



NIGERIA CIVIL AVIATION AUTHORITY

Advisory Circular

GEN-AC-AWS002

10TH APRIL 2023

AIRCRAFT WEIGHT AND BALANCE SCHEDULE REPORT

1.0 PURPOSE

This Advisory Circular (AC) is issued to give information and guidance to operators of all aircraft registered in Nigeria on the regulatory requirements and general basic procedures to establish the weight of the aircraft and preparation of the aircraft Weight and Centre of Gravity Schedule Report.

2.0 REFERENCE

2.1 **Part 5** of the Nigeria Civil Aviation Regulations.

3.0 GUIDANCE AND PROCEDURES

3.1 General Information

3.1.1 Definitions:

- a) **Basic Equipment** – Is the unusable fluids and equipment which is common to all roles for which the aircraft shall be used for.
- b) **Basic Weight** – Is the weight of the empty aircraft and all its basic equipment plus that of the declared weight of unusable fuel, unusable oil.
- c) **Variable Load** – Is the weight of the crew and of items such as crew baggage, removable units and other equipment the carriage of which depends on the role for which the aircraft is to be used for a particular flight.
- d) **Disposable Load** – Is the weight of all persons (e.g. passengers) and items of load including fuel and other consumable fluids carried in the aircraft, other than the Basic Equipment and Variable Load.
- e) **Maximum Total Weight Authorised (MTMA)** – Is the Maximum Total Weight Authorised for the aircraft and its contents, at which the aircraft may take off anywhere in the world in the most favourable circumstances in accordance with the Certificate of Airworthiness Flight Manual.
- f) **Reaction** – Is the load at each separate weighing point.

3.1.2 Aircraft must be weighed to determine their basic weight and the corresponding

Centre of Gravity (C of G) position when all manufacturing processes have been completed. Aircraft used for commercial air transport and aerial work shall be weighed at intervals not exceeding 3 years and at such times as the Authority may require. Aircraft used for general aviation shall be weighed at intervals not exceeding 5 years and at such times as the Authority may require.

- 3.1.3** In making the decision on weighing the aircraft the Authority considers the history of the aircraft, its flying performance, and the probable effects on the weight after a major overhaul, or embodiment of a modification, repair, or replacement.
- 3.1.4** Certain types of aircrafts may be weighed on a sampling basis i.e. a representative aircraft as weighed would be acceptable for the others of the same standard in the operators fleet. However, such an arrangement requires prior Authority approval.
- 3.1.5** When an aircraft is weighed, the equipment and other item of load such as fluids in the tanks must be recorded. This recorded load should not differ significantly from the standard Basic Equipment List associated with the Centre of Gravity Schedule.

Note:

*Each schedule must be identified by the aircraft designation, nationality and registration marks, if these are not known yet by the constructors serial number. It must bear the date of issue and should be signed by an authorised representative of an organization with approved capability to weigh and prepare a centre of gravity schedule. Where applicable the document shall bear a statement that “This Schedule supersedes all earlier issues. A typical Weight and Centre of Gravity Schedule for an aircraft not exceeding 2730 kg (6000 lb) MTMA is shown in the **Appendix** to this AC for illustration*

- 3.1.6** The need for accuracy when weighing aircraft is extremely important. Incorrect data could cause subsequent overloading and/or incorrect loading distribution of the aircraft, resulting in increased structural loads and reduction in performance.
- 3.1.7** The Weight and Balance Report is intended to record essential loading data to enable a particular aircraft to be correctly loaded, and to include sufficient information for an operator to produce loading instructions
- 3.1.8** The operational limitations for the fore and aft positions of the C of G are defined in the aircraft Flight Manual (Pilots Hand Book, Operators Hand Book or Aircraft Type Certificate Data Sheet as applicable).
- 3.1.9** An aircraft shall not fly when any of the items or equipment as are required to be in place for aircraft weighing for purposes of Issuing a Weight and Balance Certificate has been removed.

3.2 Weighing Equipment

- 3.2.1** The most common types of aircraft weighing equipment are Weighbridge scales, hydrostatic weighing units, electrical and electronic weighing equipment based on the strain gauge principle. However, whatever type of equipment is used, its capacity should

be compatible with the weight of the aircraft being weighed. It should be checked, calibrated and certified by a competent approved organization at periods not exceeding one year.

3.3 Preparation for Weighing

3.3.1 The aircraft should be in the configuration described in the Weight and Centre of Gravity Schedule, the fluids such as engine oil, fuel or hydraulic quantity should be as required by the manufacturer, and equipment positioned at its normal operational location.

3.3.2 Aircraft weighing should be carried out on a level site inside a closed hanger. Aircraft must be dry, free of dew accumulated moisture, dirt and frost.

3.3.3 Weight readings should be taken when the aircraft is in level configuration in both longitudinal and lateral planes recommended by the manufacturer.

3.3.4 When weighing aircraft on jacks, it is important to observe the aircraft jacking procedure, and to fit appropriate jack adapters to the aeroplane jacking points to accommodate the weighing units

3.3.5 When using electronic weighing cells, it is recommended that they are switched on 30 minutes (or in accordance with the manufactures instructions) before weighing commence in order for the circuits to stabilize.

3.4 Taking Weight Readings

It is recommended that several readings are taken at each reaction point to obtain a reliable average figure.

3.5 Calculation of C of G

3.5.1 The recommended formula should be applied when computing the Weight and Balance calculations to establish the C of G. These calculations should be done by appropriately trained and authorised personnel of the competent approved or organisation.

3.5.2 The authorised person shall certify and issue a Weight and Balance Schedule for the aircraft (or a fleet type of aircraft).

APPENDIX

TYPICAL WEIGHT AND CENTRE OF GRAVITY SCHEDULE

Reference: -----
Produced by: -----
Aircraft Designation: -----
Nationality and Registration: -----
Manufacture: -----
Manufactures Number: -----
Maximum Total Weight Authorised (MTMA): -----
Centre of Gravity limits: -----

PART “A” BASIC WEIGHT

The Basic Weight of the aircraft (as calculated from Weight and Balance Report / Weighing record Ref: xx Dated -----) is: -----

The C of G of the aircraft (in the same condition at this Weight and with the landing gear extended) is: ----- inches aft of datum

The total momentum about datum in this condition lb/100: -----

Note: The datum is at fuselage station 0 situated ---- inches forward of the wing leading edge. This is the datum defined in the Operators Hand Book. All lever arms are in inches aft of datum.

The Basic Weight includes the weight of ----- gallons of unusable fuel, one gallon of unusable oil and the weight of the following items which comprise the list of Basic Equipment:-

Item	Weight (lb)	Lever Arm (in)
2 Marzell propellers type BL-H3Z30	127 each	76
2 Engine driven 100 amp alternators	27 each	117
1 13 Ahr. Ni-Cd battery CB-7	31 each	153

Etc. - As specified in the relevant aircraft basic equipment reference document.

PART “B” VARIABLE LOAD

The weight and lever arm of the Variable Load are shown below. The variable load depends upon the equipment carried for the particular role.

Item	Weight (lb)	Lever Arm (in)	Moment (lb in/100)
Pilot (one)	108		
De-icing fluid 1 gal	12	140	17
Life – jackets (seven)	14	135	19
Row 1 Pax seats (two)	60	173	104
Row 2 Pax seats (two)	60	215	129
Row 3 Pax seat (two)	60	248	149

Table	8	256	20
One stretcher (in place of			
Two seat rows 2&3)	45	223	100
Medical stores	15	250	37

PART “C” LOADING INFORMATION (DISPOSABLE LOAD)

The total moment change when the landing gear is retracted in lb in/100 is 18. The appropriate lever arms are:-

Item	Weight (lb)	Lever Arm (in)	Cap (imp gal)
Fuel in tank 1 & 2	1368*	145	190
Engine oil	50*	70	5.5
Forward baggage		21	
Rear baggage		261	
Passengers Row 1 seats		171	
Passengers Row 2 seats		213	
Passengers Row 3 seats		246	
Patient on stretcher		223	

* Densities: Petrol 7.2 lb/imp gal; Kerosene 8.1 lb/imp gal; Oil 9.0 lb/imp gal.

This Schedule has been prepared (date)and supersedes all previous issues.

SignedInspector / Engineer

On behalf of (name of approved maintenance organisation)

Approval Ref: No.