



CHAPTER 2

Operations Specifications

1.0 PURPOSE

This Chapter gives direction and guidance to inspectors for the issue of Operations Specifications to air operators under Part 9 of the Nigeria Civil Aviation Regulations and review and accept them under Part 10 of the Nigeria Civil Aviation Regulations. Direction and guidance are also included for amending, cancelling, suspending, or revoking the Operations Specifications for these air operators. In this Order the phrase "Operations Specifications" will be referred to as "OpSpecs."

1.1 REFERENCE

- 1.1.1 Regulation 9.1.1.7 of the Nigeria Civil Aviation Regulations
- 1.1.2 FORM: O-OPS001F

2.0 CONCEPTUAL NEED FOR OPSPECS

2.1 Within the commercial air transport industry there is a need to establish and administer safety standards to accommodate many variables. These variables include - a wide range of aircraft; varied air operator capabilities; the various situations requiring different types of air transportation and the continual, rapid changes in aviation technology. It is impractical to address these variables through the promulgation of safety regulations for each and every type of commercial air transport situation and the varying degrees of air operator capabilities.

2.2 Also it is impractical to address the rapidly changing aviation technology and environment through the regulatory process. Safety regulations would be extremely complex and unwieldy if all possible variations and situations were addressed by regulations. Instead, the safety standards established by regulation should have a broad application that allows varying acceptable methods of compliance.

2.3 The OpSpecs provide an effective method for establishing safety standards that address a wide range of variables. In addition, OpSpecs can be adapted to a specific air operator's class and size of aircraft and type and kind of operation. OpSpecs can be tailored to suit an individual air operator's needs. Only those authorisations, limitations, standards, and procedures that are applicable to an air operator need to be included.

2.4 Legal Basis for OpSpecs

- 2.4.1 The Civil Aviation Act 2006 empowers the Authority to issue an Air operator Certificate (AOC) to qualified applicants. The certificate shall specify the minimum safety standards for the operation of the air operator.
- 2.4.2 The Air Operator Certificate under Regulation 1.1.7 of Part 9 of the Nigeria Civil Aviation Regulations specifies that the AOC is issued in 2 parts consisting of a certificate for public display and a multi-page AOC Operations Specifications containing the terms and conditions applicable to the air operator.



- 2.4.3 The air operator's operations must be conducted in accordance with the terms, conditions and limitations contained in the OpSpecs.
- 2.4.4 Part 9 of the Nigeria Civil Aviation Regulations also states that policy and procedures manuals developed by the air operator must not be contrary to the Civil Aviation Regulations and the Operations Specifications.
- 2.4.5 Regulation 1.1.9 of Part 9 of the Nigeria Civil Aviation Regulations further states that the Authority may amend any AOC (the OpSpecs are a part of the AOC) if the Authority determines that safety in commercial air transport and the public interest require the amendment. The Authority, therefore, may add other items to the contents of the OpSpecs whenever necessary to cover particular situations.

2.5 Standard OpSpecs

- 2.5.1 Standard OpSpecs paragraphs have been developed specifying limitations, conditions and other provisions with which air operators must comply. The process ensures that commercial air transport air operators conducting comparable operations with comparable equipment are held to the same standards.
- 2.5.2 Occasionally, a situation may occur in which it becomes necessary to issue an air operator an OpSpecs paragraph that is non-standard because of a unique situation not provided for in the standard paragraphs. Non-standard OpSpecs paragraphs shall not be less restrictive than, nor contrary to, the provisions in standard paragraphs. In those cases when a non-standard paragraph is more restrictive than the standard paragraph, justifiable reasons must exist, since the air operator could be placed at a competitive disadvantage.

2.6 Availability of OpSpecs to Crewmembers and Other Employee Personnel

- 2.6.1 Part 9 of the Nigeria Civil Aviation Regulations requires that OpSpecs information be included in an air operator's operations manual. Many air operators meet this requirement by including a copy of the applicable parts of the OpSpecs in the appropriate sections of their manuals.
- 2.6.2 The language used in OpSpecs, however, is not designed to apply to particular situations, but is written to specify absolute minimum conditions or provisions for a broad range of issues and situations. The application of a particular OpSpecs authorization, limitation, or provision may not be readily apparent to a particular situation. As a result, OpSpecs that are legal documents are not easy to use or interpret during any particular operational situation. Preferably, air operators should extract information from the OpSpecs and include it in their manuals for ready use by their crewmembers and other employee personnel. OpSpecs must be carried on-board all commercial flights.
- 2.6.3 The OpSpecs information in an air operator's manual should pertain only to that air operator's type of operation and be written in a manner that is directly applicable to the air operator's crewmembers or other employee personnel.



2.7 The Development of OpSpecs

2.7.1 For purposes of standardisation and administrative convenience, OpSpecs may be divided into separate parts as follows:

- a) Part A - General Provisions;
- b) Part B - En-route Authorizations and Limitations;
- c) Part C - Aerodrome Authorizations and Limitations;
- d) Part D - Maintenance;
- e) Part E - Mass and Balance;
- f) Part F - Interchange Of Equipment Operations;
- g) Part G - Aircraft Leasing Operations;

2.7.2 The exact content of the various parts of the Operations Specifications will vary depending upon the nature and scope of the operation and the provisions of the regulations. However, in general terms, the parts should cover the following:

- a) **Part A General Provisions** - Specify the make and model of aircraft authorised for use, the maximum passenger seating capacity authorised by the State, authorised system of flight following lease and interchange operations, and any other general authorizations or limitations not covered by the other parts;
- b) **Part B En-route authorizations and limitations** - Specify the routes or route segments which may be used by the air operator, the conditions under which deviations from such routes are authorised, minimum en-route altitudes, conditions under which operations are authorised under VFR and operations within minimum navigation performance specifications (MNPS) airspace;
- c) **Part C Aerodrome (or heliport) authorizations and limitations** -Specify destination and alternate aerodromes authorised for use, instrument approach procedures, aerodrome (or heliport) operating minima authorised including take-off minima and any special operating limitations in respect of minima;
- d) **Part D Maintenance** - Specify all special maintenance authorizations for inspections, overhauls, and rework of components. (Instructions for completion of Part D are contained in the Appendix);
- e) **Part E Mass and balance** - Specify all authorizations of standard mass quantities and mass and balance control. (Instructions for completion of Part E are contained in the Appendix).
- f) **Part F - Interchange Of Equipment Operations** - Specify all operations authorised under the term of the Interchange of Equipment Agreement between air operators in accordance with the applicable provisions of the Nigeria Civil Aviation Regulations.



- g) **Part G - Aircraft Leasing Operations** - Specify all operations authorised under the terms of the lease agreements between air operators in accordance with the applicable provisions of the Nigeria Civil Aviation Regulations.

3.0 **AUTHORIZATIONS AND LIMITATIONS OF OPSPECS WHEN OPERATING OUTSIDE THE TERRITORY OF NIGERIA**

- 3.1 Part A of the OpSpecs contains general authorizations and/or limitations not covered by other parts. Authorizations and limitations for operations conducted by air operators outside Nigeria would be documented in this part.
- 3.2 The OpSpecs should stipulate that the provisions of the certification and operating regulations applicable to domestic air operators (air operators operating within Nigeria) are authorised for air operators conducting operations over routes and route segments outside Nigeria. Approved routes for operations outside Nigeria would be documented in Part B of the OpSpecs.
- 3.3 In preparation for conducting international operations, air operators should obtain and comply with all economic and safety requirements applicable to each State of intended operation
- 3.4 Foreign air operators who wish to operate in and out of Nigeria need to only submit their OpSpecs approved by the state of the operator when conducting commercial air transport operations in and out of Nigeria.

3.5 **Amendments of OpSpecs**

- 3.5.1 Regulation 9.1.1.9 of the Nigeria Civil Aviation Regulations specifies that an air operator's AOC (of which OpSpecs are a part) can be amended as a result of the air operator's request or because the Authority determines that safety in commercial air transport and the public interest require the amendment.
- 3.5.2 An amendment may be initiated either at the air operator's request or by the Authority. The procedures for these two methods of initiating an amendment are as follows:
 - a) An air operator may, in accordance with Regulation 9.1.1.9 (a) (2) of the Nigeria Civil Aviation Regulations initiate an application to amend its OpSpecs by submitting an application for an amendment. The application may consist of the air operator completing the OpSpecs page it proposes to amend and submitting that page with all supporting data to the Authority.
 - b) In lieu of submitting an OpSpecs page, the air operator may submit a letter requesting an OpSpecs amendment. The air operator's letter of request should be written as an application for an OpSpecs amendment. It should state the proposed changes and contain an explanation for the proposal; it should also contain all supporting information. In accordance with Regulation 9.1.1.9 (e) of the Nigeria Civil Aviation Regulations amendments shall be made at least 30 days before the proposed effective date of the amendment.
 - c) The application is reviewed by the Authority as follows:



- (i) If the application is incomplete (usually as a result of insufficient supporting information), the Authority should inform the applicant that the application is not acceptable in its present form but would be considered upon the receipt of additional, specified supporting documents and/or information;
 - (ii) The Authority may determine that the application is not acceptable because: the air operator's request does not provide for an adequate level of safety in commercial air transportation, it would not be in the best interest of the public, or it is in conflict with the Authority policy or the Regulations. In such a case, the applicant should be informed, in writing that the application is unacceptable and the inspector should include a statement explaining why it is not acceptable. The air operator will have certain rights of appeal.
- d) The Authority may initiate amendments to an air operator's OpSpecs by notifying him in writing of the proposed amendment. Such an amendment may arise as a result of a change in the air operator's operating environment, or when the Authority has specific safety concerns. In such cases the following procedures apply:
 - (i) For an amendment due to a change in the air operator's operational environment, the Authority should create a new OpSpecs paragraph to ensure uniform compliance with a certain aspect of the Regulations. In such cases, the Authority may initiate and amend an air operator's OpSpecs due to the change, without the air operator having to complete the application section of the OpSpecs form. Once the air operator has demonstrated compliance with all appropriate Regulations, including operational and airworthiness requirements, the amended OpSpecs may be issued;
 - (ii) Regulation 9.1.1.9 (a) (1) of the Nigeria Civil Aviation Regulations allows the Authority to initiate an amendment to an air operator's OpSpecs when he determines that safety in commercial air transport and the public interest necessitates such an amendment. When amending an air operator's Operations Specifications under these regulations, the Authority would notify the air operator in writing and the amendment becomes effective thirty days after notice (except in the case of an emergency amendment) to the air operator unless subsequently withdrawn in accordance with Regulation 9.1.1.9 (c) of the Nigeria Civil Aviation Regulations.
- e) In the case of an emergency amendment as described in Regulation 9.1.1.9 (b) of the Nigeria Civil Aviation Regulations, the written notification is effective on the date the air operator receives the notification. The air operator shall operate in accordance with the amendment unless it is subsequently withdrawn. This case applies only when an emergency exists which requires immediate action with respect to safety in commercial air transport and when the other procedures to amend Operations Specifications found in Regulation 9.1.1.9 (d) and (e) of the Nigeria Civil Aviation Regulations are impractical or contrary to the public interest. Examples of situations that would justify an emergency amendment to an air operator's operations specifications are -



- (i) The air operator is knowingly operating a make/model/series of aircraft that is authorised in its OpSpecs, but is doing so either with unqualified crewmembers or with the aircraft not in an airworthy condition; or
- (ii) The air operator is continuing to operate flights into an airport or area that has been shown to be unsafe due to inadequate or unavailable facilities either because of a natural disaster or civil strife.

3.6 Surrendering Of OpSpecs

3.6.1 Upon a change in his operating environment, an air operator should exchange the appropriate paragraphs of its OpSpecs for the amended paragraphs that reflect the new operating environment. The criteria to hold a particular OpSpecs authorization are no less than those required for its original issue. For example, if an air operator was issued an authorization to conduct operations in MNPS airspace but no longer has aircraft equipped to conduct that kind of operation, the air operator must surrender the MNPS authorization.

3.6.2 If an air operator ceases all operations and is no longer equipped or able to conduct any kind of operation, the Authority shall request that the air operator voluntarily surrender the entire OpSpecs document. Depending upon the circumstances, the Authority may also request that the air operator voluntarily surrender the AOC as well. Seasonal air operators who are equipped to resume operations are not required to surrender OpSpecs during the inactive season.

3.6.3 If an air operator does not meet the requirement to hold an OpSpecs paragraph, but refuses to surrender the paragraph, the Authority would amend the OpSpecs in accordance with Regulation 9.1.1.9 (d) of the Nigeria Civil Aviation Regulations. If safety is affected, then an emergency amendment under Regulation 9.1.1.9 (b) of the Nigeria Civil Aviation Regulations would be appropriate.

3.6.4 If an air operator voluntarily surrenders a part of his OpSpecs, amended OpSpecs must be issued to reflect the air operator's new operating environment. If an air operator surrenders his entire OpSpecs document to the Authority, the air operator's status as an AOC shall be terminated in accordance with Authority policy.

3.7 Suspension or Revocation of OpSpecs

Suspension or revocation of an air operator's OpSpecs may be necessary after legal enforcement action.

4.0 Operations Specifications for each aircraft model

Note: - Nig CARs part 8.2.18 requires a copy of the AOC and Operations specification of this section to be carried on-board all commercial flight.

4.1 For each aircraft model in the operators fleet, identified by aircraft make, model and series the following list of authorizations, conditions and limitations shall include 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 limitation and authorizations.

Note: if authorizations and limitations are identical for two or more models, these models may be grouped in single list.

4.2 The Operations specifications layout referred to in shall be as follows

Note: The MEL constitutes an intergral part of the operations manual.



APPENDIX**GUIDELINES FOR DEVELOPMENT AND ISSUE OF OPERATIONS SPECIFICATIONS PART D AND E****1.0 GENERAL**

- 1.1** Part D is necessary to provide detailed maintenance-related authorizations and limitations for a particular air operator that are not specifically prescribed by the Civil Aviation Regulations. For example, time limitations for overhaul, inspections and checks may vary with aircraft type and the type of maintenance programme followed. Since most aircraft have parts that are life-limited by the manufacturer, such authorization and limitations need to be specified in the OpSpecs and when approved, the provisions of the OpSpecs are as legally binding as the Civil Aviation Regulations themselves.
- 1.2** The OpSpecs developed by Authority would retain a standardised format that includes only those authorizations, limitations, standards, and procedures that is applicable to the individual AOC.
- 1.3** Co-ordination among Flight Operations and Airworthiness inspectors is essential when working with the air operator/applicant in developing Operations Specifications. Co-ordination ensures the following:
- 1.3.1 That all inspectors are aware of changes or pending changes to an air operator's/applicant's operation; and
- 1.3.2 That the air operator/applicant is not needlessly bothered by repetitious questions.
- 1.4** It must be recognised that the details of the OpSpecs must be initially drafted by the applicant and the final version be acceptable to the air operator and the Authority Inspectors. Accordingly, every possible effort should be made by the Authority Inspectors to detect and resolve any difficulties which might result in a delay or possible rejection of the applicant's OpSpecs.

2.0 MAINTENANCE OPERATIONS SPECIFICATIONS - PART D

- 2.1** It is generally convenient to divide Part D into two categories of material. One category is that, which specifies the inspection, check and overhaul time limits for airframes, power plants, propellers, rotors and other equipment. The pages of Part D listed above are generally referred to as —Maintenance Pages—. Another category is that which consists of a number of maintenance-related authorizations which are required by the unique characteristics of the proposed operations. These specified authorizations are generally divided into sub-categories, depending on the air operator's operations. A description of the individual authorization pages and maintenance pages are described below:
- 2.1.1 Part D - Table of Contents** - This Table of Contents (TOC) page is an integral section of an air operator's Operations Specifications in that it is used to account for the specific paragraphs issued to a specific AOC. Each time an OpSpecs is issued, amended, rescinded, or revoked the TOC



must also be amended to show the new effective date to correspond with the OpSpecs page.

- 2.1.2 **Page D 1 - General** - This page applies to aircraft subject to an Airworthiness Maintenance and Inspection Programme. It contains conditions that must be met for an air operator to operate its aircraft under the terms of its operating provisions.
- 2.1.3 **Page D 2 - Check, Inspection and Overhaul Time Limits** - These pages specify the time limits and conditions for the aircraft services, checks and inspections approved for the AOC. Limits expressed in terms other than time (in-service, clock, or calendar) need to be defined. The symbols used in the maintenance pages would also be defined on this page. These pages may also be used to authorise the use of an identifiable programme, i.e. a manufacturer's program.
- 2.1.4 **Page D 3 - Reliability Programme Authorization** - These pages are used to authorise and control reliability programmes which would fall into one of two categories:
- a) Those which control the inspection, check and overhaul time for the entire airframe or power plant; or
 - b) Those which control the inspection, check and overhaul time for complete systems or for individually specified items within the system (i.e., hydraulic system, pumps, valves, actuators).
- 2.1.5 In the case listed in (a) above, the authorization listed on the page may serve as the sole control as far as the OpSpecs are concerned. When the entire airframe or power plant is governed by a reliability programme, there is no need to list individual items on the aircraft maintenance pages (D 16). However the airframe or power plant controlled by an approved programme must be identified on the authorization page. In the case listed in b) above, where complete systems or selected individual items are controlled by a reliability programme, reference to the control programme must be made on the authorization page, specifically identifying the controlling document. Individual items must be further identified on the aircraft maintenance page (D 16) on which they appear by an asterisk, control programme name, acronym, or other symbol. The identification marks and symbols used must be identified on an authorization page (D2).
- 2.1.6 **Page D 4 - Short-Term Escalation Authorization** - Applicants who wish to establish authorization for short-term increases in maintenance intervals (escalation) for aircraft, power plants, systems, or appliances not authorised short-term escalation through a reliability program. This page must reference the air operator's Maintenance Control Manual, or other approved document defining those procedures, in a manner that requires the OpSpec page to be amended whenever the procedure is revised.
- 2.1.7 **Page D 6 - Leased Aircraft Maintenance Authorization** - This authorization allows an air operator (lessee) to use a lessor's approved maintenance programme for the leased aircraft. In other words, this page is prepared so that an air operator is authorised to use two different maintenance programs for the same type aircraft. This page applies only to aircraft that are intended to be returned to the lessor at a time specified in the lease agreement. This authorization allows the lessor to retain compatibility of the aircraft with other aircraft remaining in his possession.



- 2.1.8 **Page D 7 - Parts Pool Authorization** - Under the provisions of Regulation 9.3.2.12 (h) of the Nigeria Civil Aviation Regulations, this page may be approved for an air operator desiring to enter into a parts pooling agreement with foreign air operators or AMOs whose employees do not hold an Aircraft Maintenance Engineer Licence issued by the Authority. In those cases where an air operator wishes to enter into such an agreement, an authorization page should be prepared containing at least the following:
- a) A statement that only those parts pool participants specified herein shall be eligible to provide parts to (names of eligible AOC/AMO holders);
 - b) A statement that (name of air operator) shall not utilise any part provided by any participant identified herein unless such part meets with the applicable provisions of the Regulations and the air operator's Maintenance Control Manual.
- 2.1.9 **Page D 8 - Prorated Time Authorization** - Whenever the proration process is used to establish initial maintenance starting times an authorization page needs to be included in the air operator's OpSpecs, Part D. (Explanation of initial starting times: Proration is a procedure to determine the time consumed under one maintenance system and to establish the remaining time under a new system. Air operators often sell or lease their equipment to other air operators. This ~~—suedll~~ equipment will have accumulated a certain amount of time in service. This time is transferred to the new air operator and may be phased in or prorated to the new air operator's approved time limitations). This authorization is essential not only for proper time accountability, but also for the transfer of the correct times should the aircraft be sold to another air operator. This page should indicate to all concerned that the aircraft is being operated under adjusted times since overhaul, calculated via the proration process. [Information on proration calculation is available in the United States FAA Advisory Circular 121-1, as amended].
- 2.1.1 **Page D 9 - Parts Borrowing Authorization** - The Operations Specifications must specify that the air operator can borrow a part from another air operator when the time in service of the available part exceeds the air operator's approved overhaul time limit. The parts, however, cannot exceed the lender's approved time limits. In the case of a life limited part, the part may not be operated beyond its approved service life.
- 2.1.11 **Page D 10 - Ferry Flight Authorization** - This page authorises an air operator, whose aircraft are maintained under a continuous airworthiness and inspection programme, to issue a special flight permit with continuing authorization to conduct ferry flights. This permit can only be issued under the Authority of Regulation 5.4.1.7 of the Nigeria Civil Aviation Regulations.
- 2.1.12 **Page D 11 - Minimum Equipment List (MEL) Authorization** - Regulation 9.3.1.12 of the Nigeria Civil Aviation Regulations requires an air operator to provide a MEL approved by the Authority for use of its personnel during the performance of their duties. This page sets forth the conditions and limitations that must be met by the air operator to be able to operate its aircraft under the terms of the MEL.
- 2.1.13 **Page D 12 - Aircraft Listing Authorization** - Air operators certified in accordance with Part 9 of the



Nigeria Civil Aviation Regulations are prohibited by Regulation 2.3.1 (b) of the same regulations from operating a specific type of aircraft unless that aircraft is listed on the AOC. This page conveys the authorization to operate such aircraft. The aircraft may be listed on this page or a current list attached to this page. In either case the listing shall include at least the following information:

- a) Type of aircraft by make, model, and series;
- b) Registration numbers or letters;
- c) Serial numbers;
- d) Date;
- e) The statement —This list supersedes any previous Lists or similarly worded statement.

2.1.14 the aircraft listing may contain the air operator's aircraft that are not in revenue service. This includes, but not limited to aircraft that are in heavy maintenance, in storage, awaiting parts, newly purchased. However, for aircraft not in service, the air operator must have procedures in place specifying how these aircraft are handled i.e. short term/long term storage procedures.

2.1.15 **Page D 13 - Leased Foreign Registered Aircraft Authorization** - This page authorises an air operator to maintain leased, foreign registered aircraft, by adopting the foreign air operator's approved maintenance program as its own. The Authority airworthiness inspectors must evaluate the air operator's proposed foreign maintenance program to be used for its leased foreign-registered aircraft before approving this OpSpecs page.

2.1.16 the airworthiness requirements of foreign countries may differ greatly from Authority requirements. Aircraft changes may have to be made before a national air operator can use a foreign aircraft. Such changes may invalidate the Airworthiness Certificate. In such cases, an exemption may be required from the foreign airworthiness Authority. To maintain the validity of the foreign airworthiness certificate, the national air operator may have to perform more extensive inspection or tests than those required by its Authority approved continuous airworthiness and inspection programme and/or the Nigeria Civil Aviation Regulations.

2.1.17 **Page D 14 - Substantial Maintenance Authorization** - This page allows an air operator on a continuing basis, to make arrangements with other organizations listed in Table 1 of this OpSpecs to perform substantial maintenance in accordance with the air operator's continuous airworthiness and inspection programme.

- a) Contractors are defined as: any person with whom the air operator has made an arrangement, (informal/oral or formal/written) for the performance of any maintenance, preventive maintenance, or alterations involving the air operator's authorised aircraft and/or components thereof. This includes arrangements with persons or organizations that supply parts and/or components, other than new, on a lease, exchange, or sale basis;
- b) Substantial Maintenance is defined for the purpose of this OpSpecs as: Any activity involving a C-check or greater maintenance visit; any engine maintenance requiring case separation or tear down; and/or major alterations or major repairs performed on airframes, engines or propellers. The following provide examples:



- (i) Accomplishment of scheduled heavy maintenance inspections, i.e., -EII checks, -DII checks, or equivalent, which may include accomplishment of Airworthiness Directives (ADs), Corrosion Prevention and Control Program tasks applicable to the aircraft primary structure;
 - (ii) Accomplishment of off-aircraft maintenance or alteration of engines that involves: the separation of modules or propellers; major engine repairs and; repairs to life limited parts, such as compressors, turbine disks, engine cases, but excluding, for example blades, vanes, and burner cans.
- c) Prior to using a maintenance provider for the first time, the air operator must conduct an onsite audit of the maintenance provider. The air operator's on site audit must demonstrate to the Authority Airworthiness Inspectors the maintenance provider has at least the following:
- (i) Capability;
 - (ii) Organizational structure;
 - (iii) Competent and trained personnel;
 - (iv) The air operator's manual or relevant parts;
 - (v) Adequate facilities and equipment.

2.1.18 **Page D 16 - Maintenance Pages** - These pages provide an orderly itemised listing of the inspection, check and overhaul time limits for airframes, power plants, propellers, rotors and appliances for air operators with no reliability program or partial reliability program. The symbology used on the maintenance page is defined in the authorization page entitled —Check, Inspection and Overhaul Time Limits.

Note: See paragraph 2.A.4. Reliability Programme Authorization for further explanation of these maintenance pages.

3.0 MASS AND BALANCE OPERATIONS SPECIFICATIONS - PART E

3.1 Page E 1 - Aircraft Mass and Balance - This page has been established to maintain control of mass and balance of the air operator's aircraft and to ensure that the aircraft are loaded within the gross mass and centre of gravity limitations. By using an approved mass and balance program an air operator/applicant is authorised to use other than known weights for crew, passengers, baggage, or cargo. The mass and balance control program, including loading schedules and charts, are approved on the OpSpecs by the Maintenance Inspector. This program must be included in the air operator's Operations Manual and the Maintenance Control Manual.

3.2 The air operator may develop and submit for approval any method or procedure by which it can show that an aircraft:



- 3.2.1 Is properly loaded according to approved loading schedules or charts;
- 3.2.2 Will not exceed authorised mass and balance limitations during all ground and flight operations;
- 3.2.3 Will be periodically reweighed and its data re-evaluated;
- 3.2.4 Will have its data recalculated, if change necessitate.