



COMPANY MANUALS COMPLIANCE STATEMENT-AEROPLANE

For Official Use Only:

COMPLIANCE STATEMENT

COMPANY MANUALS

AUA-OPS 2(A): General Aviation Regulations (Aeroplane)

Operator:
Aeroplane Type(s):

Instructions: AUA-OPS 2(A) requires that operators (non-commercial air transport) provide Company Manuals for the use and guidance of personnel concerned. The required manuals affected are Operations Manual, Maintenance Control Manual and Safety Management System manual. Items 1-6 are applicable for all manuals whereas items 7-22 are applicable only to the Operations Manual. All manuals should include the instructions and information necessary to enable the personnel concerned to perform their duties safely and shall contain at least the following information. Refer to AMC-038 for more information.

(Please tick appropriate box to indicate compliance)

Item	CONTENT OF COMPANY MANUALS	Yes	No
A.	All Manuals:		
1	Table of contents for all manuals;		
2	Amendment control page and list of effective pages for all manuals;		
3	Log of Revision & Copy holder list;		
4	Description of the manual revision system;		
5	Procedure to assure revision of all issued manuals;		
6	Duties, responsibilities of management, safety and operating personnel for all manuals <i>(including statement ensuring that all employees are familiar with and must comply with the laws, regulations and procedures of those States in which operations are conducted);</i>		
B.	Operations Manual:	Yes	No
7	Operational control system;		
8	MEL procedures;		
9	Normal flight operations <i>(including statement ensuring that when passengers are being carried, no emergency or abnormal situations are simulated);</i>		
10	SOPs;		
11	Weather limitations;		
12	Fatigue Management Programme <i>(including flight and duty time limitations);</i>		
13	Emergency operations;		
14	Accident/incident considerations;		
15	Personnel qualifications and training <i>(including all references to training syllabi for initial and recurrent training);</i>		
16	Record keeping;		
17	Security procedures;		
18	Performance operating limitations;		
19	Use/protection of FDR/CVR records;		



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20	Handling of dangerous goods including: a. Awareness training b. Carriage of e-cigarettes and lithium batteries		
21	Specific operating procedures (to correspond with Airspace Approval application INS-16.020): a. RVSM b. Designated Areas (e.g. NAT HLA (MNPS); Polar; NOPAC etc.) c. RNP "X" (e.g. APCH, 4, 10): d. B-RNAV e. P-RNAV (RNAV 1 and/or 2) f. Electronic Flight Bag (Installed or Portable) g. Head Up Display or equivalent/EVS, SVS, CVS h. CPDLC i. ADS-B Out j. ADS-C k. All Weather Operations (LVTO, Cat II or CATIII): l. Carriage of Cabin Crew		
22	Consideration should be given to including normal operating procedures for the following: a. Avoidance of CFIT b. ACAS/TCAS II, including training c. Avoidance of runway incursions d. Reporting of Communicable diseases		
C.	SMS Manual:	Yes	No
23	The Safety Management System Manual (can be a separate manual) should describe/contain at least the following elements of the Safety Management System: a. Document control b. SMS regulatory requirements c. Scope and integration of the safety management system d. Safety policy e. Safety objectives f. Safety accountabilities and key personnel g. Safety reporting and remedial actions h. Hazard identification and risk assessment i. Safety performance monitoring and measurement j. Safety-related investigations and remedial actions k. Safety training and communication l. Continuous improvement and SMS audit m. SMS records management n. Management of change o. Emergency/contingency response plan		
D.	Aeroplane Continuing Airworthiness: Refer to AMC-042	Yes	No
24.	Procedures addressing Continuing Airworthiness Refer to AMC-042 (2.1 or 3.2.1) a. Continuing Airworthiness responsibilities: b. Operator Maintenance responsibilities towards the use of a Repair Station and/or Validated Maintenance personnel and in reference to a maintenance release: c. Operator Maintenance responsibilities assuring the continuing airworthiness through an acceptable maintenance programme. Refer to AMC-042 (2.1.3 or 3.2.3):		
25.	Procedures addressing Continuing Airworthiness Records. Refer to AMC-042 (2.2): a. Identification of the type of records to be maintained;		



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	b. Assigned the record retention periods;		
	c. Description of the records transfer policy in case of temporary owner/lessee change;		
	d. Description of record protection and security;		
26.	Procedures for handling Modifications and Repairs. Refer to AMC-042 (2.3):		
27.	Procedures addressing Maintenance Release. Refer to AMC-042 (2.4):		
28.	Procedures for assuring manual accuracy. Refer to AMC-042 (2.5):		
	a. Currency of Aircraft Flight Manual;		
	b. <i>The use of a journey log with the minimum content;</i>		
E.	Additional procedures when operating Large aeroplane:		
29.	Additional procedures when operating large aeroplanes. Refer to AMC-042 (3.1):		
30.	Additional procedures addressing continuing airworthiness. Refer to AMC-042 (3.2.1):		
31.	Development of the Maintenance Control Manual, the training and distribution thereof. Refer to AMC-042 (3.2.2):		
32.	The development of the maintenance programme, for acceptance and distribution. Refer to AMC-042 (3.2.3):		
33.	Additional procedures for the communication and reporting between operator and organization responsible for aeroplane/engine/or propeller/ or modification type design and the DCA of Aruba. Refer to AMC-042 (3.2.4):		
34.	Procedures for Releasing aircraft after Base and/or Line Maintenance; and there is a maintenance release (CRS) in relation to the maintenance carried out. Refer to AMC-042 (3.2.5 (2.4.1 and 2.4.2)):		
35.	MCM as defined in item 30 complies with industry codes of practice and content. Refer to AMC-042 (3.3.1):		
36.	Maintenance programme to be submitted as defined in item 31 complies with industry codes of practice and content. Refer to AMC-042 (3.3.2):		
37.	MCM should contain statement that the Flight Recorder and records of an aeroplane involved in an accident or serious incident, will be safely preserved pending disposition from accident investigation authorities. Refer to AMC-042 (3.3.3):		

COMPLIANCE STATEMENT:

We, the undersigned, hereby declare that this compliance statement is truthful and correct and that all the required policies and procedures are compliant with the AUA-OPS 2(A) General Aviation Regulations.

Nominated Person Operations: *full name*

Date (Day/Month/Year):

Signature:

Nominated Person Airworthiness: *full name*

Date (Day/Month/Year):

Signature: