

CHECKLIST FOR INTERNATIONAL OPERATIONS

BY INDIAN SCHEDULED AIRLINES

1. The airline shall be formally designated by the Government of India in accordance with the provisions of the Air Services Agreement.
2. Only those airlines whose substantial ownership and effective control are vested in the Government of India or the Indian nationals may be designated. For this purpose, the Government of India or the Indian nationals shall not be deemed to have “substantial ownership and effective control of the airline” unless they, in addition to the ownership of the major part of the assets of the designated airline, also have:
 - a. Effective control in the management of the designated airline;
 - b. Ownership and effective control of the major part of the fleet of aircraft and equipment of the designated airline.
3. The airline shall have a valid Air Operator Certificate or an equivalent document authorizing the airline to operate scheduled international air services as well as a copy of the air transport licence, if any, issued by this office.
4. A detailed security programme prepared in accordance with the provisions contained in Annex 17 to the Convention on International Civil Aviation, the ICAO Security Manual (Doc 8973) and instructions issued by the BCAS shall be filed with the Commissioner of Security (Civil Aviation), Janpath Bhawan, ‘A’ wing, 3rd Floor, Janpath, New Delhi – 110001 for approval. A copy of the approval granted by the BCAS shall be furnished to the office of the DGCA.
5. The Chief Executive of the airline shall furnish an undertaking to this office that the laws, rules, regulations and requirements of the country to which operations are proposed to be undertaken shall be complied with.
6. A certificate to the effect that local representative(s) of the airline is/are conversant with the laws and regulations of the country to which operations are proposed to be undertaken shall be furnished by the Chief Executive Officer of the airline.
7. A copy of the insurance policy covering the liability of the airline in accordance with the provisions of the Carriage by Air Act, 1972 as amended by the Carriage by Air (Amendment) Act, 2009 giving effect to the Montreal Convention, 1999.
8. The airline shall prepare an Operations Manual for approval of the competent authority.

9. The airline shall ensure that all the pilots are familiar with laws, regulations and procedures prescribed for areas to be traversed, the aerodromes to be used and the air navigation facilities relating thereto.
10. The pilot in command shall be conversant with the standard operating procedures of the destination airport. He shall carry with him the route guides and the appropriate charts for the area of operation.
11. The airline shall prescribe route and airport qualification requirements for critical airports and recency qualification requirements in accordance with CAR Section 2 series O part II dated 15th July 1999.
12. The airline shall develop standard operation procedures to assess the suitability of the airport for safe operations of the type of aircraft intended to be operated, particularly from the point of view of runway length and strength, one-engine inoperative approach, take-off and climb procedures, adequacy of fire fighting and rescue facilities, clearance of enroute obstacles in case of an engine failure and other safety related conditions.
13. The airline shall establish Aerodrome Operating Minima for international flights as per the Minima approved by the competent authority of the country to which operations are proposed to be undertaken.
14. The Pilot-in-Command shall carry on board all the manuals and documents in accordance with Aircraft Rules, 1937 and the relevant Civil Aviation Requirements.
15. The airline shall comply with laid down requirements pertaining to the Flight Duty Time Limitation.
16. The airline shall ensure compliance with the station facility inspection requirements as per the Operation Checklist on DGCA website www.dgca.nic.in.
17. The airline shall have facilities and doctors for carrying out pre-flight medical checks of the crew members.
18. The airline shall have trained/qualified load and trim sheet personnel duly approved by this office and also by the competent authority of the country to which international operations are proposed to be undertaken.
19. The airline shall establish an approved Flight Dispatch Facility.
20. The provisions of the Aircraft (Carriage of Dangerous Goods) Rules, 2003 shall be complied with.

21. All equipment as required by the country of designation must be installed and certified serviceable.
22. A copy of the agreement regarding ground handling on type of aircraft shall be produced.
23. Positioning of essential equipment for maintenance like trestles, jacks etc. shall be ascertained.
24. Essential No-Go spares like wheels, CDR/DFDR, Wx Rx shall be positioned and their continued serviceability and safe storage ensured.
25. Arrangement of certification at the airports in a foreign country shall be spelt out. In case services of the employees of a foreign organization are required to be availed of, the requisite work permits shall be obtained.
26. All the requisite Manuals such as Trouble Shooting Manual/Fault Isolation Manual, Maintenance Manual etc. shall be available at the foreign station.
27. The documents/requirements specified in paragraphs 4 to 26 shall be furnished at least 30 days prior to the proposed date of commencement of scheduled international air services so as to enable this office to consider the issuance of the Air Operator Certificate well in time.
28. After ensuring compliance with the provisions of the respective Air Services Agreements and completion of all the aforesaid requirements, the Air Operator Certificate or an equivalent document issued in favour of the airline shall be endorsed to cover international operations. However, the actual commencement of operations by the airline shall be subject to completion of the requirements specified in paragraphs 30 to 32.
29. This office reserves to itself the right to seek at any time information in respect of particulars mentioned in paragraphs 4 to 26 above and any other relevant information so as to satisfy itself that the designated airline continues to meet all the requirements on the fulfillment of which the Air Operator Certificate was issued.
30. The designated airline shall in accordance with the provisions of Aircraft Rules, 1937 and the bilateral Air Services Agreement, obtain the approval of the competent authorities for the tariffs to be charged on the agreed services operated on the specific route(s).
31. Subject to and in accordance with the provisions the bilateral Air Services Agreement, approval of the competent authorities shall be obtained in respect of arrangement concluded at airlines level.

32. The designated airline shall coordinate allocation of slots with the Airports Authority of India.
33. The designated airline shall file the proposed flight schedule at least 30 days prior to the commencement of scheduled services with this office for approval. The flight schedule shall contain information relating to the type of service and its frequency, the type of aircraft to be used and the flight timings. The flights shall be operated only after the schedule has been approved by this office.