10	AOC or equivalent			<p>Check for presence and accuracy (including the Operations Specifications). Check if its content is in compliance with the requirement (including English translation if written in another language). If the AOC contains and expiration date, check if within the validity period. Check if the aircraft operation (inbound and outbound) is in compliance with the Operations Specifications (limitations, special authorisations: (B/P)RNAV, RVSM, MNPS, ETOPS)</p> <p>Note: EU-OPS is less restrictive than ICAO on the carriage of a copy of the AOC on board: where ICAO requires a certified true copy, EU-OPS requires in OPS 1.125 that “the original or copy” is carried during each flight. Therefore, if an inspector finds a non-certified copy of the AOC on board this may not constitute a finding (however may be recorded as a Cat G remark).</p>		
Inspection Item	Std.	Cat.	Std. ref.	Standard's Text	Pre-described Finding	Instructions for completing the detailed description
A10	I	2	A6-I-4.2.1.6	The operations specifications associated with the air operator certificate shall contain at least the information listed in Appendix 6, paragraph 3, and, from 1 January 2010, shall follow the layout of Appendix 6, paragraph 3.	Information in the operations specifications not in accordance with Annex 6	
			A6-I-APP6.3.1	For each aircraft model in the operator's fleet, identified by aircraft make, model and series, the following list of authorizations, conditions and limitations shall be included: issuing authority contact details, operator name and AOC number, date of issue and signature of the authority representative, aircraft model, types and area of operations, special limitations and authorizations. <i>Note.— If authorizations and limitations are identical for two or more models, these models may be grouped in a single list.</i>		
A10	I	2	A6-I-4.2.1.5	The air operator certificate shall contain at least the following information and, from 1 January 2010, shall follow the layout of Appendix 6, paragraph 2: a) the State of the Operator and the issuing authority; b) the air operator certificate number and its expiration date; c) the operator name, trading name (if different) and address of the principal place of business; d) the date of issue and the name, signature and title of the authority representative; and e) the location, in a controlled document carried on board, where the contact details of operational management can be found.	Information on AOC not in accordance with Annex 6	



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A10	I	2	A6-I-6.1.2	An aeroplane shall carry a certified true copy of the air operator certificate specified in 4.2.1, and a copy of the operations specifications relevant to the aeroplane type, issued in conjunction with the certificate. When the certificate and the associated operations specifications are issued by the State of the Operator in a language other than English, an English translation shall be included. <i>Note.— Provisions for the content of the air operator certificate and its associated operations specifications are contained in 4.2.1.5 and 4.2.1.6.</i>	No English translation	
A10	I	3	A6-I-4.2.1.2	The air operator certificate shall authorize the operator to conduct commercial air transport operations in accordance with the operations specifications. <i>Note.— Provisions for the content of the air operator certificate and its associated operations specifications are contained in 4.2.1.5 and 4.2.1.6.</i>	Commercial Air Transport operations not in accordance with the operations specifications	Please provide additional information (specific type of operation)
A10	I	3	A6-I-4.2.1.1	An operator shall not engage in commercial air transport operations unless in possession of a valid air operator certificate issued by the State of the Operator.	Commercial Air Transport operations without a valid AOC	
A10	I	3	A6-I-6.1.2	An aeroplane shall carry a certified true copy of the air operator certificate specified in 4.2.1, and a copy of the operations specifications relevant to the aeroplane type, issued in conjunction with the certificate. When the certificate and the associated operations specifications are issued by the State of the Operator in a language other than English, an English translation shall be included. <i>Note.— Provisions for the content of the air operator certificate and its associated operations specifications are contained in 4.2.1.5 and 4.2.1.6.</i>	No original nor copy of the AOC, and/or of the operations specifications on board or cannot be shown by the crew	



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Inspection Item	Inspections Item Title			Inspecting Instructions		
A11	Radio Licence			<p>Check for presence and accuracy. Check for the correct name/callsign.</p> <p><i>Note: Following the Articles 29e and 30 of the Chicago Convention, a radio licence is a license to install radio transmitting apparatus. ICAO does not specify the information to be mentioned on the Radio Licence. The requirement to have a radio license is originating from Article 18 of the Radio Regulations from the International Telecommunications Union, which requires the issuing State to include, besides the name/callsign, "the general characteristics of the installation" into the license. However, the exact content of such a license is only given by the ITU as a recommendation only (Recommendation 7 Rev. WRC-97). Therefore no finding should be raised on the content of the radio license, unless the mentioned information is incorrect.</i></p>		
Inspection Item	Std.	Cat.	Std. ref.	Standard's Text	Pre-described Finding	Instructions for completing the detailed description
A11	I	1	CC-30a	Aircraft of each contracting State may, in or over the territory of other contracting States, carry radio transmitting apparatus only if a license to install and operate such apparatus has been issued by the appropriate authorities of the State in which the aircraft is registered. The use of radio transmitting apparatus in the territory of the contracting State whose territory is flown over shall be in accordance with the regulations prescribed by that State.	Incorrect information on the Radio Station Licence	Indicate what is incorrect
A11	I	2	CC-29e	Every aircraft of a contracting State, engaged in international navigation, shall carry the following documents in conformity with the conditions prescribed in this Convention: e) If it is equipped with radio apparatus, the aircraft radio station license.	Not on board or cannot be produced by crew	



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Inspection Item	Inspections Item Title			Inspecting Instructions		
A12	Certificate of Airworthiness			<p>Check for presence, accuracy and validity. Check if its content is in compliance with the requirement (including English translation if written in another language).</p> <p>Note: In the case where an aircraft is identified without an original (or certified true copy) and valid CofA then this is considered a cat. 3 finding. The aircraft should be allowed to depart only after receiving positive confirmation from the State of registry that the aircraft has a valid CofA.</p> <p>Note: Certain States (e.g. EASA states) issue Certificates of Airworthiness which do not mention an expiration date. Such certificates are usually supplemented by a separate document (ARC – Airworthiness Review Certificate) which should indicate its validity.</p>		
Inspection Item	Std.	Cat.	Std. ref.	Standard's Text	Pre-described Finding	Instructions for completing the detailed description
A12	I	1	A8-II-3.3.1	The Certificate of Airworthiness shall contain the information shown in Figure 1 and shall be generally similar to it.	Format of CofA not in accordance with Annex 8 requirements	Indicate the particulars of the situation observed
A12	I	2	A8-II-3.3.2	When Certificates of Airworthiness are issued in a language other than English, they shall include an English translation. Note - Article 29 of the Convention on International Civil Aviation requires that the Certificate of Airworthiness be carried on board every aircraft engaged in international air navigation.	No English translation	
A12	I	3	CC-31	Every aircraft engaged in international navigation shall be provided with a certificate of airworthiness issued or rendered valid by the State in which it is registered.	CofA not issued nor rendered valid by the State of registry	Indicate the particulars of the situation observed
A12	I	3	CC-39a	Endorsement of certificates and licenses a) Any aircraft or part thereof with respect to which there exists an international standard of airworthiness or performance, and which failed in any respect to satisfy that standard at the time of its certification, shall have endorsed on or attached to its airworthiness certificate a complete enumeration of the details in respect of which it so failed.	Endorsed CofA without permission of the State of inspection	
			CC-40	Validity of endorsed certificates and licenses No aircraft or personnel having certificates or licenses so endorsed shall participate in international navigation, except with the permission of the State or States whose		



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				territory is entered. The registration or use of any such aircraft, or of any certificated aircraft part, in any State other than that in which it was originally certificated shall be at the discretion of the State into which the aircraft or part is imported.		
A12	I	3	CC-29b	Every aircraft of a contracting State, engaged in international navigation, shall carry the following documents in conformity with the conditions prescribed in this Convention: b) Its certificate of airworthiness;	No valid CofA on board.	



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Inspection Item	Inspections Item Title			Inspecting Instructions		
A13	Flight Preparation			<p>Check for presence and accuracy of Operational Flight Plan (including signature of PIC). Compare with the relevant instructions the OPS Manual.</p> <p>Check for proper filing system (retaining of all relevant flight preparation documents).</p> <p>Check for proper performance and fuel calculation.</p> <p>Check the fuel consumption monitoring of the incoming flight (<u>if required by the OPS manual</u>).</p> <p>Check if the operator has selected appropriate alternate aerodromes.</p> <p>In case of ETOPS operations, please check that the Authority of the State of Operator has appropriately approved the operator and that the OFP considers ETOPS operations.</p> <p>Check whether the flight crew has reviewed all the meteorological information (including for alternate aerodromes). Compliance can be verified when the information is available in the cockpit in written or other form (electronic format). If not in written form verify with the crew how they accessed such information.</p> <p>Check if the crew ensured that the weather forecast at the destination or the destination alternate aerodrome is above minima.</p> <p>Check whether the flight crew has reviewed the NOTAMS and/or pre-flight information bulletins (including those for alternate aerodromes).</p> <p>In case of ground icing conditions check if the proper de/anti-icing procedures have been carried out or planned to be carried out prior to the take-off of the aircraft.</p> <p>Check for the presence and accuracy of the ATC flight plan.</p> <p><i>Note: depending of the type of operations, the item 10 of the flight plan shall contain the following designators:</i> <i>“R” for B-RNAV operations</i> <i>“P” for P-RNAV operations (in addition to “R”)</i> <i>“Y” for flights in (portions of) airspace where the carriage of 8.33 KHz capable radio equipment is mandatory.</i> <i>“W” for RVSM operations</i> <i>“S” for aircraft equipped with Mode-S Transponder</i></p>		
Inspection Item	Std.	Cat.	Std. ref.	Standard's Text	Pre-described Finding	Instructions for completing the detailed description
A13	I	1	A6-I-4.3.3.1	An operational flight plan shall be completed for every intended flight. The operational flight plan shall be approved and signed by the pilot-in-command and, where applicable, signed by the flight operations officer/flight dispatcher, and a copy shall be filed with the operator or a designated agent, or, if these procedures are not possible, it shall be left with the aerodrome authority or on record in a suitable place at the point of departure.	No copy of the operational flight plan retained on the ground	



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A13	I	1	A6-I-4.3.3.1	An operational flight plan shall be completed for every intended flight. The operational flight plan shall be approved and signed by the pilot-in-command and, where applicable, signed by the flight operations officer/flight dispatcher, and a copy shall be filed with the operator or a designated agent, or, if these procedures are not possible, it shall be left with the aerodrome authority or on record in a suitable place at the point of departure.	Operational flight plan not signed by the PIC	
A13	I	2	EUR 2.1.2.1	Operators of aircraft approved for basic area navigation (B-RNAV) operations, as set out in 4.1.1.5.2, shall insert the designator "R" in Item 10 of the flight plan.	ATC Flight plan incorrect	Indicate why the ATC flight plan is incorrect
			EUR 2.1.2.2	Operators of aircraft approved for precision area navigation (P-RNAV) operations, as set out in 4.1.1.5.2, shall, in addition to the designator "R", also insert the designator "P" in Item 10 of the flight plan.		
			EUR 2.1.2.4	Where a failure or degradation results in the aircraft being unable to meet the P-RNAV functionality and accuracy requirements of 4.1.1.5.2.4 before departure, the operator of the aircraft shall not insert the designator "P" in Item 10 of the flight plan. Subsequently, for a flight for which a flight plan has been submitted, an appropriate new flight plan shall be submitted and the old flight plan cancelled. For a flight operating based on a repetitive flight plan (RPL), the RPL shall be cancelled and an appropriate new flight plan shall be submitted.		
			EUR 2.1.2.5	In addition, where a failure or degradation results in the aircraft being unable to meet the B-RNAV functionality and accuracy requirements of 4.1.1.5.2.6 before departure, the operator of the aircraft shall not insert the designators "S" or "R" or "P" in Item 10 of the flight plan. Since such flights require special handling by ATC, Item 18 of the flight plan shall contain STS/RNAVINOP. Subsequently, for a flight for which a flight plan has been submitted, an appropriate new flight plan shall be submitted and the old flight plan cancelled. For a flight operating based on an RPL, the RPL shall be cancelled and an appropriate new flight plan shall be submitted.		
			EUR 2.1.8.1	For flights conducted wholly or partly in the volume of airspace where the carriage of 8.33 kHz channel spacing radio equipment is mandatory, as specified in 3.2.1, in addition to the letter S and/or any other letters, as		



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				appropriate, the letter Y shall be inserted in Item 10 of the flight plan for aircraft equipped with 8.33 kHz channel spacing capable radio equipment, or the indicator STS/EXM833 shall be included in Item 18 for aircraft not equipped but which have been granted exemption from the mandatory carriage requirement. Aircraft normally capable of operating above FL 195 but planning to fly below this level shall include the letter Y as specified above.		
			EUR 2.1.8.2	In case of a change in the 8.33 kHz capability status for a flight planned to operate in the area specified in 3.2.1, a modification message shall be sent with the appropriate indicator inserted in the relevant Item.		
			EUR 2.1.5.1	Operators of RVSM approved aircraft shall indicate the approval status by inserting the letter W in Item 10 of the ICAO flight plan form, regardless of the requested flight level.		
			EUR 2.1.5.2	Operators of RVSM approved aircraft shall also include the letter W in Item Q of the RPL, regardless of the requested flight level. If a change of aircraft operated in accordance with an RPL results in a modification of the RVSM approval status as stated in Item Q, a modification message (CHG) shall be submitted by the operator.		
			EUR 2.1.6.1	Operators of non-RVSM approved aircraft intending to operate from a departure aerodrome outside the lateral limits of RVSM airspace at a cruising level of FL 290 or above to a destination aerodrome within the lateral limits of RVSM airspace shall include the following in Item 15 of the flight plan form: a) the entry point at the lateral limits of RVSM airspace; and b) the requested flight level below FL 290 for that portion of the route commencing at the entry point.		
			EUR 2.1.6.3	Operators of non-RVSM approved aircraft intending to operate from a departure aerodrome to a destination aerodrome, both of which are within the lateral limits of RVSM airspace, shall include in Item 15 of the ICAO flight plan form, a requested cruising level below FL 290.		



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			EUR 2.1.6.4	Operators of non-RVSM approved aircraft intending to operate from a departure aerodrome within the lateral limits of RVSM airspace to a destination aerodrome outside the lateral limits of RVSM airspace at a cruising level of FL 290 or above shall include the following in Item 15 of the ICAO flight plan form: a) a requested flight level below FL 290 for that portion of the route within the lateral limits of RVSM airspace; and b) the exit point at the lateral limits of RVSM airspace and the requested flight level for that portion of the route commencing at the exit point.		
A13	I	2	A6-I-4.3.1(f)(g)	A flight shall not be commenced until flight preparation forms have been completed certifying that the pilot-in command is satisfied that: f) a check has been completed indicating that the operating limitations of Chapter 5 can be complied with for the flight to be undertaken; and g) the Standards of 4.3.3 relating to operational flight planning have been complied with.	Content and use of the Operational Flight plan not in accordance with the operations manual	Indicate the particulars of the situation observed
A13	I	2	A2-2.3.2	Before beginning a flight, the pilot-in-command of an aircraft shall become familiar with all available information appropriate to the intended operation. Pre-flight action for flights away from the vicinity of an aerodrome, and for all IFR flights, shall include a careful study of available current weather reports and forecasts, taking into consideration fuel requirements and an alternative course of action if the flight cannot be completed as planned.	Discrepancies between calculated and actual fuel data	Indicate the particulars of the situation observed
			A6-I-4.3.6.1	A flight shall not be commenced unless, taking into account both the meteorological conditions and any delays that are expected in flight, the aeroplane carries sufficient fuel and oil to ensure that it can safely complete the flight. In addition, a reserve shall be carried to provide for contingencies.		
			A6-I-4.3.6.4	In computing the fuel and oil required in 4.3.6.1 at least the following shall be considered: a) meteorological conditions forecast; b) expected air traffic control routings and traffic delays; c) for IFR flight, one instrument approach at the destination aerodrome, including a missed approach; d) the procedures prescribed in the operations manual for loss of pressurization, where applicable, or failure of one		



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				power-unit while en route; and e) any other conditions that may delay the landing of the aeroplane or increase fuel and/or oil consumption.		
			A6-I-5.2.5	A flight shall not be commenced unless the performance information provided in the flight manual indicates that the Standards of 5.2.6 to 5.2.11 can be complied with for the flight to be undertaken.		
A13	I	3	A6-I-4.7.1	Unless the operation has been specifically approved by the State of the Operator, an aeroplane with two turbine power-units shall not, except as provided in 4.7.4, be operated on a route where the flight time at single-engine cruise speed to an adequate en-route alternate aerodrome exceeds a threshold time established for such operations by that State.	ETOPS flight flown or planned without ETOPS approval	
A13	I	3	A6-I-4.1.1	An operator shall ensure that a flight will not be commenced unless it has been ascertained by every reasonable means available that the ground and/or water facilities available and directly required on such flight, for the safe operation of the aeroplane and the protection of the passengers, are adequate for the type of operation under which the flight is to be conducted and are adequately operated for this purpose. Note.- "Reasonable means" in this Standard is intended to denote the use, at the point of departure, of information available to the operator either through official information published by the aeronautical information services or readily obtainable from other sources.	Flight crew unaware of departure, destination or alternate airports NOTAMs.	Indicate the particulars of the situation observed
A13	I	3	A6-I-4.3.5.3	A flight to be operated in known or expected icing conditions shall not be commenced unless the aeroplane is certificated and equipped to cope with such conditions.	Flight operated in known icing conditions without suitable certification and/or equipment	
A13	I	3	A6-I-4.3.5.4	A flight to be planned or expected to operate in suspected or known ground icing conditions shall not take off unless the aeroplane has been inspected for icing and, if necessary, has been given appropriate de-icing/anti-icing treatment. Accumulation of ice or other naturally occurring contaminants shall be removed so that the aeroplane is kept in an airworthy condition prior to take-off.	Ice or other contamination not removed before take-off	
A13	I	3	A6-I-4.3.5.4	A flight to be planned or expected to operate in suspected or known ground icing conditions shall not take off unless the aeroplane has been inspected for icing and, if necessary, has been given appropriate de-icing/anti-icing treatment. Accumulation of ice or other naturally occurring	No icing inspection performed by crew with ground icing conditions	



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				contaminants shall be removed so that the aeroplane is kept in an airworthy condition prior to take-off.		
A13	I	2	A6-I-4.3.3.1	An operational flight plan shall be completed for every intended flight. The operational flight plan shall be approved and signed by the pilot-in-command and, where applicable, signed by the flight operations officer/flight dispatcher, and a copy shall be filed with the operator or a designated agent, or, if these procedures are not possible, it shall be left with the aerodrome authority or on record in a suitable place at the point of departure.	Incorrect Operational Flight Plan	
A13	I	3	A6-I-4.3.3.1	An operational flight plan shall be completed for every intended flight. The operational flight plan shall be approved and signed by the pilot-in-command and, where applicable, signed by the flight operations officer/flight dispatcher, and a copy shall be filed with the operator or a designated agent, or, if these procedures are not possible, it shall be left with the aerodrome authority or on record in a suitable place at the point of departure.	No Operational Flight Plan	
A13	I	3	A6-I-4.3.1(f)(g)	A flight shall not be commenced until flight preparation forms have been completed certifying that the pilot-in command is satisfied that: f) a check has been completed indicating that the operating limitations of Chapter 5 can be complied with for the flight to be undertaken; and g) the Standards of 4.3.3 relating to operational flight planning have been complied with.	No or incorrect performance calculations	Indicate why the performance calculations are incorrect
A13	I	3	A6-I-4.3.4.1	4.3.4.1.1 A take-off alternate aerodrome shall be selected and specified in the operational flight plan if the weather conditions at the aerodrome of departure are at or below the applicable aerodrome operating minima or it would not be possible to return to the aerodrome of departure for other reasons. 4.3.4.1.2 The take-off alternate aerodrome shall be located within the following distance from the aerodrome of departure: a) aeroplanes having two power-units. Not more than a distance equivalent to a flight time of one hour at the single-engine cruise speed; and b) aeroplanes having three or more power-units. Not more than a distance equivalent to a flight time of two hours at the one-engine inoperative cruise speed. 4.3.4.1.3 For an aerodrome to be selected as a take-off	No or unsuitable alternate(s) airports selected	Indicate the selected aerodrome(s) and why they are unsuitable



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				alternate the available information shall indicate that, at the estimated time of use, the conditions will be at or above the aerodrome operating minima for that operation.		
			A6-I-4.3.4.3	For a flight to be conducted in accordance with the instrument flight rules, at least one destination alternate aerodrome shall be selected and specified in the operational and ATS flight plans, unless: a) the duration of the flight and the meteorological conditions prevailing are such that there is reasonable certainty that, at the estimated time of arrival at the aerodrome of intended landing, and for a reasonable period before and after such time, the approach and landing may be made under visual meteorological conditions; or b) the aerodrome of intended landing is isolated and there is no suitable destination alternate aerodrome.		
A13	I	3	A6-I-4.3.5.2	A flight to be conducted in accordance with instrument flight rules shall not be commenced unless information is available which indicates that conditions at the aerodrome of intended landing or, where a destination alternate is required, at least one destination alternate aerodrome will, at the estimated time of arrival, be at or above the aerodrome operating minima. Note.- It is the practice in some States to declare, for flight planning purposes, higher minima for an aerodrome when nominated as a destination alternate than for the same aerodrome when planned as that of intended landing.	No weather forecast available indicating that the destination or destination alternate aerodrome conditions are at or above minima	Indicate the particulars of the situation observed
A13	I	3	A2-2.3.2	Before beginning a flight, the pilot-in-command of an aircraft shall become familiar with all available information appropriate to the intended operation. Pre-flight action for flights away from the vicinity of an aerodrome, and for all IFR flights, shall include a careful study of available current weather reports and forecasts, taking into consideration fuel requirements and an alternative course of action if the flight cannot be completed as planned.	Performance and/or fuel calculation not available or incorrect for the flight	Indicate the particulars of the situation observed
			A6-I-4.3.6.1	A flight shall not be commenced unless, taking into account both the meteorological conditions and any delays that are expected in flight, the aeroplane carries sufficient fuel and oil to ensure that it can safely complete the flight. In addition, a reserve shall be carried to provide		



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				for contingencies.		
			A6-I-4.3.6.4	In computing the fuel and oil required in 4.3.6.1 at least the following shall be considered: a) meteorological conditions forecast; b) expected air traffic control routings and traffic delays; c) for IFR flight, one instrument approach at the destination aerodrome, including a missed approach; d) the procedures prescribed in the operations manual for loss of pressurization, where applicable, or failure of one power-unit while en route; and e) any other conditions that may delay the landing of the aeroplane or increase fuel and/or oil consumption.		
			A6-I-5.2.5	A flight shall not be commenced unless the performance information provided in the flight manual indicates that the Standards of 5.2.6 to 5.2.11 can be complied with for the flight to be undertaken.		
A13	I	3	A6-I-4.7.3	A flight to be conducted in accordance with 4.7.1 shall not be commenced unless, during the possible period of arrival, the required en-route alternate aerodrome(s) will be available and the available information indicates that conditions at those aerodromes will be at or above the aerodrome operating minima approved for the operation.	Required en-route alternate(s) (ETOPS) not available	Indicate what chart(s) were not available
A13	I	3	A2-2.3.2	Before beginning a flight, the pilot-in-command of an aircraft shall become familiar with all available information appropriate to the intended operation. Pre-flight action for flights away from the vicinity of an aerodrome, and for all IFR flights, shall include a careful study of available current weather reports and forecasts, taking into consideration fuel requirements and an alternative course of action if the flight cannot be completed as planned.	Actual weather and weather forecast not checked before departure	
A13	I	3	A6-I-4.3.6.1	A flight shall not be commenced unless, taking into account both the meteorological conditions and any delays that are expected in flight, the aeroplane carries sufficient fuel and oil to ensure that it can safely complete the flight. In addition, a reserve shall be carried to provide for contingencies.		
			A6-I-4.3.6.4	In computing the fuel and oil required in 4.3.6.1 at least the following shall be considered: a) meteorological conditions forecast; b) expected air traffic control routings and traffic delays;		



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				<p>c) for IFR flight, one instrument approach at the destination aerodrome, including a missed approach;</p> <p>d) the procedures prescribed in the operations manual for loss of pressurization, where applicable, or failure of one power-unit while en route; and</p> <p>e) any other conditions that may delay the landing of the aeroplane or increase fuel and/or oil consumption.</p>		
			A6-I-5.2.5	A flight shall not be commenced unless the performance information provided in the flight manual indicates that the Standards of 5.2.6 to 5.2.11 can be complied with for the flight to be undertaken.		
A13	I	3	A6-I-4.7.3	A flight to be conducted in accordance with 4.7.1 shall not be commenced unless, during the possible period of arrival, the required en-route alternate aerodrome(s) will be available and the available information indicates that conditions at those aerodromes will be at or above the aerodrome operating minima approved for the operation.	Weather on required en-route alternate(s) below ETOPS minima	Indicate the particulars of the situation observed
			A6-I-4.3.4.2	En-route alternate aerodromes, required by 4.7 for extended range operations by aeroplanes with two turbine power-units, shall be selected and specified in the operational and air traffic services (ATS) flight plans.		
A13	O	2			No fuel consumption monitoring performed when required by the OPS Manual	Indicate the applicable reference in the OPS Manual requiring the flight crew to carry out in-flight fuel consumption monitoring



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Inspection Item	Inspections Item Title			Inspecting Instructions		
A14	Weight and Balance sheet			<p>Check for presence and accuracy of the mass and balance sheet. If mass and/or balance calculations are found to be incorrect check whether still within the a/c limits and check the influence on the performance calculations.</p> <p><i>Note: When checking the accuracy of the mass and/or balance sheet sample check if the actual load distribution is properly reflected in the M&B Sheet.</i></p> <p>Check if the crew has sufficient data available (in the OPS manual or AFM) to verify the Mass & balance calculations Check whether the mass and balance calculations account for any operational (MTOM) restriction as a result of reduced MTOM for noise certification.</p>		
Inspection Item	Std.	Cat.	Std. ref.	Standard's Text	Pre-described Finding	Instructions for completing the detailed description
A14	I	2	A6-I-5.2.7 A6-I-4.3.1(d)(e)	<p>a) The mass of the aeroplane at the start of take-off shall not exceed the mass at which 5.2.8 is complied with, nor the mass at which 5.2.9, 5.2.10 and 5.2.11 are complied with, allowing for expected reductions in mass as the flight proceeds, and for such fuel jettisoning as is envisaged in applying 5.2.9 and 5.2.10 and, in respect of alternate aerodromes, 5.2.7 c) and 5.2.11.</p> <p>b) In no case shall the mass at the start of take-off exceed the maximum take-off mass specified in the flight manual for the pressure-altitude appropriate to the elevation of the aerodrome, and, if used as a parameter to determine the maximum take-off mass, any other local atmospheric condition.</p> <p>c) In no case shall the estimated mass for the expected time of landing at the aerodrome of intended landing and at any destination alternate aerodrome, exceed the maximum landing mass specified in the flight manual for the pressure-altitude appropriate to the elevation of those aerodromes, and if used as a parameter to determine the maximum landing mass, any other local atmospheric condition.</p> <p>d) In no case shall the mass at the start of take-off, or at the expected time of landing at the aerodrome of intended landing and at any destination alternate aerodrome, exceed the relevant maximum masses at which compliance has been demonstrated with the applicable</p>	incorrect mass and/or balance calculations, within a/c limits, and having no effect on the performance calculations.	Provide further information as to why the calculations are incorrect.



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				noise certification Standards in Annex 16, Volume I, unless otherwise authorized in exceptional circumstances for a certain aerodrome or a runway where there is no noise disturbance problem, by the competent authority of the State in which the aerodrome is situated.		
A14	I	3	A6-I-5.2.7	<p>a) The mass of the aeroplane at the start of take-off shall not exceed the mass at which 5.2.8 is complied with, nor the mass at which 5.2.9, 5.2.10 and 5.2.11 are complied with, allowing for expected reductions in mass as the flight proceeds, and for such fuel jettisoning as is envisaged in applying 5.2.9 and 5.2.10 and, in respect of alternate aerodromes, 5.2.7 c) and 5.2.11.</p> <p>b) In no case shall the mass at the start of take-off exceed the maximum take-off mass specified in the flight manual for the pressure-altitude appropriate to the elevation of the aerodrome, and, if used as a parameter to determine the maximum take-off mass, any other local atmospheric condition.</p> <p>c) In no case shall the estimated mass for the expected time of landing at the aerodrome of intended landing and at any destination alternate aerodrome, exceed the maximum landing mass specified in the flight manual for the pressure-altitude appropriate to the elevation of those aerodromes, and if used as a parameter to determine the maximum landing mass, any other local atmospheric condition.</p> <p>d) In no case shall the mass at the start of take-off, or at the expected time of landing at the aerodrome of intended landing and at any destination alternate aerodrome, exceed the relevant maximum masses at which compliance has been demonstrated with the applicable noise certification Standards in Annex 16, Volume I, unless otherwise authorized in exceptional circumstances for a certain aerodrome or a runway where there is no noise disturbance problem, by the competent authority of the State in which the aerodrome is situated.</p>	Incorrect mass and/or balance calculations, within a/c limits, but affecting the performance calculations.	Provide further information as to why the calculations are incorrect.
A14	I	2	A6-I-4.3.1(d)(e)	<p>A flight shall not be commenced until flight preparation forms have been completed certifying that the pilot-in-command is satisfied that:</p> <p>d) the mass of the aeroplane and centre of gravity location are such that the flight can be conducted safely, taking into account the flight conditions expected;</p>	Insufficient data to enable the crew to check the Mass & balance calculations	



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				e) any load carried is properly distributed and safely secured;		
A14	I	3	A6-I-5.2.7	<p>a) The mass of the aeroplane at the start of take-off shall not exceed the mass at which 5.2.8 is complied with, nor the mass at which 5.2.9, 5.2.10 and 5.2.11 are complied with, allowing for expected reductions in mass as the flight proceeds, and for such fuel jettisoning as is envisaged in applying 5.2.9 and 5.2.10 and, in respect of alternate aerodromes, 5.2.7 c) and 5.2.11.</p> <p>b) In no case shall the mass at the start of take-off exceed the maximum take-off mass specified in the flight manual for the pressure-altitude appropriate to the elevation of the aerodrome, and, if used as a parameter to determine the maximum take-off mass, any other local atmospheric condition.</p> <p>c) In no case shall the estimated mass for the expected time of landing at the aerodrome of intended landing and at any destination alternate aerodrome, exceed the maximum landing mass specified in the flight manual for the pressure-altitude appropriate to the elevation of those aerodromes, and if used as a parameter to determine the maximum landing mass, any other local atmospheric condition.</p> <p>d) In no case shall the mass at the start of take-off, or at the expected time of landing at the aerodrome of intended landing and at any destination alternate aerodrome, exceed the relevant maximum masses at which compliance has been demonstrated with the applicable noise certification Standards in Annex 16, Volume I, unless otherwise authorized in exceptional circumstances for a certain aerodrome or a runway where there is no noise disturbance problem, by the competent authority of the State in which the aerodrome is situated.</p>	Mass & balance outside operational limits	Indicate the particulars of the situation observed
A14	I	3	A6-I-4.3.1(d)(e)	<p>A flight shall not be commenced until flight preparation forms have been completed certifying that the pilot-in-command is satisfied that:</p> <p>d) the mass of the aeroplane and centre of gravity location are such that the flight can be conducted safely, taking into account the flight conditions expected;</p> <p>e) any load carried is properly distributed and safely secured;</p>	No mass and balance calculations performed	



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A14	I	3	A6-I-4.3.1(d)(e)	A flight shall not be commenced until flight preparation forms have been completed certifying that the pilot-in-command is satisfied that: d) the mass of the aeroplane and centre of gravity location are such that the flight can be conducted safely, taking into account the flight conditions expected; e) any load carried is properly distributed and safely secured;	No completed mass and balance sheet on board	
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Inspection Item	Inspections Item Title			Inspecting Instructions		
A15	Hand Fire Extinguishers			<p>Check if the installed extinguisher(s) is at the indicated location and easily accessible.</p> <p>Check if the installed extinguisher(s) is marked with the appropriate operating instructions.</p> <p>Check if the installed extinguisher(s) (including the extinguishing agent release mechanism) is serviceable (check pressure gauge (if installed), check expiration date (if any)). If considerably low weight consider unserviceable.</p> <p><i>Note: In the case where there are installed more extinguishers than the minimum required by ICAO and one or more is found to be unserviceable (and not marked as such) check against the MEL to verify compliance with the applicable (M) and/or (O) procedures. Such HFEs found unserviceable, even if they are considered "additional", warrant a category 3 finding requiring corrective actions.</i></p> <p><i>Note: ICAO does not require hand fire extinguishers to have an expiration (or next check) date. Operators may employ various systems to monitor the condition of the extinguishers. An extinguisher without a date does not necessarily constitute a finding. However, if the expiry date (or next inspection date) is overdue, consider as unserviceable.</i></p>		
Inspection Item	Std.	Cat.	Std. ref.	Standard's Text	Pre-described Finding	Instructions for completing the detailed description
A15	I	2	A6-I-6.2.2b A8-III A-8.3 A8-IIIB-F.3 A8-V-F.3	<p>An aeroplane shall be equipped with:</p> <p>b) portable fire extinguishers of a type which, when discharged, will not cause dangerous contamination of the air within the aeroplane. At least one shall be located in:</p> <p>1) the pilot's compartment; and</p> <p>2) each passenger compartment that is separate from the pilot's compartment and that is not readily accessible to the flight crew;</p> <p>Note.- Any portable fire extinguisher so fitted in accordance with the certificate of airworthiness of the aeroplane may count as one prescribed.</p> <p>Prescribed safety and survival equipment that the crew or passengers are expected to use or operate at the time of an emergency shall be reliable, readily accessible and easily identified, and its method of operation shall be plainly marked.</p>	HFE not at indicated location	
A15	I	2	A6-I-6.2.2b	<p>An aeroplane shall be equipped with:</p> <p>b) portable fire extinguishers of a type which, when discharged, will not cause dangerous contamination of the air within the aeroplane. At least one shall be located in:</p> <p>1) the pilot's compartment; and</p> <p>2) each passenger compartment that is separate from the pilot's compartment and that is not readily accessible to</p>	HFE not marked with the appropriate operating instructions	



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				the flight crew; Note.- Any portable fire extinguisher so fitted in accordance with the certificate of airworthiness of the aeroplane may count as one prescribed.		
			A8-III A-8.3 A8-III B-F.3 A8-V-F.3	Prescribed safety and survival equipment that the crew or passengers are expected to use or operate at the time of an emergency shall be reliable, readily accessible and easily identified, and its method of operation shall be plainly marked.		
A15	I	3	A6-I-6.2.2b	An aeroplane shall be equipped with: b) portable fire extinguishers of a type which, when discharged, will not cause dangerous contamination of the air within the aeroplane. At least one shall be located in: 1) the pilot's compartment; and 2) each passenger compartment that is separate from the pilot's compartment and that is not readily accessible to the flight crew; Note.- Any portable fire extinguisher so fitted in accordance with the certificate of airworthiness of the aeroplane may count as one prescribed.	Extinguisher empty, unserviceable or missing	Indicate the particulars of the situation observed
			A8-III A-8.3 A8-III B-F.3 A8-V-F.3	Prescribed safety and survival equipment that the crew or passengers are expected to use or operate at the time of an emergency shall be reliable, readily accessible and easily identified, and its method of operation shall be plainly marked.		
A15	I	3	A6-I-6.2.2b	An aeroplane shall be equipped with: b) portable fire extinguishers of a type which, when discharged, will not cause dangerous contamination of the air within the aeroplane. At least one shall be located in: 1) the pilot's compartment; and 2) each passenger compartment that is separate from the pilot's compartment and that is not readily accessible to the flight crew; Note.- Any portable fire extinguisher so fitted in accordance with the certificate of airworthiness of the aeroplane may count as one prescribed.	Extinguisher not accessible	
			A8-III A-8.3 A8-III B-F.3 A8-V-F.3	Prescribed safety and survival equipment that the crew or passengers are expected to use or operate at the time of an emergency shall be reliable, readily accessible and easily identified, and its method of operation shall be plainly marked.		



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Inspection Item	Inspections Item Title			Inspecting Instructions		
A16	Life jackets/flotation device			<p>Check for presence, access, sufficient number and serviceability.</p> <p><i>Note: ICAO does not require life jackets to have an expiration (or next check) date. Operators may employ various systems to monitor the condition of the life jackets. A life jacket or flotation device without a date does not necessarily constitute a finding. However, if the expiry date (or next inspection date) is overdue, consider as unserviceable.</i></p> <p><i>Note: ICAO requires the carriage of life jackets/flotation devices only for over-water flights (see the Annex 6 references below). If neither the inbound nor the outbound flight or series of flights are over-water flights, then findings should not be raised for this inspection item.</i></p> <p><i>Note: In the case where spare life jackets have been found to be unserviceable this should reported as General Remark (Cat. G)</i></p>		
Inspection Item	Std.	Cat.	Std. ref.	Standard's Text	Pre-described Finding	Instructions for completing the detailed description
A16	I	2	A6-I-6.5.2.1	Landplanes shall carry the equipment prescribed in 6.5.2.2: a) when flying over water and at a distance of more than 93 km (50 NM) away from the shore, in the case of landplanes operated in accordance with 5.2.9 or 5.2.10; b) when flying en route over water beyond gliding distance from the shore, in the case of all other landplanes; and c) when taking off or landing at an aerodrome where, in the opinion of the State of the Operator, the take-off or approach path is so disposed over water that in the event of a mishap there would be a likelihood of a ditching.	Life jackets/flotation devices not easily accessible when required for the type of flight	
			A6-I-6.5.2.2	The equipment referred to in 6.5.2.1 shall comprise one life jacket or equivalent individual flotation device for each person on board, stowed in a position easily accessible from the seat or berth of the person for whose use it is provided. <i>Note.- "Landplanes" includes amphibians operated as landplanes.</i>		
A16	I	3	A6-I-6.5.2.1	Landplanes shall carry the equipment prescribed in 6.5.2.2: a) when flying over water and at a distance of more than 93 km (50 NM) away from the shore, in the case of	Insufficient number of life jackets/flotation devices available and required for the type of flight	Indicate the particulars of the situation observed



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				landplanes operated in accordance with 5.2.9 or 5.2.10; b) when flying en route over water beyond gliding distance from the shore, in the case of all other landplanes; and c) when taking off or landing at an aerodrome where, in the opinion of the State of the Operator, the take-off or approach path is so disposed over water that in the event of a mishap there would be a likelihood of a ditching.		
			A6-I-6.5.2.2	The equipment referred to in 6.5.2.1 shall comprise one life jacket or equivalent individual flotation device for each person on board, stowed in a position easily accessible from the seat or berth of the person for whose use it is provided. Note.- "Landplanes" includes amphibians operated as landplanes.		



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Inspection Item	Inspections Item Title			Inspecting Instructions		
A17	Harness			<p>Check for presence and availability for all flight crew members. Check serviceability (including the automatic restraining device). If unserviceable, check the dispatch conditions in MEL.</p> <p>Note: If the proper functioning of the harness is restricted by the seat covering, consider unserviceable. Note: If the automatic restraining device is unserviceable, consider the harness as unserviceable. Note: A seat belt only does not meet the ICAO requirements for a safety harness and should be considered that no safety harness is installed.</p>		
Inspection Item	Std.	Cat.	Std. ref.	Standard's Text	Pre-described Finding	Instructions for completing the detailed description
A17	I	2	A6-I-6.2.2.c3	<p>An aeroplane shall be equipped with:</p> <p>3) A safety harness for each flight crew seat. The safety harness for each pilot seat shall incorporate a device, which will automatically restrain the occupant's torso in the event of rapid deceleration;</p> <p>Note: - Safety harness includes shoulder straps and a seat belt, which may be used independently.</p>	Pilot harness does not incorporate an automatic restraining device	
A17	I	2	A6-I-6.2.2.c3	<p>An aeroplane shall be equipped with:</p> <p>3) A safety harness for each flight crew seat. The safety harness for each pilot seat shall incorporate a device, which will automatically restrain the occupant's torso in the event of rapid deceleration;</p> <p>Note: - Safety harness includes shoulder straps and a seat belt, which may be used independently.</p>	No or unserviceable safety harness for a flight crew seat other than the pilot seats (e.g. large crew configurations)	
A17	I	3	A6-I-6.2.2.c3	<p>An aeroplane shall be equipped with:</p> <p>3) A safety harness for each flight crew seat. The safety harness for each pilot seat shall incorporate a device, which will automatically restrain the occupant's torso in the event of rapid deceleration;</p> <p>Note: - Safety harness includes shoulder straps and a seat belt, which may be used independently.</p>	No or unserviceable safety harness for each pilot seat (outside MEL limits)	



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Inspection Item	Inspections Item Title			Inspecting Instructions														
A18	Oxygen equipment			<p>Check for presence, access and condition. Check if the oxygen masks allow for a quick donning (rapid fitment). Check oxygen cylinder pressure. In case of low pressure, check the minimum required according to the OPS manual.</p> <p>Flight Crew can be asked to perform an operational functional check of the combined oxygen and communication system, as this will reveal the status of its integrity.</p> <p><i>Note: ICAO does not require oxygen masks or oxygen bottles to have an expiration (or next check) date. Operators may employ various systems to monitor the condition of the oxygen masks. <u>An oxygen mask or bottle without a date does not necessarily constitute a finding.</u> However, if the expiry date (or next inspection date) is overdue, consider as unserviceable.</i></p> <p><i>Note: In the case where the inspection reveals that the smoke goggles are unserviceable this should be reported as a General Remark (Cat. G)</i></p> <p><i>Note: Approximate altitude in the Standard Atmosphere corresponding to the value of absolute pressure used in this text is as follows:</i></p> <table border="0"> <tr> <td><i>Absolute pressure</i></td> <td><i>Metres</i></td> <td><i>Feet</i></td> </tr> <tr> <td>700 hPa</td> <td>..... 3 000</td> <td>10 000</td> </tr> <tr> <td>620 hPa</td> <td>..... 4 000</td> <td>13 000</td> </tr> <tr> <td>376 hPa</td> <td>..... 7 600</td> <td>25 000</td> </tr> </table>			<i>Absolute pressure</i>	<i>Metres</i>	<i>Feet</i>	700 hPa 3 000	10 000	620 hPa 4 000	13 000	376 hPa 7 600	25 000
<i>Absolute pressure</i>	<i>Metres</i>	<i>Feet</i>																
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Inspection Item	Std.	Cat.	Std. ref.	Standard's Text	Pre-described Finding	Instructions for completing the detailed description												
A18	I	3	A8-IIIA-8.3 A8-IIIB-F.3 A8-V-F.3	Prescribed safety and survival equipment that the crew or passengers are expected to use or operate at the time of an emergency shall be reliable, readily accessible and easily identified, and its method of operation shall be plainly marked.	Oxygen equipment not readily accessible and required for the type of flight													
A18	I	3	A6-I-4.4.5.2	All flight crew members of pressurized aeroplanes operating above an altitude where the atmospheric pressure is less than 376 hPa shall have available at the flight duty station a quick-donning type of oxygen mask which will readily supply oxygen upon demand.	Insufficient number of serviceable quick donning masks available													
A18	I	3	A6-I-4.3.8.1	A flight to be operated at flight altitudes at which the atmospheric pressure in personnel compartments will be less than 700 hPa shall not be commenced unless sufficient stored breathing oxygen is carried to supply: a) all crew members and 10 per cent of the passengers	Insufficient oxygen and/or serviceable oxygen masks	Indicate the particulars of the situation observed												



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				<p>for any period in excess of 30 minutes that the pressure in compartments occupied by them will be between 700 hPa and 620 hPa; and</p> <p>b) the crew and passengers for any period that the atmospheric pressure in compartments occupied by them will be less than 620 hPa.</p>		
			A6-I-4.3.8.2	<p>A flight to be operated with a pressurized aeroplane shall not be commenced unless a sufficient quantity of stored breathing oxygen is carried to supply all the crew members and passengers, as is appropriate to the circumstances of the flight being undertaken, in the event of loss of pressurization, for any period that the atmospheric pressure in any compartment occupied by them would be less than 700 hPa. In addition, when an aeroplane is operated at flight altitudes at which the atmospheric pressure is less than 376 hPa, or which, if operated at flight altitudes at which the atmospheric pressure is more than 376 hPa and cannot descend safely within four minutes to a flight altitude at which the atmospheric pressure is equal to 620 hPa, there shall be no less than a 10-minute supply for the occupants of the passenger compartment.</p>		
			A6-I-6.7.1	<p>An aeroplane intended to be operated at flight altitudes at which the atmospheric pressure is less than 700 hPa in personnel compartments shall be equipped with oxygen storage and dispensing apparatus capable of storing and dispensing the oxygen supplies required in Annex 6 Part I Chapter 4.3.8.1.</p>		
A18	I	3	A6-I-4.3.8.1	<p>A flight to be operated at flight altitudes at which the atmospheric pressure in personnel compartments will be less than 700 hPa shall not be commenced unless sufficient stored breathing oxygen is carried to supply:</p> <p>a) all crew members and 10 per cent of the passengers for any period in excess of 30 minutes that the pressure in compartments occupied by them will be between 700 hPa and 620 hPa; and</p> <p>b) the crew and passengers for any period that the atmospheric pressure in compartments occupied by them will be less than 620 hPa.</p>	Unserviceable oxygen system	Indicate the particulars of the situation observed
			A6-I-4.3.8.2	<p>A flight to be operated with a pressurized aeroplane shall not be commenced unless a sufficient quantity of stored breathing oxygen is carried to supply all the crew</p>		



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				members and passengers, as is appropriate to the circumstances of the flight being undertaken, in the event of loss of pressurization, for any period that the atmospheric pressure in any compartment occupied by them would be less than 700 hPa. In addition, when an aeroplane is operated at flight altitudes at which the atmospheric pressure is less than 376 hPa, or which, if operated at flight altitudes at which the atmospheric pressure is more than 376 hPa and cannot descend safely within four minutes to a flight altitude at which the atmospheric pressure is equal to 620 hPa, there shall be no less than a 10-minute supply for the occupants of the passenger compartment.		
			A6-I-6.7.1	An aeroplane intended to be operated at flight altitudes at which the atmospheric pressure is less than 700 hPa in personnel compartments shall be equipped with oxygen storage and dispensing apparatus capable of storing and dispensing the oxygen supplies required in Annex 6 Part I Chapter 4.3.8.1.		



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Inspection Item	Inspections Item Title			Inspecting Instructions		
A19	Flash light			<p>Check for appropriate flashlights are readily available at all crew member stations. Check their condition, serviceability and access. Please note that flights departing in daylight but extending into the night, shall meet this requirement.</p> <p><i>Note: Only aircraft operated at night require electric torches for the crew. This includes flights departing in daylight but extending into the night, and aircraft departed at night and arrived in daytime. When inspecting daylight only flights, the absence or unserviceability of any electric torch does not constitute a finding. This should however be reported as General Remark (Cat. G)</i></p> <p><i>Note: If the proper functioning of the torch is significantly affected as a result of weak batteries, consider unserviceable.</i></p> <p><i>Note: If only personal torches are available this should not be considered as a finding provided they are readily available to the flight crew from their normal positions. This should however be reported as General Remark (Cat. G)</i></p>		
Inspection Item	Std.	Cat.	Std. ref.	Standard's Text	Pre-described Finding	Instructions for completing the detailed description
A19	I	1	A8-III A-8.3 A8-III B-F.3 A8-V-F.3	Prescribed safety and survival equipment that the crew or passengers are expected to use or operate at the time of an emergency shall be reliable, readily accessible and easily identified, and its method of operation shall be plainly marked.	Serviceable flash lights for both pilots but not for other flight crew members during night operation	Indicate the particulars of the situation observed
			A6-I-6.10f	All aeroplanes, when operated at night shall be equipped with: f) An electric torch for each crew member station.		
A19	I	3	A6-I-6.10f	All aeroplanes, when operated at night shall be equipped with: f) An electric torch for each crew member station.	Electric torches not readily available during night operation	Indicate the particulars of the situation observed
			A8-III A-8.3 A8-III B-F.3 A8-V-F.3	Prescribed safety and survival equipment that the crew or passengers are expected to use or operate at the time of an emergency shall be reliable, readily accessible and easily identified, and its method of operation shall be plainly marked.		
A19	I	3	A6-I-6.10f	All aeroplanes, when operated at night shall be equipped with: f) An electric torch for each crew member station.	Insufficient number of serviceable electric torches during night operation	Indicate the particulars of the situation observed
			A8-III A-8.3 A8-III B-F.3 A8-V-F.3	Prescribed safety and survival equipment that the crew or passengers are expected to use or operate at the time of an emergency shall be reliable, readily accessible and easily identified, and its method of operation shall be plainly marked.		



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Inspection Item	Inspections Item Title	Inspecting Instructions
A20	Flight Crew Licence	<p>Check for presence and validity of crew licences and appropriate ratings. Check for presence and validity of the Medical Certificate and if appropriate for the privileges exercised. Check if form and content (including English translation) is in compliance with ICAO Annex 1. Check if the flight crew members are meeting the age requirements (pilots over 60 years). In case of licences issued by an authority other than the one of the State of Registry check the validation of the licence. Check for spare correcting spectacles (in case a flight crew member is required to wear corrective lenses). Check for endorsement of English language proficiency (ELP) in the licence.</p> <p>Note: The explicit mentioning of the ELP Level in the licence is not mandatory and such a case should not be considered as finding. However, in the case when there is indicated a level lower than level 4 this should be considered a finding.</p> <p>Note: Information about the countries which have filed a corrective action plan with ICAO, as requested by the Resolution A36-11, can be found on the ICAO FSIX web-page: http://www.icao.int/fsix/lp.cfm</p> <p>Note: The appropriate Class 1, Class 2 or Class 3 Medical Assessment can be issued to the license holder in several ways such as a suitably titled separate certificate, a statement on the licence, a national regulation stipulating that the Medical Assessment is an integral part of the licence, etc.</p>

Inspection Item	Std.	Cat.	Std. ref.	Standard's Text	Pre-described Finding	Instructions for completing the detailed description
A20	I	2	A1-5.1.1.2	<p>The following details shall appear on the licence:</p> <p>I) Name of State (in bold type); II) Title of licence (in very bold type); III) Serial number of the licence, in Arabic numerals, given by the authority issuing the licence; IV) Name of holder in full (in Roman alphabet also if script of national language is other than Roman); IVa) Date of birth; V) Address of holder if desired by the State; VI) Nationality of holder; VII) Signature of holder; VIII) Authority and, where necessary, conditions under which the licence is issued; IX) Certification concerning validity and authorization for holder to exercise privileges appropriate to licence; X) Signature of officer issuing the licence and the date of such issue; XI) Seal or stamp of authority issuing the licence;</p>	Form and content not in compliance with ICAO standard (licence, medical certificate)	Indicate what document (licence, medical certificate)



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				<p>XII) Ratings, e.g. category, class, type of aircraft, airframe, aerodrome control, etc.;</p> <p>XIII) Remarks, i.e. special endorsements relating to limitations and endorsements for privileges, including from 5 March 2008 an endorsement of language proficiency, and other information required in pursuance to Article 39 of the Chicago Convention;</p> <p>XIV) Any other details desired by the State issuing the licence.</p>		
			A1-6.1.1a,b	<p>Three classes of Medical Assessment shall be established as follows:</p> <p>a) Class 1 Medical Assessment; applies to applicants for, and holders of:</p> <ul style="list-style-type: none"> - commercial pilot licences - aeroplane, airship, helicopter and powered-lift - multi-crew pilot licences - aeroplane - airline transport pilot licences - aeroplane, helicopter and powered-lift <p>b) Class 2 Medical Assessment; applies to applicants for, and holders of:</p> <ul style="list-style-type: none"> - flight navigator licences - flight engineer licences - private pilot licences - aeroplane, airship, helicopter and powered-lift - glider pilot licences - free balloon pilot licences 		
A20	I	3	A6-I-9.1.2	The flight crew shall include at least one member who holds a valid licence, issued or rendered valid by the State of Registry, authorizing operation of the type of radio transmitting equipment to be used.	No crewmember holds a valid R/T license/rating	
A20	I	2	CC-39b	<p>Endorsement of certificates and licenses</p> <p>b) Any person holding a license who does not satisfy in full the conditions laid down in the international standard relating to the class of license or certificate which he holds shall have endorsed on or attached to his license a complete enumeration of the particulars in which he does not satisfy such conditions.</p>	No declaration of license differences compared to ICAO standards	
A20	I	1	A1-1.2.9.4	As of 5 March 2008, aeroplane, airship, helicopter and powered-lift pilots, air traffic controllers and aeronautical station operators shall demonstrate the ability to speak and understand the language used for radiotelephony communications to the level specified in the language	No endorsement of the required English language proficiency (but corrective action plan filed by the licensing State to ICAO).	



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				proficiency requirements in Appendix 1.		
			A1-APP 1	<p>General:</p> <p>To meet the language proficiency requirements contained in Chapter 1, Section 1.2.9, an applicant for a licence or a licence holder shall demonstrate, in a manner acceptable to the licensing authority, compliance with the holistic descriptors at Section 2 and with the ICAO Operational Level (Level 4) of the ICAO Language Proficiency Rating Scale in Attachment A.</p>		
			A1-5.1.1.2	<p>The following details shall appear on the licence:</p> <p>I) Name of State (in bold type);</p> <p>II) Title of licence (in very bold type);</p> <p>III) Serial number of the licence, in Arabic numerals, given by the authority issuing the licence;</p> <p>IV) Name of holder in full (in Roman alphabet also if script of national language is other than Roman);</p> <p>IVa) Date of birth;</p> <p>V) Address of holder if desired by the State;</p> <p>VI) Nationality of holder;</p> <p>VII) Signature of holder;</p> <p>VIII) Authority and, where necessary, conditions under which the licence is issued;</p> <p>IX) Certification concerning validity and authorization for holder to exercise privileges appropriate to licence;</p> <p>X) Signature of officer issuing the licence and the date of such issue;</p> <p>XI) Seal or stamp of authority issuing the licence;</p> <p>XII) Ratings, e.g. category, class, type of aircraft, airframe, aerodrome control, etc.;</p> <p>XIII) Remarks, i.e. special endorsements relating to limitations and endorsements for privileges, including from 5 March 2008 an endorsement of language proficiency, and other information required in pursuance to Article 39 of the Chicago Convention;</p> <p>XIV) Any other details desired by the State issuing the licence.</p>		
A20	I	2	A1-1.2.9.4	As of 5 March 2008, aeroplane, airship, helicopter and powered-lift pilots, air traffic controllers and aeronautical station operators shall demonstrate the ability to speak and understand the language used for radiotelephony communications to the level specified in the language proficiency requirements in Appendix 1.	No endorsement of the required English language proficiency (and no corrective action plan filed by the licensing State to ICAO).	



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			A1-APP 1	<p>General: To meet the language proficiency requirements contained in Chapter 1, Section 1.2.9, an applicant for a licence or a licence holder shall demonstrate, in a manner acceptable to the licensing authority, compliance with the holistic descriptors at Section 2 and with the ICAO Operational Level (Level 4) of the ICAO Language Proficiency Rating Scale in Attachment A.</p>		
			A1-5.1.1.2	<p>The following details shall appear on the licence: I) Name of State (in bold type); II) Title of licence (in very bold type); III) Serial number of the licence, in Arabic numerals, given by the authority issuing the licence; IV) Name of holder in full (in Roman alphabet also if script of national language is other than Roman); IVa) Date of birth; V) Address of holder if desired by the State; VI) Nationality of holder; VII) Signature of holder; VIII) Authority and, where necessary, conditions under which the licence is issued; IX) Certification concerning validity and authorization for holder to exercise privileges appropriate to licence; X) Signature of officer issuing the licence and the date of such issue; XI) Seal or stamp of authority issuing the licence; XII) Ratings, e.g. category, class, type of aircraft, airframe, aerodrome control, etc.; XIII) Remarks, i.e. special endorsements relating to limitations and endorsements for privileges, including from 5 March 2008 an endorsement of language proficiency, and other information required in pursuance to Article 39 of the Chicago Convention; XIV) Any other details desired by the State issuing the licence.</p>		
A20	I	2	A1-1.2.9.4	<p>As of 5 March 2008, aeroplane, airship, helicopter and powered-lift pilots, air traffic controllers and aeronautical station operators shall demonstrate the ability to speak and understand the language used for radiotelephony communications to the level specified in the language proficiency requirements in Appendix 1.</p>	<p>Pilot licences endorsed with an English language proficiency level lower than Level 4 (and no corrective action plan filed by the licensing State to ICAO).</p>	<p>Please indicate the proficiency level endorsed in the licence.</p>
			A1-APP 1	<p>General:</p>		



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				To meet the language proficiency requirements contained in Chapter 1, Section 1.2.9, an applicant for a licence or a licence holder shall demonstrate, in a manner acceptable to the licensing authority, compliance with the holistic descriptors at Section 2 and with the ICAO Operational Level (Level 4) of the ICAO Language Proficiency Rating Scale in Attachment A.		
			A1-5.1.1.2	The following details shall appear on the licence: I) Name of State (in bold type); II) Title of licence (in very bold type); III) Serial number of the licence, in Arabic numerals, given by the authority issuing the licence; IV) Name of holder in full (in Roman alphabet also if script of national language is other than Roman); IVa) Date of birth; V) Address of holder if desired by the State; VI) Nationality of holder; VII) Signature of holder; VIII) Authority and, where necessary, conditions under which the licence is issued; IX) Certification concerning validity and authorization for holder to exercise privileges appropriate to licence; X) Signature of officer issuing the licence and the date of such issue; XI) Seal or stamp of authority issuing the licence; XII) Ratings, e.g. category, class, type of aircraft, airframe, aerodrome control, etc.; XIII) Remarks, i.e. special endorsements relating to limitations and endorsements for privileges, including from 5 March 2008 an endorsement of language proficiency, and other information required in pursuance to Article 39 of the Chicago Convention; XIV) Any other details desired by the State issuing the licence.		
A20	I	1	A1-1.2.9.4	As of 5 March 2008, aeroplane, airship, helicopter and powered-lift pilots, air traffic controllers and aeronautical station operators shall demonstrate the ability to speak and understand the language used for radiotelephony communications to the level specified in the language proficiency requirements in Appendix 1.	Pilot licences endorsed with an English language proficiency level lower than Level 4 (but a corrective action plan filed by the licensing State to ICAO).	Please indicate the proficiency level endorsed in the licence.
			A1-APP 1	General: To meet the language proficiency requirements contained in		



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				Chapter 1, Section 1.2.9, an applicant for a licence or a licence holder shall demonstrate, in a manner acceptable to the licensing authority, compliance with the holistic descriptors at Section 2 and with the ICAO Operational Level (Level 4) of the ICAO Language Proficiency Rating Scale in Attachment A.		
			A1-5.1.1.2	The following details shall appear on the licence: I) Name of State (in bold type); II) Title of licence (in very bold type); III) Serial number of the licence, in Arabic numerals, given by the authority issuing the licence; IV) Name of holder in full (in Roman alphabet also if script of national language is other than Roman); IVa) Date of birth; V) Address of holder if desired by the State; VI) Nationality of holder; VII) Signature of holder; VIII) Authority and, where necessary, conditions under which the licence is issued; IX) Certification concerning validity and authorization for holder to exercise privileges appropriate to licence; X) Signature of officer issuing the licence and the date of such issue; XI) Seal or stamp of authority issuing the licence; XII) Ratings, e.g. category, class, type of aircraft, airframe, aerodrome control, etc.; XIII) Remarks, i.e. special endorsements relating to limitations and endorsements for privileges, including from 5 March 2008 an endorsement of language proficiency, and other information required in pursuance to Article 39 of the Chicago Convention; XIV) Any other details desired by the State issuing the licence.		
A20	I	3	A1-1.2.9.4	As of 5 March 2008, aeroplane, airship, helicopter and powered-lift pilots, air traffic controllers and aeronautical station operators shall demonstrate the ability to speak and understand the language used for radiotelephony communications to the level specified in the language proficiency requirements in Appendix 1.	<u>Applicable from 5th of March 2011:</u> Pilot licence not meeting the English language proficiency requirements.	Please indicate If the licence not endorsed or it is endorsed with a proficiency level lower than required (Level 4)
			A1-APP 1	General: To meet the language proficiency requirements contained in		



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				Chapter 1, Section 1.2.9, an applicant for a licence or a licence holder shall demonstrate, in a manner acceptable to the licensing authority, compliance with the holistic descriptors at Section 2 and with the ICAO Operational Level (Level 4) of the ICAO Language Proficiency Rating Scale in Attachment A.		
			A1-5.1.1.2	The following details shall appear on the licence: I) Name of State (in bold type); II) Title of licence (in very bold type); III) Serial number of the licence, in Arabic numerals, given by the authority issuing the licence; IV) Name of holder in full (in Roman alphabet also if script of national language is other than Roman); IVa) Date of birth; V) Address of holder if desired by the State; VI) Nationality of holder; VII) Signature of holder; VIII) Authority and, where necessary, conditions under which the licence is issued; IX) Certification concerning validity and authorization for holder to exercise privileges appropriate to licence; X) Signature of officer issuing the licence and the date of such issue; XI) Seal or stamp of authority issuing the licence; XII) Ratings, e.g. category, class, type of aircraft, airframe, aerodrome control, etc.; XIII) Remarks, i.e. special endorsements relating to limitations and endorsements for privileges, including from 5 March 2008 an endorsement of language proficiency, and other information required in pursuance to Article 39 of the Chicago Convention; XIV) Any other details desired by the State issuing the licence.		
A20	I	2	A1-5.1.3	When licences are issued in a language other than English, the licence shall include an English translation of at least items I), II), VI), IX), XII), XIII) and XIV). When provided in a language other than English, authorizations issued in accordance with 1.2.2.1 shall include an English translation of the name of the State issuing the authorization, the limit of validity of the authorization and any restriction or limitation that may be established.	No English translation of ICAO required items of the license	
A20	I	2	A1-5.1.1.2	The following details shall appear on the licence:	No mention of ICAO medical class	



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			<p>I) Name of State (in bold type); II) Title of licence (in very bold type); III) Serial number of the licence, in Arabic numerals, given by the authority issuing the licence; IV) Name of holder in full (in Roman alphabet also if script of national language is other than Roman); IVa) Date of birth; V) Address of holder if desired by the State; VI) Nationality of holder; VII) Signature of holder; VIII) Authority and, where necessary, conditions under which the licence is issued; IX) Certification concerning validity and authorization for holder to exercise privileges appropriate to licence; X) Signature of officer issuing the licence and the date of such issue; XI) Seal or stamp of authority issuing the licence; XII) Ratings, e.g. category, class, type of aircraft, airframe, aerodrome control, etc.; XIII) Remarks, i.e. special endorsements relating to limitations and endorsements for privileges, including from 5 March 2008 an endorsement of language proficiency, and other information required in pursuance to Article 39 of the Chicago Convention; XIV) Any other details desired by the State issuing the licence.</p>		
		A1-6.1.1a,b	<p>Three classes of Medical Assessment shall be established as follows: a) Class 1 Medical Assessment; applies to applicants for, and holders of: - commercial pilot licences - aeroplane, airship, helicopter and powered-lift - multi-crew pilot licences - aeroplane - airline transport pilot licences - aeroplane, helicopter and powered-lift b) Class 2 Medical Assessment; applies to applicants for, and holders of: - flight navigator licences - flight engineer licences - private pilot licences - aeroplane, airship, helicopter and powered-lift - glider pilot licences</p>		



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				- free balloon pilot licences		
A20	I	2	A1-1.2.1	A person shall not act as a flight crew member of an aircraft unless a valid licence is held showing compliance with the specifications of this Annex and appropriate to the duties to be performed by that person. The licence shall have been issued by the State of Registry of that aircraft or by any other Contracting State and rendered valid by the State of Registry of that aircraft.	No proper validation issued by the State of registry	
			A1-1.2.2	When a Contracting State renders valid a licence issued by another Contracting State, as an alternative to the issuance of its own licence, it shall establish validity by suitable authorization to be carried with the former licence accepting it as the equivalent of the latter. When a State limits the authorization to specific privileges, the authorization shall specify the privileges of the licence which are to be accepted as its equivalent. The validity of the authorization shall not extend beyond the period of validity of the licence. The authorization ceases to be valid if the licence upon which it was issued is revoked or suspended. Note.- This provision is not intended to preclude the State that issued the licence from extending, by a suitable notification, the period of validity of the licence without necessarily requiring either the physical return of the licence or the appearance of the licence holder before the Authorities of that State.		
			CC-29c	Documents carried in aircraft Every aircraft of a contracting State, engaged in international navigation, shall carry the following documents in conformity with the conditions prescribed in this Convention. c) The appropriate licenses for each member of the crew.		
			CC-32a	Licenses of personnel a) The pilot of every aircraft and the other members of the operating crew of every aircraft engaged in international navigation shall be provided with certificates of competency and licenses issued or rendered valid by the State in which the aircraft is registered.		
			CC-40	Validity of endorsed certificates and licenses No aircraft or personnel having certificates or licenses so endorsed shall participate in international navigation, except with the permission of the State or States whose territory is entered. The registration or use of any such aircraft, or of		



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				any certificated aircraft part, in any State other than that in which it was originally certificated shall be at the discretion of the State into which the aircraft or part is imported.		
A20	I	2	A1-6.3.3.2	<p>Distant visual acuity with or without correction shall be 6/9 or better in each eye separately, and binocular visual acuity shall be 6/6 or better. No limits apply to uncorrected visual acuity. Where this standard of visual acuity can be obtained only with correcting lenses, the applicant may be assessed as fit provided that:</p> <p>a) such correcting lenses are worn during the exercise of the privileges of the licence or rating applied for or held; and b) in addition, a pair of suitable correcting spectacles is kept readily available during the exercise of the privileges of the applicant's licence.</p> <p>Note 1.- 6.3.3.2 b) is the subject of Standards in Annex 6, Part I.</p> <p>Note 2.- An applicant accepted as meeting these provisions is deemed to continue to do so unless there is reason to suspect otherwise, in which case an ophthalmic report is required at the discretion of the Licensing Authority. Both uncorrected and corrected visual acuity are normally measured and recorded at each re-examination. Conditions which indicate a need to obtain an ophthalmic report include: a substantial decrease in the uncorrected visual acuity, any decrease in best corrected visual acuity, and the occurrence of eye disease, eye injury or eye surgery.</p>	Spare correcting spectacles not available (for multi-pilot operations)	Indicate the particulars of the situation observed
A20	I	3	A1.2.1.10.1	A Contracting State, having issued pilot licences, shall not permit the holders thereof to act as pilot-in-command of an aircraft engaged in international commercial air transport operations if the licence holders have attained their 60th birthday or, in the case of operations with more than one pilot where the other pilot is younger than 60 years of age, their 65th birthday.	Both pilots older than 60 years	
A20	I	3	A1-1.2.1	A person shall not act as a flight crew member of an aircraft unless a valid licence is held showing compliance with the specifications of this Annex and appropriate to the duties to be performed by that person. The licence shall have been issued by the State of Registry of that aircraft or by any other Contracting State and rendered valid by the State of Registry of that aircraft.	Flight crew without appropriate license	
			A1-1.2.2	When a Contracting State renders valid a licence issued by another Contracting State, as an alternative to the issuance		



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				<p>of its own licence, it shall establish validity by suitable authorization to be carried with the former licence accepting it as the equivalent of the latter. When a State limits the authorization to specific privileges, the authorization shall specify the privileges of the licence which are to be accepted as its equivalent. The validity of the authorization shall not extend beyond the period of validity of the licence. The authorization ceases to be valid if the licence upon which it was issued is revoked or suspended.</p> <p>Note.- This provision is not intended to preclude the State that issued the licence from extending, by a suitable notification, the period of validity of the licence without necessarily requiring either the physical return of the licence or the appearance of the licence holder before the Authorities of that State.</p>		
			CC-29c	<p>Documents carried in aircraft</p> <p>Every aircraft of a contracting State, engaged in international navigation, shall carry the following documents in conformity with the conditions prescribed in this Convention.</p> <p>c) The appropriate licenses for each member of the crew.</p>		
			CC-32a	<p>Licenses of personnel</p> <p>a) The pilot of every aircraft and the other members of the operating crew of every aircraft engaged in international navigation shall be provided with certificates of competency and licenses issued or rendered valid by the State in which the aircraft is registered.</p>		
			CC-40	<p>Validity of endorsed certificates and licenses</p> <p>No aircraft or personnel having certificates or licenses so endorsed shall participate in international navigation, except with the permission of the State or States whose territory is entered. The registration or use of any such aircraft, or of any certificated aircraft part, in any State other than that in which it was originally certificated shall be at the discretion of the State into which the aircraft or part is imported.</p>		
A20	I	3	A1-1.2.5.2	<p>Except as provided in 1.2.5.2.1, 1.2.5.2.2, 1.2.5.2.3, 1.2.5.2.4, 1.2.5.2.5 and 1.2.5.2.6, a Medical Assessment issued in accordance with 1.2.4.5 and 1.2.4.6 shall be valid from the date of the medical examination for a period not greater than:</p> <p>60 months for the private pilot licence - aeroplane, airship, helicopter and powered-lift;</p> <p>12 months for the commercial pilot licence - aeroplane,</p>	Medical certificate invalid for the privileges being exercised	



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			<p>airship, helicopter and powered-lift; 12 months for the multi-crew pilot licence - aeroplane; 12 months for the airline transport pilot licence - aeroplane, helicopter and powered-lift; 60 months for the glider pilot licence; 60 months for the free balloon pilot licence; 12 months for the flight navigator licence; 12 months for the flight engineer licence; 48 months for the air traffic controller licence.</p> <p>Note 1.- The periods of validity listed above may be extended by up to 45 days in accordance with 1.2.4.2.1. Note 2.- When calculated in accordance with 1.2.5.2 and its sub-paragraphs, the period of validity will, for the last month counted, include the day that has the same calendar number as the date of the medical examination or, if that month has no day with that number, the last day of that month.</p>		
			<p>A1-1.2.5.2.2 When the holders of airline transport pilot licences - aeroplane, helicopter and powered-lift, and commercial pilot licences - aeroplane, airship, helicopter and powered-lift, who are engaged in single-crew commercial air transport operations carrying passengers, have passed their 40th birthday, the period of validity specified in 1.2.5.2 shall be reduced to six months.</p>		
			<p>A1-1.2.5.2.3 When the holders of airline transport pilot licences - aeroplane, helicopter and powered-lift, commercial pilot licences - aeroplane, airship, helicopter and powered lift, and multi-crew pilot licences - aeroplane, who are engaged in commercial air transport operations, have passed their 60th birthday, the period of validity specified in 1.2.5.2 shall be reduced to six months.</p>		
A20	I	3	<p>A1-1.2.1 A person shall not act as a flight crew member of an aircraft unless a valid licence is held showing compliance with the specifications of this Annex and appropriate to the duties to be performed by that person. The licence shall have been issued by the State of Registry of that aircraft or by any other Contracting State and rendered valid by the State of Registry of that aircraft.</p>	No appropriate type rating on flight crew license	
		<p>A1-1.2.2 When a Contracting State renders valid a licence issued by another Contracting State, as an alternative to the issuance of its own licence, it shall establish validity by suitable authorization to be carried with the former licence accepting it as the equivalent of the latter. When a State limits the</p>			



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			<p>authorization to specific privileges, the authorization shall specify the privileges of the licence which are to be accepted as its equivalent. The validity of the authorization shall not extend beyond the period of validity of the licence. The authorization ceases to be valid if the licence upon which it was issued is revoked or suspended.</p> <p>Note.- This provision is not intended to preclude the State that issued the licence from extending, by a suitable notification, the period of validity of the licence without necessarily requiring either the physical return of the licence or the appearance of the licence holder before the Authorities of that State.</p>		
			<p>CC-29c Documents carried in aircraft Every aircraft of a contracting State, engaged in international navigation, shall carry the following documents in conformity with the conditions prescribed in this Convention. c) The appropriate licenses for each member of the crew.</p>		
			<p>CC-32a Licenses of personnel a) The pilot of every aircraft and the other members of the operating crew of every aircraft engaged in international navigation shall be provided with certificates of competency and licenses issued or rendered valid by the State in which the aircraft is registered.</p>		
			<p>CC-40 Validity of endorsed certificates and licenses No aircraft or personnel having certificates or licenses so endorsed shall participate in international navigation, except with the permission of the State or States whose territory is entered. The registration or use of any such aircraft, or of any certificated aircraft part, in any State other than that in which it was originally certificated shall be at the discretion of the State into which the aircraft or part is imported.</p>		
A20	I	3	<p>A1-6.3.3.2 Distant visual acuity with or without correction shall be 6/9 or better in each eye separately, and binocular visual acuity shall be 6/6 or better. No limits apply to uncorrected visual acuity. Where this standard of visual acuity can be obtained only with correcting lenses, the applicant may be assessed as fit provided that: a) such correcting lenses are worn during the exercise of the privileges of the licence or rating applied for or held; and b) in addition, a pair of suitable correcting spectacles is kept readily available during the exercise of the privileges of the applicant's licence.</p>	No correcting lenses available when required	Indicate the particulars of the situation observed



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				<p>Note 1.- 6.3.3.2 b) is the subject of Standards in Annex 6, Part I.</p> <p>Note 2.- An applicant accepted as meeting these provisions is deemed to continue to do so unless there is reason to suspect otherwise, in which case an ophthalmic report is required at the discretion of the Licensing Authority. Both uncorrected and corrected visual acuity are normally measured and recorded at each re-examination. Conditions which indicate a need to obtain an ophthalmic report include: a substantial decrease in the uncorrected visual acuity, any decrease in best corrected visual acuity, and the occurrence of eye disease, eye injury or eye surgery.</p>		
			A1-6.3.3.2.1	<p>Applicants may use contact lenses to meet this requirement provided that:</p> <p>c) a pair of suitable correcting spectacles is kept readily available during the exercise of the licence privileges.</p> <p>Note.- Applicants who use contact lenses may not need to have their uncorrected visual acuity measured at each re-examination provided the history of their contact lens prescription is known.</p>		
A20	I	3	A1.2.1.10.1	<p>A Contracting State, having issued pilot licences, shall not permit the holders thereof to act as pilot-in-command of an aircraft engaged in international commercial air transport operations if the licence holders have attained their 60th birthday or, in the case of operations with more than one pilot where the other pilot is younger than 60 years of age, their 65th birthday.</p>	PIC over 60 in single pilot operations	
A20	I	3	A1.2.1.10.1	<p>A Contracting State, having issued pilot licences, shall not permit the holders thereof to act as pilot-in-command of an aircraft engaged in international commercial air transport operations if the licence holders have attained their 60th birthday or, in the case of operations with more than one pilot where the other pilot is younger than 60 years of age, their 65th birthday.</p>	PIC over 65 in multi-pilot operations	
A20	I	3	A1-6.3.3.2	<p>Distant visual acuity with or without correction shall be 6/9 or better in each eye separately, and binocular visual acuity shall be 6/6 or better. No limits apply to uncorrected visual acuity. Where this standard of visual acuity can be obtained only with correcting lenses, the applicant may be assessed as fit provided that:</p> <p>a) such correcting lenses are worn during the exercise of the privileges of the licence or rating applied for or held; and</p>	Spare correcting spectacles not available (for single pilot operations)	



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				<p>b) in addition, a pair of suitable correcting spectacles is kept readily available during the exercise of the privileges of the applicant's licence.</p> <p>Note 1.- 6.3.3.2 b) is the subject of Standards in Annex 6, Part I.</p> <p>Note 2.- An applicant accepted as meeting these provisions is deemed to continue to do so unless there is reason to suspect otherwise, in which case an ophthalmic report is required at the discretion of the Licensing Authority. Both uncorrected and corrected visual acuity are normally measured and recorded at each re-examination. Conditions which indicate a need to obtain an ophthalmic report include: a substantial decrease in the uncorrected visual acuity, any decrease in best corrected visual acuity, and the occurrence of eye disease, eye injury or eye surgery.</p>		
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Inspection Item	Inspections Item Title			Inspecting Instructions		
A21	Journey Log Book, or equivalent			Check for presence. <i>Note: In some cases the Journey Log Book may be replaced by a document called General Declaration (provided it contains the information listed in Annex 6, Part I, 11.4.1)</i> Check if content of Journey logbook/General Declaration complies with the requirement and if properly filled in.		
Inspection Item	Std.	Cat.	Std. ref.	Standard's Text	Pre-described Finding	Instructions for completing the detailed description
A21	I	2	A6-I-4.5.5	The pilot-in-command shall be responsible for the journey log book or the general declaration containing the information listed in 11.4.1. Note.- By virtue of Resolution A10-36 of the Tenth Session of the Assembly (Caracas, June-July 1956) "the General Declaration, [described in Annex 9] when prepared so as to contain all the information required by Article 34 [of the Convention on International Civil Aviation] with respect to the journey log book, may be considered by Contracting States to be an acceptable form of journey log book".	Flight details not recorded in a journey logbook or General Declaration	Indicate the particulars of the situation observed
			CC-34	There shall be maintained in respect of every aircraft engaged in international navigation a journey log book in which shall be entered particulars of the aircraft, its crew and of each journey, in such form as may be prescribed from time to time pursuant to this Convention.		
A21	I	2	CC-29d	Every aircraft of a contracting State, engaged in international navigation, shall carry the following documents in conformity with the conditions prescribed in this Convention. d) Its journey log book;	Journey logbook or General Declaration not on board	



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Inspection Item	Inspections Item Title			Inspecting Instructions		
A22	Maintenance Release			<p>Check that the PIC certified that a maintenance release has been issued (usually by accepting the aeroplane).</p> <p>Note: A Maintenance Release following scheduled maintenance is not required to be carried on board the aeroplane. Check how the PIC satisfied himself that the aeroplane is airworthy and the maintenance release has been issued.</p>		
Inspection Item	Std.	Cat.	Std. ref.	Standard's Text	Pre-described Finding	Instructions for completing the detailed description
A22	I	3	A6-I-4.3.1(a)(c)	<p>A flight shall not be commenced until flight preparation forms have been completed certifying that the pilot-in-command is satisfied that:</p> <p>a) the aeroplane is airworthy;</p> <p>c) a maintenance release as prescribed in 8.8 has been issued in respect of the aeroplane;</p>	PIC did not certify that a maintenance release has been issued	



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Inspection Item	Inspections Item Title			Inspecting Instructions		
A23	Defect notification and rectification (incl. Tech Log)			<p>Check for any deferred defects (specify in the report where necessary). Check that all defects (minor, major, dents, damages etc.) have been properly reported and assessed. When defect deferrals include time limits check that the open deferred defects remain within those stated.. Where applicable, check compliance with the aircraft MEL. Check that the rectification intervals stated in the ATLB do not exceed those required by the MEL. Note: There is no requirement for the ATLB (Technical Log) to contain entries in a specific language. In any case the flight crew has to be able to understand the entries in the ATLB.</p>		
Inspection Item	Std.	Cat.	Std. ref.	Standard's Text	Pre-described Finding	Instructions for completing the detailed description
A23	I	2	A6-I-6.1.3	<p>The operator shall include in the operations manual a minimum equipment list (MEL), approved by the State of the Operator which will enable the pilot-in-command to determine whether a flight may be commenced or continued from any intermediate stop should any instrument, equipment or systems become inoperative. Where the State of the Operator is not the State of Registry, the State of the Operator shall ensure that the MEL does not affect the aeroplane's compliance with the Airworthiness requirements applicable in the State of Registry.</p>	Deferred defect closed after the deadline	Indicate the particulars of the situation observed
A23	I	2	A6-I-4.3.1(a)(c)	<p>A flight shall not be commenced until flight preparation forms have been completed certifying that the pilot-in-command is satisfied that: a) the aeroplane is airworthy; c) a maintenance release as prescribed in 8.8 has been issued in respect of the aeroplane;</p>	Known defect not reported/assessed	Indicate the particulars of the situation observed
			A6-I-4.5.4	<p>The pilot-in-command shall be responsible for reporting all known or suspected defects in the aeroplane, to the operator, at the termination of the flight.</p>		
			A6-I-6.1.3	<p>The operator shall include in the operations manual a minimum equipment list (MEL), approved by the State of the Operator which will enable the pilot-in-command to determine whether a flight may be commenced or continued from any intermediate stop should any instrument, equipment or systems become inoperative. Where the State of the Operator is not the State of</p>		



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				Registry, the State of the Operator shall ensure that the MEL does not affect the aeroplane's compliance with the Airworthiness requirements applicable in the State of Registry.		
A23	I	2	A6-I-4.3.1(a)(c)	A flight shall not be commenced until flight preparation forms have been completed certifying that the pilot-in-command is satisfied that: a) the aeroplane is airworthy; c) a maintenance release as prescribed in 8.8 has been issued in respect of the aeroplane;	No evidence of identification nor monitoring of visible damage	Indicate the nature and extent of the damage
			A6-I-4.5.4	The pilot-in-command shall be responsible for reporting all known or suspected defects in the aeroplane, to the operator, at the termination of the flight.		
			A6-I-6.1.3	The operator shall include in the operations manual a minimum equipment list (MEL), approved by the State of the Operator which will enable the pilot-in-command to determine whether a flight may be commenced or continued from any intermediate stop should any instrument, equipment or systems become inoperative. Where the State of the Operator is not the State of Registry, the State of the Operator shall ensure that the MEL does not affect the aeroplane's compliance with the Airworthiness requirements applicable in the State of Registry.		
A23	I	3	A6-I-4.3.1(a)(c)	A flight shall not be commenced until flight preparation forms have been completed certifying that the pilot-in-command is satisfied that: a) the aeroplane is airworthy; c) a maintenance release as prescribed in 8.8 has been issued in respect of the aeroplane;	Deferred defect open while the MEL rectification interval has expired	Indicate the defect and the rectification deadline
			A6-I-4.5.4	The pilot-in-command shall be responsible for reporting all known or suspected defects in the aeroplane, to the operator, at the termination of the flight.		
			A6-I-6.1.3	The operator shall include in the operations manual a minimum equipment list (MEL), approved by the State of the Operator which will enable the pilot-in-command to determine whether a flight may be commenced or continued from any intermediate stop should any instrument, equipment or systems become inoperative. Where the State of the Operator is not the State of		



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				Registry, the State of the Operator shall ensure that the MEL does not affect the aeroplane's compliance with the Airworthiness requirements applicable in the State of Registry.		
A23	I	3	A6-I-4.3.1(a)(c)	A flight shall not be commenced until flight preparation forms have been completed certifying that the pilot-in-command is satisfied that: a) the aeroplane is airworthy; c) a maintenance release as prescribed in 8.8 has been issued in respect of the aeroplane;	Technical logbook entry not understood by the flight crew members	Indicate the particulars of the situation observed
			A6-I-4.5.4	The pilot-in-command shall be responsible for reporting all known or suspected defects in the aeroplane, to the operator, at the termination of the flight.		
			A6-I-6.1.3	The operator shall include in the operations manual a minimum equipment list (MEL), approved by the State of the Operator which will enable the pilot-in-command to determine whether a flight may be commenced or continued from any intermediate stop should any instrument, equipment or systems become inoperative. Where the State of the Operator is not the State of Registry, the State of the Operator shall ensure that the MEL does not affect the aeroplane's compliance with the Airworthiness requirements applicable in the State of Registry.		
A23	I	2	A6-I-6.1.3	The operator shall include in the operations manual a minimum equipment list (MEL), approved by the State of the Operator which will enable the pilot-in-command to determine whether a flight may be commenced or continued from any intermediate stop should any instrument, equipment or systems become inoperative. Where the State of the Operator is not the State of Registry, the State of the Operator shall ensure that the MEL does not affect the aeroplane's compliance with the Airworthiness requirements applicable in the State of Registry.	Rectification interval set in the ATLB exceeding the rectification interval prescribed by the MEL (but still within the MEL rectification interval)	Indicate the particulars of the situation observed



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Inspection Item	Inspections Item Title			Inspecting Instructions		
A24	Pre-flight Inspection			Check that the pre-flight or equivalent inspection is performed and duly certified..		
Inspection Item	Std.	Cat.	Std. ref.	Standard's Text	Pre-described Finding	Instructions for completing the detailed description
A24	I	1	A6-I-4.3.1(a)(c)	A flight shall not be commenced until flight preparation forms have been completed certifying that the pilot-in-command is satisfied that: a) the aeroplane is airworthy; c) a maintenance release as prescribed in 8.8 has been issued in respect of the aeroplane;	Pre-flight inspection performed but not certified	
A24	I	2	A6-I-4.3.1(a)(c)	A flight shall not be commenced until flight preparation forms have been completed certifying that the pilot-in-command is satisfied that: a) the aeroplane is airworthy; c) a maintenance release as prescribed in 8.8 has been issued in respect of the aeroplane;	Pre-flight inspection certified before being performed	
A24	I	2	A6-I-4.3.1(a)(c)	A flight shall not be commenced until flight preparation forms have been completed certifying that the pilot-in-command is satisfied that: a) the aeroplane is airworthy; c) a maintenance release as prescribed in 8.8 has been issued in respect of the aeroplane;	Pre-flight inspection performed but without noticing obvious defects	Indicate the defect unnoticed
A24	I	3	A6-I-4.3.1(a)(c)	A flight shall not be commenced until flight preparation forms have been completed certifying that the pilot-in-command is satisfied that: a) the aeroplane is airworthy; c) a maintenance release as prescribed in 8.8 has been issued in respect of the aeroplane;	Pre-flight inspection not performed	



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Inspection Item	Inspections Item Title			Inspecting Instructions		
B01	General Internal Condition			<p>Check general condition, including the condition of carpets and panels, lavatories: general condition and smoke detection systems, the condition of the overhead bins, flammable furnishings,</p> <p><i>Note: if the loose carpet/floor panels have a major impact on the rapid evacuation of the aircraft because of the location (in the aisle or near the emergency exits), the finding should be recorded under B12 (Access to emergency exits).</i></p> <p>Check the stowage of baggage/equipment.</p> <p>When circumstances dictate (e.g. aircraft undergoes significant delay) check whether the cabin crew members are in compliance with the flight and duty time rules contained within the Operations Manual.</p>		
Inspection Item	Std.	Cat.	Std. ref.	Standard's Text	Pre-described Finding	Instructions for completing the detailed description
B01	M	1			Loose carpet	Indicate the particulars of the situation observed
B01	M	1			Loose or damaged floor panels	Indicate the particulars of the situation observed
B01	I	2	A8-IIIA-4.1.6.(f)	Fire precautions. The design of the aeroplane and the materials used in its manufacture, including cabin interior furnishing materials replaced during major refurbishing, shall be such as to minimize the possibility of in-flight and ground fires and also to minimize the production of smoke and toxic gases in the event of a fire. Means shall be provided to contain or to detect and extinguish such fires as might occur in such a way that no additional danger to the aeroplane is caused.	Cabin interior layout obviously not furnished in accordance with certified design specifications concerning flammable materials	Indicate the particulars of the situation observed
			A8-IIIB-D.2 (f)	Fire precautions. The design of the aeroplane and the materials used in its manufacture shall be such as to minimize the possibility of in-flight and ground fires, to minimize the production of smoke and toxic gases in the event of a fire and to delay the occurrence of flashover in the cabin. Means shall be provided to contain or to detect and extinguish such fires as might occur in such a way that no additional danger to the aeroplane is caused. Lavatories installed in aeroplanes shall be equipped with a smoke detection system and a built-in fire extinguisher system for each receptacle intended for the disposal of towels, paper or waste.		
B01	I	3	A8-IIIA-4.1.7.3 A8-IIIB-D.6.3	The interior layout of the cabin and the position and number of emergency exits, including the means of locating and illuminating the escape paths and exits, shall be such as to facilitate rapid evacuation of the aeroplane	Loose carpet hindering cabin crew in their duties	Indicate the particulars of the situation observed



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				in conditions likely to occur following an emergency landing.		
B01	I	3	A8-IIIA-4.1.7.3 A8-IIIB-D.6.3	The interior layout of the cabin and the position and number of emergency exits, including the means of locating and illuminating the escape paths and exits, shall be such as to facilitate rapid evacuation of the aeroplane in conditions likely to occur following an emergency landing.	Damaged floor panels hindering cabin crew in their duties	Describe nature and extent of damage
B01	I	3	A8-IIIB-D.2	Part IIIB. Aeroplanes over 5700 KG for which application for certification was submitted on or after 2 March 2004 . Subpart D. Design and construction D.2 Systems design features f) Fire precautions. The design of the aeroplane and the materials used in its manufacture shall be such as to minimize the possibility of in-flight and ground fires, to minimize the production of smoke and toxic gases in the event of a fire and to delay the occurrence of flashover in the cabin. Means shall be provided to contain or to detect and extinguish such fires as might occur in such a way that no additional danger to the aeroplane is caused. Lavatories installed in aeroplanes shall be equipped with a smoke detection system and a built-in fire extinguisher system for each receptacle intended for the disposal of towels, paper or waste.	Lavatory(s) not equipped with smoke detection system	Indicate the particulars of the situation observed
B01	I	3	A8-IIIB-D.2(f)	Part IIIB. Aeroplanes over 5700 KG for which application for certification was submitted on or after 2 March 2004 . Subpart D. Design and construction D.2 Systems design features f) Fire precautions. The design of the aeroplane and the materials used in its manufacture shall be such as to minimize the possibility of in-flight and ground fires, to minimize the production of smoke and toxic gases in the event of a fire and to delay the occurrence of flashover in the cabin. Means shall be provided to contain or to detect and extinguish such fires as might occur in such a way that no additional danger to the aeroplane is caused.	Disposal receptacles not equipped with a built-in fire extinguisher system	Indicate the particulars of the situation observed



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				Lavatories installed in aeroplanes shall be equipped with a smoke detection system and a built-in fire extinguisher system for each receptacle intended for the disposal of towels, paper or waste.		
B01	I	3	A6-I-4.8	The operator shall ensure that all baggage carried onto an aeroplane and taken into the passenger cabin is adequately and securely stowed.	Crew carry-on baggage not adequately and securely stowed	Indicate the particulars of the situation observed
B01	I	3	A8-IIIA-4.1.7.1 A8-IIIB-D.6.1	Provisions shall be made in the design of the aeroplane to protect the occupants, in the event of an emergency landing, from fire and from the direct effects of deceleration forces as well as from injuries arising from the effect of deceleration forces on the aeroplane's interior equipment.	Loose heavy objects in the cabin/galleys	Indicate the particulars of the situation observed
B01	I	3	A8-IIIA-4.1.7.1 A8-IIIB-D.6.1	Provisions shall be made in the design of the aeroplane to protect the occupants, in the event of an emergency landing, from fire and from the direct effects of deceleration forces as well as from injuries arising from the effect of deceleration forces on the aeroplane's interior equipment.	Cabin equipment not properly secured	Indicate the particulars of the situation observed
B01	I	3	A6-I-4.8	The operator shall ensure that all baggage carried onto an aeroplane and taken into the passenger cabin is adequately and securely stowed.	Inappropriate storage of luggage in the toilets	Indicate the particulars of the situation observed
B01	I	3	A8-IIIB-D.2(f)	Part IIIB. Aeroplanes over 5700 KG for which application for certification was submitted on or after 2 March 2004 . Subpart D. Design and construction D.2 Systems design features f) Fire precautions. The design of the aeroplane and the materials used in its manufacture shall be such as to minimize the possibility of in-flight and ground fires, to minimize the production of smoke and toxic gases in the event of a fire and to delay the occurrence of flashover in the cabin. Means shall be provided to contain or to detect and extinguish such fires as might occur in such a way that no additional danger to the aeroplane is caused. Lavatories installed in aeroplanes shall be equipped with a smoke detection system and a built-in fire extinguisher system for each receptacle intended for the disposal of towels, paper or waste.	Lavatory smoke detection system obstructed	Indicate the particulars of the situation observed



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B01	I	3	A6-I-6.1.3	The operator shall include in the operations manual a minimum equipment list (MEL), approved by the State of the Operator which will enable the pilot-in-command to determine whether a flight may be commenced or continued from any intermediate stop should any instrument, equipment or systems become inoperative. Where the State of the Operator is not the State of Registry, the State of the Operator shall ensure that the MEL does not affect the aeroplane's compliance with the airworthiness requirements applicable in the State of Registry.	Lavatory inoperative (and not identified as such and not confirmed with MEL restrictions if any)	Indicate the particulars of the situation observed
B01	I	3	A6-I-4.2.11.2	An operator shall formulate rules to limit flight time and flight duty periods and for the provision of adequate rest periods for all its crew members. These rules shall be in accordance with the regulations established by the State of the Operator, or approved by that State, and included in the operations manual.	Cabin Crew member not in compliance with the flight and duty time rules	Describe the observed situation vs. the requirements in the OPS Manual
B01	M	2			Galley/lavatory waste receptacle access door cover not spring-loaded closed	Indicate the particulars of the situation observed
B01	M	1			Damaged wall panels	Indicate the particulars of the situation observed
B01	M	3			Defective brakes of food/beverage cart(s)	Indicate the particulars of the situation observed
B01	M	3			Covers damaged/missing exposing sharp edges and/or cables and wires	Indicate the particulars of the situation observed
B01	M	3			Overhead bins unserviceable (and not identified as such)	Indicate the particulars of the situation observed



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Inspection Item	Inspections Item Title			Inspecting Instructions		
B02	Cabin Attendant's Station/Crew Rest Area			<p>Check general condition and serviceability of the cabin crew seats.</p> <p>Note: If a cabin crew seat is found unserviceable check against MEL and check if the number of serviceable ones can accommodate the minimum required number of cabin crew members (information available in the Operations Manual).</p> <p>Note: If a cabin crew seat is found not to retract automatically impeding the rapid evacuation of the aeroplane in an emergency this finding should be addressed under the item B12 – Access to emergency exit.</p> <p>Check presence and condition of the safety harness and/or belt.</p> <p><i>Note: Aeroplanes for which the <u>individual</u> CofA was issued on or after 1 January 1981 must be fitted with safety harnesses for the use of cabin crew members.</i></p> <p>Check accessibility of life jackets</p> <p>Check the serviceability of the communication system (Cockpit to Cabin and Cabin to Cabin). In case of unserviceability check against the MEL.</p>		
Inspection Item	Std.	Cat.	Std. ref.	Standard's Text	Pre-described Finding	Instructions for completing the detailed description
B02	I	1	A6-I-6.16.1	<p>6.16.1 Aeroplanes for which the individual certificate of airworthiness is first issued on or after 1 January 1981</p> <p>All aeroplanes shall be equipped with a forward or rearward facing (within 15 degrees of the longitudinal axis of the aeroplane) seat, fitted with a safety harness for the use of each cabin crew member required to satisfy the intent of 12.1 in respect of emergency evacuation.</p>	Strap or buckle worn or damaged	Indicate the particulars of the situation observed
B02	I	2	A6-I-6.16.1	<p>6.16.1 Aeroplanes for which the individual certificate of airworthiness is first issued on or after 1 January 1981</p> <p>All aeroplanes shall be equipped with a forward or rearward facing (within 15 degrees of the longitudinal axis of the aeroplane) seat, fitted with a safety harness for the use of each cabin crew member required to satisfy the intent of 12.1 in respect of emergency evacuation.</p>	Cabin Crew seat(s) not equipped with safety harness (only seat belt)	Indicate the particulars of the situation observed



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B02	I	2	A6-I-6.5.2	<p>6.5.2.1 Landplanes shall carry the equipment prescribed in 6.5.2.2:</p> <p>a) when flying over water and at a distance of more than 93 km (50 NM) away from the shore, in the case of landplanes operated in accordance with 5.2.9 or 5.2.10;</p> <p>b) when flying en route over water beyond gliding distance from the shore, in the case of all other landplanes; and</p> <p>c) when taking off or landing at an aerodrome where, in the opinion of the State of the Operator, the take-off or approach path is so disposed over water that in the event of a mishap there would be a likelihood of a ditching.</p> <p>6.5.2.2 The equipment referred to in 6.5.2.1 shall comprise one life jacket or equivalent individual flotation device for each person on board, stowed in a position easily accessible from the seat or berth of the person for whose use it is provided.</p> <p>Note.- "Landplanes" includes amphibians operated as landplanes.</p>	Cabin Crew life jackets (when required) not easily accessible	
B02	I	3	A6-I-6.16.1	<p>6.16.1 Aeroplanes for which the individual certificate of airworthiness is first issued on or after 1 January 1981</p> <p>All aeroplanes shall be equipped with a forward or rearward facing (within 15 degrees of the longitudinal axis of the aeroplane) seat, fitted with a safety harness for the use of each cabin crew member required to satisfy the intent of 12.1 in respect of emergency evacuation.</p>	Cabin Crew seat(s) unserviceable	Indicate the particulars of the situation observed
B02	I	3	A6-I-6.16.1	<p>6.16.1 Aeroplanes for which the individual certificate of airworthiness is first issued on or after 1 January 1981</p> <p>All aeroplanes shall be equipped with a forward or rearward facing (within 15 degrees of the longitudinal axis of the aeroplane) seat, fitted with a safety harness for the use of each cabin crew member required to satisfy the intent of 12.1 in respect of emergency evacuation.</p>	Cabin crew harness/seat belt not available or unserviceable	Indicate the particulars of the situation observed
B02	I	3	A6-I-6.16.1	<p>6.16.1 Aeroplanes for which the individual certificate of</p>	Cabin Crew seat(s) obviously not installed	Indicate the particulars of



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				airworthiness is first issued on or after 1 January 1981 All aeroplanes shall be equipped with a forward or rearward facing (within 15 degrees of the longitudinal axis of the aeroplane) seat, fitted with a safety harness for the use of each cabin crew member required to satisfy the intent of 12.1 in respect of emergency evacuation.	correctly (more than 15 degrees from the longitudinal axis)	the situation observed
B02	I	3	A6-I-6.16.3	6.16.3 Cabin crew seats provided in accordance with 6.16.1 and 6.16.2 shall be located near floor level and other emergency exits as required by the State of Registry for emergency evacuation.	Cabin Crew seats not correctly located	Indicate the particulars of the situation observed
B02	M	3			Communication equipment unserviceable (outside MEL limits)	Indicate the particulars of the situation observed



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Inspection Item	Inspections Item Title			Inspecting Instructions		
B03	First Aid Kit / Emergency Medical Kit			<p>Check for presence, accessibility, identification and correctly secured.</p> <p><i>Note: An Emergency Medical kit is only required for aircraft authorised to carry more than 250 passengers.</i></p> <p><i>Note: ICAO does not require First Aid Kits / Emergency Medical Kits to have an expiration (or next check) date. A First Aid Kit Emergency Medical Kit without a date does not constitute a finding. However, if stated life has been exceeded then this should be reported as a finding.</i></p>		
Inspection Item	Std.	Cat.	Std. ref.	Standard's Text	Pre-described Finding	Instructions for completing the detailed description
B03	I	1	A6-I-4.2.12.2	The operator shall inform the passengers of the location and general manner of use of the principal emergency equipment carried for collective use.	Not at the indicated location	
B03	I	3	A6-I-6.2.2	<p>6.2.2 An aeroplane shall be equipped with:</p> <p>a) accessible and adequate medical supplies appropriate to the number of passengers the aeroplane is authorized to carry;</p> <p>Recommendation.- Medical supplies should comprise:</p> <p>1) one or more first-aid kits; and</p> <p>2) a medical kit, for the use of medical doctors or other qualified persons in treating in-flight medical emergencies for aeroplanes authorized to carry more than 250 passengers.</p> <p>Note.- Guidance on the types, number, location and contents of the medical supplies is given in Attachment B.</p>	Contents of the Emergency medical kit past expiration date	Indicate the particulars of the situation observed
B03	I	1	A6-I-6.2.2	<p>6.2.2 An aeroplane shall be equipped with:</p> <p>a) accessible and adequate medical supplies appropriate to the number of passengers the aeroplane is authorized to carry;</p> <p>Recommendation.- Medical supplies should comprise:</p>	Contents of the first aid kit past expiration date	Indicate the particulars of the situation observed



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				<p>1) one or more first-aid kits; and</p> <p>2) a medical kit, for the use of medical doctors or other qualified persons in treating in-flight medical emergencies for aeroplanes authorized to carry more than 250 passengers.</p> <p>Note.- Guidance on the types, number, location and contents of the medical supplies is given in Attachment B.</p>		
B03	I	2	A6-I-6.2.2	<p>6.2.2 An aeroplane shall be equipped with:</p> <p>a) accessible and adequate medical supplies appropriate to the number of passengers the aeroplane is authorized to carry;</p> <p>Recommendation.- Medical supplies should comprise:</p> <p>1) one or more first-aid kits; and</p> <p>2) a medical kit, for the use of medical doctors or other qualified persons in treating in-flight medical emergencies for aeroplanes authorized to carry more than 250 passengers.</p> <p>Note.- Guidance on the types, number, location and contents of the medical supplies is given in Attachment B.</p>	Medical supplies not stored in a secured location	Indicate the particulars of the situation observed
B03	I	2	A8-IIIA-8.3 A8-V-F.3 A8-IIIB-F.3	<p>Prescribed safety and survival equipment that the crew or passengers are expected to use or operate at the time of an emergency shall be reliable, readily accessible and easily identified, and its method of operation shall be plainly marked.</p>	Medical supplies not identified as such	Indicate the particulars of the situation observed
B03	I	3	A6-I-6.2.2	<p>6.2.2 An aeroplane shall be equipped with:</p> <p>a) accessible and adequate medical supplies appropriate to the number of passengers the aeroplane is authorized to carry;</p> <p>Recommendation.- Medical supplies should</p>	Medical supplies not available or not accessible during flight	Indicate the particulars of the situation observed



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				<p>comprise:</p> <ol style="list-style-type: none">1) one or more first-aid kits; and2) a medical kit, for the use of medical doctors or other qualified persons in treating in-flight medical emergencies for aeroplanes authorized to carry more than 250 passengers. <p>Note.- Guidance on the types, number, location and contents of the medical supplies is given in Attachment B.</p>		
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Inspection Item	Inspections Item Title			Inspecting Instructions		
B04	Hand Fire extinguishers			<p>Check if the installed extinguisher(s) is at the indicated location and easily accessible. Check if the installed extinguisher(s) is marked with the appropriate operating instructions. Check if the installed extinguisher(s) (including the extinguishing agent release mechanism) is serviceable (check pressure gauge (if installed), check expiration date (if any)). If considerably low weight consider unserviceable.</p> <p><i>Note: In the case where there are installed more extinguishers than the minimum required by ICAO and one or more is found to be unserviceable (and not marked as such) check against the MEL to verify compliance with the applicable (M) and/or (O) procedures. Such HFEs found unserviceable, even if they are considered "additional", warrant a category 3 finding requiring corrective actions.</i></p> <p><i>Note: ICAO does not require hand fire extinguishers to have an expiration (or next check) date. Operators may employ various systems to monitor the condition of the extinguishers. An extinguisher without a date does not necessarily constitute a finding. However, if the expiry date (or next inspection date) is overdue, consider as unserviceable.</i></p>		
Inspection Item	Std.	Cat.	Std. ref.	Standard's Text	Pre-described Finding	Instructions for completing the detailed description
B04	I	2	A8-IIIA-8.3 A8-IIIB-F.3 A8-V-F.3	Prescribed safety and survival equipment that the crew or passengers are expected to use or operate at the time of an emergency shall be reliable, readily accessible and easily identified, and its method of operation shall be plainly marked.	HFE not at indicated location	
B04	I	2	A8-IIIA-8.3 A8-IIIB-.3 A8-V-F.3	Prescribed safety and survival equipment that the crew or passengers are expected to use or operate at the time of an emergency shall be reliable, readily accessible and easily identified, and its method of operation shall be plainly marked.	HFE not marked with the appropriate operating instructions	
B04	I	3	A6-I-.2.2(b)(2)	<p>An aeroplane shall be equipped with:</p> <p>b) portable fire extinguishers of a type which, when discharged, will not cause dangerous contamination of the air within the aeroplane. At least one shall be located in:</p> <p>2) each passenger compartment that is separate from the pilot's compartment and that is not readily accessible to the flight crew;</p> <p>Note.- Any portable fire extinguisher so fitted in accordance with the certificate of airworthiness of the aeroplane may count as one prescribed.</p>	Extinguisher empty, unserviceable or missing (outside MEL limits)	Indicate the particulars of the situation observed



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B04	I	3	A8-IIIA-4.1.7.1 A8-IIIB-D.6.1	Provisions shall be made in the design of the aeroplane to protect the occupants, in the event of an emergency landing, from fire and from the direct effects of deceleration forces as well as from injuries arising from the effect of deceleration forces on the aeroplane's interior equipment.	Extinguisher not correctly secured	Indicate the particulars of the situation observed
B04	I	3	A6-I-6.2.2(b)(2)	An aeroplane shall be equipped with: b) portable fire extinguishers of a type which, when discharged, will not cause dangerous contamination of the air within the aeroplane. At least one shall be located in: 2) each passenger compartment that is separate from the pilot's compartment and that is not readily accessible to the flight crew; Note.- Any portable fire extinguisher so fitted in accordance with the certificate of airworthiness of the aeroplane may count as one prescribed.	Extinguisher not readily accessible	



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Inspection Item	Inspections Item Title			Inspecting Instructions		
B05	Life jackets / Flotation devices			<p>Check for presence, access, sufficient number and serviceability.</p> <p><i>Note: ICAO does not require life jackets to have an expiration (or next check) date. Operators may employ various systems to monitor the condition of the life jackets. A life jacket or flotation device without a date does not necessarily constitute a finding. However, if the expiry date (or next inspection date) is overdue, consider as unserviceable.</i></p> <p><i>Note: ICAO requires the carriage of life jackets/flotation devices only for over-water flights (see the Annex 6 references below). If neither the inbound nor the outbound flight or series of flights are over-water flights, then findings should not be raised for this inspection item.</i></p> <p><i>Note: In the case where spare life jackets have been found to be unserviceable this should be reported as General Remark (Cat. G)</i></p>		
Inspection Item	Std.	Cat.	Std. ref.	Standard's Text	Pre-described Finding	Instructions for completing the detailed description
B05	I	2	A6-I-6.5.1(a)	All seaplanes for all flights shall be equipped with:	Life jackets / Flotation devices not easily accessible and required for the type of flight	Indicate the particulars of the situation observed
			A8-IIIA-8.3 A8-IIIB-F.3 A8-V-F.3	Prescribed safety and survival equipment that the crew or passengers are expected to use or operate at the time of an emergency shall be reliable, readily accessible and easily identified, and its method of operation shall be plainly marked.		
			A6-I-6.5.2	<p>6.5.2.1 Landplanes shall carry the equipment prescribed in 6.5.2.2:</p> <p>a) when flying over water and at a distance of more than 93 km (50 NM) away from the shore, in the case of landplanes operated in accordance with 5.2.9 or 5.2.10;</p> <p>b) when flying en route over water beyond gliding distance from the shore, in the case of all other landplanes; and</p> <p>c) when taking off or landing at an aerodrome where, in the opinion of the State of the Operator, the take-off or approach path is so disposed over water that in the event of a mishap there would be a likelihood of a ditching.</p>		



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				<p>6.5.2.2 The equipment referred to in 6.5.2.1 shall comprise one life jacket or equivalent individual flotation device for each person on board, stowed in a position easily accessible from the seat or berth of the person for whose use it is provided.</p> <p>Note.- "Landplanes" includes amphibians operated as landplanes.</p>		
B05	I	3	A6-I-6.5.1(a)	<p>All seaplanes for all flights shall be equipped with:</p> <p>a) one life jacket, or equivalent individual flotation device, for each person on board, stowed in a position easily accessible from the seat or berth of the person for whose use it is provided;</p>	Insufficient number of serviceable Life jackets / Flotation devices available and required for the type of flight	Indicate the particulars of the situation observed
			A8-III A-8.3 A8-V-F.3 A8-IIIB-F.3	<p>Prescribed safety and survival equipment that the crew or passengers are expected to use or operate at the time of an emergency shall be reliable, readily accessible and easily identified, and its method of operation shall be plainly marked.</p>		
			A6-I-6.5.2	<p>6.5.2.1 Landplanes shall carry the equipment prescribed in 6.5.2.2:</p> <p>a) when flying over water and at a distance of more than 93 km (50 NM) away from the shore, in the case of landplanes operated in accordance with 5.2.9 or 5.2.10;</p> <p>b) when flying en route over water beyond gliding distance from the shore, in the case of all other landplanes; and</p> <p>c) when taking off or landing at an aerodrome where, in the opinion of the State of the Operator, the take-off or approach path is so disposed over water that in the event of a mishap there would be a likelihood of a ditching.</p> <p>6.5.2.2 The equipment referred to in 6.5.2.1 shall comprise one life jacket or equivalent individual flotation device for each person on board, stowed in a position easily accessible from the seat or berth of the person for whose use it is provided.</p> <p>Note.- "Landplanes" includes amphibians operated as landplanes.</p>		



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Inspection Item	Inspections Item Title			Inspecting Instructions		
B06	Seat belt and seat condition			Check condition of seats and belts. Check for the availability and condition of extension belts (if needed).		
Inspection Item	Std.	Cat.	Std. ref.	Standard's Text	Pre-described Finding	Instructions for completing the detailed description
B06	I	3	A6-I-6.2.2(c)	An aeroplane shall be equipped with: c) 1) a seat or berth for each person over an age to be determined by the State of the Operator; 2) a seat belt for each seat and restraining belts for each berth;	No extension belts available on board and required	Indicate the particulars of the situation observed
			A8-IIIB-D.4.1	Aeroplanes over 5700 KG for which application for certification was submitted on or after 2 March 2004. D.4.1 Seating and restraints Adequate seating and restraints shall be provided for the occupants, taking account of the likely flight and emergency landing loads to be encountered. Attention shall be paid to minimizing injury to occupants due to contact with surrounding structure during the operation of the aeroplane.		
B06	I	1	A6-I-6.2.2(c)	An aeroplane shall be equipped with: c) 1) a seat or berth for each person over an age to be determined by the State of the Operator; 2) a seat belt for each seat and restraining belts for each berth;	Passenger seats in poor condition	Indicate the particulars of the situation observed
			A8-IIIB-D.4.1	Aeroplanes over 5700 KG for which application for certification was submitted on or after 2 March 2004. D.4.1 Seating and restraints Adequate seating and restraints shall be provided for the occupants, taking account of the likely flight and emergency landing loads to be encountered. Attention shall be paid to minimizing injury to occupants due to		



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				contact with surrounding structure during the operation of the aeroplane.		
B06	I	2	A6-I-6.2.2(c)	An aeroplane shall be equipped with: c) 1) a seat or berth for each person over an age to be determined by the State of the Operator; 2) a seat belt for each seat and restraining belts for each berth;	Strap or buckle worn out or damaged	Indicate the particulars of the situation observed
			A8-IIIB-D.4.1	Aeroplanes over 5700 KG for which application for certification was submitted on or after 2 March 2004. D.4.1 Seating and restraints Adequate seating and restraints shall be provided for the occupants, taking account of the likely flight and emergency landing loads to be encountered. Attention shall be paid to minimizing injury to occupants due to contact with surrounding structure during the operation of the aeroplane.		
B06	I	3	A6-I-6.2.2(c)	An aeroplane shall be equipped with: c) 1) a seat or berth for each person over an age to be determined by the State of the Operator; 2) a seat belt for each seat and restraining belts for each berth;	No serviceable seat belt available for each passenger on board	Indicate the particulars of the situation observed
			A8-IIIB-D.4.1	Aeroplanes over 5700 KG for which application for certification was submitted on or after 2 March 2004. D.4.1 Seating and restraints Adequate seating and restraints shall be provided for the occupants, taking account of the likely flight and emergency landing loads to be encountered. Attention shall be paid to minimizing injury to occupants due to contact with surrounding structure during the operation of the aeroplane.		
B06	I	3	A6-I-6.2.2(c)	An aeroplane shall be equipped with: c) 1) a seat or berth for each person over an age to be determined by the State of the Operator;	Seat(s) unserviceable and not identified as such	Indicate the particulars of the situation observed



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				2) a seat belt for each seat and restraining belts for each berth;		
			A8-IIIB-D.4.1	<p>Aeroplanes over 5700 KG for which application for certification was submitted on or after 2 March 2004.</p> <p>D.4.1 Seating and restraints</p> <p>Adequate seating and restraints shall be provided for the occupants, taking account of the likely flight and emergency landing loads to be encountered. Attention shall be paid to minimizing injury to occupants due to contact with surrounding structure during the operation of the aeroplane.</p>		
B06	I	3	A6-I-6.2.2(c)	<p>An aeroplane shall be equipped with:</p> <p>c) 1) a seat or berth for each person over an age to be determined by the State of the Operator;</p> <p>2) a seat belt for each seat and restraining belts for each berth;</p>	Baby berth(s) used without restraining belts	Indicate the particulars of the situation observed
			A8-IIIB-D.4.1	<p>Aeroplanes over 5700 KG for which application for certification was submitted on or after 2 March 2004.</p> <p>D.4.1 Seating and restraints</p> <p>Adequate seating and restraints shall be provided for the occupants, taking account of the likely flight and emergency landing loads to be encountered. Attention shall be paid to minimizing injury to occupants due to contact with surrounding structure during the operation of the aeroplane.</p>		



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Inspection Item	Inspections Item Title			Inspecting Instructions		
B07	Emergency exit, lighting and marking, Torches			<p>Check for presence and condition of the emergency exit signs, lighting and marking and torches. Check if there is a floor path marking installed and serviceable. Check for the presence of operating instructions on the emergency exits.</p> <p><i>Note: Aeroplanes which have been type certified before 13 June 1960 are not required to have a floor path marking.</i></p> <p>Check for appropriate flashlights are readily available at all crew member stations. Check their condition, serviceability and access. Please note that flights departing in daylight but extending into the night, shall meet this requirement.</p> <p><i>Note: Only aircraft operated at night require electric torches for the crew. This includes flights departing in daylight but extending into the night, and aircraft departed at night and arrived in daytime. When inspecting daylight only flights, the absence or unserviceability of any electric torch does not constitute a finding. This should however be reported as General Remark (Cat. G)</i></p> <p><i>Note: If the proper functioning of the torch is significantly affected as a result of weak batteries, consider unserviceable.</i></p> <p><i>Note: If only personal torches are available this should not be considered as a finding provided they are readily available to the cabin crew from their normal positions. This should however be reported as General Remark (Cat. G)</i></p>		
Inspection Item	Std.	Cat.	Std. ref.	Standard's Text	Pre-described Finding	Instructions for completing the detailed description
B07	I	1	A8-III A-4.1.7	<p>Ch. 4.1.7 - Emergency landing provisions</p> <p>4.1.7.2 Facilities shall be provided for the rapid evacuation of the aeroplane in conditions likely to occur following an emergency landing. Such facilities shall be related to the passenger and crew capacity of the aeroplane.</p> <p>4.1.7.3 The interior layout of the cabin and the position and number of emergency exits, including the means of locating and illuminating the escape paths and exits shall be such as to facilitate rapid evacuation of the aeroplane in conditions likely to occur following an emergency landing.</p>	Emergency exit sign(s) lens/cover missing or broken	Indicate the particulars of the situation observed
			A8-III A-8.3 A8-V-F.3	Prescribed safety and survival equipment that the crew or passengers are expected to use or operate at the time of		



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			<p>A8-IIIB-F.3</p> <p>an emergency shall be reliable, readily accessible and easily identified, and its method of operation shall be plainly marked.</p>		
			<p>A8-IIIB-I.4</p> <p>The aeroplane shall be equipped with sufficient emergency exits to allow maximum opportunity for cabin evacuation within an appropriate time period. Items to be considered shall include:</p> <ul style="list-style-type: none">a) number of seats and seating configuration;b) number, location and size of exits;c) marking of exits and provision of instructions for use;d) likely blockages of exits;e) operation of exits; andf) positioning and weight of evacuation equipment at exits, e.g. slides and rafts.		
			<p>A8-IIIB-D.6.2-4</p> <p>D.6.2 Facilities shall be provided for the rapid evacuation of the aeroplane in conditions likely to occur following an emergency landing. Such facilities shall be related to the passenger and crew capacity of the aeroplane and shall be shown to be suitable for their intended purpose.</p> <p>D.6.3 The interior layout of the cabin and the position and number of emergency exits, including the means of locating and illuminating the escape paths and exits, shall be such as to facilitate rapid evacuation of the aeroplane in conditions likely to occur following an emergency landing.</p> <p>D.6.4 On aeroplanes certificated for ditching conditions, provisions shall be made in the design to give maximum practicable assurance that safe evacuation from the aeroplane of passengers and crew can be executed in case of ditching.</p>		



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B07	I	2	A6-I- 6.10(f)	All aeroplanes, when operated at night shall be equipped with: f) an electric torch for each crew member station.	Insufficient number of serviceable torches for each cabin crew member (night flight)	Indicate the particulars of the situation observed
			A8-III A-8.3 A8-V-F.3 A8-III B-F.3	Prescribed safety and survival equipment that the crew or passengers are expected to use or operate at the time of an emergency shall be reliable, readily accessible and easily identified, and its method of operation shall be plainly marked.		
B07	I	2	A6-I- 6.10(f)	All aeroplanes, when operated at night shall be equipped with: f) an electric torch for each crew member station.	Electric torches not readily accessible for some of the cabin crew during night operation	Indicate the particulars of the situation observed
			A8-III A-8.3 A8-V-F.3 A8-III B-F.3	Prescribed safety and survival equipment that the crew or passengers are expected to use or operate at the time of an emergency shall be reliable, readily accessible and easily identified, and its method of operation shall be plainly marked.		
B07	I	3	A8-III A-4.1.7	Ch. 4.1.7 - Emergency landing provisions 4.1.7.2 Facilities shall be provided for the rapid evacuation of the aeroplane in conditions likely to occur following an emergency landing. Such facilities shall be related to the passenger and crew capacity of the aeroplane. 4.1.7.3 The interior layout of the cabin and the position and number of emergency exits, including the means of locating and illuminating the escape paths and exits shall be such as to facilitate rapid evacuation of the aeroplane in conditions likely to occur following an emergency landing.	Emergency exit sign(s) out of order (outside MEL limits).	Indicate the particulars of the situation observed
			A8-III A-8.3 A8-V-F.3 A8-III B-F.3	Prescribed safety and survival equipment that the crew or passengers are expected to use or operate at the time of an emergency shall be reliable, readily accessible and easily identified, and its method of operation shall be plainly marked.		



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			<p>A8-III B-I.4</p> <p>I.4 Evacuation</p> <p>The aeroplane shall be equipped with sufficient emergency exits to allow maximum opportunity for cabin evacuation within an appropriate time period. Items to be considered shall include:</p> <p>a) number of seats and seating configuration;</p> <p>b) number, location and size of exits;</p> <p>c) marking of exits and provision of instructions for use;</p> <p>d) likely blockages of exits;</p> <p>e) operation of exits; and</p> <p>f) positioning and weight of evacuation equipment at exits, e.g. slides and rafts.</p>		
			<p>A8-III B-D.6.2-4</p> <p>D.6.2 Facilities shall be provided for the rapid evacuation of the aeroplane in conditions likely to occur following an emergency landing. Such facilities shall be related to the passenger and crew capacity of the aeroplane and shall be shown to be suitable for their intended purpose.</p> <p>D.6.3 The interior layout of the cabin and the position and number of emergency exits, including the means of locating and illuminating the escape paths and exits, shall be such as to facilitate rapid evacuation of the aeroplane in conditions likely to occur following an emergency landing.</p> <p>D.6.4 On aeroplanes certificated for ditching conditions, provisions shall be made in the design to give maximum practicable assurance that safe evacuation from the aeroplane of passengers and crew can be executed in case of ditching.</p>		
B07	I	3	<p>A8-III A-4.1.7</p> <p>Ch. 4.1.7 - Emergency landing provisions</p> <p>4.1.7.2 Facilities shall be provided for the rapid evacuation of the aeroplane in conditions likely to occur following an emergency landing. Such facilities shall be related to the</p>	No or inappropriate system for illuminating the escape paths	Indicate the particulars of the situation observed



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			<p>passenger and crew capacity of the aeroplane.</p> <p>4.1.7.3 The interior layout of the cabin and the position and number of emergency exits, including the means of locating and illuminating the escape paths and exits shall be such as to facilitate rapid evacuation of the aeroplane in conditions likely to occur following an emergency landing.</p>		
		<p>A8-III A-8.3 A8-V-F.3 A8-III B-F.3</p>	<p>Prescribed safety and survival equipment that the crew or passengers are expected to use or operate at the time of an emergency shall be reliable, readily accessible and easily identified, and its method of operation shall be plainly marked.</p>		
		<p>A8-III B-D.6.2-4</p>	<p>D.6.2 Facilities shall be provided for the rapid evacuation of the aeroplane in conditions likely to occur following an emergency landing. Such facilities shall be related to the passenger and crew capacity of the aeroplane and shall be shown to be suitable for their intended purpose.</p> <p>D.6.3 The interior layout of the cabin and the position and number of emergency exits, including the means of locating and illuminating the escape paths and exits, shall be such as to facilitate rapid evacuation of the aeroplane in conditions likely to occur following an emergency landing.</p> <p>D.6.4 On aeroplanes certificated for ditching conditions, provisions shall be made in the design to give maximum practicable assurance that safe evacuation from the aeroplane of passengers and crew can be executed in case of ditching.</p>		



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B07	I	2	A8-III A-4.1.7	<p>Ch. 4.1.7 - Emergency landing provisions</p> <p>4.1.7.2 Facilities shall be provided for the rapid evacuation of the aeroplane in conditions likely to occur following an emergency landing. Such facilities shall be related to the passenger and crew capacity of the aeroplane.</p> <p>4.1.7.3 The interior layout of the cabin and the position and number of emergency exits, including the means of locating and illuminating the escape paths and exits shall be such as to facilitate rapid evacuation of the aeroplane in conditions likely to occur following an emergency landing.</p>	Emergency exit(s) not marked with the appropriate operating instructions	Indicate the particulars of the situation observed
			A8-III B-D.6.2-4	<p>D.6.2 Facilities shall be provided for the rapid evacuation of the aeroplane in conditions likely to occur following an emergency landing. Such facilities shall be related to the passenger and crew capacity of the aeroplane and shall be shown to be suitable for their intended purpose.</p> <p>D.6.3 The interior layout of the cabin and the position and number of emergency exits, including the means of locating and illuminating the escape paths and exits, shall be such as to facilitate rapid evacuation of the aeroplane in conditions likely to occur following an emergency landing.</p> <p>D.6.4 On aeroplanes certificated for ditching conditions, provisions shall be made in the design to give maximum practicable assurance that safe evacuation from the aeroplane of passengers and crew can be executed in case of ditching.</p>		
			A8-III A-8.3 A8-V-F.3 A8-III B-F.3	<p>Prescribed safety and survival equipment that the crew or passengers are expected to use or operate at the time of an emergency shall be reliable, readily accessible and easily identified, and its method of operation shall be plainly marked.</p>		
B07	I	3	A6-I- 6.10(f)	<p>All aeroplanes, when operated at night shall be equipped with:</p> <p>f) an electric torch for each crew member station.</p>	None of the cabin crew members has an electric torch readily accessible	Indicate the particulars of the situation observed



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			A8-III A-8.3 A8-V-F.3 A8-III B-F.3	Prescribed safety and survival equipment that the crew or passengers are expected to use or operate at the time of an emergency shall be reliable, readily accessible and easily identified, and its method of operation shall be plainly marked.		
B07	I	3	A8-III A-4.1.7	Ch. 4.1.7 - Emergency landing provisions 4.1.7.2 Facilities shall be provided for the rapid evacuation of the aeroplane in conditions likely to occur following an emergency landing. Such facilities shall be related to the passenger and crew capacity of the aeroplane. 4.1.7.3 The interior layout of the cabin and the position and number of emergency exits, including the means of locating and illuminating the escape paths and exits shall be such as to facilitate rapid evacuation of the aeroplane in conditions likely to occur following an emergency landing.	Emergency facilities unserviceable (outside MEL)	Indicate the particulars of the situation observed
			A8-III B-I.4	I.4 Evacuation The aeroplane shall be equipped with sufficient emergency exits to allow maximum opportunity for cabin evacuation within an appropriate time period. Items to be considered shall include: a) number of seats and seating configuration; b) number, location and size of exits; c) marking of exits and provision of instructions for use; d) likely blockages of exits; e) operation of exits; and f) positioning and weight of evacuation equipment at exits, e.g. slides and rafts.		
			A8-III B-D.6.2-4	D.6.2 Facilities shall be provided for the rapid evacuation of the aeroplane in conditions likely to occur following an emergency landing. Such facilities shall be related to the passenger and crew capacity of the aeroplane and shall		



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				<p>be shown to be suitable for their intended purpose.</p> <p>D.6.3 The interior layout of the cabin and the position and number of emergency exits, including the means of locating and illuminating the escape paths and exits, shall be such as to facilitate rapid evacuation of the aeroplane in conditions likely to occur following an emergency landing.</p> <p>D.6.4 On aeroplanes certificated for ditching conditions, provisions shall be made in the design to give maximum practicable assurance that safe evacuation from the aeroplane of passengers and crew can be executed in case of ditching.</p>		
B07	I	3	A8-III A-4.1.7	<p>Ch. 4.1.7 - Emergency landing provisions</p> <p>4.1.7.2 Facilities shall be provided for the rapid evacuation of the aeroplane in conditions likely to occur following an emergency landing. Such facilities shall be related to the passenger and crew capacity of the aeroplane.</p> <p>4.1.7.3 The interior layout of the cabin and the position and number of emergency exits, including the means of locating and illuminating the escape paths and exits shall be such as to facilitate rapid evacuation of the aeroplane in conditions likely to occur following an emergency landing.</p>	Number of passengers on board exceeds the maximum allowed in case of unserviceable emergency exit(s)	Indicate the particulars of the situation observed
			A8-III B-I.4	<p>I.4 Evacuation</p> <p>The aeroplane shall be equipped with sufficient emergency exits to allow maximum opportunity for cabin evacuation within an appropriate time period. Items to be considered shall include:</p> <ul style="list-style-type: none"> a) number of seats and seating configuration; b) number, location and size of exits; c) marking of exits and provision of instructions for use; d) likely blockages of exits; 		



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				e) operation of exits; and f) positioning and weight of evacuation equipment at exits, e.g. slides and rafts.		
			A8-III B-D.6.2-4	<p>D.6.2 Facilities shall be provided for the rapid evacuation of the aeroplane in conditions likely to occur following an emergency landing. Such facilities shall be related to the passenger and crew capacity of the aeroplane and shall be shown to be suitable for their intended purpose.</p> <p>D.6.3 The interior layout of the cabin and the position and number of emergency exits, including the means of locating and illuminating the escape paths and exits, shall be such as to facilitate rapid evacuation of the aeroplane in conditions likely to occur following an emergency landing.</p> <p>D.6.4 On aeroplanes certificated for ditching conditions, provisions shall be made in the design to give maximum practicable assurance that safe evacuation from the aeroplane of passengers and crew can be executed in case of ditching.</p>		



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Inspection Item	Inspections Item Title			Inspecting Instructions		
B08	Slides/Life-Rafts (as required), ELT			<p>Check number and serviceability of slide / life rafts.</p> <p><i>Note: Serviceability of the slides may be assessed by checking the pressure gauge (if installed) or, when available, by checking the expiry (or next inspection) date. If the expiry (or next inspection) date is overdue consider unserviceable and check against the aeroplane MEL.</i></p> <p><i>Note: ICAO requires the carriage of floatation devices only for over-water flights (see the Annex 6 references below). If neither the inbound nor the outbound flight or series of flights are over-water flights, then findings should not be raised for this inspection item.</i></p> <p>Check presence and type of ELT (s) and serviceability.</p> <p>To verify that an ELT is broadcasting on 406 MHz evidence may be found on the Aircraft Radio Station Licence (although there is no requirement for the frequency to be listed there) or in the Operations Manual (included in the list containing the emergency and survival equipment).</p> <p><i>Note: If no evidence could be found as to what frequency the ELT is broadcasting then this should be reported as a General Remark (Cat. G)</i></p> <p>Check equipment for pyrotechnical distress signals (if required and easily accessible)</p>		
Inspection Item	Std.	Cat.	Std. ref.	Standard's Text	Pre-described Finding	Instructions for completing the detailed description
B08	I	2	A6-I-6.5.3.1(b)	<p>6.5.3.1 In addition to the equipment prescribed in 6.5.1 or 6.5.2 whichever is applicable, the following equipment shall be installed in all aeroplanes when used over routes on which the aeroplane may be over water and at more than a distance corresponding to 120 minutes at cruising speed or 740 km (400 NM), whichever is the lesser, away from land suitable for making an emergency landing in the case of aircraft operated in accordance with 5.2.9 or 5.2.10, and 30 minutes or 185 km (100 NM), whichever is the lesser, for all other aeroplanes:</p> <p>a) equipment for making the pyrotechnical distress signals described in Annex 2.;</p>	No equipment for making the pyrotechnical distress signals when required for long-range over water flights	Indicate the particulars of the situation observed
B08	I	3	A6-I-6.5.3.1(a)	<p>6.5.3.1 In addition to the equipment prescribed in 6.5.1 or 6.5.2 whichever is applicable, the following equipment shall be installed in all aeroplanes when used over routes</p>	Insufficient number of rafts and required for long-range over water flights	Indicate the particulars of the situation observed



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				<p>on which the aeroplane may be over water and at more than a distance corresponding to 120 minutes at cruising speed or 740 km (400 NM), whichever is the lesser, away from land suitable for making an emergency landing in the case of aircraft operated in accordance with 5.2.9 or 5.2.10, and 30 minutes or 185 km (100 NM), whichever is the lesser, for all other aeroplanes:</p> <p>a) life-saving rafts in sufficient numbers to carry all persons on board, stowed so as to facilitate their ready use in emergency, provided with such life-saving equipment including means of sustaining life as is appropriate to the flight to be undertaken;</p>		
B08	I	3	A6-I-6.17.8	Except as provided for in 6.17.9, from 1 July 2008, all aeroplanes authorized to carry more than 19 passengers shall be equipped with at least one automatic ELT or two ELTs of any type.	Aircraft not equipped with at least one serviceable automatic ELT or 2 serviceable ELTs of any type (a/c authorised to carry more than 19 pax, first CofA issued at or before 1 July 2008)	Indicate the particulars of the situation observed
B08	I	3	A6-I-6.17.9	All aeroplanes authorized to carry more than 19 passengers for which the individual certificate of airworthiness is first issued after 1 July 2008 shall be equipped with at least two ELTs, one of which shall be automatic.	Aircraft not equipped with at least 2 serviceable ELTs, one of which is an automatic ELT (a/c authorised to carry more than 19 pax, first CofA issued after 1 July 2008)	Indicate the particulars of the situation observed
B08	I	3	A6-I-6.17.10	Except as provided for in 6.17.11, from 1 July 2008, all aeroplanes authorized to carry 19 passengers or less shall be equipped with at least one ELT of any type.	Aircraft not equipped with at least one serviceable ELT of any type (a/c authorised to carry 19 or less pax, first CofA issued at or before 1 July 2008)	Indicate the particulars of the situation observed
B08	I	3	A6-I-6.17.11	All aeroplanes authorized to carry 19 passengers or less for which the individual certificate of airworthiness is first issued after 1 July 2008 shall be equipped with at least one automatic ELT.	Aircraft not equipped with at least one serviceable automatic ELT (a/c authorised to carry 19 or less pax, first CofA issued after 1 July 2008)	Indicate the particulars of the situation observed
B08	I	3	A6-I-6.17.12	ELT equipment carried to satisfy the requirements of 6.17.7, 6.17.8, 6.17.9, 6.17.10 and 6.17.11 shall operate in accordance with the relevant provisions of Annex 10, Volume III.	ELT(s) not capable of simultaneously transmitting on 406 MHz and 121.5 MHz	Indicate the particulars of the situation observed
			A10-III-Ch.2-5.1.4	From 1 January 2005, emergency locator transmitters shall operate on 406 MHz and 121.5 MHz simultaneously.		
B08	I	3	A6-I-6.17.8	Except as provided for in 6.17.9, from 1 July 2008, all aeroplanes authorized to carry more than 19 passengers shall be equipped with at least one automatic ELT or two ELTs of any type.	Portable ELT not at indicated location	Indicate the particulars of the situation observed



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			A6-I-6.17.9	All aeroplanes authorized to carry more than 19 passengers for which the individual certificate of airworthiness is first issued after 1 July 2008 shall be equipped with at least two ELTs, one of which shall be automatic.		
			A6-I-6.17.10	Except as provided for in 6.17.11, from 1 July 2008, all aeroplanes authorized to carry 19 passengers or less shall be equipped with at least one ELT of any type.		
			A6-I-6.17.11	All aeroplanes authorized to carry 19 passengers or less for which the individual certificate of airworthiness is first issued after 1 July 2008 shall be equipped with at least one automatic ELT.		
			A6-I-6.17.12	ELT equipment carried to satisfy the requirements of 6.17.7, 6.17.8, 6.17.9, 6.17.10 and 6.17.11 shall operate in accordance with the relevant provisions of Annex 10, Volume III.		
			A8-III A-8.3 A8-V-F.3 A8-IIIB-F.3	Prescribed safety and survival equipment that the crew or passengers are expected to use or operate at the time of an emergency shall be reliable, readily accessible and easily identified, and its method of operation shall be plainly marked.		



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Inspection Item	Inspections Item Title			Inspecting Instructions												
B09	Oxygen Supply			<p>Check if the PBE is at the indicated location and adequately marked with its operating instructions. Check cabin oxygen quantity (pressure gauge or electronic display) when stored oxygen is used. Check portable breathing equipment for serviceability and minimum number (against MEL). Check number / serviceability of oxygen dispensing units or oxygen masks (when possible) <i>Note: if the oxygen masks and bottle fittings are not compatible, consider the oxygen mask as unserviceable.</i> <i>Note: Approximate altitude in the Standard Atmosphere corresponding to the value of absolute pressure used in this text is as follows:</i></p> <table border="0"> <tr> <td><i>Absolute pressure</i></td> <td><i>Metres</i></td> <td><i>Feet</i></td> </tr> <tr> <td>700 hPa</td> <td>..... 3 000</td> <td>10 000</td> </tr> <tr> <td>620 hPa</td> <td>..... 4 000</td> <td>13 000</td> </tr> <tr> <td>376 hPa</td> <td>..... 7 600</td> <td>25 000</td> </tr> </table>	<i>Absolute pressure</i>	<i>Metres</i>	<i>Feet</i>	700 hPa 3 000	10 000	620 hPa 4 000	13 000	376 hPa 7 600	25 000
<i>Absolute pressure</i>	<i>Metres</i>	<i>Feet</i>														
700 hPa 3 000	10 000														
620 hPa 4 000	13 000														
376 hPa 7 600	25 000														
Inspection Item	Std.	Cat.	Std. ref.	Standard's Text	Pre-described Finding	Instructions for completing the detailed description										
B09	I	2	A6-I-4.3.8.1	<p>A flight to be operated at flight altitudes at which the atmospheric pressure in personnel compartments will be less than 700 hPa shall not be commenced unless sufficient stored breathing oxygen is carried to supply:</p> <p>a) all crew members and 10 per cent of the passengers for any period in excess of 30 minutes that the pressure in compartments occupied by them will be between 700 hPa and 620 hPa; and</p> <p>b) the crew and passengers for any period that the atmospheric pressure in compartments occupied by them will be less than 620 hPa.</p>	Portable breathing equipment not at indicated location	Indicate the particulars of the situation observed										
		A6-I-6.7.1	<p>An aeroplane intended to be operated at flight altitudes at which the atmospheric pressure is less than 700 hPa in personnel compartments shall be equipped with oxygen storage and dispensing apparatus capable of storing and dispensing the oxygen supplies required in Annex 6 Part I Chapter 4.3.8.1.</p>													
		A8-IIIA-8.3 A8-V-F.3 A8-IIIB-F.3	<p>Prescribed safety and survival equipment that the crew or passengers are expected to use or operate at the time of an emergency shall be reliable, readily accessible and easily identified, and its method of operation shall be plainly marked.</p>													



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B09	I	2	A6-I-4.3.8.1	<p>A flight to be operated at flight altitudes at which the atmospheric pressure in personnel compartments will be less than 700 hPa shall not be commenced unless sufficient stored breathing oxygen is carried to supply:</p> <p>a) all crew members and 10 per cent of the passengers for any period in excess of 30 minutes that the pressure in compartments occupied by them will be between 700 hPa and 620 hPa; and</p> <p>b) the crew and passengers for any period that the atmospheric pressure in compartments occupied by them will be less than 620 hPa.</p>	Oxygen supply not readily accessible and required for the type of flight	Indicate the particulars of the situation observed
			A6-I-6.7.1	An aeroplane intended to be operated at flight altitudes at which the atmospheric pressure is less than 700 hPa in personnel compartments shall be equipped with oxygen storage and dispensing apparatus capable of storing and dispensing the oxygen supplies required in Annex 6 Part I Chapter 4.3.8.1.		
			A8-III A-8.3 A8-V-F.3 A8-III B-F.3	Prescribed safety and survival equipment that the crew or passengers are expected to use or operate at the time of an emergency shall be reliable, readily accessible and easily identified, and its method of operation shall be plainly marked.		
B09	I	2	A6-I-6.7.5	An aeroplane intended to be operated at flight altitudes at which the atmospheric pressure is less than 376 hPa, or which, if operated at flight altitudes at which the atmospheric pressure is more than 376 hPa, cannot descend safely within four minutes to a flight altitude at which the atmospheric pressure is equal to 620 hPa and for which the individual certificate of airworthiness is first issued on or after 9 November 1998, shall be provided with automatically deployable oxygen equipment to satisfy the requirements of Annex 6 Part I Chapter 4.3.8.2. The total number of oxygen dispensing units shall exceed the number of passenger and cabin crew seats by at least 10 per cent.	Aeroplane not equipped with an automatic deployable oxygen system (individual CofA issued on or after 9 November 1998)	
B09	I	2	A6-I-6.7.5	An aeroplane intended to be operated at flight altitudes at which the atmospheric pressure is less than 376 hPa, or which, if operated at flight altitudes at which the atmospheric pressure is more than 376 hPa, cannot descend safely within four minutes to a flight altitude at	The number of serviceable oxygen dispensing units does not meet the minimum number requirements (individual CofA issued on or after 9 November 1998)	Indicate the particulars of the situation observed



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				which the atmospheric pressure is equal to 620 hPa and for which the individual certificate of airworthiness is first issued on or after 9 November 1998, shall be provided with automatically deployable oxygen equipment to satisfy the requirements of Annex 6 Part I Chapter 4.3.8.2. The total number of oxygen dispensing units shall exceed the number of passenger and cabin crew seats by at least 10 per cent.		
B09	I	2	A6-I-4.3.8.2	A flight to be operated with a pressurized aeroplane shall not be commenced unless a sufficient quantity of stored breathing oxygen is carried to supply all the crew members and passengers, as is appropriate to the circumstances of the flight being undertaken, in the event of loss of pressurization, for any period that the atmospheric pressure in any compartment occupied by them would be less than 700 hPa. In addition, when an aeroplane is operated at flight altitudes at which the atmospheric pressure is less than 376 hPa, or which, if operated at flight altitudes at which the atmospheric pressure is more than 376 hPa and cannot descend safely within four minutes to a flight altitude at which the atmospheric pressure is equal to 620 hPa, there shall be no less than a 10-minute supply for the occupants of the passenger compartment.	Oxygen equipment not adequately marked with its operating instructions	Indicate the particulars of the situation observed
			A8-III A-8.3 A8-V-F.3 A8-III B-F.3	Prescribed safety and survival equipment that the crew or passengers are expected to use or operate at the time of an emergency shall be reliable, readily accessible and easily identified, and its method of operation shall be plainly marked.		
			A6-I-6.7.2	An aeroplane intended to be operated at flight altitudes at which the atmospheric pressure is less than 700 hPa but which is provided with means of maintaining pressures greater than 700 hPa in personnel compartments shall be provided with oxygen storage and dispensing apparatus capable of storing and dispensing the oxygen supplies required in Annex 6 Part I Chapter 4.3.8.2.		
B09	I	3	A6-I-4.3.8.1	A flight to be operated at flight altitudes at which the atmospheric pressure in personnel compartments will be less than 700 hPa shall not be commenced unless sufficient stored breathing oxygen is carried to supply: a) all crew members and 10 per cent of the passengers	Insufficient oxygen masks for all cabin crew and 10% of passengers (and required for the type of flight)	Indicate the particulars of the situation observed



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				<p>for any period in excess of 30 minutes that the pressure in compartments occupied by them will be between 700 hPa and 620 hPa; and</p> <p>b) the crew and passengers for any period that the atmospheric pressure in compartments occupied by them will be less than 620 hPa.</p>		
			A6-I-6.7.1	An aeroplane intended to be operated at flight altitudes at which the atmospheric pressure is less than 700 hPa but which is provided with means of maintaining pressures greater than 700 hPa in personnel compartments shall be provided with oxygen storage and dispensing apparatus capable of storing and dispensing the oxygen supplies required in Annex 6 Part I Chapter 4.3.8.2.		
B09	I	3	A6-I-6.7.5	An aeroplane intended to be operated at flight altitudes at which the atmospheric pressure is less than 376 hPa, or which, if operated at flight altitudes at which the atmospheric pressure is more than 376 hPa, cannot descend safely within four minutes to a flight altitude at which the atmospheric pressure is equal to 620 hPa and for which the individual certificate of airworthiness is first issued on or after 9 November 1998, shall be provided with automatically deployable oxygen equipment to satisfy the requirements of Annex 6 Part I Chapter 4.3.8.2. The total number of oxygen dispensing units shall exceed the number of passenger and cabin crew seats by at least 10 per cent.	Automatic oxygen deploying system unserviceable (damaged/taped drop-out panels) and no other means available to supply oxygen	Indicate the particulars of the situation observed
B09	I	3	A6-I-4.3.8.1	<p>A flight to be operated at flight altitudes at which the atmospheric pressure in personnel compartments will be less than 700 hPa shall not be commenced unless sufficient stored breathing oxygen is carried to supply:</p> <p>a) all crew members and 10 per cent of the passengers for any period in excess of 30 minutes that the pressure in compartments occupied by them will be between 700 hPa and 620 hPa; and</p> <p>b) the crew and passengers for any period that the atmospheric pressure in compartments occupied by them will be less than 620 hPa.</p>	Oxygen dispensing equipment unserviceable (low pressure, clearly overdue, damaged) and not identified as such and required for the type of flight	Indicate the particulars of the situation observed
			A6-I-6.7.1	An aeroplane intended to be operated at flight altitudes at which the atmospheric pressure is less than 700 hPa but		



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				which is provided with means of maintaining pressures greater than 700 hPa in personnel compartments shall be provided with oxygen storage and dispensing apparatus capable of storing and dispensing the oxygen supplies required in Annex 6 Part I Chapter 4.3.8.2.		
B09	I	3	A6-I-4.3.8.1	<p>A flight to be operated at flight altitudes at which the atmospheric pressure in personnel compartments will be less than 700 hPa shall not be commenced unless sufficient stored breathing oxygen is carried to supply:</p> <p>a) all crew members and 10 per cent of the passengers for any period in excess of 30 minutes that the pressure in compartments occupied by them will be between 700 hPa and 620 hPa; and</p> <p>b) the crew and passengers for any period that the atmospheric pressure in compartments occupied by them will be less than 620 hPa.</p>	Oxygen masks not available for all occupants (flight above FL 130)	Indicate the particulars of the situation observed
			A6-I-6.7.1	An aeroplane intended to be operated at flight altitudes at which the atmospheric pressure is less than 700 hPa but which is provided with means of maintaining pressures greater than 700 hPa in personnel compartments shall be provided with oxygen storage and dispensing apparatus capable of storing and dispensing the oxygen supplies required in Annex 6 Part I Chapter 4.3.8.2.		
B09	I	3	A6-I-4.3.8.1	<p>A flight to be operated at flight altitudes at which the atmospheric pressure in personnel compartments will be less than 700 hPa shall not be commenced unless sufficient stored breathing oxygen is carried to supply:</p> <p>a) all crew members and 10 per cent of the passengers for any period in excess of 30 minutes that the pressure in compartments occupied by them will be between 700 hPa and 620 hPa; and</p> <p>b) the crew and passengers for any period that the atmospheric pressure in compartments occupied by them will be less than 620 hPa.</p>	Insufficient oxygen and/or serviceable oxygen masks and required for the type of flight	Indicate the particulars of the situation observed
			A6-I-6.7.1	An aeroplane intended to be operated at flight altitudes at which the atmospheric pressure is less than 700 hPa but which is provided with means of maintaining pressures greater than 700 hPa in personnel compartments shall be		



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				provided with oxygen storage and dispensing apparatus capable of storing and dispensing the oxygen supplies required in Annex 6 Part I Chapter 4.3.8.2.		
B09	I	3	A8-III A-4.1.7.1	Provisions shall be made in the design of the aeroplane to protect the occupants, in the event of an emergency landing, from fire and from the direct effects of deceleration forces as well as from injuries arising from the effect of deceleration forces on the aeroplane's interior equipment.	Oxygen bottles not correctly secured	Indicate the particulars of the situation observed
			A8-III B-D.6.1	Provisions shall be made in the design of the aeroplane to protect the occupants, in the event of an emergency landing, from fire and from the direct effects of deceleration forces as well as from injuries arising from the effect of deceleration forces on the aeroplane's interior equipment.		



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Inspection Item	Inspections Item Title			Inspecting Instructions		
B10	Safety Instructions			<p>Note: ICAO requires that certain safety relevant information is conveyed to the passengers. The method used may be determined by the operator (ABC, oral briefing, video demonstration). Therefore, briefing cards may not always be on board and may not constitute a finding.</p> <p>If ABCs are on board, check for their accuracy and that sufficient numbers are available. If no ABCs are on board, verify if the alternative method used conveys the required information. <i>Note: ABC = Aircraft Briefing Cards</i></p>		
Inspection Item	Std.	Cat.	Std. ref.	Standard's Text	Pre-described Finding	Instructions for completing the detailed description
B10	I	1	A6-I-4.2.12.1	<p>An operator shall ensure that passengers are made familiar with the location and use of:</p> <p>a) seat belts; b) emergency exits; c) life jackets, if the carriage of life jackets is prescribed; d) oxygen dispensing equipment, if the provision of oxygen for the use of passengers is prescribed; and e) other emergency equipment provided for individual use, including passenger emergency briefing cards.</p>	Insufficient Aircraft Briefing Cards for all passengers on board	Indicate the particulars of the situation observed
			A6-I-6.2.2 (d)	<p>An aeroplane shall be equipped with:</p> <p>d) means of ensuring that the following information and instructions are conveyed to passengers: 1) when seat belts are to be fastened; 2) when and how oxygen equipment is to be used if the carriage of oxygen is required; 3) restrictions on smoking; 4) location and use of life jackets or equivalent individual floatation devices where their carriage is required; and 5) location and method of opening emergency exits;</p>		
B10	I	1	A6-I-4.2.12.1	<p>An operator shall ensure that passengers are made familiar with the location and use of:</p> <p>a) seat belts; b) emergency exits; c) life jackets, if the carriage of life jackets is prescribed; d) oxygen dispensing equipment, if the provision of</p>	Aircraft briefing cards in poor condition	Indicate the particulars of the situation observed



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				oxygen for the use of passengers is prescribed; and e) other emergency equipment provided for individual use, including passenger emergency briefing cards.		
			A6-I-6.2.2 (d)	An aeroplane shall be equipped with: d) means of ensuring that the following information and instructions are conveyed to passengers: 1) when seat belts are to be fastened; 2) when and how oxygen equipment is to be used if the carriage of oxygen is required; 3) restrictions on smoking; 4) location and use of life jackets or equivalent individual floatation devices where their carriage is required; and 5) location and method of opening emergency exits;		
B10	I	2	A6-I-4.2.12.1	An operator shall ensure that passengers are made familiar with the location and use of: a) seat belts; b) emergency exits; c) life jackets, if the carriage of life jackets is prescribed; d) oxygen dispensing equipment, if the provision of oxygen for the use of passengers is prescribed; and e) other emergency equipment provided for individual use, including passenger emergency briefing cards.	Instructions cards contain inaccurate information	Indicate the particulars of the situation observed
			A6-I-6.2.2 (d)	An aeroplane shall be equipped with: d) means of ensuring that the following information and instructions are conveyed to passengers: 1) when seat belts are to be fastened; 2) when and how oxygen equipment is to be used if the carriage of oxygen is required; 3) restrictions on smoking; 4) location and use of life jackets or equivalent individual floatation devices where their carriage is required; and 5) location and method of opening emergency exits;		



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B10	I	2	A6-I-4.2.12.1	An operator shall ensure that passengers are made familiar with the location and use of: a) seat belts; b) emergency exits; c) life jackets, if the carriage of life jackets is prescribed; d) oxygen dispensing equipment, if the provision of oxygen for the use of passengers is prescribed; and e) other emergency equipment provided for individual use, including passenger emergency briefing cards.	'Fasten seat belt' sign(s) unserviceable	Indicate the particulars of the situation observed
			A6-I-6.2.2 (d)	An aeroplane shall be equipped with: d) means of ensuring that the following information and instructions are conveyed to passengers: 1) when seat belts are to be fastened; 2) when and how oxygen equipment is to be used if the carriage of oxygen is required; 3) restrictions on smoking; 4) location and use of life jackets or equivalent individual floatation devices where their carriage is required; and 5) location and method of opening emergency exits;		
B10	I	2	A6-I-4.2.12.1	An operator shall ensure that passengers are made familiar with the location and use of: a) seat belts; b) emergency exits; c) life jackets, if the carriage of life jackets is prescribed; d) oxygen dispensing equipment, if the provision of oxygen for the use of passengers is prescribed; and e) other emergency equipment provided for individual use, including passenger emergency briefing cards.	'Return to Seat' signs in lavatory unserviceable	Indicate the particulars of the situation observed
			A6-I-6.2.2 (d)	An aeroplane shall be equipped with: d) means of ensuring that the following information and instructions are conveyed to passengers: 1) when seat belts are to be fastened; 2) when and how oxygen equipment is to be used if the		



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				<p>carriage of oxygen is required;</p> <p>3) restrictions on smoking;</p> <p>4) location and use of life jackets or equivalent individual floatation devices where their carriage is required; and</p> <p>5) location and method of opening emergency exits;</p>		
B10	I	3	A6-I-4.2.12.1	<p>An operator shall ensure that passengers are made familiar with the location and use of:</p> <p>a) seat belts;</p> <p>b) emergency exits;</p> <p>c) life jackets, if the carriage of life jackets is prescribed;</p> <p>d) oxygen dispensing equipment, if the provision of oxygen for the use of passengers is prescribed; and</p> <p>e) other emergency equipment provided for individual use, including passenger emergency briefing cards.</p>	No means to convey safety instructions to the passengers	Indicate the particulars of the situation observed
B10	I	3	A6-I-6.2.2 (d)	<p>An aeroplane shall be equipped with:</p> <p>d) means of ensuring that the following information and instructions are conveyed to passengers:</p> <p>1) when seat belts are to be fastened;</p> <p>2) when and how oxygen equipment is to be used if the carriage of oxygen is required;</p> <p>3) restrictions on smoking;</p> <p>4) location and use of life jackets or equivalent individual floatation devices where their carriage is required; and</p> <p>5) location and method of opening emergency exits;</p>	No safety instructions on board	Indicate the particulars of the situation observed
B10	I	3	A6-I-4.2.12.1	<p>An operator shall ensure that passengers are made familiar with the location and use of:</p> <p>a) seat belts;</p> <p>b) emergency exits;</p> <p>c) life jackets, if the carriage of life jackets is prescribed;</p> <p>d) oxygen dispensing equipment, if the provision of oxygen for the use of passengers is prescribed; and</p> <p>e) other emergency equipment provided for individual use, including passenger emergency briefing cards.</p>	Aircraft briefing cards not for the correct aircraft type	Indicate the particulars of the situation observed



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			A6-I-6.2.2 (d)	<p>An aeroplane shall be equipped with:</p> <p>d) means of ensuring that the following information and instructions are conveyed to passengers:</p> <ol style="list-style-type: none">1) when seat belts are to be fastened;2) when and how oxygen equipment is to be used if the carriage of oxygen is required;3) restrictions on smoking;4) location and use of life jackets or equivalent individual floatation devices where their carriage is required; and5) location and method of opening emergency exits;		
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Inspection Item	Inspections Item Title			Inspecting Instructions		
B11	Cabin crew members			<p>Check if the cabin crew composition meets the minimum crew requirements (available in the AFM)</p> <p>Check if the cabin crew members are familiar with the cabin emergency procedures and the location and/or operation of the emergency equipment.</p> <p>When refuelling with passengers on board, check if qualified personnel are at the required positions (in accordance with the operations manual). Furthermore check that a two way communication system with the ground crew is established.</p>		
Inspection Item	Std.	Cat.	Std. ref.	Standard's Text	Pre-described Finding	Instructions for completing the detailed description
B11	I	2	A6-I-12.1	An operator shall establish, to the satisfaction of the State of the Operator, the minimum number of cabin attendants required for each type of aeroplane, based on seating capacity or the number of passengers carried, in order to effect a safe and expeditious evacuation of the aeroplane, and the necessary functions to be performed in an emergency or a situation requiring emergency evacuation. The operator shall assign these functions for each type of aeroplane.	Cabin crew member(s) not familiar with the cabin emergency procedures	Indicate the particulars of the situation observed
B11	I	2	A6-I-12.1	An operator shall establish, to the satisfaction of the State of the Operator, the minimum number of cabin attendants required for each type of aeroplane, based on seating capacity or the number of passengers carried, in order to effect a safe and expeditious evacuation of the aeroplane, and the necessary functions to be performed in an emergency or a situation requiring emergency evacuation. The operator shall assign these functions for each type of aeroplane.	Cabin crew not familiar with the location and/or operation of emergency equipment	Indicate the particulars of the situation observed
B11	I	3	A6-I-12.1	An operator shall establish, to the satisfaction of the State of the Operator, the minimum number of cabin attendants required for each type of aeroplane, based on seating capacity or the number of passengers carried, in order to effect a safe and expeditious evacuation of the aeroplane, and the necessary functions to be performed in an emergency or a situation requiring emergency evacuation. The operator shall assign these functions for each type of aeroplane.	Insufficient number of cabin crew members	Indicate the particulars of the situation observed



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B11	I	3	A6-I-4.3.7	<p>4.3.7.1 An aeroplane shall not be refuelled when passengers are embarking, on board or disembarking unless it is properly attended by qualified personnel ready to initiate and direct an evacuation of the aeroplane by most practical and expeditious means available.</p> <p>4.3.7.2 When refuelling with passengers embarking, on board or disembarking, two-way communication shall be maintained by the aeroplane's inter-communication system or other suitable means between the ground crew supervising the refuelling and the qualified personnel on board the aeroplane.</p>	Qualified personnel not at their required positions when refuelling with passengers on board	Indicate the particulars of the situation observed
B11	I	3	A6-I-4.3.7	<p>4.3.7.1 An aeroplane shall not be refuelled when passengers are embarking, on board or disembarking unless it is properly attended by qualified personnel ready to initiate and direct an evacuation of the aeroplane by most practical and expeditious means available.</p> <p>4.3.7.2 When refuelling with passengers embarking, on board or disembarking, two-way communication shall be maintained by the aeroplane's inter-communication system or other suitable means between the ground crew supervising the refuelling and the qualified personnel on board the aeroplane.</p>	No 2-way communication established with the ground crew during refuelling with passengers on board	Indicate the particulars of the situation observed



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Inspection Item	Inspections Item Title			Inspecting Instructions		
B12	Access to emergency exits			<p>Check floor/carpets/panels condition <i>Note: if the poor condition of the carpet/floor panels do not endanger the rapid evacuation, this finding should be recorded under B01.</i></p> <p>Check if access to emergency exits impeded by baggage/seats/tables</p> <p>Note: Certain types of emergency exits may be oversized. Having seat rows next to such an exit, might not necessarily constitute a finding. As long as the remaining projected opening meets the minimum dimensions required for certification, no finding should be raised.</p> <p>Note: If the condition of the tray table latch is such that it fails to maintain the table in its upright position when it is subject to deceleration forces or shockloads, it should be raised as a finding. However, the categorisation depends on the location of the table concerned (adjacent to an emergency exit or not).</p> <p>Note: Depending on the certification standards, certain aircraft types may have special table latches near the emergency exits which should prevent inadvertent release of the tables during the evacuation of the aircraft. Only for those aircraft the absence of the special latches should be considered as a finding.</p>		
Inspection Item	Std.	Cat.	Std. ref.	Standard's Text	Pre-described Finding	Instructions for completing the detailed description
B12	I	3	A8-IIIA-4.1.7.2	<p>Aeroplanes over 5700 KG for which application for certification was submitted on or after 13 June 1960 but before 2 March 2004.</p> <p>4.1.7.2 Facilities shall be provided for the rapid evacuation of the aeroplane in conditions likely to occur following an emergency landing. Such facilities shall be related to the passenger and crew capacity of the aeroplane.</p>	Floor/carpet in poor condition affecting the rapid evacuation	Indicate the particulars of the situation observed
			A8-IIIB-1.4	<p>Aeroplanes over 5700 KG for which application for certification was submitted on or after 2 March 2004.</p> <p>The aeroplane shall be equipped with sufficient emergency exits to allow maximum opportunity for cabin evacuation within an appropriate time period. Items to be considered shall include:</p>		



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				<p>a) number of seats and seating configuration;</p> <p>b) number, location and size of exits;</p> <p>c) marking of exits and provision of instructions for use;</p> <p>d) likely blockages of exits;</p> <p>e) operation of exits; and</p> <p>f) positioning and weight of evacuation equipment at exits, e.g. slides and rafts.</p>		
B12	I	2	A8-III A-4.1.7.2	<p>Aeroplanes over 5700 KG for which application for certification was submitted on or after 13 June 1960 but before 2 March 2004.</p> <p>4.1.7.2 Facilities shall be provided for the rapid evacuation of the aeroplane in conditions likely to occur following an emergency landing. Such facilities shall be related to the passenger and crew capacity of the aeroplane.</p>	<p>Damaged wall panel in the vicinity of emergency exit possibly obstructing the exit</p>	<p>Indicate the particulars of the situation observed</p>
			A8-III B-I.4	<p>Aeroplanes over 5700 KG for which application for certification was submitted on or after 2 March 2004. The aeroplane shall be equipped with sufficient emergency exits to allow maximum opportunity for cabin evacuation within an appropriate time period. Items to be considered shall include:</p> <p>a) number of seats and seating configuration;</p> <p>b) number, location and size of exits;</p> <p>c) marking of exits and provision of instructions for use;</p> <p>d) likely blockages of exits;</p> <p>e) operation of exits; and</p> <p>f) positioning and weight of evacuation equipment at exits, e.g. slides and rafts.</p>		
B12	I	3	A8-III B-I.4(d)	<p>Aeroplanes over 5700 KG for which application for certification was submitted on or after 2 March 2004.</p> <p>The aeroplane shall be equipped with sufficient emergency exits to allow maximum opportunity for cabin evacuation within an appropriate time period. Items to be</p>	<p>Tray table latches can be opened in the direction of evacuation (not recessed or special one-way lock)</p>	<p>Indicate the particulars of the situation observed</p>



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				considered shall include: d) likely blockages of exits;		
B12	I	3	A8-III A-4.1.7.2	Aeroplanes over 5700 KG for which application for certification was submitted on or after 13 June 1960 but before 2 March 2004. 4.1.7.2 Facilities shall be provided for the rapid evacuation of the aeroplane in conditions likely to occur following an emergency landing. Such facilities shall be related to the passenger and crew capacity of the aeroplane.	Access to emergency exits impeded by baggage or cargo	Indicate the particulars of the situation observed
			A8-IIIB-I.4	Aeroplanes over 5700 KG for which application for certification was submitted on or after 2 March 2004. The aeroplane shall be equipped with sufficient emergency exits to allow maximum opportunity for cabin evacuation within an appropriate time period. Items to be considered shall include: a) number of seats and seating configuration; b) number, location and size of exits; c) marking of exits and provision of instructions for use; d) likely blockages of exits; e) operation of exits; and f) positioning and weight of evacuation equipment at exits, e.g. slides and rafts.		
B12	I	3	A8-III A-4.1.7.2	Aeroplanes over 5700 KG for which application for certification was submitted on or after 13 June 1960 but before 2 March 2004. 4.1.7.2 Facilities shall be provided for the rapid evacuation of the aeroplane in conditions likely to occur following an emergency landing. Such facilities shall be related to the passenger and crew capacity of the aeroplane.	Access to emergency exits impeded by seats (total rows)	Indicate the particulars of the situation observed
			A8-IIIB-I.4	Aeroplanes over 5700 KG for which application for certification was submitted on or after 2 March 2004. The aeroplane shall be equipped with sufficient		



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				<p>emergency exits to allow maximum opportunity for cabin evacuation within an appropriate time period. Items to be considered shall include:</p> <p>a) number of seats and seating configuration; b) number, location and size of exits; c) marking of exits and provision of instructions for use; d) likely blockages of exits;</p> <p>e) operation of exits; and f) positioning and weight of evacuation equipment at exits, e.g. slides and rafts.</p>		
B12	I	3	A8-III A-4.1.7.2	<p>Aeroplanes over 5700 KG for which application for certification was submitted on or after 13 June 1960 but before 2 March 2004.</p> <p>4.1.7.2 Facilities shall be provided for the rapid evacuation of the aeroplane in conditions likely to occur following an emergency landing. Such facilities shall be related to the passenger and crew capacity of the aeroplane.</p>	Cabin crew seat does not retract automatically impeding the access to emergency exit	Indicate the particulars of the situation observed
			A8-III B-1.4	<p>Aeroplanes over 5700 KG for which application for certification was submitted on or after 2 March 2004.</p> <p>The aeroplane shall be equipped with sufficient emergency exits to allow maximum opportunity for cabin evacuation within an appropriate time period. Items to be considered shall include:</p> <p>a) number of seats and seating configuration; b) number, location and size of exits; c) marking of exits and provision of instructions for use; d) likely blockages of exits; e) operation of exits; and f) positioning and weight of evacuation equipment at exits, e.g. slides and rafts.</p>		



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B12	I	3	A8-III A-4.1.7.2	<p>Aeroplanes over 5700 KG for which application for certification was submitted on or after 13 June 1960 but before 2 March 2004.</p> <p>4.1.7.2 Facilities shall be provided for the rapid evacuation of the aeroplane in conditions likely to occur following an emergency landing. Such facilities shall be related to the passenger and crew capacity of the aeroplane.</p>	Access to emergency exits impeded by seats (oversized seat cushions)	Indicate the particulars of the situation observed
			A8-III B-I.4	<p>Aeroplanes over 5700 KG for which application for certification was submitted on or after 2 March 2004.</p> <p>The aeroplane shall be equipped with sufficient emergency exits to allow maximum opportunity for cabin evacuation within an appropriate time period. Items to be considered shall include:</p> <ul style="list-style-type: none"> a) number of seats and seating configuration; b) number, location and size of exits; c) marking of exits and provision of instructions for use; d) likely blockages of exits; e) operation of exits; and f) positioning and weight of evacuation equipment at exits, e.g. slides and rafts. 		
B12	I	3	A8-III A-4.1.7.2	<p>Aeroplanes over 5700 KG for which application for certification was submitted on or after 13 June 1960 but before 2 March 2004.</p> <p>4.1.7.2 Facilities shall be provided for the rapid evacuation of the aeroplane in conditions likely to occur following an emergency landing. Such facilities shall be related to the passenger and crew capacity of the aeroplane.</p>	Tray table locks can be opened in the direction of evacuation whilst certificated with special locks	Indicate the particulars of the situation observed and the details on the certification provisions
			A8-III B-I.4	<p>Aeroplanes over 5700 KG for which application for certification was submitted on or after 2 March 2004.</p> <p>The aeroplane shall be equipped with sufficient emergency exits to allow maximum opportunity for cabin evacuation within an appropriate time period. Items to be considered shall include:</p> <ul style="list-style-type: none"> a) number of seats and seating configuration; b) number, location and size of exits; c) marking of exits and provision of instructions for use; d) likely blockages of exits; 		



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				e) operation of exits; and f) positioning and weight of evacuation equipment at exits, e.g. slides and rafts.		
B12		1	A8-III A-4.1.7.2	Aeroplanes over 5700 KG for which application for certification was submitted on or after 13 June 1960 but before 2 March 2004. 4.1.7.2 Facilities shall be provided for the rapid evacuation of the aeroplane in conditions likely to occur following an emergency landing. Such facilities shall be related to the passenger and crew capacity of the aeroplane.	Tray table locks fail to maintain the tables in upright position in case of deceleration, shocks (for seats not adjacent to emergency exits.	Indicate the particulars of the situation observed
			A8-III B-1.4	Aeroplanes over 5700 KG for which application for certification was submitted on or after 2 March 2004. The aeroplane shall be equipped with sufficient emergency exits to allow maximum opportunity for cabin evacuation within an appropriate time period. Items to be considered shall include: a) number of seats and seating configuration; b) number, location and size of exits; c) marking of exits and provision of instructions for use; d) likely blockages of exits; e) operation of exits; and f) positioning and weight of evacuation equipment at exits, e.g. slides and rafts.		
B12		3	A8-III A-4.1.7.2	Aeroplanes over 5700 KG for which application for certification was submitted on or after 13 June 1960 but before 2 March 2004. 4.1.7.2 Facilities shall be provided for the rapid evacuation of the aeroplane in conditions likely to occur following an emergency landing. Such facilities shall be related to the passenger and crew capacity of the aeroplane.	Tray table locks fail to maintain the tables in upright position in case of deceleration, shocks (for seats adjacent to emergency exits.	Indicate the particulars of the situation observed
			A8-III B-1.4	Aeroplanes over 5700 KG for which application for certification was submitted on or after 2 March 2004. The aeroplane shall be equipped with sufficient emergency exits to allow maximum opportunity for cabin evacuation within an appropriate time period. Items to be considered shall include: a) number of seats and seating configuration; b) number, location and size of exits;		



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				<p>c) marking of exits and provision of instructions for use; d) likely blockages of exits; e) operation of exits; and f) positioning and weight of evacuation equipment at exits, e.g. slides and rafts.</p>		
B12	I	2	A8-IIIB-1.4 (c)(e)	<p>Aeroplanes over 5700 KG for which application for certification was submitted on or after 2 March 2004.</p> <p>The aeroplane shall be equipped with sufficient emergency exits to allow maximum opportunity for cabin evacuation within an appropriate time period. Items to be considered shall include: c) marking of exits and provision of instructions for use; e) operation of exits; and</p>	Emergency exit not marked with the appropriate operating instructions	Indicate the particulars of the situation observed
			A8-IIIA-8.3 A8-V-F.3 A8-IIIA-8.3	<p>Prescribed safety and survival equipment that the crew or passengers are expected to use or operate at the time of an emergency shall be reliable, readily accessible and easily identified, and its method of operation shall be plainly marked.</p>		



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Inspection Item	Inspections Item Title			Inspecting Instructions		
B13	Safety of passenger baggage			Check storage of baggage (including heavy and oversized baggage)		
Inspection Item	Std.	Cat.	Std. ref.	Standard's Text	Pre-described Finding	Instructions for completing the detailed description
B13	I	3	A6-I-4.8	The operator shall ensure that all baggage carried onto an aeroplane and taken into the passenger cabin is adequately and securely stowed.	Hard or heavy baggage stored in open hat-racks	Indicate the particulars of the situation observed
B13	I	3	A6-I-4.8	The operator shall ensure that all baggage carried onto an aeroplane and taken into the passenger cabin is adequately and securely stowed.	Baggage stowed in unserviceable overhead bins (although marked as unserviceable)	Indicate the particulars of the situation observed
B13	I	3	A6-I-4.8	The operator shall ensure that all baggage carried onto an aeroplane and taken into the passenger cabin is adequately and securely stowed.	Oversized baggage transported in the cabin	Indicate the particulars of the situation observed
B13	I	3	A6-I-4.8	The operator shall ensure that all baggage carried onto an aeroplane and taken into the passenger cabin is adequately and securely stowed.	Baggage not stowed securely	Indicate the particulars of the situation observed
B13	I	3	A6-I-4.8	The operator shall ensure that all baggage carried onto an aeroplane and taken into the passenger cabin is adequately and securely stowed.	Overhead bins loaded in excess of the placarded weight limitation	Indicate the particulars of the situation observed



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Inspection Item	Inspections Item Title			Inspecting Instructions		
B14	Seat capacity			Check number of available seats		
Inspection Item	Std.	Cat.	Std. ref.	Standard's Text	Pre-described Finding	Instructions for completing the detailed description
B14	I	3	A6-I-6.2.2(c)(1)	An aeroplane shall be equipped with: c) 1) a seat or berth for each person over an age to be determined by the State of the Operator.	Insufficient seats for all passengers on board	Indicate the particulars of the situation observed
B14	I	3	A6-I-6.2.2(c)(1)	An aeroplane shall be equipped with: c) 1) a seat or berth for each person over an age to be determined by the State of the Operator.	Seat(s)/berth(s) not certified to be installed on board of aircraft	Indicate the particulars of the situation observed



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Inspection Item	Inspections Item Title			Inspecting Instructions		
C01	General external condition			Check general condition of the airframe: <ul style="list-style-type: none"> • corrosion; • cleanliness (related to the ability to inspect the aircraft); • presence of ice, snow, frost; • legibility of markings, Note: markings may be in languages other than English Note: ICAO does not require that break-in points need to be marked (however: if such markings are being used, they should be according to a certain format) • windshield delamination, • Loose or missing fasteners and rivets • Presence and condition of the antennas • Presence and condition of the static dischargers • Condition and functionality of the exterior lights etc. Note: Before raising a finding, the inspector should make sure that the affected light(s) are required for the type of flight (according to the MEL). Unserviceable lights, not required for the type of flight should be reported as a general remark only.		
Inspection Item	Std.	Cat.	Std. ref.	Standard's Text	Pre-described Finding	Instructions for completing the detailed description
C01	I	1	A8-IIIA-4.1.4 A8-IIIB-D.1.5	The structure shall be protected against deterioration or loss of strength in service due to weathering, corrosion, abrasion or other causes, which could pass unnoticed, taking into account the maintenance the aeroplane will receive.	Aircraft very dirty affecting the ability to inspect it	Indicate the particulars of the situation observed
C01	I	1	A8-IIIA-4.1.4 A8-IIIB-D.1.5	The structure shall be protected against deterioration or loss of strength in service due to weathering, corrosion, abrasion or other causes, which could pass unnoticed, taking into account the maintenance the aeroplane will receive.	Paint damage	Indicate the particulars of the situation observed
C01	I	1	A7-3.3.1	On heavier-than-air aircraft, the marks shall appear once on the lower surface of the wing structure. They shall be located on the left half of the lower surface of the wing structure unless they extend across the whole of the lower surface of the wing structure. So far as is possible, the marks shall be located equidistant from the leading and trailing edges of the wings. The tops of the letters and numbers shall be toward the leading edge of the wing.	Registration marks not applied on the lower surface of the wing	Indicate the particulars of the situation observed
C01	M	3			Antenna(s) missing or damaged outside AMM/MEL/CDL limits	Indicate the particulars of the situation observed



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C01	I	2	A6-I-6.2.4.1	If areas of the fuselage suitable for break-in by rescue crews in emergency are marked on an aeroplane such areas shall be marked as shown below (see figure following). The colour of the markings shall be red or yellow, and if necessary they shall be outlined in white to contrast with the background.	Break-in point markings (if applied) faded or incorrectly marked	Indicate the particulars of the situation observed
C01	I	2	A8-IIIA-4.1.4 A8-IIIB-D.1.5	The structure shall be protected against deterioration or loss of strength in service due to weathering, corrosion, abrasion or other causes, which could pass unnoticed, taking into account the maintenance the aeroplane will receive.	Paint damage with exposed composite	Indicate the particulars of the situation observed
C01	I	2	A8-IIIA-4.1.4 A8-IIIB-D.1.5	The structure shall be protected against deterioration or loss of strength in service due to weathering, corrosion, abrasion or other causes, which could pass unnoticed, taking into account the maintenance the aeroplane will receive.	Poor condition of de-icing system	Indicate the particulars of the situation observed
C01	I	2	A8-IIIA-9.6.2 A8-IIIB-G.6.2	Markings and placards or instructions shall be provided to give any information that is essential to the ground crew in order to preclude the possibility of mistakes in ground servicing (e.g. towing, refuelling) that could pass unnoticed and that could jeopardize the safety of the aeroplane in subsequent flights.	Safety markings not applied or unreadable	Indicate the particulars of the situation observed
C01	M	3			Static discharger(s) missing or damaged outside MEL/AMM/CDL limits	Indicate the particulars of the situation observed
C01	I	2	A8-IIIA-4.1.4 A8-IIIB-D.1.5	The structure shall be protected against deterioration or loss of strength in service due to weathering, corrosion, abrasion or other causes, which could pass unnoticed, taking into account the maintenance the aeroplane will receive.	Significant corrosion	Indicate the particulars of the situation observed
C01	I	1	A8-IIIA-4.1.4 A8-IIIB-D.1.5	The structure shall be protected against deterioration or loss of strength in service due to weathering, corrosion, abrasion or other causes, which could pass unnoticed, taking into account the maintenance the aeroplane will receive.	Minor corrosion	Indicate the particulars of the situation observed
C01	I	3	A6-I-6.10	All aeroplanes, when operated at night shall be equipped with: b) the lights required by Annex 2 for aircraft in flight or operating on the movement area of an aerodrome; c) two landing lights;	Aircraft lights unserviceable for night operations (outside MEL limits)	Indicate the particulars of the situation observed
C01	M	3			Fasteners or rivets loose or missing outside SRM/AMM limits	Indicate the particulars of the situation observed



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C01	I	3	A6-I-4.3.5.4	A flight to be planned or expected to operate in suspected or known ground icing conditions shall not take off unless the aeroplane has been inspected for icing and, if necessary, has been given appropriate de-icing/anti-icing treatment. Accumulation of ice or other naturally occurring contaminants shall be removed so that the aeroplane is kept in an airworthy condition prior to take-off.	Ice or other contamination not removed before take-off	Indicate the particulars of the situation observed
C01	I	3	A6-I-4.3.5.4	A flight to be planned or expected to operate in suspected or known ground icing conditions shall not take off unless the aeroplane has been inspected for icing and, if necessary, has been given appropriate de-icing/anti-icing treatment. Accumulation of ice or other naturally occurring contaminants shall be removed so that the aeroplane is kept in an airworthy condition prior to take-off.	No appropriate de/anti-icing treatment with ground icing conditions	Indicate the particulars of the situation observed
C01	M	3			Pressure port(s) damaged or contaminated	Indicate the particulars of the situation observed
C01	M	3			Tail skid wear outside AMM limits	Indicate the particulars of the situation observed
C01	M	3			Windshield delamination outside AMM limits	Indicate the particulars of the situation observed



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Inspection Item	Inspections Item Title			Inspecting Instructions		
C02	Doors and hatches			Check for <ul style="list-style-type: none"> • Presence and condition of bonding wires • door external markings, operation instructions Note: only those doors which can be opened from the outside need external markings <ul style="list-style-type: none"> • condition of doors, hatches and associated seals 		
Inspection Item	Std.	Cat.	Std. ref.	Standard's Text	Pre-described Finding	Instructions for completing the detailed description
C02	M	3			Bonding wires broken or missing (outside AMM limits)	Indicate the particulars of the situation observed
C02	M	2			Door handle(s), lever(s), access panel(s) not flush	Indicate the particulars of the situation observed
C02	I	2	A8-IIIA-9.6.2 A8-IIIB-G.6.2	Markings and placards or instructions shall be provided to give any information that is essential to the ground crew in order to preclude the possibility of mistakes in ground servicing (e.g. towing, refuelling) that could pass unnoticed and that could jeopardize the safety of the aeroplane in subsequent flights.	Door operation instructions missing or unclear	Indicate the particulars of the situation observed
C02	M	3			Cargo door lock inspection glasses blind and no other mean to verify locking position(s)	Indicate the particulars of the situation observed
C02	M	3			Door seal damaged outside AMM/CDL limits	Indicate the particulars of the situation observed
C02	I	3	A8-II-3.5	Any failure to maintain an aircraft in an airworthy condition as defined by the appropriate airworthiness requirements shall render the aircraft ineligible for operation until the aircraft is restored to an airworthy condition.	Door(s) unserviceable and not recorded as such	Indicate the particulars of the situation observed



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Inspection Item	Inspections Item Title			Inspecting Instructions		
C03	Flight controls			Check external Flight Controls. Check presence and condition of the static dischargers Check presence and condition of bonding wires		
Inspection Item	Std.	Cat.	Std. ref.	Standard's Text	Pre-described Finding	Instructions for completing the detailed description
C03	M	3			Bonding wires broken or missing (outside limits)	Indicate the particulars of the situation observed
C03	M	2			Hydraulic leak (not previously assessed, found subsequently to be within limits)	Indicate the particulars of the situation observed
C03	M	3			Hydraulic leak outside limits	Indicate the particulars of the situation observed
C03	M	3			Static discharger(s) missing (outside MEL/AMM/CDL limits)	Indicate the particulars of the situation observed
C03	I	3	A8-II-3.5	Any failure to maintain an aircraft in an airworthy condition as defined by the appropriate airworthiness requirements shall render the aircraft ineligible for operation until the aircraft is restored to an airworthy condition.	Flight controls unserviceable	Indicate the particulars of the situation observed



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Inspection Item	Inspections Item Title			Inspecting Instructions		
C04	Wheels, tyres and brakes			Inspect wheels and tyres for damage and wear. When possible, check for correct tyre pressure. Check the condition of the braking system. Check the condition of the landing gear snubbers. Note: some aircraft manufacturers may approve a certain amount of flights with tires or brakes worn out or damaged beyond AMM limits.		
Inspection Item	Std.	Cat.	Std. ref.	Standard's Text	Pre-described Finding	Instructions for completing the detailed description
C04	M	1			Break wear indicator pin(s) missing (at least one pin remaining)	Indicate the particulars of the situation observed
C04	M	1			Tyre inflation valve(s) cap missing	Indicate the particulars of the situation observed
C04	M	2			Brake worn beyond limits but dispatch allowed according to AMM (not assessed nor recorded)	Indicate the particulars of the situation observed
C04	M	2			Damaged wheel (within limits) but not assessed and recorded	Indicate the particulars of the situation observed
C04	I	2	A8-II-3.5	Any failure to maintain an aircraft in an airworthy condition as defined by the appropriate airworthiness requirements shall render the aircraft ineligible for operation until the aircraft is restored to an airworthy condition.	Tyre(s) worn beyond limits but dispatch allowed according to AMM (not assessed nor recorded)	Indicate the particulars of the situation observed
C04	I	3	A8-II-3.5	Any failure to maintain an aircraft in an airworthy condition as defined by the appropriate airworthiness requirements shall render the aircraft ineligible for operation until the aircraft is restored to an airworthy condition.	Brake(s) unserviceable and not recorded	Indicate the particulars of the situation observed
C04	M	3			Damaged or missing parts (i.e. bolts, heat sensors)	Indicate the particulars of the situation observed
C04	M	3			Leaking hydraulic braking system (outside limits)	Indicate the particulars of the situation observed
C04	M	3			Nose landing gear snubbers worn outside limits	Indicate the particulars of the situation observed
C04	M	3			Tyre pressure obviously outside limits	Indicate the particulars of the situation observed
C04	I	3	A8-II-3.5	Any failure to maintain an aircraft in an airworthy condition as defined by the appropriate airworthiness requirements shall render the aircraft ineligible for operation until the aircraft is restored to an airworthy condition.	Tyre(s) unserviceable (worn or damaged) and not recorded	Indicate the particulars of the situation observed



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C04	M	3			Wheel damaged outside of limits	Indicate the particulars of the situation observed
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Inspection Item	Inspections Item Title			Inspecting Instructions		
C05	Undercarriage, skids/floats			Check presence and condition of the water/debris deflectors (if required to be installed).. Check skids/floats for obvious damages. Check for presence and legibility of inspection markings/placards. Check for condition, lubrication, corrosion, damage and inappropriate strut extension.		
Inspection Item	Std.	Cat.	Std. ref.	Standard's Text	Pre-described Finding	Instructions for completing the detailed description
C05	M	1			Safety lock pin(s) missing or defective	Indicate the particulars of the situation observed
C05	M	1			Undercarriage dirty affecting the ability to inspect it and detect potential leakages	Indicate the particulars of the situation observed
C05	M	3			Water/debris deflectors damaged or missing outside AMM/CDL	Indicate the particulars of the situation observed
C05	M	2			Lines, hoses electrical wiring chafed	Indicate the particulars of the situation observed
C05	M	2			Safety markings not applied or unreadable	Indicate the particulars of the situation observed
C05	M	2			Seepage/leakage, within limits but not assessed and not recorded	Indicate the particulars of the situation observed
C05	M	2			Significant signs of corrosion	Indicate the particulars of the situation observed
C05	M	3			Seepage/leakage outside limits	Indicate the particulars of the situation observed
C05	M	3			Strut pressure outside limit	Indicate the particulars of the situation observed



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Inspection Item	Inspections Item Title			Inspecting Instructions		
C06	Wheel well			Check for lubrication, leakage & corrosion. Check for lubrication, leakage & corrosion and wear on door fittings and hinges Presence and condition of bonding wires Check for cleanliness and damage		
Inspection Item	Std.	Cat.	Std. ref.	Standard's Text	Pre-described Finding	Instructions for completing the detailed description
C06	M	1			Wheel well dirty affecting the ability to inspect it	
C06	M	3			Landing gear door(s) damaged	Indicate the particulars of the situation observed
C06	M	2			Obvious lack of lubrication of hinge(s), actuator(s)	Indicate the particulars of the situation observed
C06	M	3			Bonding wires broken or missing (outside limits)	Indicate the particulars of the situation observed
C06	M	3			Extensive corrosion	Indicate the particulars of the situation observed
C06	M	3			Landing gear emergency spring lock(s) broken/unserviceable	Indicate the particulars of the situation observed
C06	M	3			Seepage/leakage outside limit	Indicate the particulars of the situation observed



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Inspection Item	Inspections Item Title			Inspecting Instructions		
C07	Powerplant and pylon			Check for <ul style="list-style-type: none"> • dents and loose/missing fasteners • LPT/LPC blades (where visible), obvious damage to sensors, • cracks • panels are aligned and handles are flushed. • unusual wear & tear and leaks • The condition of the thrust reverser • The condition of the Intake acoustic liners • Presence and legibility of the markings and placards 		
Inspection Item	Std.	Cat.	Std. ref.	Standard's Text	Pre-described Finding	Instructions for completing the detailed description
C07	M	1			Minor leak/seepage (fuel, oil)	Indicate the particulars of the situation observed
C07	M	2			Safety markings not applied or unreadable	Indicate the particulars of the situation observed
C07	M	2			Significant wear and tear in the intake and exhaust area	Indicate the particulars of the situation observed
C07	I	3	A8-II-3.5	Any failure to maintain an aircraft in an airworthy condition as defined by the appropriate airworthiness requirements shall render the aircraft ineligible for operation until the aircraft is restored to an airworthy condition.	Damage (dents, nicks, cracks) outside limits	Indicate the particulars of the situation observed
C07	M	3			Intake acoustic liners damaged outside AMM limits	Indicate the particulars of the situation observed
C07	M	3			Leakage (oil, fuel) outside AMM limits	Indicate the particulars of the situation observed
C07	M	3			Panels/fairings/cowlings/handles misaligned or not flushed and not assesses for correct closure	Indicate the particulars of the situation observed
C07	M	3			Screws/rivets loose or missing, outside limits	Indicate the particulars of the situation observed
C07	M	3			Thrust reverser/blocker doors not fully stowed	Indicate the particulars of the situation observed



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Inspection Item	Inspections Item Title			Inspecting Instructions		
C08	Fan blades			Check for FOD damage, cracks, cuts, corrosion, erosion etc		
Inspection Item	Std.	Cat.	Std. ref.	Standard's Text	Pre-described Finding	Instructions for completing the detailed description
C08	I	3	A8-II-3.5	Any failure to maintain an aircraft in an airworthy condition as defined by the appropriate airworthiness requirements shall render the aircraft ineligible for operation until the aircraft is restored to an airworthy condition.	Fan blade(s) damaged beyond AMM limit	Indicate the particulars of the situation observed
C08	M	3			Repairs obviously not carried out in accordance with the AMM/SRM	Indicate the particulars of the situation observed



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Inspection Item	Inspections Item Title			Inspecting Instructions		
C09	Propellers, rotors (main/tail)			Check for corrosion, looseness of blades in hub, stone damage etc Check the de-ice boots for damage where fitted		
Inspection Item	Std.	Cat.	Std. ref.	Standard's Text	Pre-described Finding	Instructions for completing the detailed description
C09	M	2			De-ice boot(s) damaged	Indicate the particulars of the situation observed
C09	M	3			Propeller de-icing system unserviceable (outside MEL/AMM limits)	Indicate the particulars of the situation observed
C09	M	3			Repairs obviously not carried out in accordance with the AMM/SRM	Indicate the particulars of the situation observed
C09	I	3	A8-II-3.5	Any failure to maintain an aircraft in an airworthy condition as defined by the appropriate airworthiness requirements shall render the aircraft ineligible for operation until the aircraft is restored to an airworthy condition.	Propeller(s) damaged beyond AMM limits	Indicate the particulars of the situation observed



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Inspection Item	Inspections Item Title			Inspecting Instructions		
C10	Obvious repairs			Check for repairs of unusual design or poorly performed Note: There is no obligation to keep information on board regarding temporary repairs (e.g. on the dent & buckle chart). However the PIC has to have the knowledge of the status of the temporary repairs in order to be satisfied that the aeroplane remains airworthy.		
Inspection Item	Std.	Cat.	Std. ref.	Standard's Text	Pre-described Finding	Instructions for completing the detailed description
C10	I	2	A6-I-4.3.1(a)	A flight shall not be commenced until flight preparation forms have been completed certifying that the pilot-in-command is satisfied that: a) the aeroplane is airworthy;	No information about temporary repairs	Indicate the particulars of the situation observed
C10	M	2			Previous repair in poor condition	Indicate the particulars of the situation observed
C10	M	2			Servicing doors/panels secured with speed tape	Indicate the particulars of the situation observed
C10	I	3	A8-II-3.5	Any failure to maintain an aircraft in an airworthy condition as defined by the appropriate airworthiness requirements shall render the aircraft ineligible for operation until the aircraft is restored to an airworthy condition.	Repairs obviously not carried out in accordance with the applicable AMM/SRM	Indicate the particulars of the situation observed



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Inspection Item	Inspections Item Title			Inspecting Instructions		
C11	Obvious unrepaired damage			Check for un-assessed and un-recorded damage including corrosion, lightning strike damage, bird strikes etc. Check that any damage is observed, assessed and possibly recorded on a damage chart (i.e. Buckle & Dent chart)		
Inspection Item	Std.	Cat.	Std. ref.	Standard's Text	Pre-described Finding	Instructions for completing the detailed description
C11	I	3	A8-II-3.5	Any failure to maintain an aircraft in an airworthy condition as defined by the appropriate airworthiness requirements shall render the aircraft ineligible for operation until the aircraft is restored to an airworthy condition.	Structural damage affecting the airworthiness of the aircraft	Indicate the particulars of the situation observed



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Inspection Item	Inspections Item Title			Inspecting Instructions		
C12	Leakage			Check for fuel leaks, hydraulic leaks and (if applicable) toilet liquid leaks (blue ice) Note: Leakages identified when inspecting C03, C04, C06 and C07 should be reported as findings under those inspection items.		
Inspection Item	Std.	Cat.	Std. ref.	Standard's Text	Pre-described Finding	Instructions for completing the detailed description
C12	M	3			Leakage outside limits	Indicate the particulars of the situation observed
C12	M	3			Servicing doors/panels, drains blocked by ice	Indicate the particulars of the situation observed



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Inspection Item	Inspections Item Title			Inspecting Instructions		
D01	General condition of cargo compartment			Check the general condition of cargo compartment. Check lighting, fire protection, detection & extinguishing system (if appropriate). Check side wall and overhead (blow-out) panels, smoke detectors, smoke barrier/curtain Check the presence and condition of cargo barrier/dividing nets		
Inspection Item	Std.	Cat.	Std. ref.	Standard's Text	Pre-described Finding	Instructions for completing the detailed description
D01	M	1			Minor defects with limited effect on safety	Indicate the particulars of the situation observed
D01	M	1			Partly defective lights	Indicate the particulars of the situation observed
D01	M	2			Defective lights	Indicate the particulars of the situation observed
D01	I	2	A8-III A-9.6.2 A8-III B-G.6.2	Markings and placards or instructions shall be provided to give any information that is essential to the ground crew in order to preclude the possibility of mistakes in ground servicing (e.g. towing, refuelling) that could pass unnoticed and that could jeopardize the safety of the aeroplane in subsequent flights.	Safety markings not applied or unreadable	Indicate the particulars of the situation observed
D01	M	3			Cargo bay smoke detection test fail or outside MEL limits	Indicate the particulars of the situation observed
D01	I	3	A8-II-3.5	Any failure to maintain an aircraft in an airworthy condition as defined by the appropriate airworthiness requirements shall render the aircraft ineligible for operation until the aircraft is restored to an airworthy condition	Blow-out panels pushed, damaged or missing (outside AMM/MEL limits)	Indicate the particulars of the situation observed
D01	I	3	A8-II-3.5	Any failure to maintain an aircraft in an airworthy condition as defined by the appropriate airworthiness requirements shall render the aircraft ineligible for operation until the aircraft is restored to an airworthy condition	Unserviceable fire extinguishing system	Indicate the particulars of the situation observed
D01	M	3			Floor locks unserviceable outside MEL limits (with cargo)	Indicate the particulars of the situation observed
D01	M	3			No or unserviceable required barrier net	Indicate the particulars of the situation observed
D01	I	3	A8-II-3.5	Any failure to maintain an aircraft in an airworthy condition as defined by the appropriate airworthiness requirements shall render the aircraft ineligible for operation until the aircraft is restored to an airworthy condition	No smoke barrier/curtain (if applicable)	Indicate the particulars of the situation observed
D01	I	3	A8-II-3.5	Any failure to maintain an aircraft in an airworthy condition	Structural or floor damage outside	Indicate the particulars of



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				as defined by the appropriate airworthiness requirements shall render the aircraft ineligible for operation until the aircraft is restored to an airworthy condition	AMM/SRM limits	the situation observed
D01	I	3	A8-IIIA-4.1.6.(g)	Fire suppression. For aeroplanes for which the application for certification was submitted on or after 12 March 2000, cargo compartment fire suppression systems, including their extinguishing agents, shall be designed so as to take into account a sudden and extensive fire such as could be caused by an explosive or incendiary device or dangerous goods.	Cargo compartment (s) not equipped with fire suppression systems	Indicate the particulars of the situation observed
			A8-IIIB-D.2 (g)	1) each cargo compartment accessible to a crew member in a passenger-carrying aeroplane shall be equipped with a fire suppression system; 2) each cargo compartment not accessible to a crew member shall be equipped with a built-in fire detection system and a built-in fire starvation or suppression system; and 3) cargo compartment fire suppression systems, including their extinguishing agents, shall be designed so as to take into account a sudden and extensive fire such as could be caused by an explosive or incendiary device or dangerous goods.		



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Inspection Item	Inspections Item Title			Inspecting Instructions		
D02	Dangerous Goods			<p>If dangerous good are on board, check that the pilot has received appropriate notification. Check that the OPS Manual includes relevant information as required by ICAO Annex 18 (The Safe Transport of Dangerous Goods by Air). Check that Technical Instructions as per ICAO Doc. 9284 are applied. Check that Dangerous Goods are stowed, packaged and labelled in accordance with the Technical Instructions (ICAO Doc. 9284 Check that any DG contamination has been removed</p>		
Inspection Item	Std.	Cat.	Std. ref.	Standard's Text	Pre-described Finding	Instructions for completing the detailed description
D02	I	3	A18-8.9	<p>Except as otherwise provided in the Technical Instructions, packages of dangerous goods bearing the "Cargo aircraft only" label shall be loaded in such a manner that a crew member or other authorized person can see, handle and, where size and weight permit, separate such packages from other cargo in flight.</p>	CAO-cargo (Cargo Aircraft Only) carried on passenger flights	Indicate the particulars of the situation observed
D02	I	3	A18-8.4	<p>8.4.1 Packages and overpacks containing dangerous goods and freight containers containing radioactive materials shall be inspected for evidence of leakage or damage before loading on an aircraft or into a unit load device. Leaking or damaged packages, overpacks or freight containers shall not be loaded on an aircraft. 8.4.2 A unit load device shall not be loaded aboard an aircraft unless the device has been inspected and found free from any evidence of leakage from, or damage to, any dangerous goods contained therein. 8.4.3 Where any package of dangerous goods loaded on an aircraft appears to be damaged or leaking, the operator shall remove such package from the aircraft, or arrange for its removal by an appropriate authority or organization, and thereafter shall ensure that the remainder of the consignment is in a proper condition for transport by air and that no other package has been contaminated. 8.4.4 Packages or overpacks containing dangerous goods and freight containers containing radioactive materials shall be inspected for signs of damage or leakage upon unloading from the aircraft or unit load device. If evidence of damage or leakage is found, the area where the dangerous goods or unit load device were stowed on the</p>	Damaged and/or leaking packages/overpacks containing DG	Indicate the particulars of the situation observed



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				aircraft shall be inspected for damage or contamination.		
D02	I	3	A18-8.8	When dangerous goods subject to the provisions contained herein are loaded in an aircraft, the operator shall protect the dangerous goods from being damaged, and shall secure such goods in the aircraft in such a manner that will prevent any movement in flight which would change the orientation of the packages. For packages containing radioactive materials, the securing shall be adequate to ensure that the separation requirements of 8.7.3 are met at all times	Dangerous Goods not correctly loaded and/or secured	Indicate the particulars of the situation observed
D02	I	3	A18-8.1	An operator shall not accept dangerous goods for transport by air: a) unless the dangerous goods are accompanied by a completed dangerous goods transport document, except where the Technical Instructions indicate that such a document is not required; and b) until the package, overpack or freight container containing the dangerous goods has been inspected in accordance with the acceptance procedures contained in the Technical Instructions.	DG label incorrect or missing	Indicate the particulars of the situation observed
D02	I	3	A18-8.3	Packages and overpacks containing dangerous goods and freight containers containing radioactive materials shall be loaded and stowed on an aircraft in accordance with the provisions of the Technical Instructions.	DG not stowed and/or separated in accordance with the Technical Instructions	Indicate the particulars of the situation observed
			A18-8.7	8.7.1 Packages containing dangerous goods which might react dangerously one with another shall not be stowed on an aircraft next to each other or in a position that would allow interaction between them in the event of leakage. 8.7.2 Packages of toxic and infectious substances shall be stowed on an aircraft in accordance with the provisions of the Technical Instructions. 8.7.3 Packages of radioactive materials shall be stowed on an aircraft so that they are separated from persons, live animals and undeveloped film, in accordance with the provisions in the Technical Instructions.		
D02	I	3	A18-8.6	8.6.1 Any hazardous contamination found on an aircraft as a result of leakage or damage to dangerous goods shall be removed without delay. 8.6.2 An aircraft which has been contaminated by radioactive materials shall immediately be taken out of service and not returned to service until the radiation level	Hazardous and/or radioactive contamination not removed	Indicate the particulars of the situation observed



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				at any accessible surface and the non-fixed contamination are not more than the values specified in the Technical Instructions.		
D02	I	3	A6-I-4.2.3.1	An operator shall provide, for the use and guidance of operations personnel concerned, an operations manual in accordance with Appendix 2. The operations manual shall be amended or revised as is necessary to ensure that the information contained therein is kept up to date. All such amendments or revisions shall be issued to all personnel that are required to use this manual.	No instructions in Operations Manual on the carriage of Dangerous Goods (DG on board)	Indicate the particulars of the situation observed
D02	I	3	A18-9.1	The operator of an aircraft in which dangerous goods are to be carried shall provide the pilot-in-command as early as practicable before departure of the aircraft with written information as specified in the Technical Instructions.	No, incorrect or incomplete information in NOTOC	Indicate the particulars of the situation observed
D02	I	3	A18-8.5	Dangerous goods shall not be carried in an aircraft cabin occupied by passengers or on the flight deck of an aircraft, except in circumstances permitted by the provisions of the Technical Instructions.	DG carried in the cabin or on the flight deck not permitted by the provisions of the technical instructions	Indicate the particulars of the situation observed



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Inspection Item	Inspections Item Title			Inspecting Instructions		
D03	Safety of cargo on board			Check that loads are properly distributed (floor limits, height limits, pallets and containers maximum gross weight). Note: Not all aircraft have load height restrictions Check that flight/fly-away kit and spare wheels are correctly secured. Check that cargo is correctly secured. Check the condition of cargo containers, pallets, lock assemblies and lashing nets Check the condition of the cargo compartment dividing nets		
Inspection Item	Std.	Cat.	Std. ref.	Standard's Text	Pre-described Finding	Instructions for completing the detailed description
D03	I	1	A6-I-4.3.1e	A flight shall not be commenced until flight preparation forms have been completed certifying that the pilot-in-command is satisfied that: e) any load carried is properly distributed and safely secured	Minor damage to lashing, tie-down equipment, pallets , lock assemblies and/or containers	Indicate the particulars of the situation observed
D03	I	2	A6-I-4.3.1e	A flight shall not be commenced until flight preparation forms have been completed certifying that the pilot-in-command is satisfied that: e) any load carried is properly distributed and safely secured	Incomplete equipment like lashing, tie-down equipment, pallets, lock assemblies and/or containers	Indicate the particulars of the situation observed
D03	I	3	A6-I-4.3.1e	A flight shall not be commenced until flight preparation forms have been completed certifying that the pilot-in-command is satisfied that: e) any load carried is properly distributed and safely secured	Cargo Area not used in accordance with classification	Indicate the particulars of the situation observed
D03	I	3	A6-I-4.3.1e	A flight shall not be commenced until flight preparation forms have been completed certifying that the pilot-in-command is satisfied that: e) any load carried is properly distributed and safely secured	Cargo not correctly secured and restrained in all directions	Indicate the particulars of the situation observed
D03	I	3	A6-I-4.3.1e	A flight shall not be commenced until flight preparation forms have been completed certifying that the pilot-in-command is satisfied that: e) any load carried is properly distributed and safely secured	Major damage to lashing, tie-down equipment, pallets , lock assemblies and/or containers affecting the structural integrity and their intended function	Indicate the particulars of the situation observed
D03	I	3	A6-I-4.3.1e	A flight shall not be commenced until flight preparation forms have been completed certifying that the pilot-in-command is satisfied that: e) any load carried is properly distributed and safely secured	Dividing net or protection net damaged beyond AMM limits	Indicate the particulars of the situation observed
D03	I	3	A6-I-4.3.1e	A flight shall not be commenced until flight preparation forms have been completed certifying that the pilot-in-command is satisfied that: e) any load carried is properly distributed and safely secured	Load distribution/load limit (floor and/or height) exceeded	Indicate the particulars of the situation observed



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D03	I	3	A18-8.9	Except as otherwise provided in the Technical Instructions, packages of dangerous goods bearing the "Cargo aircraft only" label shall be loaded in such a manner that a crew member or other authorized person can see, handle and, where size and weight permit, separate such packages from other cargo in flight.	No access to DG packages labelled "Cargo aircraft only" where required	Indicate the particulars of the situation observed
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Inspection Item	Inspections Item Title			Inspecting Instructions		
E01	General			Check (if appropriate) for any general item which may have a direct relation with the safety of the aircraft or its occupants		
Inspection Item	Std.	Cat.	Std. ref.	Standard's Text	Pre-described Finding	Instructions for completing the detailed description
E1						



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Appendix 2

Instructions for the completion of the SAFA Ramp inspection report

(Appendix 1 to the Commission Directive 2008/49/EC)

General instructions:

- If any airport code, operator code or aircraft type is missing, do not use temporary codes or existing but incorrect Codes. Contact the SAFA coordination department of the Agency and the requested code will be added after verification
- In the column "Checked" of the checklist, only mark those items which are inspected. Be careful not to mark e.g. C09 (propellers) on aircraft with jet engines
- In the column "remark" those items should be marked where there is either a finding or a (cat G) remark.

Please find below detailed instructions for each information field to be completed by the inspector:

No.:	Report identification number generated by the centralised database, consisting of: <ul style="list-style-type: none">• Identification of the NAA (8 digits maximum e.g. DGAC-F or CAA-UK).• Year (4 digits e.g. 2001).• Sequence number (4 digits maximum, starts at 1 every year).
Source:	"RI" (the same report was used for the "standard report")
Date:	date of the inspection (format: DD-MM-YYYY)
Place:	Place of the inspection. <ul style="list-style-type: none">• use the 4 digit coding from ICAO Doc. 7910 or/and the locations full name).• If the location does not have an ICAO indicator, use ZZZZ and specify in the "Additional information box" the location
Local Time:	Local time when the inspection started (format: 17:45)
Operator:	Operators identification <ul style="list-style-type: none">• Use the 3 digit ICAO coding from ICAO Doc. 8585 and/or the operator's full name)• If the operator does not have an ICAO code yet, the Agency will allocate a temporary code.• For a private flight, use ZZZ and specify (if necessary) in the "Additional comment box" further details (e.g. the name of the operator/private pilot). The State of operator (registry) has to be selected manually.
AOC number:	The number as shown on the AOC
State:	State of the Operator <ul style="list-style-type: none">• Use the 1 or 2 digit coding from the ICAO Doc. 7910 and/or the State's full name)
Type of operation:	The type of operation (Part I, II, III as defined by ICAO Annex 6, or national operations)
Route from/ Route to:	Airport of departure (for the inbound flight)/destination (for the outbound flight) <ul style="list-style-type: none">• use the 4 digit coding from ICAO Doc. 7910 or/and the locations full name).



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	<ul style="list-style-type: none">• If the location does not have an ICAO indicator, use ZZZZ and specify in the "Additional information box" the location• If the aerodrome code is not yet in the database, ask the agency to include the appropriate code.
Flight Number:	Flight numbers assigned to the inbound/outbound flight
Chartered by Operator:	The identification of the operator who chartered this flight <ul style="list-style-type: none">• Use the same identification method as for the operator• if not applicable, state NR (not relevant).
Aircraft Type Registration marks	use the 3 or 4 digit coding from the ICAO Doc. 8643. The registration marks of the aircraft. <ul style="list-style-type: none">• Pay attention to the correct position of the "dash" (-)
Aircraft configuration: Construction number:	Configuration of the aircraft (Pax, Freight or Combi) The construction number as shown on the official documents.
State of licensing:	The State which issued the flight crew licenses. <ul style="list-style-type: none">• use the 1 or 2 digit coding from the ICAO Doc. 7910 and/or the State's full name• In case the State of Registry of the aircraft is different from the State of licensing, the "Additional comment box" should be used to record if a validation has been issued.
2nd State of licensing:	In cases where the flight crew members are licensed by different States, the second State shall be recorded here. <ul style="list-style-type: none">• In case of more than 2 States, use the "Additional comments box".
Where during the SAFA Ramp Inspection some findings were established, specify:	
Code:	Item code reference (e.g. B06 for Seat belts, C06 for wheel well)
Std:	Standard against which the observation was made (one digit): <ul style="list-style-type: none">• I for ICAO standard,• N for national standard,• M for manufacturer's standard,• O for others.
Ref	The reference to the used standard (e.g. A6-I-4.3.1 for Annex 6 part 1 article 4.3.1, AMM 32-05-01 for the Aircraft maintenance manual chapter 32-05-01, CC29 for Chicago Convention, article 29)
Cat	Category of the remark <ul style="list-style-type: none">• 1, 2 or 3 if it is a finding• G if the remark only is a general remark, not a finding
Finding	Description of the finding <ul style="list-style-type: none">• If a PDF is used, the text cannot be amended in the database. Further details can be entered in the "Detailed description" box• If the users do not use a PDF, the finding shall be described here. No further details are to be given in the "Detailed description box"• If the users enter a cat G remark, no description shall be entered here. The remark needs to be described in the "Detailed description" box
Detailed description	Detailed description of the finding/remark <ul style="list-style-type: none">• If a PDF is used, further details can be entered here• If the users do not use a PDF, no further details are to be given here



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- If the user enters a cat G remark, the remark needs to be described here

The class of actions taken: This block should indicate the actions required by/imposed by the inspector related to the findings of the Ramp inspection.

- Since the proof of inspection form shall be handed over to the pilot in command after each inspection, the class 1 action should always be marked.

Additional information: Free text box for any information additional to what has already been provided.

Inspector Name/number The names and/or numbers of the inspectors who performed the Inspection.



**Appendix 3
Class of action matrix**

ACTIONS TO BE TAKEN AFTER INSPECTIONS ²			Class of actions		
			Information to Captain (POI)	Information to responsible NAA and Operator's home base	Corrective actions
			Class 1	Class 2	Class 3
Category of findings	Category 1	Minor	Yes	No	No
	Category 2	Significant	Yes	Yes Note: Written communication to the operator and to the NAA and copy to operator's home base (findings of several inspections may be summarised in one communication)	No
	Category 3	Major	Yes	Yes Note: Written communication to the operator and to the NAA. In case of aircraft damage affecting airworthiness a direct communication with the responsible NAA should be established. The NAA in the State of registry decides about conditions regarding return to flight status. Confirmation afterwards with written communication to the NAA and copy to Operator's home base.	Yes Note: the specific actions consisting of operational restrictions, corrective actions before flight or at maintenance-base, grounding and/or entry permit repercussions have to be reported.

² No findings mean no cat 1, 2 or 3 findings but may include General Remarks



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Note: In exceptional cases where multiple category 2 findings have been found and the accumulation of these findings or their interaction justifies a corrective action, the class of action may be increased to a class 3 action.



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Appendix 4 Information leaflet templates



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Template 1

Leaflet for operators and their authorities

Safety Assessment of Foreign Aircraft

Information for aircraft operators and their competent authority

Introduction

In 1996 the European Civil Aviation Conference (ECAC) established a ramp inspection programme in order to assess the compliance of foreign aircraft with the applicable safety standards as set by the International Civil Aviation Organisation (ICAO). This voluntary programme has become mandatory for all Member States of the European Union as of April 2006. This leaflet is to explain the setup of the programme and the roles of the inspected operator and its competent authority.

Legal basis

The Directive 2004/36/CE of the European Parliament and of the Council on the safety of third-country aircraft using Community airports sets obligations for the Member States to inspect third country aircraft (aircraft not used or operated under the control of a competent authority of a Member State) which are suspected of non-compliance with international safety standards. In addition to this obligation, Member States may also inspect EU aircraft and may inspect aircraft according to a spot-check procedure without having any suspicion of non-compliance. The Annex to this directive has been amended by the Commission Directive 2008/49/EC.

The obligations set out in the above mentioned Directive pertain to the 27 EU States only. However, the European Aviation Safety Agency has signed working arrangements with the 15 non-EU ECAC States involving them in the SAFA programme. The EU Member States and the Non-EU ECAC States are therefore called together the SAFA Participating States³.

Which aircraft are checked?

The Participating States choose which aircraft to inspect. Besides the obligation that aircraft being suspected of non-compliance with the international safety standards shall be inspected, most participating States carry out random inspections.

What is checked?

A checklist of 54 inspection items is used during a SAFA Ramp Check. It is SAFA policy not to delay an aircraft except for safety reasons. Therefore, as the time between arrival and departure (the turn-around time) may not be sufficient to go through the full checklist, not all 54 items may be inspected. Checks may include:

- licences of the pilots;
- procedures and manuals that should be carried in the cockpit;
- compliance with these procedures by flight and cabin crew;
- safety equipment in cockpit and cabin;
- cargo carried in the aircraft (including the transport of dangerous goods); and
- the technical condition of the aircraft.

The inspections carried out by the Participating States follow a common procedure and are then reported by entering them into the centralised SAFA database of the European Aviation Safety Agency (EASA). It has to be stressed that SAFA inspections are limited to on-the-spot assessments, therefore do not substitute proper regulatory oversight; they cannot guarantee the airworthiness of a particular aircraft.

Proof of Inspection

The Annex to the Commission Directive 2008/49 obliges the Member States to give to the cockpit crew (or alternatively other representatives of the operator) a so-called "proof of inspection" form when the inspection has been finalised; this form shows the contact details of the Participating State, the operational details of the flight, the checked inspection items and possible findings. The inspector will request the Pilot in Command to sign a copy of the proof of inspection. This signature is only to confirm that the form has been handed over to the crew; the Pilot in Command does not certify with his signature that he agrees with the findings. The information on the Proof of Inspection form may be subject to change when entered into the database as a result of quality checks on the findings, and may lead to an amendment, deletion or re-categorisation of findings.

³ The 42 Participating States engaged in the EC SAFA Programme are: Albania, Armenia, Austria, Azerbaijan, Belgium, Bosnia and Herzegovina, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Moldova, Monaco, Netherlands, Norway, Poland, Portugal, Republic of Georgia, Romania, Serbia and Montenegro, Slovakia, Slovenia, Spain, Sweden, Switzerland, The former Yugoslav Republic of Macedonia, Turkey, Ukraine, United Kingdom.



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Findings and follow-up actions

Findings determined during an inspection are categorised according to the magnitude of the deviation of the requirements and to the influence on safety of the non compliance. Minor deviations (category 1) are reported to the pilot in command. If an inspection identifies one or more significant deviations from the safety standards (category 2 findings), these will also be reported to the operator and its competent authority. Where non-compliances have a major impact on safety (category 3), the flight crew is in addition expected to correct such non-compliances before the aircraft departs. Relevant information not being a deficiency (e.g. no flashlights were on board, however the inspected flight was a daylight flight) may be reported as a category "G" (General) remark.

Follow-up process

The Stakeholders involved in the SAFA process are the State of Inspection, the Operator, the State of Operator and the State of Registry (if different from the State of Operator). These organisations play a key role in the follow-up process after an inspection is conducted:

1. The SAFA inspector debriefs the Pilot in Command and hands over the Proof of Inspection.
2. The inspector requests the Pilot in Command to sign a copy of the Proof of Inspection form.
3. In case of category 2 and/or 3 findings, a written communication will be sent to the operator and to the competent authority overseeing the operator.
4. The operator is requested to reply to the written communication with an action plan which addresses the deficiencies.
5. The competent authority ensuring the oversight of the operator (and/or the airworthiness of the aircraft) may be asked to confirm their agreement on the corrective actions taken.
6. Findings are considered closed by the State of Inspection when the deficiencies have been satisfactorily addressed.
7. Subsequent inspections by any participating State may occur to verify rectification of the deficiencies.

Role of the operator

When requested by the State of inspection, the operator has to provide information to the State of Inspection about the corrective actions taken on the deficiencies. These actions should include a root cause analysis and may consist of any actions taken and/or planned to correct the deficiencies, and any actions to prevent/limit re-occurrence in the future. Failure to send the appropriate information in a timely manner might be considered to be an indication of the lack of ability and/or willingness to address safety deficiencies (as referred to in the Annex of the Commission Regulation 2111/2005).

Role of the competent authority

The competent authority is responsible for the oversight of the operator, the aircraft and/or the personnel licensing of the flight crew. The States of Inspection are not taking over this responsibility by performing SAFA inspections. However, the competent authority may use the SAFA inspection results as additional information during their oversight activities. For that reason, any inspections raising category 2 (significant) and/or category 3 (major) findings are forwarded to the competent authority. In certain cases, e.g. following numerous, repetitive or serious findings, the inspecting State may request the competent authority to confirm that they are satisfied by the corrective actions taken and/or planned by the operator. Failure to send the appropriate information in a timely manner might be considered to be an indication for the lack of ability and/or willingness to address safety deficiencies (as referred to in the Annex of the Commission Regulation 2111/2005).

Database analysis

All reported data is stored centrally in a computerised database set up and managed by EASA. The database also holds supplementary information, such as lists of actions carried out after an inspection which revealed non-compliances. The information held within this database is reviewed and analyzed by EASA on a regular basis. The European Commission and Participating States are informed about the results of the analysis and are advised on any potentially safety hazards identified.

Whom to contact for questions?

The participating States are responsible for the performance of the inspections. In case of any questions resulting from an inspection, the operator should contact the participating State directly. The contact details of the participating State are on the Proof of Inspection form handed over to the crew. General information on the SAFA programme can be found on the website of the European Aviation Safety Agency (http://www.easa.europa.eu/ws_prod/s/s_safa.php).



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Template 2

Leaflet for the general public

Safety Assessment of Foreign Aircraft

Information for the general public

Introduction

The European Civil Aviation Authorities perform since 1996 ramp inspections on aircraft visiting their countries. During such an inspection, the compliance with the applicable International safety standards (issued by the International Civil Aviation Organisation [ICAO]) is checked. These inspections became mandatory for all Member States of the European Union as of April 2006. This leaflet is to explain the setup of the program.

Legal basis

The Directive 2004/36/CE of the European Parliament and of the Council on the safety of third-country aircraft using Community airports sets obligations for the Member States to inspect third country aircraft (aircraft not used or operated under the control of a competent authority of a Member State) which are suspected of non-compliance with international safety standards. In addition to this obligation, Member States may also inspect EU aircraft and may inspect aircraft according to a spot-check procedure without having any suspicion of non-compliance. The Annex to this directive has been amended by the Commission Directive 2008/49/EC.

The obligations set out in the above mentioned Directive are for the 27 EU States only. However, the European Aviation Safety Agency has signed working arrangements with the 15 non-EU ECAC States involving them in the SAFA programme. The EU Member States and the Non-EU ECAC States are therefore called together the SAFA Participating States⁴.

Which aircraft are checked?

The Participating States choose which aircraft to inspect. Besides the obligation that aircraft being suspected of non-compliance with the international safety standards shall be inspected, most participating States carry out random inspections. Both aircraft used by EU operators and non-EU operators may be inspected.

What is checked?

A checklist of 54 inspection items is used during a SAFA Ramp Check. It is SAFA policy not to delay an aircraft except for safety reasons. As the time between arrival and departure (the turn-around time) may not be sufficient to go through the full checklist, not all 54 items might be inspected. Checks may include:

- licences of the pilots;
- procedures and manuals that should be carried in the cockpit;
- compliance with these procedures by flight and cabin crew;
- safety equipment in cockpit and cabin;
- cargo carried in the aircraft; and
- the technical condition of the aircraft.

The inspections carried out by the Participating States follow a common procedure and are then reported by entering them into the centralised SAFA database of the European Aviation Safety Agency (EASA). It has to be stressed that SAFA inspections are limited to on-the-spot assessments and cannot substitute for proper regulatory oversight and therefore they cannot guarantee the airworthiness of a particular aircraft.

⁴ The 42 Participating States engaged in the EC SAFA Programme are: Albania, Armenia, Austria, Azerbaijan, Belgium, Bosnia and Herzegovina, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Moldova, Monaco, Netherlands, Norway, Poland, Portugal, Republic of Georgia, Romania, Serbia and Montenegro, Slovakia, Slovenia, Spain, Sweden, Switzerland, The former Yugoslav Republic of Macedonia, Turkey, Ukraine, United Kingdom.



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Findings and follow-up actions

A non-compliance found during an inspection is called a finding. Such findings are categorised according to the magnitude of the deviation of the requirements and to the influence on safety of the non compliance . Minor deviations (category 1) are reported to the Pilot in Command. If an inspection identifies one or more significant deviations from the safety standards (category 2 findings), these will also be reported to the operator and its competent authority. Where non-compliances have a major impact on safety (category 3), the flight crew is in addition expected to correct such non-compliances before the aircraft departs by either correcting the deficiency or by imposing restrictions on the aircraft operations (by e.g. blocking a defective seat for its use by passengers).

Follow-up process

The Stakeholders involved in the SAFA process are the State of Inspection, the Operator, the State of Operator and the State of Registry the (if different from the State of Operator). These organisations play a key role in the follow-up process after an inspection is conducted:

1. The SAFA inspector debriefs the Pilot in command and hands over the Proof of Inspection.
2. The inspector requests the pilot in command to sign a copy of the Proof of Inspection form.
3. In case of category 2 and/or 3 findings, a written communication will be send to the operator and to the competent authority overseeing the operator.
4. The operator is requested to reply to the written communication with an action plan which addresses the deficiencies.
5. The competent authority ensuring the oversight of the operator (and/or the airworthiness of the aircraft) may be asked to confirm their agreement on the corrective actions taken.
6. Findings are considered closed when the deficiencies have been satisfactorily addressed.
7. Subsequent inspections by any participating State may occur to verify rectification of the deficiencies.

Database analysis

All reported data is stored centrally in a computerised database set up and managed by EASA. The database also holds supplementary information, such as lists of actions carried out following inspections which revealed non-compliances. The information held within this database is reviewed and analyzed by EASA on a regular basis. The European Commission and Member States are informed about the results of the analysis and are advised on any identified potentially safety hazards.

Whom to contact for questions?

The participating States are responsible for the performance of the inspections. In case of any questions resulting from an inspection, one should contact the participating State directly. General information on the SAFA programme may be found on the website of the European Aviation Safety Agency (http://www.easa.europa.eu/ws_prod/s/s_safa.php).



Appendix 5 Written communication templates

Template 1 Written communication to aircraft operators

The written communication to the operator to report category 2 and 3 findings should contain the following information:

- A short reference to the Safa programme
- Why this written communication has been sent (class 2 action)
- Reference to the ramp inspection report
- Request for evidence for corrective actions of the deficiencies
- Request the operator to include, as a copy, its competent State of Oversight in the exchange of the corrective actions requested

Note: The template contains the required information mentioned above. Although the use of this template is encouraged in order to standardise the written communication, elements of this template may be amended where necessary to match the individual cases.

Dear Sir,

I kindly ask your attention for the following:

Your aircraft has been inspected in the scope of the European SAFA programme (Safety Assessment of Foreign Aircraft). As described by the SAFA programme procedures, the ramp inspection reports are in the case of significant and/or major findings sent to both the concerned operator and the authorities responsible for the oversight of that operator. A copy of the ramp inspection report, as it has been entered into the centralised European database, is attached.

Concerning the findings categorised as category 2 or 3, the SAFA procedures require me to request evidence of corrective action(s) that have been or will be undertaken to correct these findings and to prevent re-occurrence in the future. You may inform me (in writing) either directly or through your authority. As your authority is the entity responsible for the safety oversight of your operations, they might be asked to confirm that they are satisfied with corrective actions. In this frame, I would kindly invite you to also transmit to their services, a copy of the elements requested aforementioned.

I thank you for your cooperation in the field of air transportation safety and inform you that additional ramp inspections may occur when aircraft of your airline lands on the territory of one of the States participating in the SAFA programme.

Should you require any additional information on this matter, do not hesitate to contact our services.

Yours sincerely,



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Template 2 Written communication to National Aviation Authorities

The written communication to the NAA to report category 2 and 3 findings should contain the following information:

- A short reference to the Safa programme
- Why this written communication has been sent (class 2 action)
- Reference to the ramp inspection report
- Optional: Request for confirmation that the NAA is satisfied with the corrective actions

Note: The template contains the required information mentioned above. Although the use of this template is encouraged in order to standardise the written communication, elements of this template may be amended where necessary to match the individual cases.

Dear Sir,

I kindly ask your attention for the following:

Aircraft from one or more operators for which you ensure the oversight, have been inspected in the scope of the European SAFA programme (Safety Assessment of Foreign Aircraft). As described by the SAFA programme procedures, the ramp inspection reports are in the case of significant and/or major findings sent to both the concerned operator and the authorities responsible for the oversight of that operator. A copy of the ramp inspection report, as it has been entered into the centralised European database, is attached.

The operator has been requested to provide evidence of any corrective actions taken. **[This sentence is optional: Because of the nature, the number and/or the re-occurrence pattern of the findings, I would like to receive your confirmation that you are satisfied with these corrective actions]**. The information contained in the ramp inspection report as well as the corrective actions taken by the operator might be useful for your oversight activities.

I thank you for your cooperation in the field of air transportation safety and inform you that additional ramp inspections on the operator(s) may occur when their aircraft land on the territory of one of the States participating in the SAFA programme.

Should you require any additional information on this matter, do not hesitate to contact our services.

Yours sincerely,



SAFA Ramp Inspection Procedures

Guidance material

Appendix 6 Monthly report template

Template
Monthly report on SAFA follow-up actions



Appendix 7

National Coordinator Tasks

1. GENERAL TASKS

To control and manage the SAFA programme within the Member State the national coordinator could be allocated the following tasks:

- To ensure that the ramp inspection reports referred to in Article 3.1 of the Commission Regulation 768/2006 shall be entered without delay into the centralised database (within 15 working days according to paragraph 4.4 of the Annex to the Commission Directive 2008/49).
- To ensure that the ramp inspections shall be prioritised in accordance with Article 2 of the Commission Regulation 351/2008.
- To nominate national representatives for the SAFA working groups (on procedures, in depth analysis, ad-hoc);
- Being the responsible focal point for the training schedules (initial & recurrent) for all involved national SAFA staff, e.g. inspectors, senior inspectors, data base users, moderators, etc;
- To represent the Member State at the “European SAFA Steering Expert Group” (ESSG) meetings and, when and where applicable, at other SAFA related meetings;
- To promote and implement the SAFA inspector exchange programme;
- To promote the SAFA programme within the Member State by means of annual reports or other publications;
- To support legal advisors dealing with request for disclosure of SAFA related data. According to Article 6.1 of the Directive 2004/36 CE any information received from the other Member States shall be treated as confidential. This means that, whilst national reports might be disclosed depending on national freedom of information act, confidentiality must be ensured for ramp inspection information received from the other States (e.g. accessible by means of the SAFA database);
- To ensure that distribution and adoption of new legislation, latest versions of SAFA procedures are controlled and distributed to all involved SAFA staff;
- To ensure that all SAFA staff involved in ramp inspections are properly trained and scheduled for recurrent training;
- To organise regular meetings with all SAFA staff to maintain a high standard of quality relating to:
 - Any changes/updates to the SAFA procedures,
 - Feedback on quality issues with regard to SAFA reports e.g. incorrect entry’s, mistakes, omissions, etc
 - Staff issues, e.g new staff, mentorship, etc
- To implement a national SAFA quality control system, for instance consisting of the feature built into the centralised SAFA database (moderator function/workflow function).
- [To assist the Agency at all stages of the SAFA standardisation audit process and to accompany the inspection team throughout the audit;](#)
- To propose team members for SAFA standardisation visits. Proposed team member(s) shall meet the criteria of article 6.2 of CR 736/2006



2. REPORTING TO EASA, THE COMMISSION AND THE MEMBER STATES

The SAFA national coordinator:

- Maintains good communication with EASA Programme Coordination for all SAFA related activities;
- Timely informs EASA when there are changes to key staff contacts, e.g national SAFA coordinator, coordinator national operators, database users etc;
- Shall submit to EASA a statement of confidentially signed by the inspector and countersigned by the national coordinator when requesting access to the SAFA database of any newly appointed user.
- Shall make available, in accordance with article 6.4 of the Annex II to the Commission Directive 2008/49, a monthly report with the status of the follow-up actions taken pursuant to ramp inspections;
- According to article 5 of the Annex II to the Commission Directive 2008/49:
 - Art. 5.1; Participate in the mutual exchange of information
 - Art. 5.2; Submit to the Commission and the Member States safety information as collected in standard reports
 - Art. 5.3; Inform to the Commission and the Member States, without delay, of any potential safety threat.

3. CONTACTS WITH OPERATORS

The national coordinator should ensure that, in accordance with article 6.4(1) of the Annex II to the Commission Directive 2008/49, for all category 2 and 3 finding(s) a written communication will be sent to the operator to request evidence of corrective actions taken. Furthermore he should act as the focal point for any questions regarding performed ramp inspections raised by the inspected operator;

4. CONTACTS WITH AUTHORITIES

The national coordinator should ensure that, in accordance with article 6.4(2) of the Annex II to the Commission Directive 2008/49, a written communication will be sent to the responsible State of oversight, addressing the results of the inspections and were appropriate, request for a confirmation that they are satisfied with the corrective actions performed by the operators under their supervision. Furthermore, he/she should act as the focal point for any questions regarding performed ramp inspections raised by NAA's, or, when he/she receives the previously mentioned request for confirmation from other NAA's.

If it concerns an inspection of an Operator licensed in the EU or in another SAFA participating State, the communication should be sent via the relevant SAFA national coordinator. In case there is a dedicated coordinator for national operator(s), information concerning SAFA inspections should also be send to this coordinator.

If it concerns an inspection on a non-EU or SAFA participating State, the Flight Operations department of the Non-Member State may be the most suitable point of contact. Other sources for finding contact details could be the ICAO or NAA Authority website, also on SINAPSE there is (uncontrolled) information on contact details provided.

5. INSPECTION REPORTS ON NATIONAL OPERATORS

The SAFA National Coordinator is requested to ensure proper distribution of SAFA Inspection Reports on Operators, which are under the supervision of his National Authority. This particularly applies where the SAFA National Coordinator is NOT the Coordinator National Operators.