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(B.S. BHULLAR)

Director General of Civil Aviation

**STANDARD OPERATING PROCEDURE FOR IMPLEMENTATION OF RULE 32A  
RELATING TO EXPORT OF AIRCRAFT COVERED UNDER CAPE TOWN  
CONVENTION**

The following Standard Operating Procedure (SOP) shall be followed by all concerned for implementation of Rule 32A of the Aircraft Rules, 1937.

1. All the airport operators will designate an officer for dealing with matters relating to Rule 32A and communicate the name and contact details, including the e-mail address, of the concerned officer to the Director of Airworthiness, DGCA Headquarters, by e-mail. They shall keep DGCA apprised about any changes in the contact details of such persons from time to time as and when such changes take place. DGCA will compile a list of such contact persons and shall place the same on its website and keep it updated.
2. As and when an occasion requiring deregistration of an aircraft under sub-rule (7) of Rule 30 of the Aircraft Rules, 1937 arises, IDERA Holder will file a request with DGCA in the format given at Appendix 'A'.
3. On receipt of the deregistration request from an IDERA Holder as per Appendix 'A', DGCA will immediately post this fact on its website giving the date of receipt of the request, the type and registration No. of the aircraft and the name of the operator in whose name the aircraft is registered. DGCA will also issue an e-mail in this regard to all the contact persons referred in para 1.
4. DGCA will take necessary action to deregister the aircraft in accordance with sub-rule (7) of Rule 30 and communicate by e-mail the date of deregistration to all contact persons as per para 1.

5. The airport operators will calculate the outstanding dues related to the aircraft in question for a period of three months immediately preceding the **date of declared default** i.e. the date on which the request for deregistration was received in DGCA, and raise bills within five working days of the first e-mail received from DGCA as per para 3. Any dues prior to three months preceding the date of declared default shall not be included in the aforesaid calculation. The airport operator will forward the bills to the IDERA Holder by e-mail with copy to DGCA and will also indicate the necessary bank details to enable electronic payment.
6. Any other organization covered under the proviso to sub-rule (7) of rule 30 and having outstanding dues pertaining to the aircraft in question, may also raise bills and intimate DGCA about it within five working days from the date of declared default. DGCA will inform the IDERA Holder by e-mail about such liability also if notified within five working days of the date of declared default. DGCA will not be responsible for any dues that are not notified to it within the specified period of five working days.
7. Without affecting the liability of the airline operator/s, IDERA Holder, on receipt of the bills by e-mail from the concerned airport operator/s and the organization/s referred in para 6, may make the payment for the same. If such be the case, the airport operator/s and the other organization/s shall issue a certificate to the IDERA Holder within two working days of receiving the payment, stating that the bills raised by them in respect of the aircraft have been cleared. Such certificate shall be forwarded to the IDERA Holder by e-mail with copy to DGCA.
8. The IDERA Holder will submit to DGCA a copy of the certificate of payment of bills given under para 7, along with his request for permission to export the aircraft from India. On receipt of such a request, DGCA will issue the necessary permissions promptly as provided in Rule 32A.
9. Once the permission is granted by DGCA for the aircraft to fly out of India, the IDERA Holder will send an e-mail to the concerned airport operator forwarding a copy of DGCA's permission and indicating the exact date of the flight out of India and requesting for a bill with respect to any dues accrued for the aircraft after the date of declared default up to the date of departure. The airport operator will raise a bill for such dues within one working day and send the same to the IDERA Holder by e-mail with copy to DGCA, along with the necessary bank details to enable electronic payment. Once the IDERA Holder makes the payment, the aircraft can depart from India in accordance with DGCA's permission and no airport operator shall prevent the aircraft from leaving India.

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**Application for Irrevocable Deregistration and Export Request Authorisation (IDERA)  
Deregistration**

**Please complete this form then print, sign and submit as instructed below. Alternatively, print, then complete in BLOCK CAPITALS using black or blue ink.**

In accordance with and pursuant to sub-rule (7) of Rule 30 of the Aircraft Rules, 1937 and Article IX(1) of the Protocol to the Convention on International Interests in Mobile Equipment on matters specific to Aircraft Equipment (the Protocol) this is a request from the Authorised Party or the Certified Designee (where the Authorised Party has certified a designee under Article XIII(3) of the Protocol which has not been revoked) under the Irrevocable Deregistration and Export Request Authorisation (IDERA) of the aircraft specified to remove the aircraft from the Civil Aircraft Register.

**SECTION 1 - Aircraft Details**

Item No.	Registration mark	VT-
1.	Name and address of Manufacturer	
2.	Type and Model of Aircraft	
3.	Manufacturer's serial number	
4.	Type and model of Engines	
5.	Manufacturer serial number of Engines	
6.	Name and registered address of Owner	
7.	Name and registered address of Lessor	
8.	Name and registered address of Lessee	
9.	Any other person having rights in or over the object(mortgagee)	

**SECTION 2 - Authorised Party or Certified Designee details**  
(as currently recorded in the IDERA or in the unrevoked Certified Designee Letter)

The applicant is: (Please tick the appropriate box)

Authorised Party

Certified Designee

Name	
Address	
Email	
Telephone	

**SECTION 3 - Details of National Aviation Authority (NAA) to be notified upon deregistration**  
(optional)

Country	
NAA to be notified of	
NAA contact email or fax	

**SECTION 4 – Request for deregistration**

We, the certified designee (under the authority of Article XIII (3) of the Protocol to the Convention on International Interests in Mobile Equipment on matters specific to Aircraft Equipment), or the authorised party (under the authority of Article XIII of the Protocol to the Convention on International Interests in Mobile Equipment on Matters specific to Aircraft Equipment), request the deregistration of the Aircraft identified above from the Indian Civil Aircraft Register as soon as practicable but, in any event, within 5 working days of receiving the request.

We enclose herewith a copy of the certificate of international interests on the aircraft downloaded from the website of the International Registry which shows that: (Please tick the appropriate box)

- The Aircraft is not subject to any registered interest that ranks in priority to the international interest that the authorised party holds in the Aircraft; **OR**
- The Aircraft is subject to a registered interest that ranks in priority to the international interest that the authorised party holds in the Aircraft. The holder of the higher-ranking registered interest has consented to the deregistration and export of the Aircraft and a copy of the consent is enclosed.

**DECLARATION**

I hereby declare that the above particulars are true in every respect and that nothing has been concealed or withheld by me. I have studied the relevant Aircraft Rules and Civil Aviation Requirements.

Signature(s).....

*Authorised Party OR Certified Designee /Authorised signatory of the Authorised Party OR Certified Designee, whichever is applicable (Director, Company Secretary or other authorised signatory)*

Name.....

*(Block letters)*

Designation.....

*(Block letters)*

Date.....

Encl.:

1. Original recorded IDERA or a notarised copy thereof.
2. In case of Certified Designee, a copy of the relevant document.