

STATUTORY INSTRUMENTS SUPPLEMENT

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S T A T U T O R Y I N S T R U M E N T S

2022 No. 73.

**THE CIVIL AVIATION (AIR OPERATOR CERTIFICATION AND
ADMINISTRATION) REGULATIONS, 2022**

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STATUTORY INSTRUMENTS

2022 No. 73.

The Civil Aviation (Air Operator Certification and Administration) Regulations, 2022

(Under sections 34(2) and 61 of the Civil Aviation Authority Act, Cap. 354)

IN EXERCISE of the powers conferred upon the Minister by sections 34(2) and 61 of the Civil Aviation Authority Act, and on the recommendation of the Uganda Civil Aviation Authority, these Regulations are made this 11th day of July, 2022.

PART I—PRELIMINARY

1. Title

These Regulations may be cited as the Civil Aviation (Air Operator Certification and Administration) Regulations, 2022.

2. Application

These Regulations apply to an operator certificated to conduct international or domestic commercial air transport operations and the continued validity of the AOC issued by the authority.

3. Interpretation

In these Regulations, unless the context otherwise requires—

“acceptable” means the authority may accept a matter submitted to it for review as following the applicable standards if the authority does not specifically reject all or a portion of the matter under review, usually after some defined period after submission but acceptance does not necessarily require an active response by the authority to a matter submitted for its review;

“accountable manager” means the manager who has corporate authority for ensuring that all operations and maintenance

activities required by the Air Operator Certificate (AOC) holder can be financed and carried out to the highest degree of safety standards required by the authority;

“Act” means the Civil Aviation Authority Act, Cap. 354;

“aerial work” means any purpose, other than public transport, for which an aircraft is flown if hire or reward is given or promised in respect of the flight or the purpose of the flight;

“aerodrome” means any definite and limited ground or water area (including any building, installation and equipment) used or intended to be used, either wholly or in part, for the arrival or departure or surface movement of aircraft;

“aeronautical product” means any aircraft, aircraft engine, propeller or subassembly, appliance, material, part or component to be installed on an aircraft;

“aeroplane” means a power-driven heavier-than-air aircraft, deriving its lift in flight chiefly from aerodynamic reactions on surfaces which remain fixed under given conditions of flight;

“aircraft” includes all flying machines, aeroplanes, seaplanes, flying boats, helicopters, gliders and other aircraft designed to be heavier than air, also all airships and balloons and other aircraft designed to be lighter than air;

“aircraft component” means any assembly, item component, part of an aircraft up to and including a complete engine or any operational or emergency equipment;

“aircraft operating manual” means a manual acceptable to the State of the Operator, containing normal, abnormal, and emergency procedures, checklists, limitations, performance information, details of the aircraft systems and other material relevant to the operation of the aircraft;

“Air Operator Certificate (AOC)” means a certificate authorising an operator to carry out specified commercial air transport operations;

“aircraft technical log” means a document carried on board an aircraft for recording defects and malfunctions discovered during operation and for recording details of all maintenance carried out whilst the aircraft is operating between scheduled visits to the base maintenance facility and containing operating information relevant to flight safety and maintenance data that the operating crew needs to know;

“aircraft tracking” means a process, established by the operator, that maintains and updates, at standardised intervals, a ground-based record of the four-dimensional position of individual aircraft in flight;

“aircraft type” means all aircraft of the same basic design;

“Air Traffic Service (ATS)” means flight information service, alerting service, air traffic advisory service and air traffic control service that includes area control service, approach control service or aerodrome control service;

“airworthy” means the status of an aircraft, engine, propeller or part when it conforms to its approved design and is in a condition for safe operation;

“alternate aerodrome” means an aerodrome to which an aircraft may proceed when it becomes either impossible or inadvisable to proceed to or to land at the aerodrome of intended landing where the necessary services and facilities are available, where aircraft performance requirements can be met, and which is operational at the expected time of use and includes—

- (a) take-off alternate aerodrome at which an aircraft would be able to land should this become necessary shortly after take-off and it is not possible to use the aerodrome of departure;
- (b) en-route alternate aerodrome at which an aircraft would be able to land in the event that a diversion becomes necessary while en route; and
- (c) destination alternate aerodrome at which an aircraft would be able to land should it become either impossible or inadvisable to land at the aerodrome of intended landing.

“alternate heliport” means a heliport to which a helicopter may proceed when it becomes either impossible or inadvisable to proceed to or to land at the heliport of intended landing where the necessary services and facilities are available, where aircraft performance requirements can be met, and which is operational at the expected time of use and includes—

- (a) take-off alternate heliport at which a helicopter would be able to land should this become necessary shortly after take-off and it is not possible to use the heliport of departure;
- (b) en-route alternate heliport at which a helicopter would be able to land in the event that a diversion becomes necessary while en route;
- (c) destination alternate heliport at which a helicopter would be able to land should it become either impossible or inadvisable to land at the heliport of intended landing; and

(d) approach and landing phase — helicopters means that part of the flight from 300 m (1 000 ft) above the elevation of the FATO, if the flight is planned to exceed this height, or from the commencement of the descent in other cases, to landing or to the balked landing point;

“appliance” means any instrument, mechanism, equipment, part, apparatus, appurtenance or accessory, including communications equipment, that is used or intended to be used in operating or controlling an aircraft in flight which is installed in or attached to the aircraft and is not part of an airframe, power plant or propeller;

“appropriate airworthiness requirements” means the comprehensive and detailed airworthiness codes established, adopted or accepted by a Contracting State for the class of aircraft, engine or propeller under consideration;

“approve” means an active response by the authority to a matter submitted for its review and constitutes a finding or determination of compliance with the applicable standards;

“approved maintenance organisation (AMO)” means an organisation approved to perform specific aircraft maintenance activities by the authority including inspection, overhaul, maintenance, repair or modification and release to service of aircraft or aircraft components;

“approved standard” means a manufacturing, design, maintenance or quality standard approved by the authority;

“approved training” means training carried out under special curricula and supervision approved by the authority;

“Approved Training Organisation (ATO)” means an organisation established to conduct aviation training courses approved by the authority;

“article” means an aircraft, airframe, engine, propeller, appliance, accessory, assembly, subassembly, system, subsystem, component, unit, product or part;

“authority” means the Uganda Civil Aviation Authority established by section 3 of the Act;

“avionics” means the electronics and electrical systems on aircraft and space craft such as the navigation, communications, flight data and control system;

“cabin crew member” means a crew member who performs, in the interest of safety of passengers, duties assigned by the operator or the pilot-in-command of the aircraft, but who shall not act as a flight crew member;

“calibration” means a set of operations, performed in accordance with a definite documented procedure, that compares the measurement performed by a measurement device or working standard for the purpose of detecting and reporting or eliminating by adjustment errors in the measurement device, working standard, or aeronautical product tested;

“cargo aircraft” means any aircraft carrying goods or property but not passengers and in this context the following shall not be considered as passengers—

- (a) a cabin crew or flight crew member;
- (b) an employee of an operator permitted by and carried in accordance with the instructions contained in the operator’s manual;
- (c) an authorised representative of the authority; or
- (d) a person with duties of a particular shipment on board;

“charter” means a charter of an aircraft, a portion of or the entire capacity of the aircraft is hired or purchased privately by one or more entities, which may re-sell it to the public and this occurs most frequently in non-scheduled passenger air operations;

“charter flight” means a non-scheduled operation using a chartered aircraft in a situation in which the charterer is another air operator that has its own operating authority and charters the entire capacity of the aircraft, usually on short notice, is termed a sub-charter;

“COMAT” means operator material carried on an operator’s aircraft for the operator’s own purposes;

“Combined Vision System (CVS)” means a system used to display images from a combination of an Enhanced Vision System (EVS) and a Synthetic Vision System (SVS);

“commercial air transport operation” means an aircraft operation involving the transport of passengers, cargo or mail for remuneration or hire;

“competency in civil aviation” means that an individual has technical qualifications and management experience acceptable to the authority for the position served;

“Configuration Deviation List (CDL)” means a list established by the organisation responsible for the type design with the approval of the State of Design which identifies any external parts of an aircraft type which may be missing at the commencement of a flight, and which contains, where necessary, any information on associated operating limitations and performance correction;

“congested area” means, in relation to a city, town or settlement, any area which is substantially used for residential, commercial or recreational purposes;

“consignment” means one or more packages of dangerous goods accepted by an operator from one shipper at one time and at one address, receipted for in one lot and moving to one consignee at one destination address;

“contaminated runway” means that a significant portion of the runway surface area, whether in an isolated area or not, within the length and width being used is covered by one or more of the substances listed in the runway surface condition descriptors;

“continuing airworthiness” means the set of processes by which an aircraft, engine, propeller or part complies with the applicable airworthiness requirements and remains in a condition for safe operation throughout its operating life;

“continuing airworthiness records” means records which are related to the continuing airworthiness status of an aircraft, engine, rotor or associated part;

“Contracting States” means all states that are signatories to the Convention;

“Convention” means the Convention on International Civil Aviation;

“crew member” means a person assigned by an operator to duty on an aircraft during a flight duty period;

“currency point” has the value assigned to it in Schedule 1 to these Regulations;

“dangerous goods” means articles or substances which are capable of posing a hazard to health, safety, property or the environment and which are shown in the list of dangerous goods in the Technical Instructions or which are classified according to those instructions;

“dangerous goods accident” means an occurrence associated with and related to the transport of dangerous goods by air which results in fatal or serious injury to a person or major property or environmental damage;

“dangerous goods incident” means an occurrence, other than a dangerous goods accident, associated with and related to the transport of dangerous goods, not necessarily occurring on board an aircraft, which results in injury to a person, property damage, fire, breakage, spillage leakage of fluid or radiation or other evidence that the integrity of the packaging has not been maintained; and any occurrence relating to the transport of dangerous goods which seriously jeopardises an aircraft or its occupants shall be deemed to constitute a dangerous goods incident;

“dry lease” means a lease where the aircraft is provided without crew;

“duty” means any task that flight or cabin crew members are required by the operator to perform, including, flight duty, administrative work, training, positioning and standby when it is likely to induce fatigue;

“duty period” means a period which starts when a flight or cabin crew member is required by an operator to report for or to commence duty and ends when that person is free from all duties;

“Extended Diversion Time Operations (EDTO)” means any operation by an aeroplane with two or more turbine engines where the diversion time to an en-route alternate aerodrome is greater than the threshold time established by the State of the Operator;

“Electronic Flight Bag (EFB)” means an electronic information system, comprised of equipment and applications for flight

crew, which allows for the storing, updating, displaying and processing of EFB functions to support flight operations or duties;

“Emergency Locator Transmitter (ELT)” means a generic term describing equipment which broadcasts distinctive signals on designated frequencies and, depending on application, may be automatically activated by impact or be manually activated and an ELT may be any of the following—

- (a) “Automatic fixed ELT (ELT-AF)” which is an automatically activated ELT which is permanently attached to an aircraft;
- (b) “Automatic portable ELT or ELT-AP” which is an automatically activated ELT which is rigidly attached to an aircraft but readily removable from the aircraft;
- (c) “Automatic deployable ELT or ELT-AD” which is an ELT which is rigidly attached to an aircraft and which is automatically deployed and activated by impact, and, in some cases, also by hydrostatic sensors. Manual deployment is also provided; or
- (d) “Survival ELT or ELT-S” being an ELT which is removable from an aircraft, stowed so as to facilitate its ready use in an *emergency* and manually activated by survivors;

“engine” means a unit used or intended to be used for aircraft propulsion and consists of at least those components and equipment necessary for functioning and control but excludes the propeller or rotors where applicable;

“Enhanced Vision System (EVS)” means a system used to display electronic real-time images of the external scene achieved through the use of image sensors;

“exemption” means an authorisation, other than an approval, granted by an appropriate national authority, providing relief from the provisions of the technical instructions;

“fatigue” means a physiological state of reduced mental or physical performance capability resulting from sleep loss, extended wakefulness, circadian phase or workload, mental or physical activity that can impair a person’s alertness and ability to adequately perform safety-related operational duties;

“Fatigue Risk Management System (FRMS)” means a data-driven means of continuously monitoring and managing fatigue-related safety risks, based upon scientific principles and knowledge as well as operational experience that aims to ensure that relevant personnel are performing at adequate levels of alertness;

“Final Approach Segment (FAS)” means that segment of an instrument approach procedure in which alignment and descent for landing are accomplished;

“flight crew member” means a licenced crew member charged with duties essential to the operation of an aircraft during a flight duty period;

“flight duty period” means a period which commences when a flight or cabin crew member is required to report for duty that includes a flight or a series of flights and which finishes when the aircraft finally comes to rest and the engine or engines are shut down at the end of the last flight on which he or she is a crew member;

“flight manual” means a manual associated with the certificate of airworthiness, containing limitations within which the aircraft is to be considered airworthy and instructions and information necessary to the flight crew members for the safe operation of the aircraft;

“flight operations officer or flight dispatcher” means a person designated by the operator to engage in the control and supervision of flight operations, whether licenced or not and suitably qualified in accordance with the Civil Aviation (Personnel Licensing) Regulations, 2022, who supports, briefs and assists the pilot-in-command in the safe conduct of the flight;

“flight plan” means specified information provided to air traffic services units, relative to an intended flight or portion of a flight of an aircraft

“flight recorder” means any type of recorder installed in an aircraft for the purpose of complementing accident and incident investigation;

“flight safety documents system” means a set of interrelated documentation established by the operator compiling, and organising information necessary for flight and ground operations and comprising, as a minimum, the operations manual and the operator’s maintenance control manual;

“flight time — aeroplane” means the total time from the moment an aeroplane first moves for the purpose of taking off until the moment it finally comes to rest at the end of the flight;

“flight time — helicopters” means the total time from the moment a helicopter’s rotor blades start turning until the moment the helicopter finally comes to rest at the end of the flight, and the rotor blades are stopped;

“foreign operator” means any operator that holds an AOC issued by one State and that operates, or seeks to operate in the airspace above the territory of another State;

“ground handling” means a service that is necessary for an aircraft’s arrival at, or departure from, an airport, other than air traffic services;

“Head-up display (HUD)” means a display system that presents flight information into the pilot’s forward external field of view;

“helicopter” means a heavier-than-air aircraft supported in flight chiefly by the reactions of the air on one or more power-driven rotors on substantially vertical axes;

“heliport” means an aerodrome or a defined area on a structure intended to be used wholly or in part for the arrival, departure and surface movement of helicopters;

“hostile environment” means an environment in which—

- (a) a safe forced landing cannot be accomplished because the surface and surrounding environment are inadequate;
- (b) the helicopter occupants cannot be adequately protected from the elements or search and rescue response or capability is not provided consistent with anticipated exposure; or
- (c) there is an unacceptable risk of endangering persons or property on the ground;

“human factors principles” means principles which apply to aeronautical design, certification, training, operations,

and maintenance and which seek safe interface between the human and other system components by proper consideration to human performance;

“human performance” means human capabilities and limitations which have an impact on the safety and efficiency of aeronautical operations;

“instrument approach operations” means an approach and landing using instruments for navigation guidance based on an instrument approach procedure using either—

- (a) a two-dimensional or 2D instrument approach operation, using lateral navigation guidance only; or
- (b) a three-dimensional or 3D instrument approach operation, using both lateral and vertical navigation guidance;

“Instrument approach procedure (IAP)” means a series of predetermined maneuvers by reference to flight instruments with specified protection from obstacles from the initial approach fix, or where applicable, from the beginning of a defined arrival route to a point from which a landing can be completed and thereafter, where a landing is not completed, to a position at which holding or en-route obstacle clearance criteria applies and instrument approach procedures shall be classified as follows—

- (a) Non-Precision Approach (NPA) procedure which is an instrument approach procedure designed for 2D instrument approach operations Type A;
- (b) Approach Procedure with Vertical guidance (APV) which is a performance-based navigation or PBN instrument approach procedure designed for 3D instrument approach operations Type A; and

- (c) Precision Approach (PA) procedure which is an instrument approach procedure based on navigation systems, ILS, MLS, GLS and SBAS CAT I designed for 3D instrument approach operations Type A or B;

“Instrument Meteorological Conditions (IMC)” means meteorological conditions expressed in terms of visibility, distance from cloud and ceiling as defined in the Civil Aviation (Rules of the Air) Regulations, 2020, less than the minima specified for visual meteorological conditions;

“interchange-an aircraft interchange or interchange flight” means a regularly scheduled, single-plane through service linking a route of one air operator at the interchange point to a route of a second air operator, with the same aircraft being crewed by and under the operational control of the respective authorised operator on each route;

“interchange agreement” means a leasing agreement which permits an air carrier to dry lease and take or relinquish operational control of an aircraft to or from another air operator at an airport for a limited duration;

“lease” means a contractual arrangement whereby a properly licenced air operator gains commercial control of an entire aircraft without transfer of ownership;

“lessee” means the party to which the aircraft is leased;

“lessor” means the party from which the aircraft is leased;

“maintenance” means the performance of tasks on an aircraft, engine, propeller, or associated part required to ensure the continuing airworthiness of an aircraft, engine, propeller or associated part including any one or combination of overhaul, inspection, replacement, defect rectification, and the embodiment of a modification or repair;

“maintenance programme” means a document which describes the specific scheduled maintenance tasks and their frequency of completion and related procedures, such as a reliability programme, necessary for the safe operation of those aircraft to which it applies;

“maintenance release” means a document which contains a certification confirming that the maintenance work to which it relates has been completed in a satisfactory manner in accordance with appropriate airworthiness requirements;

“Master Minimum Equipment List (MMEL)” means a list established for a particular aircraft type by the organisation responsible for the type design with the approval of the State of Design containing items, one or more of which is permitted to be unserviceable at the commencement of a flight and the MMEL may be associated with special operating conditions, limitations, or procedures;

“maximum mass” means maximum certificated take-off mass;

“Minimum Descent Altitude (MDA) or Minimum Descent Height (MDH)” means a specified altitude or height in a 2D instrument approach operation or circling approach operation below which descent must not be made without the required visual reference;

“Minimum Equipment List (MEL)” means a list which provides for the operation of aircraft, subject to specified conditions, with equipment inoperative, prepared by an operator in conformity with, or more restrictive than, the MMEL established for the aircraft type;

“modification” means a change to the type design of an aircraft, engine or propeller;

“navigation specification” means a set of aircraft and flight crew requirements needed to support performance-based navigation operations within a defined airspace;

“night” means the hours between the end of evening civil twilight and the beginning of morning civil twilight or the time between fifteen minutes after sunset and fifteen minutes before sunrise, sunrise and sunset being determined at surface level, and includes any time between sunset and sunrise when an unlighted aircraft or other unlighted prominent object cannot clearly be seen at a distance of 4,572 metres;

“operation” means an activity or group of activities which are subject to the same or similar hazards and which require a set of equipment to be specified, or the achievement and maintenance of a set of pilot competencies, to eliminate or mitigate the risk of such hazards;

“operational control” means the exercise of authority over the initiation, continuation, diversion or termination of a flight in the interest of the safety of the aircraft and the regularity and efficiency of the flight;

“operational flight plan” means the operator’s plan for the safe conduct of the flight based on considerations of aeroplane performance, other operating limitations, and relevant expected conditions on the route to be followed and at the aerodromes concerned;

“operations manual” means a manual containing procedures, instructions, and guidance for use by operational personnel in the execution of their duties;

“operations specifications” means the authorisations, including specific approvals, conditions and limitations associated with the air operator certificate and subject to the conditions in the operations manual;

“operator” means the person, organisation or enterprise engaged in or offering to engage in an aircraft operation;

“operator’s maintenance control manual” means a document which describes the operator’s procedures necessary to ensure that all scheduled and unscheduled maintenance is performed on the operator’s aircraft on time and in a controlled and satisfactory manner;

“overhaul” means the restoration of an aircraft or aircraft component using methods, techniques, and practices acceptable to the authority, including disassembly, cleaning, and inspection as permitted, repair as necessary, and reassembly and testing in accordance with approved standards and technical data, or in accordance with current standards and technical data acceptable to the authority, which have been developed and documented by the State of design, holder of the type certificate, supplemental type certificate, or a material, part, process, or appliance approval under Parts manufacturing authorisation or technical standard order;

“overpack” means an enclosure used by a single shipper to contain one or more packages and to form one handling unit for convenience of handling and stowage;

“package” means the complete product of the packing operation consisting of the packaging and its contents prepared for transport;

“packaging” means receptacles and any other components or materials necessary for the receptacle to perform its containment function and to ensure compliance with the packing requirements;

“Pilot-In-Command (PIC)” means the pilot designated by the operator, or in the case of general aviation, the owner, as

being in command and charged with the safe conduct of a flight;

“pre-flight inspection” means the inspection carried out before flight to ensure that the aircraft is fit for the intended flight;

“pressure-altitude” means an atmospheric pressure expressed in terms of altitude which corresponds to that pressure in the standard atmosphere;

“propeller” means a device for propelling an aircraft that has blades on a power plant driven shaft and which, when rotated, produces by its action on the air, a thrust approximately perpendicular to its plane of rotation and includes control components normally supplied by its manufacturer, but does not include main and auxiliary rotors or rotating airfoils of power plant;

“proper shipping name” means the name to be used to describe a particular article or substance in all shipping documents and notifications and, where appropriate, on packaging;

“repair” means the restoration of an aircraft, engine, propeller, or associated part to an airworthy condition in accordance with the appropriate airworthiness requirements after it has been damaged or subjected to wear;

“Runway Visual Range (RVR)” means the range over which the pilot of an aircraft on the Centre line of a runway can see the runway surface markings or the lights delineating the runway or identifying its Centre line;

“safe forced landing” means unavoidable landing or ditching with a reasonable expectancy of no injuries to persons in the aircraft or on the surface;

“Safety Management System (SMS)” means a systematic approach to managing safety, including the necessary organisational structures, accountability, responsibilities, policies and procedures;

“satellite” means a satellite approved training organisation at a location other than the primary location of the approved training organisation;

“serious injury” means an injury which is sustained by a person in an accident and which—

- (a) requires hospitalisation for more than forty-eight hours, commencing within seven days from the date the injury was received;
- (b) results in a fracture of any bone except simple fractures of fingers, toes or nose;
- (c) involves lacerations which cause severe hemorrhage, nerve, muscle or tendon damage;
- (d) involves injury to any internal organ;
- (e) involves second- or third-degree burns, or any burns affecting more than 5 per cent of the body surface;
or
- (f) involves verified exposure to infectious substances or injurious radiation;

“series of flights” means consecutive flights that—

- (a) begin and end within a period of twenty-four hours;
and
- (b) are all conducted by the same pilot-in-command.

“specific approval” means an approval which is documented in the operations specifications for commercial air transport operations or in the list of specific approvals for non-commercial operations;

- “State of design” means the Contracting State which approved the original type certificate and any subsequent supplemental type certificates for an aircraft, or the State which approved the design of an aeronautical product or appliance;
- “State of Manufacture” means the Contracting State, under whose authority an aircraft was assembled, approved for compliance with the type certificate and all extant supplemental type certificates, test flown and approved for operation and the State of Manufacture may also be the state of design;
- “State of the Operator” means the State in which the operator’s principal place of business is located or, where there is no such place of business, the operator’s permanent residence;
- “State of Registry” means the State on whose register the aircraft is entered;
- “Synthetic Vision System (SVS)” means a system to display data-derived synthetic images of the external scene from the perspective of the flight deck;
- “take-off and initial climb phase” mean that part of the flight from the start of take-off to 300 m (1 000 ft) above the elevation of the FATO, if the flight is planned to exceed this height, or to the end of the climb in all other cases;
- “Technical Instructions” means the Technical Instructions for the Safe Transport of Dangerous Goods by Air (Doc 9284), approved and issued periodically in accordance with the procedure established by the International Civil Aviation Organisation Council;
- “technical log” means a document carried on an aircraft that contains information to meet the Convention’s requirements and a technical log shall contain two independent sections, a journey record section and an aircraft maintenance record section;

“threshold time” means the range, expressed in time, established by the State of the Operator, to an en-route alternate aerodrome, whereby any time beyond requires an EDTO approval from the State of the Operator;

“training programme” means a programme that consists of courses, courseware, facilities, flight training equipment, and personnel necessary to accomplish a specific training objective;

“UN number” means the four-digit number assigned by the United Nations Committee of Experts on the Transport of Goods and on the Globally Harmonised System of classification and labelling of chemicals to identify an article or substance or a particular group of articles or substances;

“unit load device” means any type of freight container, aircraft container, aircraft pallet with a net or aircraft pallet with a net over an igloo;

“Visual Meteorological Conditions (VMC)” means meteorological conditions expressed in terms of visibility, distance from cloud, and ceiling as defined in the civil Aviation (Rules of the Air) Regulations, 2020, equal to or better than specified minima;

“wet lease” means a contractual arrangement where the leased aircraft is operated by flight crew members of the lessor.

PART II—GENERAL REQUIREMENTS

Air Operator Certificate (AOC)

4. Compliance with AOC requirements

(1) An operator shall not engage in commercial air transport operations unless that operator holds a valid AOC issued by the authority.

(2) An AOC referred to in subregulation(1) shall authorise the operator to conduct commercial air transport operations in accordance with the conditions and limitations that may be specified in the AOC.

(3) The issue and continued validity of an AOC shall depend upon the operator demonstrating an adequate organisation, method of control and supervision of flight operations, training programme and maintenance arrangements consistent with the nature and extent of the operations specified.

(4) The operator shall develop policies and procedures to be used by contracted service providers.

(5) Each AOC holder shall carry a certified true copy of the AOC and operations specifications relevant to the aircraft type, issued together with the certificate on board its aircraft.

(6) Where the authority issues the certificate and the associated operations specifications in a language other than English, an English translation shall be included.

5. AOC eligibility requirement

An applicant shall be eligible for the grant of an AOC upon successful completion of the five-phase certification process as specified by the authority in the applicable technical guidance materials.

6. Application for AOC

(1) Any person who wishes to apply to the authority for an AOC shall—

- (a) fill in a form in the manner specified by the authority in the applicable technical guidance materials;
- (b) apply for an initial issue of an AOC at least ninety days before the date of the intended operation;
- (c) attach evidence of ownership of at least one aircraft registered in Uganda: and

- (d) attach any other information which the authority may require the applicant to submit.

(2) An applicant shall, at the time of submitting the formal application for an AOC, provide all the documents in support of his or her application as required by the authority.

7. Issuance of AOC

(1) The authority may issue an AOC to an applicant where the applicant—

- (a) has his or her principal place of business registered in Uganda;
- (b) meets the applicable regulations and standards for the holder of an AOC;
- (c) is qualified, has adequate staff, and is equipped to conduct safe operations in commercial air transport and maintenance of the aircraft;
- (d) holds a valid air service licence issued under the Civil Aviation (Licensing of Air Services) Regulations, 2001;
- (e) has an approved aircraft operator security programme in accordance with the Civil Aviation (Security) Regulations, 2022; and
- (f) meets any other requirements specified by the authority.

(2) The authority may reject an application for an AOC where—

- (a) the applicant does not meet the requirements specified in subregulation(1);
- (b) the applicant previously held an AOC which was revoked;
- (c) the applicant is not suitable by reason of previous conduct and experience to properly maintain an AOC; or

- (d) an individual who has previously contributed to the circumstances that caused the revocation of an AOC—
 - (i) obtains a substantial ownership in the applicant organisation; or
 - (ii) is employed in a position specified in regulation 15.

(3) The AOC shall be granted after successful completion of the five-phase process certification process as specified by the authority in the applicable technical guidance material.

8. Contents of AOC and Operations Specifications

(1) A holder of an AOC shall display in a conspicuous place the AOC and operation specifications containing the terms and conditions of the certificate.

(2) The AOC referred to in subregulation(1) shall be in the form prescribed in Schedule 2 to these Regulations, and shall contain—

- (a) the State of the Operator and the issuing authority;
- (b) the AOC number and the expiry date of the AOC;
- (c) the Operator name, trading name, if different from the operator name and the address of the principal place of business;
- (d) the date of issue, the name, signature and title of the authority representative issuing the AOC.
- (e) the location, in a controlled document carried on board, where the contact details of operational management can be found.

(3) A certified true copy of the AOC shall be carried on board an aircraft at all times.

(4) The content of the operations specifications associated with the AOC shall—

- (a) contain the standards applicable to operations and maintenance conducted by the AOC holder; and
- (b) be as prescribed in Schedule 2 to these Regulations.

9. Validity and renewal of AOC

(1) An AOC issued by the authority shall be valid for twelve months from the date of issue or renewal, unless—

- (a) a shorter period is specified by the authority;
- (b) the authority amends, suspends, revokes or otherwise terminates the certificate;
- (c) an AOC holder surrenders the AOC to the authority;
- (d) the authority establishes that the operator has suspended operations for more than sixty continuous days: or
- (e) the AOC holder notifies the authority of the suspension of operations.

(2) An AOC which is suspended or revoked shall be returned to the authority.

(3) An application for renewal of an AOC shall be made in a form and manner prescribed by the authority in the applicable technical guidance materials not later than sixty days before the AOC expires.

(4) An applicant for an AOC who fails to comply with subregulation (3) shall be required to make a new application as prescribed in regulation 6.

10. Amendment of AOC

- (1) The authority may amend an AOC where—

- (a) the authority determines that the amendment is necessary for safety in commercial air transport and in the public interest;
- (b) the AOC holder applies for an amendment, and the authority determines that the amendment is necessary for safety in commercial air transport and in the public interest; or
- (c) the AOC holder applies for inclusion of additional aircraft, other types of operations or specific approval.

(2) Where the authority stipulates in writing that an emergency exists requiring the immediate amendment of the AOC in the public interest with respect to safety in commercial air transportation, the amendment shall become effective on the date on which the AOC holder receives notice of the amendment.

(3) An AOC holder shall operate in accordance with the amendment specified in subregulation (2) unless the amendment is subsequently withdrawn.

(4) An amendment stipulated by the authority, other than an emergency amendment, shall become effective thirty days after the notice is issued to the AOC holder.

(5) An amendment proposed by the AOC holder shall be made at least thirty days prior to the intended date of any operation under that amendment.

(6) A person shall not perform a commercial air transport operation for which an AOC amendment is required, unless that person has received notice of approval of the amendment from the authority.

11. Access for inspection

- (1) An AOC holder shall, for the purposes of inspection—
 - (a) cooperate with and grant the authority unrestricted access to any of its premises, organisation offices, facilities or aircraft;

- (b) ensure that the authority is granted unrestricted access to any premises, organisation offices or facilities that it has contracted for services associated with commercial air transport operations and maintenance for services; and
- (c) grant the authority unrestricted access to the cockpit of the aircraft during flight operations.

(2) An AOC holder shall provide the authority with a forward observer's seat on the AOC holder's aircraft from which the flight crew's actions and conversations may be easily observed.

12. Conducting tests and inspections

(1) The authority shall conduct surveillance on the AOC holder to ensure continued eligibility to hold an AOC and specific approvals.

(2) An AOC holder shall allow the authority to conduct tests and inspections, at any time or place, to determine whether the AOC holder is complying with the applicable laws, regulations and the terms and conditions of the AOC.

(3) An AOC holder shall make available at its principal base of operations the current—

- (a) AOC and its operation specifications;
- (b) operations and maintenance manuals; and
- (c) list that includes the location and individual positions responsible for each record, document and report required to be kept by the AOC holder under the applicable regulations or requirements.

(4) The authority may suspend the AOC or any of its operation specifications where the AOC holder fails to make available to the authority on request, any document, certificate or report.

13. Advertisement

(1) A person shall not advertise as a certificated air operator under these Regulations without an AOC and its associated operations specifications issued by the authority.

(2) An AOC holder shall not make any statement, either in writing or orally, about the AOC holder that is false or is designed to mislead the public.

(3) When advertising as an AOC holder, the advertisement shall clearly state the AOC number.

Air Operator Certification and Continued Validity

14. Base of operations

(1) An AOC holder shall—

- (a) maintain a principal base of operations in Uganda;
- (b) establish a main base of operations and a main base of maintenance at the same location or at separate locations; and
- (c) submit a written notification to the authority, to establish or change the location of the principal base of operations at least thirty days before the proposed change.

(2) Where an AOC holder is not authorised to conduct maintenance under the AOC, he or she shall maintain a main base of operations.

15. Management personnel required for commercial air transport operations

(1) An AOC holder shall have an accountable manager, acceptable to the authority, with authority to ensure that all flight operations and maintenance activities are financed and carried out to the highest safety standards required by the authority.

(2) When conducting commercial air transport operations, the AOC holder shall have qualified personnel, with proven competency in civil aviation, available and serving in the following key management personnel or their equivalent—

- (a) accountable manager;
- (b) head of flight operations;
- (c) chief pilot;
- (d) head of maintenance;
- (e) head of quality; and
- (f) head of safety.

(3) Subject to subregulation (2) “competence in civil aviation” means that the person shall have a technical qualification and management experience acceptable to the authority for the position served.

(4) The authority may approve a position, other than those listed in subregulation (2), where the AOC holder demonstrates that the AOC holder can perform the operation safely under the direction of fewer or different categories of key management personnel due to—

- (a) the kind of operations involved;
- (b) the number of aircraft used; and
- (c) the area of operation.

(5) An AOC holder shall—

- (a) state in the general policy provisions of the operations manual required by these Regulations, the duties, responsibilities and authority of personnel required under subregulation (2);
- (b) list in the operations manual, the names and business addresses of the individuals assigned to those positions; and

(c) notify the authority within ten days of any change in personnel or any vacancy in any position listed in subregulation (2).

(6) An AOC holder shall—

(a) make arrangements to ensure continuity of supervision if operations are conducted in the absence of any required management personnel; and

(b) contract the required management personnel to work sufficient hours, to ensure that the management functions of the AOC holder are fulfilled.

(7) A person serving in a required management position for an AOC holder shall not serve in a similar position for any other AOC holder, unless an exemption is granted by the authority.

16. Qualification of key management personnel

(1) The accountable manager shall possess the following qualifications—

(a) a background in the management of commercial air transport operations;

(b) knowledge of these Regulations and other regulations and materials published by the authority that are applicable to flight operations and aircraft maintenance; and

(c) knowledge of the operations and aircraft maintenance requirements of the AOC holder.

(2) The minimum qualifications required for a head of flight operations are—

(a) an airline transport pilot licence or commercial pilot licence where the PIC requirements for the operations conducted require only a commercial pilot licence; and

- (b) three years' experience as PIC in commercial air transport operations.

(3) A chief pilot shall possess the following minimum qualifications—

- (a) an airline transport pilot licence with the appropriate ratings for at least one of the aircraft used in the AOC holder's operations;
- (b) a commercial pilot licence with instrument rating in lieu of the airline transport pilot licence where the PIC requirements for the operations conducted require only a commercial pilot licence; and
- (c) 3 years' experience as PIC in commercial air transport operations.

(4) A head of maintenance shall possess the following minimum qualifications—

- (a) have a licence in maintenance engineer with appropriate airframe, power plant or avionics ratings;
- (b) have three years' experience in maintaining the same category and class of aircraft used by the AOC holder; and
- (c) shall have served for one year in the capacity of returning aircraft to service.

(5) A head of quality shall possess the following minimum qualifications—

- (a) be a technically qualified person in the field of aircraft maintenance, flight or ground operations;
- (b) have at least three years' experience in the field of aircraft maintenance, flight or ground operations; and
- (c) shall have completed a training in quality management, recognised by the authority.

(6) A head of safety shall possess the following minimum qualifications—

- (a) shall have a technical qualification and at least five years' experience in the field of aircraft maintenance or flight operations; and
- (b) shall have successfully completed a training in safety management systems course recognised by the authority.

(7) An AOC holder may employ a person who does not meet the qualification or experience required by this regulation where the authority grants an exemption, upon finding that, the person has comparable experience and can effectively perform the required management functions.

17. Company procedures indoctrination

(1) An AOC holder shall employ a person who has completed the company's indoctrination curriculum appropriate to that person's duties and responsibilities as approved by the authority.

(2) An AOC holder shall ensure that all persons undergo company indoctrination training covering the following areas—

- (a) AOC holders' organisation, scope of operation, maintenance, and administrative practices as applicable to their assignments and duties;
- (b) appropriate provisions of these Regulations and other applicable regulations and guidance materials;
- (c) AOC holder policies and procedures;
- (d) appropriate portions of the AOC holder's operations manual and maintenance control manual; and
- (e) training in knowledge and skills related to human performance, including coordination with other air operator personnel.

18. Quality system

(1) An AOC holder shall establish a quality system and designate a quality manager to monitor compliance with, and adequacy of, procedures required to ensure safe operational practices and airworthy aircraft.

(2) Compliance monitoring in accordance with subregulation (1) shall include a feedback system to the accountable manager to ensure corrective action as necessary.

(3) An AOC holder shall ensure that each quality system established as required by subregulation (1), includes a quality assurance programme containing procedures designed to verify that all operations are being conducted in accordance with all applicable requirements, standards and procedures.

(4) The quality system, and the quality manager specified in subregulation (1), shall be approved by the authority.

(5) An AOC holder shall describe the quality system in all relevant documentation developed in accordance with regulation 33.

(6) Notwithstanding subregulation (1), the authority may accept the appointment of two quality managers; one for operations and one for maintenance, provided that the AOC holder has designated one quality management unit to ensure that the quality system is applied uniformly during the entire operation.

19. Submission and revision of policy and procedure manuals

(1) A person who develops and maintains a manual required by these Regulations shall ensure that the manual—

- (a) includes instructions and information necessary to allow the personnel concerned to perform their duties and responsibilities safely;
- (b) is in a form that is easy to revise and contains a system which allows personnel to determine the current revision status of each manual;

- (c) has the date of the last revision on each revised page;
- (d) is not contrary to the laws of Uganda and the AOC holder's operations specifications; and
- (e) includes a reference to the appropriate civil aviation regulations.

(2) A person shall not implement any policy or procedures for flight operations or continuing airworthiness functions without the approval of the authority.

(3) An AOC holder shall submit the proposed policy or procedures to the authority at least thirty days prior to the date of intended implementation.

20. Retention and maintenance of personnel and other records

An AOC holder shall—

- (a) maintain current records detailing the qualifications and training of all its personnel and the contractors' personnel involved in the operational control, flight operations, ground operations and maintenance of the air operator records;
- (b) maintain records for a minimum period of two years for personnel performing crew member or flight dispatch duties in sufficient detail to determine whether the personnel meet the experience and qualification requirements for duties in commercial air transport operations;
- (c) retain the following records for the period specified—
 - (i) flight and duty records journey logs, aircraft technical logbook; for two years;
 - (ii) personnel for whom a training program is required; for one year;

- (iii) fuel and oil records; for three months;
- (iv) completed load manifests, mass and balance records, dispatch releases, flight plans, passenger manifests and weather reports; for six months;
- (v) dangerous goods transport documents; for two months;
- (vi) records on cosmic and solar radiation dosage; until twelve months after the crew member has left the employment of the Operator; and
- (vii) any other records; for such period as the authority may determine.

21. Inspection of personnel and other records

An AOC holder shall—

- (a) when required by an authorised person—
 - (i) produce for inspection, all records referred to in regulation 20; and
 - (ii) furnish all information required in relation to the records, and produce for inspection all logbooks, certificates, papers and documents reasonably required to examine for the purpose of determining whether the records are complete or verifying the accuracy of their contents;
- (b) at the request by an authorised person in respect of the person whom the AOC holder is required to keep records specified in subregulation (1), the AOC holder shall furnish the authorised person or any operator of the aircraft for the purpose of commercial air transport, particulars of any qualifications obtained by such person while in service of the AOC holder.

22. Flight recorders records

- (1) An AOC holder shall retain—
 - (a) the most recent flight data recorder calibration, including the recording medium from which the calibration is derived;
 - (b) the flight data recorder correlation for one aircraft of any group of aircraft operated by the AOC holder—
 - (i) that are of the same type;
 - (ii) on which the model flight recorder and its installation are the same; and
 - (iii) on which there is no difference in type design with respect to the original installation of instruments associated with the recorder.

(2) The owner of the aircraft, or in the case the aircraft is leased, the lessee, shall ensure, to the extent possible, in the event the aircraft becomes involved in an accident or incident, the preservation of all related flight recorder records and, where necessary, the associated flight recorders, and their retention in safe custody pending their disposition within a period specified in the Civil Aviation (Aircraft Accident and Incident Investigation) Regulations, 2022.

23. Aircraft records

(1) An AOC holder shall maintain a current list of each aircraft he or she operates and shall send a copy of the list to the authority, as well as each change to the list, prior to the intended change.

(2) An aircraft of another AOC holder operated under an interchange agreement shall be incorporated in the current list of aircraft required by subregulation (1).

24. Authorised aircraft

(1) An AOC holder shall not operate an aircraft in commercial air transport unless that aircraft—

- (a) has a current airworthiness certificate;
 - (b) is in an airworthy condition; and
 - (c) meets the applicable airworthiness requirements for the operations the AOC holder intends to carry out, including those related to identification and equipment.
- (2) A person shall not operate—
- (a) any specific type of aircraft in commercial air transport unless the aircraft has completed satisfactory initial certification, including the issuance of an AOC listing that type of aircraft; and
 - (b) additional or replacement aircraft of a type for which it is currently authorised, unless that person can show that the aircraft has been approved by the authority for inclusion in the AOC holder's fleet.

25. General aircraft leasing requirements

(1) The provisions relating to aircraft leases shall apply to a person in respect of the operation of a leased aircraft by the lessee when the aircraft is registered in the name of the lessor as specified below—

- (a) an air operator who leases a Ugandan registered aircraft from another Ugandan air operator;
 - (b) an air operator holding a valid AOC who leases an aircraft registered to another operator in a foreign state; and
 - (c) an air operator holding a valid AOC or owner who leases a Ugandan registered aircraft to a foreign air operator.
- (2) An air operator who is not the owner of an aircraft shall not operate the aircraft as part of a leasing operation unless—
- (a) the lessee holds an AOC issued in respect of the aircraft to be operated;

- (b) the maintenance control system used during the term of the lease is approved by the authority; and
- (c) the aircraft maintenance programme is approved by the authority.

(3) The authority may issue a written authorisation to the air operator, permitting the operation of such a leased aircraft and specify in the authorisation, the conditions upon receipt of an application from an air operator who complies with the provisions of these Regulations.

(4) An authorisation issued under subregulation (3) shall become invalid when—

- (a) the authorisation expires;
- (b) the lease is terminated;
- (c) the aircraft is deregistered;
- (d) the air operator certificate is suspended, revoked or cancelled; or
- (e) subject to condition or terms of the lease agreement.

(5) The aircraft lease authorisation shall be carried on board the aircraft.

26. Dry leasing of foreign registered aircraft

(1) An AOC holder may dry-lease a foreign-registered aircraft for commercial air transport as authorised by the authority.

(2) An AOC holder shall not operate a foreign registered aircraft unless—

- (a) there is, in existence, a current agreement between the authority and the State of Registry that, while the aircraft is operated by a Ugandan operator, these Regulations, governing the issuance of the AOC and its operation specification, shall apply;

- (b) there is, in existence, a current agreement between the authority and the State of Registry that—
 - (i) while the aircraft is operated by the AOC holder, the Civil Aviation (Airworthiness of Aircraft) Regulations, 2022;
 - (ii) where the State of Registry agrees to transfer some or all of the responsibility for airworthiness to the authority under Article 83 *bis* of the Chicago Convention, the Civil Aviation (Airworthiness of Aircraft) Regulations, 2022, shall apply to the extent agreed upon by the authority and the State of Registry; or
 - (iii) the agreement acknowledges that the authority shall have unrestricted access to the aircraft at any place and any time.

(3) Pursuant to subregulation (2), an AOC holder may operate a foreign-registered aircraft for a period not exceeding six consecutive months.

(4) The total number of dry leased aircraft shall be such that an AOC holder shall not be predominantly dependent on foreign-registered aircraft.

(5) A person who wishes to operate a dry leased aircraft shall apply at least thirty days before the intended lease operation and shall provide the authority with the following information—

- (a) the aircraft type and serial number;
- (b) the name and address of the registered owner;
- (c) the State of Registry, nationality and registration marks;

- (d) the Certificate of Airworthiness and a statement from the registered owner that the aircraft fully complies with the airworthiness requirements of the State of Registry;
- (e) the name, address and signature of the lessee or person responsible for operational control of the aircraft under the lease agreement, including a statement that such individual and the parties to the lease agreement fully understand their respective responsibilities under the applicable regulations;
- (f) a copy of the lease agreement or description of lease provisions;
- (g) the duration of the lease;
- (h) the area of operation; and
- (i) any other information the authority may require.

(6) The authority shall determine which party to the lease agreement is responsible for the conduct of the operation, after careful review by the authority and liaison as necessary with other competent authorities, while considering the responsibilities of the parties under the lease agreement for—

- (a) flight crew member licensing and training;
- (b) cabin crew member training;
- (c) airworthiness of the aircraft and the performance of maintenance;
- (d) operational control, including dispatch and flight following;
- (e) scheduling of flight crew and cabin crew members; and
- (f) signing the maintenance release.

(7) An AOC holder may dry lease an aircraft registered in another contracting State for the purpose of commercial air transportation, provided that the aircraft—

- (a) has a certificate of airworthiness issued, in accordance with Civil Aviation (Airworthiness of Aircraft) Regulations, 2022;
- (b) meets the aircraft nationality registration and marking requirements of that State of Registry;
- (c) is of a type of design which complies with all the requirements that would be applicable to that aircraft if it were registered in Uganda, including the requirements which may be met for issuance of a Ugandan certificate of airworthiness, type design conformity, condition for safe operation and the noise, fuel venting and engine emission requirements;
- (d) is maintained according to a maintenance programme approved by the authority; and
- (e) is operated by a Ugandan licenced flight crew employed by the Ugandan operator.

(8) An operator—

- (a) operating a dry leased aircraft shall have operational control of that aircraft;
- (b) shall provide satisfactory evidence that the aircraft has been deleted from the lessor's AOC before the authority lists the aircraft on the lessee's AOC;
- (c) engaged in the dry leasing of aircraft shall make the dry lease agreement explicit concerning the maintenance programme and minimum equipment list to be followed during the lease period.

(9) Where the dry lease arrangement is acceptable to the authority, the operations manual and shall be amended to provide the following data—

- (a) the names of the parties to the lease agreement and the duration of the lease;
- (b) the regulations applicable to the operation; and
- (c) the nationality and registration marks of each aircraft involved in the agreement;
- (d) the operations specifications including—
 - (i) the type of aircraft to be used; and
 - (ii) the areas of operation.

27. Interchange agreement

(1) An AOC holder shall not interchange aircraft with another AOC holder without the approval of the authority.

(2) Prior to operating an aircraft under an interchange agreement, the AOC holder shall demonstrate that—

- (a) the procedures for the interchange operation conform with safe operating practices;
- (b) the required crew members and flight operations officers meet approved training requirements for the aircraft and equipment to be used and are familiar with the communications and dispatch procedures to be used;
- (c) the maintenance personnel meet the approved training requirements for the aircraft and equipment and are familiar with the maintenance procedures to be used;
- (d) the flight crew members and flight operations officers meet approved appropriate route and airport qualifications;

- (e) the aircraft to be operated is essentially similar to the aircraft of the AOC holder with whom the interchange is effected; and
- (f) the arrangement of flight instruments and controls that are critical to safety are essentially similar, unless the authority determines that the AOC holder has adequate training programmed to ensure that any potentially hazardous dissimilarities are safely overcome by flight crew familiarisation.

(3) An AOC holder operating an aircraft under an interchange agreement shall include the provisions and procedures of the agreement in its manuals.

(4) An AOC holder shall—

- (a) amend his or her operations specifications to reflect an interchange agreement; and
- (b) comply with the applicable regulations of the State of Registry of an aircraft involved in an interchange agreement while he or she has operational control of that aircraft.

28. Wet leasing of aircraft

(1) An AOC holder may enter into a wet-lease arrangement with another air operator subject to the approval of the authority and any terms, conditions or limitations imposed by the authority.

(2) Where an AOC holder enters into a wet arrangement, the AOC holder shall maintain operational control of the leased aircraft and crew and demonstrate to the authority the extent of control of certain operations functions such as—

- (a) initiating and terminating flights;
- (b) maintenance and servicing of Aircraft;

- (c) scheduling crew members;
- (d) training crew members; and
- (e) paying crewmembers.

(3) The AOC holder shall apply to authority for approval of the wet lease.

(4) In support of its application for approval of a wet lease, the AOC holder shall provide the authority with the following information—

- (a) the aircraft type and serial number;
- (b) the name and address of the registered owner;
- (c) the details of the crew members;
- (d) the State of Registry, aircraft nationality and registration marks;
- (e) the certificate of airworthiness and statement from the registered owner that the aircraft fully complies with the airworthiness requirements of the State of Registry;
- (f) the name, address and signature of the AOC holder responsible for the operational control of the aircraft under the lease agreement, including a statement that the AOC holder fully understands the responsibilities under the applicable regulations;
- (g) a copy of the lease and maintenance agreement;
- (h) the duration of the lease; and
- (i) any other information the authority may require.

(5) The operations specifications of an AOC holder engaged in a wet lease operation shall contain the following information—

- (a) the names of the parties to the agreement and the duration of the agreement;
- (b) the make, model, series, serial number, nationality, and registration marks of each aircraft referred to in the agreement;
- (c) the kind of operation;
- (d) the expiration date of the lease agreement;
- (e) a statement specifying the person with operational control; and
- (f) any other item, condition, or limitation the authority may specify.

(6) An AOC holder shall operate a foreign registered aircraft under a wet lease agreement for a period not exceeding six consecutive months.

29. Damp lease of aircraft

(1) An AOC holder shall not conduct damp-lease operations on behalf of another air operator, except in accordance with the applicable laws and regulations of the country in which the operation occurs and the restrictions imposed by the authority.

(2) An AOC holder shall not allow another entity or air operator to conduct damp-lease operations on its behalf unless—

- (a) the air operator holds an AOC or its equivalent from a Contracting State that authorised the operations; and
- (b) the AOC holder advises the authority of such operations and provides a copy of the AOC under which the operation is to be conducted;
- (c) the operational control and the qualifications of the crew are in compliance with the requirements of the lessor's AOC operations policies for the duration of the lease; and
- (d) the State of the lessor has safety oversight capacity.

(3) The crew combination shall be specified in the contract or agreement.

(4) A damp lease involves a wet lease aircraft as described in regulation 28 where the aircraft shall be operated on the lessor's AOC with flight crew but not cabin crew who shall be provided by the lessee.

(5) The lessor shall remain with the responsibility for the airworthiness of the aircraft, the performance of maintenance, and signing of maintenance release unless otherwise specified in the agreement.

(6) The airworthiness requirements for approval shall remain identical to that of a wet lease as stated in regulation 28.

(7) A holder of an AOC shall operate a foreign registered aircraft under a damp lease agreement for a period not exceeding six consecutive months.

(8) An AOC holder shall not lease in or out, more than fifty percent of the aircraft listed on his or her AOC to or from a foreign air operator.

30. Emergency evacuation demonstration

(1) An operator shall not use an aircraft type and model with total seating capacity of forty-four and above in commercial air transport passenger-carrying operations, unless the operator has demonstrated to the satisfaction of the authority, an actual full capacity emergency evacuation for the configuration in ninety seconds or less.

(2) The full capacity actual demonstration referred to in subregulation(1) may not be required, where the operator applies to the authority for an exemption with evidence that—

- (a) a satisfactory full capacity emergency evacuation for the aircraft to be operated was demonstrated during the aircraft type certification or during the certification of another air operator; and

- (b) there is an engineering analysis, which shows that an evacuation is still possible within the required duration of ninety seconds, where the operator's aircraft configuration differs with regard to number of exits or exit type or number of cabin crew member or location of the cabin crew member.

(3) Where an operator requests for an exemption under subregulation (2) and the exemption is approved, the operator shall conduct a partial emergency evacuation and ditching evacuation, observed by the authority, to demonstrate the effectiveness of the operator's crew members emergency training and evacuation procedures.

(4) Where a full capacity demonstration is not required, an operator shall not use an aircraft type and model in commercial air transport passenger-carrying operations unless the operator has demonstrated to the authority that its available personnel, procedures, and equipment provide sufficient open exits for evacuation in fifteen seconds or less.

(5) An operator shall—

- (a) not use an aircraft in extended overwater operations unless the operator has demonstrated to the authority that it has the ability and equipment to efficiently carry out its ditching procedures; and
- (b) apply to the authority for approval to conduct the emergency evacuation demonstration, at least thirty days before the intended date of the emergency evacuation demonstration.

(6) Cabin crew members to be used in the emergency evacuation demonstration shall—

- (a) be selected at random by the authority;
- (b) have completed the operator's authority-approved training programme for the type and model of aircraft; and
- (c) have passed the drills and competence check on the emergency equipment and procedures.

(7) The operator's assigned cabin crew members shall, using the operator's line operating procedures, conduct a partial emergency evacuation demonstration as follows—

- (a) demonstrate the opening of fifty percent of the required floor-level emergency exits and fifty percent of the required non-floor-level emergency exits, whose opening by a cabin crew member is defined as an emergency evacuation duty and deployment of fifty percent of the exit slides, selected by the authority; and
- (b) prepare for use, exits and slides within fifteen seconds.

(8) The operator's assigned cabin crew members shall conduct the ditching evacuation demonstration as follows—

- (a) demonstrate their knowledge and use of each item of required emergency equipment;
- (b) prepare the cabin for ditching within six minutes after the intention to ditch is announced;
- (c) remove each life raft from storage, one of which as selected by the authority, shall be launched and properly inflated or one slide life raft properly inflated; and
- (d) enter the raft, which shall include all required emergency equipment, and completely set it up for extended occupancy.

31. Demonstration flights

(1) An operator shall—

- (a) not operate an aircraft type in commercial air transport, unless the operator first conducts demonstration flights to the satisfaction of the authority;
- (b) not operate an aircraft in a designated special area or using a specialised navigation system, unless the operator conducts demonstration flights to the satisfaction of the authority;
- (c) not carry passengers in an aircraft during demonstration flights, except as authorised by the authority; and
- (d) conduct demonstration flights for each type of aircraft, including aircraft materially altered in design, and for each kind of operation the operator intends to conduct.

(2) The demonstration flights required under subregulation (1) shall be conducted in accordance with the regulations applicable to the type of operation and aircraft used as determined by the authority.

(3) The authority shall determine the necessity and extent of demonstration flights for operators operating aircraft with a maximum certificated take-off mass of 5,700kg or less.

32. Facilities

An AOC holder shall—

- (a) maintain operational and continuing airworthiness support facilities at the AOC holders' principal base of operation, appropriate for the area and type of operation; and
- (b) arrange appropriate ground handling facilities necessary to ensure the safe servicing and loading of its aircraft at each airport used.

33. Flight operations schedule.

(1) An AOC holder shall, while establishing flight operations schedules—

- (a) allow enough time for the proper servicing of aircraft at intermediate stops; and
- (b) consider the prevailing winds en- route and cruising speed for the type of aircraft used.

(2) The cruising speed referred to in subregulation(1)(b) shall not be more than that resulting from the specified cruising output of the engines.

34. Contracted services

An AOC holder shall develop policies and procedures for third party entities that perform work on the AOC holder's behalf.

AOC Flight Operations Management

35. Operations manual

(1) An AOC holder—

- (a) shall issue to the crew members and persons assigned operational control functions, an operations manual specified in Schedule 3 to these Regulations approved by the authority;
- (b) shall submit to the authority, a copy of the entire operations manual or such parts of the manual as the authority may specify;
- (c) shall issue the operations manual, or pertinent portions of the manual, together with all amendments and revisions, to all personnel required to use it;
- (d) shall prepare and keep current, an operations manual which contains the procedures and policies for the use and guidance of its personnel;

- (e) shall not provide for use of its personnel in commercial air transport any operations manual or part of the manual, which has not been reviewed and approved for the AOC holder by the authority;
- (f) shall ensure that the contents and structure of the operations manual are in accordance with these Regulations and include at least those subjects designated by the authority that are applicable to the AOC holder's area and type of operations;
- (g) shall make such amendments or additions to the operations manual as the authority may require for the purpose of ensuring the safety of the aircraft or of persons or cargo carried therein, or for efficiency or regularity of air navigation; and
- (h) may design an operations manual to be more restrictive than the authority's requirements.

(2) The operations manual referred to in subregulation(1)—

- (a) shall be revised as is necessary to ensure that the information contained in it is kept up to date, and the revisions shall be approved by the authority prior to being distributed to all persons required to use the operations manual; and
- (b) shall contain the overall general company policies and procedures regarding flight operations; and
- (c) may be published in parts, as a single document, or as a series of volumes.

(3) An operator shall establish and maintain a safety management system that is appropriate to the size and complexity of the operations in accordance with the Civil Aviation (Safety Management) Regulations, 2022.

36. Training programmes

- (1) An AOC holder shall—
 - (a) ensure that all operations personnel are properly instructed in their duties and responsibilities and the relationship of such duties to the operation as a whole;
 - (b) have training programmes approved by the authority containing the general training, checking, standardisation and record keeping policies as specified in Schedule 3 to these Regulations;
 - (c) have a training curriculum approved by the authority for the purpose of qualifying a crew member or person performing operational control functions or duties in commercial air transport; and
 - (d) submit to the authority, any revision to the approved training programme and shall receive approval of the revision from the authority before the revision can be applied.

(2) The training programmes specified in subregulation (1)(b) shall be described in detail, either in the operations manual or in a training manual which shall form part of the operations manual which may be issued as a separate volume.

37. Aircraft operating manual

(1) An AOC holder or an applicant for an AOC shall submit the proposed aircraft operating manual for each type and variant of aircraft operated, containing the normal, abnormal and emergency procedures relating to the operation of the aircraft for approval by the authority.

- (2) An aircraft operating manual shall—
 - (a) be based upon the aircraft manufacturer's data for the specific aircraft type and variant operated by the AOC holder and shall include specific operating parameters,

details of the aircraft systems and of the checklists to be used applicable to the operations of the AOC holder that are approved by the authority;

- (b) be designed to observe human factors principles; and
- (c) be issued to the flight crew members and persons assigned operational control functions for each aircraft operated by the AOC holder.

(3) A holder or applicant for an AOC shall submit and maintain an aircraft operating manual containing, as a minimum, the information specified in Schedule 4 to these Regulations.

(4) The operator shall provide operations staff and flight crew with an aircraft operating manual for each aircraft type operated, containing the normal, abnormal, and emergency procedures relating to the operation of the aircraft.

(5) The aircraft operating manual shall include details of the aircraft systems and of the checklists to be used.

(6) The design of the aircraft operating manual shall observe human factors principles.

38. Aircraft technical logbook

(1) An AOC holder shall maintain a technical logbook for every Uganda registered aircraft used for commercial air transport or aerial work.

(2) The following particulars shall be entered in the technical logbook—

- (a) a title page with the name and address of the operator, the aircraft type, and aircraft nationality and registration marks;
- (b) details relating to the current certificate of release to service;

- (c) details relating to the next inspection on the approved maintenance schedule;
- (d) a section containing sector record pages, each page being serially numbered with the operator's name printed thereon and having a provision for recording the following—
 - (i) aircraft type, serial number, aircraft nationality and registration marks;
 - (ii) date, place and time of take-off and landing;
 - (iii) particulars of any defect experienced on the aircraft;
 - (iv) the fuel and oil quantities on arrival and quantities uplifted in each tank;
 - (v) a certificate of release to service in respect of any work performed for the purpose of rectifying defects;
 - (vi) the running total of flying hours, such that the hours to the next scheduled inspection can be easily determined; and
 - (vii) provision for pre-flight and daily inspection signatures;
- (e) a readily identifiable section containing a record of deferred defects with serially numbered pages and the operator's name printed thereon, including a provision for recording the following—
 - (i) a cross-reference for each deferred defect, such that the original defect together with brief related details can be clearly identified in the sector record section;
 - (ii) the original date of occurrence of the deferred defect, together with brief related details; and

- (iii) a cross-reference for each deferred defect, such that the action in respect of the deferred defect can be clearly identified in the sector record section;
- (f) the number of landings, flight pressure cycles or engine cycles as specified for that aircraft; and
- (g) any other details as the authority may require.

(3) The technical log and any subsequent amendment shall be approved by the authority as specified in the applicable technical guidance material.

39. Technical logbook entries

(1) A PIC shall, at the end of every flight, enter, sign and date the following information in a technical logbook—

- (a) the times when the aircraft took off and landed; and
- (b) particulars of any defect which is known to him or her and which affects the airworthiness or safe operation of the aircraft, or, where no such defect is known to him or her, a nil entry to that effect.

(2) Notwithstanding subregulation (1), in the case of a number of consecutive flights each of which begins and ends—

- (a) within the same period of twenty-four hours;
- (b) at the same aerodrome except where each such flight is for the purpose of dropping or projecting any material for agricultural, public health or similar purposes; and
- (c) with the same person as the PIC, the PIC shall, except where he or she becomes aware of a defect during an earlier flight, make the entries in a technical logbook at the end of the last of such consecutive flights.

(3) Upon the rectification of any defect which has been entered in a technical logbook, a person signing a maintenance release in respect of that defect shall enter the release in the technical logbook in such a position as to be readily identifiable with the defect to which it relates.

(4) An AOC holder shall have in the approved operations manual a procedure for keeping adequate copies of technical logbook to be carried on board the aircraft in a place readily accessible to each flight crew member.

40. Designation of Pilot In Command (PIC)

An AOC holder shall, for each commercial air transport operation, designate, in writing, one pilot as the PIC.

41. Required cabin crew members

(1) An AOC holder shall schedule, and the PIC shall ensure, that the minimum number of required cabin crew members are on board passenger-carrying flights.

(2) The number of cabin crew members may not be less than the minimum prescribed by the authority in the AOC holders' operations specifications or the following, whichever is greater—

- (a) in the case of an aircraft with a total seating capacity of twenty to fifty passengers, one cabin crew member;
- (b) in the case of an aircraft with a total seating capacity of not more than two hundred, the number of cabin crew members carried on such flight shall be not less than 1 cabin crew member for every fifty, or a fraction of fifty passengers carried; or
- (c) in the case of an aircraft with a total seating capacity of more than two hundred, the number of cabin crew members carried on such flights shall be not less than half the number of the main exits in the aircraft, and in addition, when more

than two hundred passengers are carried, one additional cabin crew member for every twenty-five, or a fraction of twenty-five, of such passengers above two hundred.

(3) Where the number of cabin crew members specified in subregulation(2), calculated in accordance with that subregulation exceeds the number of main exits in the aircraft, it shall be sufficient compliance with this regulation where the number of cabin crew members carried is equal to the number of main exits in the aircraft.

(4) Where passengers are on board a parked aircraft, the minimum number of cabin crew members shall be half of the number required for the flight operation, but in any case, a minimum of one cabin crew member or another person qualified in the emergency evacuation procedures for the aircraft.

(5) Where one-half of the cabin crew members specified in subregulation(1) would result in a fractional number, the tally of requisite cabin crew members may be rounded down to the next whole number.

(6) Notwithstanding the preceding provisions of this regulation the authority may give a direction to an AOC holder requiring him or her to include among the crew, whenever the aircraft is flying for the purpose of commercial air transport operations, at least one cabin crew, notwithstanding that the aircraft may be carrying fewer than twenty passengers.

(7) Each cabin crew member assigned to emergency evacuation duties shall occupy a seat provided in accordance with the Civil Aviation (Aircraft Instruments and Equipment) Regulations, 2022 during take-off and landing and whenever the pilot-in-command so directs.

42. Carriage of special situation passengers

An AOC holder shall transport special situation passengers, except—

- (a) as otherwise provided in the AOC holder's operations manual; and

- (b) with the knowledge and concurrence of the pilot-in-command.

43. Cockpit check procedure

- (1) An AOC holder shall—
 - (a) issue to each flight crew member and make available on each aircraft at each flight crew member position, the cockpit checklist procedures approved by the authority appropriate for the type and variant of aircraft;
 - (b) observe human factors principles in the design and utilisation of checklists;
 - (c) during all phases of flight, ensure that approved procedures include each item necessary for flight crew members to check for safety before starting engines, take off, or landing and for engine and systems abnormalities and emergencies;
 - (d) make the approved procedures readily available in the cockpit of each aircraft and the flight crew shall be required to follow them when operating the aircraft; and
 - (e) ensure that the checklist procedures are designed so that a flight crew member shall not need to rely upon their memory for items to be checked.
- (2) The cockpit checklist procedures shall be used by flight crew—
 - (a) prior to, during and after all phases of operations; and
 - (b) in emergencies, to ensure compliance with the operating procedures contained in the aircraft operating manual and the aircraft flight manual or other documents associated with the certificate of airworthiness.

44. Minimum Equipment List (MEL) and Configuration Deviation List (CDL)

(1) An AOC holder shall provide for the use of the flight crew members, maintenance personnel, and persons assigned operational control functions during the performance of their duties—

- (a) an MEL approved by the authority based on the master minimum equipment list established for the aircraft type by the organisation responsible for the type design in conjunction with the State of design;
- (b) a CDL specific to the aircraft type where one is provided and approved by the State of design.

(2) The MEL shall be specific to the aircraft type and variant and shall contain the circumstances, limitations and procedures for release or continuance of flight of the aircraft with inoperative components, equipment or instruments.

(3) An AOC holder's operations manual shall contain those procedures acceptable to the authority for operations in accordance with the CDL requirements.

(4) The AOC holder shall include in the operations manual, a minimum equipment list approved by the State of the operator which will enable the pilot-in-command to determine whether a flight may be commenced or continued from any intermediate stop should any instrument, equipment or systems become inoperative.

(5) The State of the operator shall ensure that the MEL does not affect the aircraft's compliance with the airworthiness requirements applicable in the State of Registry, where the State of the Operator is not the State of Registry.

45. Performance Planning Manual (PPM)

(1) An AOC holder shall provide the flight crew members and persons assigned operational control functions during the performance of their duties, a PPM acceptable to the authority.

- (2) The PPM shall—
 - (a) be specific to the aircraft type and variant; and
 - (b) contain adequate performance information to accurately calculate the performance in all phases of flight operation.

46. Performance data control system

(1) An AOC holder shall have a system approved by the authority for obtaining, maintaining and distributing to appropriate personnel, current performance data for each aircraft, route and airport that the AOC holder uses.

(2) The system specified in subregulation (1) shall provide current obstacle data for departure and arrival performance calculations.

47. Aircraft loading and handling manual

(1) An AOC holder shall provide for use to the flight crew members, ground handling personnel and persons assigned operational control functions during the performance of their duties, an aircraft loading and handling manual acceptable to the authority.

(2) The aircraft loading and handling manual shall be specific to the aircraft type and variant which contains the procedures and limitations for servicing and loading of the aircraft.

(3) The aircraft loading and handling manual may be a stand-alone document or may be contained in the operations manual, depending on the size and scope of the AOC holder's operations.

48. Mass and balance data control system

An AOC holder shall have a mass and balance data control system, approved by the authority for obtaining, maintaining and distributing to appropriate personnel, current information regarding the mass and balance of each aircraft operated by the AOC holder.

49. Cabin crew member manual

(1) An AOC holder shall provide cabin crew members with a cabin crew member manual approved by the authority.

(2) The cabin crew member manual shall contain the operational policies and procedures applicable to cabin crew members and the carriage of passengers.

(3) An AOC holder shall provide to the cabin crew members, a manual specific to the aircraft type and variant, containing—

- (a) the information set out in Schedule 5 to these Regulations;
- (b) details of normal, abnormal and emergency procedures; and
- (c) the location and operation of emergency equipment.

50. Passenger briefing cards

An AOC holder shall—

- (a) carry on each passenger-carrying aircraft, in convenient locations, printed briefing cards supplementing the oral briefing approved by the authority and containing—
 - (i) diagrams and methods of operating the emergency exits;
 - (ii) other instructions necessary for use of the emergency equipment; and
 - (iii) information regarding the restrictions and requirements associated with sitting in an exit seat row;
- (b) ensure that each passenger on the aircraft has access to a copy of the briefing card;
- (c) ensure that each card contains information that is pertinent only to the type and variant of aircraft used for that flight;

- (d) at each exit seat, provide passenger information cards in English and Swahili languages;
- (e) demonstrate functions required of a passenger in the event of an emergency in which a crew member is not available to assist as follows—
 - (i) how to locate the emergency exit;
 - (ii) how to recognise the emergency exit opening mechanism;
 - (iii) assess, select, and follow a safe path away from the emergency exit; and
 - (iv) how to operate the emergency exit;
- (f) ensure the instructions for operating the emergency exit are comprehended by passengers;
- (g) ensure passengers can assess whether opening the emergency exit will increase the hazards to which passengers may be exposed;
- (h) ensure the passengers follow oral directions and hand signals given by a crew member;
- (i) ensure passengers may stow or secure the emergency exit door so that it will not impede use of the exit;
- (j) ensure passengers can assess the condition of an escape slide, activate the slide, and stabilise the slide after deployment to assist others in getting off the slide;
- (k) ensure passengers can pass expeditiously through the emergency exit; and
- (f) require that a passenger identifies himself or herself to allow reseating if that passenger—

- (i) cannot perform the emergency functions stated in the information card;
 - (ii) has a non-discernible condition that will prevent the passenger from performing the functions;
 - (iii) may suffer bodily harm as the result of performing one or more of those functions;
 - (iv) does not wish to perform those functions; or
 - (v) lacks the ability to read, speak, or understand the language or the graphic form in which instructions are provided by the AOC holder;
- (g) provide a statement that whenever a crew member identifies a passenger who does not meet the requirements specified in paragraph (b), the crew member shall reseat the passenger.

51. Aeronautical data control system

(1) An AOC holder shall have a system approved by the authority for obtaining, maintaining and distributing to appropriate personnel, current aeronautical data for each route and airport used.

(2) An AOC holder shall provide the following aeronautical data—

- (a) for airports—
 - (i) facilities;
 - (ii) navigational and communications aids;
 - (iii) construction affecting takeoff, landing, or ground operations; and
 - (iv) air traffic service facilities;
- (b) for runways, clearways, and stop ways—
 - (i) dimensions;
 - (ii) surface;

- (iii) marking and lighting systems; and
 - (iv) elevation and gradient;
- (c) for displaced thresholds—
 - (i) location;
 - (ii) dimensions; and
 - (iii) takeoff or landing or both;
- (d) for obstacles—
 - (i) those affecting takeoff and landing performance computations; and
 - (ii) controlling obstacles;
- (e) for instrument flight procedures-
 - (i) departure procedure;
 - (ii) approach procedure; and
 - (iii) missed approach procedure;
- (f) special information including—
 - (i) runway visual range measurement equipment; and
 - (ii) prevailing winds under low visibility conditions.

52. Route guide and aeronautical charts

(1) An AOC holder shall provide the flight crew members and any person assigned operational control functions during the performance of their duties, a route guide and aeronautical charts acceptable to the authority.

(2) The route guide and aeronautical charts shall be current and appropriate for the proposed types and areas of operation to be conducted by the AOC holder.

(3) Each route guide shall contain at least the following information—

- (a) the minimum flight altitudes for each route to be flown;
- (b) aerodrome operating minima for each of the aerodromes that are likely to be used as aerodromes of intended landing or as alternate aerodromes;
- (c) the increase of aerodrome operating minima in case of degradation of approach or aerodrome facilities;
- (d) the necessary information for compliance with all flight profiles required by these Regulations, including, the determination of—
 - (i) take-off runway length requirements for dry, wet, and contaminated conditions, including those dictated by systems failures which affect the take-off distance;
 - (ii) take-off climb limitations;
 - (iii) en route climb limitations ;
 - (iv) approach climb limitations and landing climb limitations;
 - (v) landing runway length requirements for dry, wet, and contaminated conditions, including systems failures which affect the landing distance; and
 - (vi) supplementary information, such as tire speed limitations.

53. Weather reporting sources

(1) Where an AOC holder conducts commercial air transport operations on a published schedule, the AOC holder shall have a system for obtaining forecasts and reports of adverse weather phenomena that may affect safety of flight on each route to be flown and airport to be used.

(2) An AOC holder shall use the following sources for the weather reports and forecasts used for decisions regarding flight preparation, routing and terminal operations, flight planning or controlling flight movement—

- (a) Uganda National Meteorological authority (UNMA);
- (b) automated surface observation stations, so long as the station reports all required items for a complete surface aviation weather report;
- (c) aviation weather reporting stations operated by UNMA;
- (d) observations reported by aerodrome control towers;
- (e) any active meteorological office operated by a foreign state which subscribes to the Chicago Convention and the annexes thereunder;
- (f) any military weather reporting sources in case of flight operations which use military airports as departure, destination, alternate or diversion airports;
- (g) near-real time reports such as pilot reports, radar reports, radar summary charts, and satellite imagery reports made by commercial weather sources or other sources specifically designated by the authority; or
- (h) an AOC holder operated and maintained weather reporting system approved by the authority in accordance with the Civil Aviation (Meteorological Services for Air Navigation) Regulations, 2022.

54. De-icing and anti-icing programme

(1) An AOC holder planning to operate an aircraft in conditions where frost, ice, or snow may reasonably be expected to stick on the aircraft shall—

- (a) have an approved ground de-icing and anti-icing programme;

- (b) use only aircraft adequately equipped for such conditions; and
- (c) ensure that flight crew is adequately trained for such conditions.

(2) The ground de-icing and anti-icing programme shall include a detailed description of—

- (a) the method used to determine that conditions are such that frost, ice, or snow may reasonably be expected to stick on to the aircraft and that ground de-icing and anti-icing operational procedures are available;
- (b) the person responsible for deciding that ground de-icing and anti-icing operational procedures are available;
- (c) the procedures for implementing ground de-icing and anti-icing operational procedures;
- (d) the specific duties and responsibilities of each operational position or group responsible for getting the aircraft safely airborne while ground de-icing and anti-icing operational procedures are in effect;
- (e) procedures for flight crew members to increase or decrease the determined hold over time in changing conditions; and
- (f) the holdover time supported by data acceptable to the authority.

(3) Where the maximum holdover time is exceeded, take off shall be prohibited unless at least one of the following actions is carried out—

- (a) a pre-take-off contamination check is conducted outside the aircraft within five minutes prior to beginning take off to determine that the wings, control surfaces, and other critical surfaces, as defined in the AOC holder's programme, are free of frost, ice or snow;

- (b) it is otherwise determined by an alternate procedure, approved by the authority and in accordance with the AOC holder's approved programme, that the wings, control surfaces, and other critical surfaces are free of frost, ice or snow; or
- (c) the wings, control surfaces, and other critical surfaces are de-iced again, and a new holdover time is determined.

55. Flight dispatch and monitoring system

(1) An AOC holder who conducts scheduled operations shall—

- (a) have an adequate system approved by the authority for proper dispatching and monitoring of the progress of the scheduled flights; and
- (b) provide sufficient qualified operations officers at each dispatch centre to ensure proper operational control of each flight.

(2) The dispatch and monitoring system shall have a dispatch Centre, adequate for the operations to be conducted, located at a point necessary to ensure adequate flight preparation, dispatch and in-flight contact with the scheduled flight operations.

56. Aircraft tracking

An AOC holder shall—

- (a) establish an aircraft tracking capability to track aircraft throughout its area of operation;
- (b) track the position of an aeroplane through automated reporting at least every fifteen minutes for the portion of the in-flight operation under the following conditions—
 - (i) where the aeroplane has a maximum certificated take-off mass of over 27,000 kg and a seating capacity greater than nineteen: and

- (ii) where an ATS unit obtains aeroplane position information at greater than fifteen-minute intervals; and
- (c) track the position of an aeroplane through automated reporting at least every fifteen minutes for the portion of the in-flight operation that is planned in an oceanic under the following conditions—
 - (i) where the aeroplane has a maximum certificated take-off mass of over 45500 kg and a seating capacity greater than nineteen; and
 - (ii) where an ATS unit obtains aeroplane position information at greater than fifteen-minute intervals.
- (d) establish procedures approved by the authority, for the retention of aircraft tracking data to assist search and rescue in determining the last known position of the aircraft.

57. Flight following system for charter flight operations

(1) An AOC holder who conducts charter flight operations shall have a system for providing flight preparation documents and determining the departure and arrival times of flights at all airports approved by the authority.

(2) The system specified in subregulation (1) shall have a means of communication by private or available public facilities to monitor the departure and arrival at all airports, including flight diversions.

(3) An AOC holder shall have an approved flight following system established and adequate for the proper monitoring of each flight, considering the operations conducted.

(3) The centres established by an AOC holder for flight following shall be located at points necessary to ensure—

- (a) the proper monitoring of the progress of each flight with respect to its departure at the point of origin and arrival at its destination, including intermediate stops and diversions; and
- (b) that the pilot-in-command is provided with all information necessary for the safety of the flight.

(4) An AOC holder who conducts charter operations using a flight following system shall ensure that the system has adequate facilities and personnel to provide the information necessary for the initiation and safe conduct of each flight to—

- (a) the flight crew of each aircraft; and
- (b) the persons designated by the AOC holder to perform the function of operational control of the aircraft.

(5) An AOC holder conducting charter flight operations may arrange to have flight following facilities provided by persons other than the AOC holder's personnel, but in such a case the AOC holder shall continue to be primarily responsible for the operational control of each flight.

(6) An AOC holder conducting charter operations shall show that the personnel required to perform the function of operational control are able to perform their duties.

58. Managing fatigue related safety risks

An AOC holder shall manage fatigue related safety risks, in accordance with the Civil Aviation (Fatigue Management) Regulations, 2022.

59. Communications facilities

(1) An AOC holder's aircraft shall have two-way radio communication with all air traffic service facilities along the routes and alternate routes to be used.

(2) An AOC holder who conducts scheduled operations shall have rapid and reliable radio communication with all flights over the entire route structure under normal operating conditions.

60. Routes and areas of operation

(1) An AOC holder shall conduct operations only along such routes and within such areas for which—

- (a) ground facilities and services, including meteorological services provided, are adequate for the planned operation;
- (b) the performance of the aircraft intended to be used is adequate to comply with minimum flight altitude requirements;
- (c) the equipment of the aircraft intended to be used meets the minimum requirements for the planned operation;
- (d) appropriate and current maps and charts are available;
- (e) where a two-engine aircraft is used, adequate aerodrome is available with the time or distance limitations; and
- (f) where single-engine aircraft are used, surfaces are available which permit a safe forced landing to be executed.

(2) A person shall not conduct commercial air transport operations on any route or area of operation unless the operations are in accordance with any restrictions imposed by the authority.

61. En-route navigational facilities

(1) An AOC holder shall not operate on a proposed route or area that does not have nonvisual ground aids—

- (a) available over the route for navigating aircraft within the degree of accuracy required for ATC; and

(b) located to allow navigation to any regular, provisional, refuelling or alternate aerodrome, within the degree of accuracy necessary for the operation involved.

(2) Non-visual ground aids shall not be required for—

(a) visual flight rules operations; or

(b) operations on route segments where the use of celestial or other specialised means of navigation is approved by the authority.

(3) Except for those navigational aids required for routes to alternate aerodromes, the authority shall list in the AOC holder's operations specifications, non-visual ground aids required for approval of routes outside of controlled airspace.

62. Flight safety documents system

(1) An AOC holder shall establish a flight safety documents system for the use and guidance of operational personnel.

(2) The development, deployment and validation of a flight safety documents system is prescribed in Schedule 6 to these Regulations.

63. Safety management system

An AOC holder operating aircraft registered in Uganda for the purpose of commercial air transport shall establish and maintain a safety management system in accordance with the Civil Aviation (Safety Management) Regulations, 2022.

PART III—COMMERCIAL AIR TRANSPORT-AEROPLANES

Aeroplane Continuing Airworthiness

64. AOC holders continuing airworthiness responsibilities.

(1) An AOC holder shall—

(a) employ a person to ensure that all maintenance is carried out in accordance with the maintenance control manual;

- (c) ensure that the maintenance of its aeroplanes is performed in accordance with an approved maintenance programme;
- (d) ensure that the maintenance, preventive maintenance and modification of its aircraft or aircraft components are performed in accordance with its maintenance control manual or current instructions for continued airworthiness, and the Civil Aviation (Airworthiness of Aircraft) Regulations, 2022;
- (e) ensure that, in accordance with procedures acceptable to the authority, the operational and emergency equipment necessary for the intended flight is serviceable;
- (f) not operate an aeroplane unless maintenance on the aeroplane, including any associated engine, propeller and part, is carried out by—
 - (i) an organisation that is either approved by the authority or by another contracting State and the organisation is acceptable to the authority; or
 - (ii) a person in accordance with procedures that are authorised by the authority and there is a maintenance release in relation to the maintenance carried out;
- (g) ensure that, in accordance with procedures acceptable to the State of Registry—
 - (i) each aeroplane operated is maintained in an airworthy condition.
 - (ii) the operational and emergency equipment necessary for an intended flight is serviceable; and
 - (iii) the certificate of airworthiness of each aeroplane operated is valid.

(2) An AOC holder may make maintenance arrangements with another person for the performance of any maintenance, preventive maintenance or modifications but shall remain responsible for all work performed under the arrangement.

(3) The owner of an aircraft, or in the case where it is leased, the lessee, shall ensure that the certificate of airworthiness of the aircraft remains valid in accordance with procedures acceptable to the authority.

(4) An AOC holder shall make arrangements with an approved maintenance organisation to carry out maintenance on their behalf where the AOC holder does not have his or her own approved maintenance organisation.

(5) The maintenance arrangement made under subregulation (2) shall be in the form of a written maintenance contract acceptable to the authority between the AOC holder and the approved maintenance organisation detailing the required maintenance functions and defining the support of quality functions approved by the authority.

65. Maintenance Control Manual (MCM)

(1) An AOC holder or applicant for an AOC shall submit to the authority and maintain an MCM containing at least the information set out in Schedule 7 to these Regulations.

(2) An AOC holder shall—

- (a) provide, for the use and guidance of maintenance and operational personnel concerned, an MCM, approved by the authority;
- (b) ensure that the design of the MCM observes human factors principles;
- (c) ensure that the MCM is amended as necessary to keep the information contained therein up to date;
- (d) submit all amendments and revisions of the MCM to the authority for approval;
- (e) furnish promptly, copies of the approved MCM revisions to all persons to whom the manual has been issued; and

- (f) provide the authority with a copy of the MCM, together with all amendments and revisions and shall incorporate such mandatory material as the authority and State of the operator may require.

66. Maintenance programme

- (1) An AOC holder shall—
 - (a) provide for use and guidance of maintenance and operational personnel concerned, an approved maintenance programme;
 - (b) ensure that the design and application of the operator's approved maintenance programme observes human factors principle;
 - (c) submit revisions to the approved maintenance programme to the authority for approval;
 - (d) furnish promptly, copies of the approved maintenance programme, revisions or portions approved by the authority;
 - (e) ensure that repetitive maintenance tasks specified in mandatory intervals as a condition of approval of the type design are identified as such;
 - (f) develop a maintenance programme based on maintenance programme information made available by the State of design or by the organisation responsible for the type design, and any additional applicable information, documentation or experience;
 - (g) provide, for the use and guidance of maintenance and operational personnel concerned, a maintenance programme, approved by the State of registry, containing the information specified in regulation 63;

- (h) ensure that the approved maintenance programme for each aeroplane contains the following information—
 - (i) maintenance tasks, and the intervals at which these are to be performed, taking into account the anticipated utilisation of the aeroplane;
 - (ii) when applicable, a continuing structural integrity programme.
 - (iii) procedures for changing or deviating from paragraphs (a) and (b); and
 - (iv) when applicable, condition monitoring and reliability programme descriptions for aircraft systems, components and engines.

(2) In the case of foreign registered aircraft, the maintenance programme shall be approved by the State of registry and shall be accepted by the authority.

(3) In addition to the requirement for an approved maintenance programme for aircraft operated by an AOC holder, an aircraft with maximum certificated takeoff mass authorised above 13,310 kg shall include a reliability programme in the maintenance programme.

(4) Where the authority accepts the approved maintenance programme under subregulation (2), an AOC holder shall provide the procedures and information in the MCM.

(5) The owner or the lessee shall ensure that the maintenance of the aeroplane is performed in accordance with a maintenance programme acceptable by the authority.

(6) The design and application of the operator's maintenance programme shall observe human factors principles.

67. Continuing airworthiness records

(1) An AOC holder shall keep the following records for the periods mentioned in subregulations (2) (a) and (b)—

- (a) the total time in service hours, calendar period and cycles, as appropriate, of the aeroplane and all life-limited components;
- (b) the current status of compliance with all mandatory continuing airworthiness information;
- (c) appropriate details of modifications and repairs;
- (d) the time in service hours, calendar period and cycles, as appropriate, since the last overhaul of the aeroplane or its components subject to a mandatory overhaul life;
- (e) the current status of the aeroplane's compliance with the maintenance programme; and
- (f) the detailed maintenance records to show that all requirements for the signing of a maintenance release have been met.

(2) An AOC holder shall—

- (a) keep the records specified in subregulations (1)(a) to (e) for a minimum period of ninety days after the unit to which they refer has been permanently withdrawn from service;
- (b) keep the records referred to in subregulation (1)(f) for a minimum period of one year after the signing of the certificate of release to service;
- (c) in the event of a temporary change of operator, make available to the new operator, the records specified in subregulation (1);
- (d) in the event of any permanent change of operator, transfer the records to the new operator; and

- (e) maintain the records in a form and format that ensures readability, security and integrity of the records at all times.

(3) The lessee of an aeroplane shall, while the aeroplane is operated under a lease agreement, comply with the requirements of this Regulation.

(4) An AOC holder shall keep the following records—

(a) in respect of the entire aeroplane, total time in service;

(b) in respect of the major components of the aeroplane—

(i) the total time in service;

(ii) the date of the last overhaul; and

(iii) the date of the last inspection.

(c) in respect of those instruments and equipment, the serviceability and operating life of which are determined by their time in service—

(i) the records of the time in service as are necessary to determine their serviceability or to compute their operating life;

(ii) the date of the last overhaul; and

(iii) the date of the last inspection.

(5) The records in subregulation(4) shall be kept for a period of ninety days after the end of the operating life of the unit to which they refer.

(6) The form and format of the records may include paper records, film records, electronic records or any combination thereof.

68. Continuing airworthiness information

(1) The operator of an aeroplane with over 5,700 kg maximum certificated take-off mass shall—

- (a) monitor and assess maintenance and operational experience with respect to continuing airworthiness;
- (b) ensure that, in respect of an aeroplane with over 5,700 kg maximum certificated take-off mass, there exists a system where information on faults, malfunctions, defects and other occurrences that cause or might cause adverse effects on the continuing airworthiness of the aircraft is transmitted to the organisation responsible for the type design of that aircraft; and
- (c) ensure that the type of information to be reported to the authority, organisations responsible for type design and maintenance organisations in respect of aeroplanes over 5,700 kg maximum certificated take-off mass, is communicated through procedures established by the owner or operator and is acceptable to the authority as determined in the technical guidance materials.

(2) An operator of an aircraft shall, through approved procedures prescribed in the applicable technical guidance material—

- (a) monitor and assess maintenance and operational experience with respect to continuing airworthiness and provide the information and report through a specified system; and
- (b) obtain and assess continuing airworthiness information and recommendations available from the organisation responsible for the type design, component manufacturers, modifications and repairs and implement resulting actions considered necessary.

(3) The operator of an aeroplane over 5,700 kg maximum certificated take-off mass shall—

- (a) obtain and assess continuing airworthiness information and recommendations available from the organisation responsible for the type design; and
- (b) implement resulting actions considered necessary in accordance with a procedure acceptable to the authority.

69. Modifications and repairs

(1) The operator shall—

- (a) ensure that all modifications and repairs comply with the airworthiness requirements acceptable to the authority as provided in the applicable Civil Aviation (Airworthiness of Aircraft) Regulations, 2022; and
- (b) establish procedures to ensure that the substantiating data supporting compliance with the airworthiness requirements is retained.

(2) Subject to subregulation (1) a major modification or a major repair shall be performed in accordance with technical data accepted by the authority.

70. Approved maintenance organisation

An AOC holder shall use an approved maintenance organisation that complies with the Civil Aviation (Approved Maintenance Organisation) Regulations, 2022.

71. Maintenance release

(1) The maintenance release shall be issued by the approved maintenance organisation in accordance with the provisions of the Civil Aviation (Approved Maintenance Organisations) Regulations, 2022, where maintenance is carried out by an approved maintenance organisation.

(2) The maintenance release shall be completed and signed by a person licenced under the Civil Aviation (Personnel Licensing) Regulations, 2022, to certify that the maintenance work performed has been completed satisfactorily and in accordance with approved data and procedures acceptable to the authority, where maintenance is not carried out by an approved maintenance organisation,

(3) Where maintenance is not carried out by an approved maintenance organisation, the maintenance release shall include the following—

- (a) basic details of the maintenance carried out including detailed reference of the approved data used;
- (b) the date on which maintenance was completed; and
- (c) the identity of the person or persons signing the release.

Aeroplane Manuals, Logs and Records

72. Flight manual

(1) An AOC holder shall not operate an aeroplane unless there is available a flight manual for use by the flight crew.

(2) The flight manual specified in subregulation (1) shall be updated by implementing changes made mandatory by the State of Registry.

73. Operator's maintenance control manual

(1) The operator's maintenance control manual provided in accordance with regulation 63 may be issued in separate parts and shall contain the following information—

- (a) a description of the procedures specified in Schedule 7 to these Regulations, when applicable—
 - (i) a description of the administrative arrangements between the operator and the approved maintenance organisation; and

- (ii) a description of the maintenance procedures and the procedures for completing and signing a maintenance release when maintenance is based on a system other than that of an approved maintenance organisation;
- (b) the names and duties of the qualified person or persons required to ensure that all maintenance is carried out in accordance with the maintenance control manual;
- (c) a reference to the maintenance programme specified in regulation 64;
- (d) a description of the methods used for the completion and retention of the operator's continuing airworthiness records required by regulation 65;
- (e) a description of the procedures for monitoring, assessing and reporting maintenance and operational experience required by regulation 66;
- (f) a description of the procedures for complying with the service information reporting requirements of the Civil Aviation (Airworthiness of Aircraft) Regulations, 2022;
- (g) a description of procedures for assessing continuing airworthiness information and implementing any resulting actions, as required by regulation 66;
- (h) a description of the procedures for implementing action resulting from mandatory continuing airworthiness information;
- (i) a description of establishing and maintaining a system of analysis and continued monitoring of the performance and efficiency of the maintenance programme in order to correct any deficiency in that programme;
- (j) a description of aircraft types and models to which the manual applies;

- (k) a description of procedures for ensuring that unserviceability's affecting airworthiness are recorded and rectified; and
- (l) a description of the procedures for advising the State of Registry of significant in-service occurrences.
- (2) An AOC holder shall—
 - (a) furnish promptly to all organisations or persons to whom the manual has been issued, copies of all revisions to the maintenance control manual;
 - (b) provide the State of the operator and the authority with a copy of the operator's maintenance control manual, together with all revisions; and
 - (c) incorporate in the operator's maintenance control manual such mandatory material as the State of the operator or the authority may require.

74. Aeroplane journey logbook

- (1) The aeroplane journey logbook shall contain the following items and the corresponding roman numerals—
 - (a) I. Aeroplane nationality and registration;
 - (b) II. Date;
 - (c) III. Names of crew members;
 - (d) IV. Duty assignments of crew members;
 - (e) V. Place of departure;
 - (f) VI. Place of arrival;
 - (g) VII. Time of departure;
 - (h) VIII. Time of arrival;
 - (i) IX. Hours of flight;

- (j) X. Nature of flight (*private, aerial work, scheduled or non-scheduled*);
 - (k) XI. Incidents, observations, if any; and
 - (l) XII Signature of person in charge.
- (2) The PIC shall—
- (a) make the entries in the journey logbook currently and in ink or indelible pencil.
 - (b) retain the completed journey logbook to provide a continuous record of the last six months' operations; and
 - (c) be responsible for the journey logbook or the general declaration containing the information listed in this regulation.

75. Records of emergency and survival equipment carried

(1) An AOC holder shall, at all times, have available for immediate communication to rescue coordination centres, lists containing information on the emergency and survival equipment carried on board any of their aeroplanes engaged in international air navigation.

(2) The information specified in subregulation (1) shall include—

- (a) the number, colour and type of life rafts and pyrotechnics;
- (b) details of emergency medical supplies;
- (c) water supplies; and
- (d) the type and frequencies of the emergency portable radio equipment.

76. Flight recorder records

An operator shall ensure, to the extent possible, in the event that the aeroplane becomes involved in an accident or incident, the preservation of all related flight recorder records and, where necessary, the associated flight recorders, and their retention in safe custody pending their disposition as determined in accordance with the Civil Aviation (Aircraft Accident and Incident) Regulations, 2022.

Security

77. Security requirements

An AOC holder shall ensure that all appropriate personnel are familiar with and comply with the relevant requirements of the national security programmes of Uganda, for the protection of aircraft, facilities and personnel from unlawful interference.

78. Security of flight crew compartment

(1) Where an aircraft is equipped with a flight crew compartment door, the door shall be capable of being locked and means shall be provided by which cabin crew members can discreetly notify the flight crew in the event of suspicious activity or security breaches in the cabin.

(2) An AOC holder shall ensure that a passenger carrying aeroplane—

- (a) of a maximum certificated take-off mass in excess of 54 500 kg;
- (b) of a maximum certificated take-off mass in excess of 45 500 kg with a passenger seating capacity greater than nineteen; or
- (c) with a passenger seating capacity greater than sixty,

is equipped with an approved flight crew compartment door that is designed to resist penetration by small firearms and grenade shrapnel, and to resist forcible intrusions by unauthorised persons, and the door shall be capable of being locked and unlocked from either pilot's station.

(3) Where an aeroplane is equipped with a flight crew compartment door in accordance with subregulation(1)—

- (a) the door shall be closed and locked from the time all external doors are closed following embarkation until any such door is opened for disembarkation, except when necessary to permit access and egress by authorised persons; and
- (b) means shall be provided for monitoring from the cockpit, the entire door area outside the flight crew compartment to identify persons requesting entry and to detect suspicious behaviour or potential threat.

(4) In all aeroplanes which are equipped with a flight crew compartment door in accordance with subregulation (3)—

- (a) the door shall be closed and locked from the time all external doors are closed following embarkation until any such door is opened for disembarkation, except when necessary to permit access and egress by authorised persons; and
- (b) means shall be provided for monitoring from either pilot's station, the entire door area outside the flight crew compartment to identify persons requesting entry and to detect suspicious behavior or potential threat.

79. Aeroplane search procedure checklist

(1) An AOC holder shall ensure that there is on board the AOC holder's aircraft, a checklist of the procedures to be followed in searching for a bomb in case of suspected sabotage and for inspecting aircraft for concealed weapons, explosives or other dangerous devices when a well-founded suspicion exists that the aircraft may be the object of an act of unlawful interference.

(2) The checklist referred to in subregulation (1) shall be supported by guidance on the appropriate course of action to be taken

should a bomb or suspicious object be found and information on the least-risk bomb location specific to the aircraft.

(3) Specialised means of attenuating and directing the blast shall be provided for use at the least risk bomb location.

80. Security training programmes.

(1) An AOC holder shall establish and maintain an approved security training programme which ensures crew members act in the most appropriate manner to minimize the consequences of acts of unlawful interference.

(2) The security training programme specified in subregulation(1) shall, as a minimum include—

- (a) determination of the seriousness of any occurrence;
- (b) crew communication and coordination;
- (c) appropriate self-defense responses;
- (d) use of non-lethal protective devices assigned to crew members whose use is authorised by the authority;
- (e) understanding of behavior of terrorists so as to facilitate the ability of crew members to cope with hijacker behavior and passenger responses;
- (f) live situational training exercises regarding various threat conditions;
- (g) flight crew compartment procedures to protect the aeroplane ; and
- (h) aeroplane search procedures and guidance on least-risk bomb locations, where practicable.

(3) An AOC holder shall establish and maintain a training programme to acquaint appropriate personnel with preventive

measures and techniques in relation to passengers, baggage, cargo, mail, equipment, stores and supplies intended for carriage on an aircraft so that they contribute to the prevention of acts of sabotage or other forms of unlawful interference.

81. Reporting acts of unlawful interference.

The PIC or in the PIC's absence, the AOC holder shall submit, without delay, a report of an act of unlawful interference on board an aircraft to the designated local authority and the authority, following an act of unlawful interference on board an aircraft.

82. Provisions for stowing of weapons

(1) The operator shall provide for use at the least-risk bomb location specialised means of attenuating and directing the blast.

(2) Where the operator accepts the carriage of weapons removed from passengers, the aeroplane shall have provision for stowing such weapons in a place so that they are inaccessible to any person during flight time.

Dangerous Goods

83. Specific approval to transport dangerous goods

An AOC holder shall not transport dangerous goods unless issued with a specific approval to do so by the authority and in compliance with the requirements of these Regulations and the applicable Civil Aviation (Safe Transport of Dangerous Goods by Air) Regulation, 2022.

84. Compliance with Technical Instructions

(1) An AOC holder shall—

(a) comply with the provisions of the Technical Instructions for the Safe Transport of Dangerous Goods by Air- ICAO Doc. 9284 on all occasions when dangerous goods are carried, irrespective of whether the flight is wholly or partly within or outside Uganda; and

- (b) review and comply with the appropriate variations notified by Contracting States contained in Attachment 3 to the Technical Instructions, where dangerous goods are to be transported outside Uganda.

(2) Articles and substances which would otherwise be classified as dangerous goods are excluded from the provisions of this Part, to the extent specified in the Technical Instructions, provided they are—

- (a) required to be on board the aircraft for operating reasons;
- (b) carried as catering or cabin service supplies;
- (c) carried for use in flight as veterinary aid or as a humane killer for an animal; or
- (d) carried for use in flight for medical aid for a patient, provided that—
 - (i) gas cylinders have been manufactured specifically for the purpose of containing and transporting that particular gas;
 - (ii) drugs, medicines and other medical matter are under the control of trained personnel during the time when they are in use in the aircraft;
 - (iii) equipment containing wet cell batteries is kept and, when necessary, secured in an upright position to prevent spillage of the electrolyte;
 - (iv) proper provision is made to stow and secure all the equipment during take-off and landing and at all other times when deemed necessary by the PIC in the interests of safety; or
 - (v) they are carried by passengers or crew members.

(3) Articles and substances intended as replacements for those specified in subregulation (3)(a) may be transported on an aircraft as specified in the Technical Instructions.

(4) Where specifically provided for in the Technical Instructions, the authority may grant an approval, provided that in such instances, an overall level of safety in transport which is equivalent to the level of safety provided for in the Technical Instructions is achieved.

(5) The authority may grant an exemption from the Technical Instructions, provided that in such instances every effort shall be made to achieve an overall level of safety in transport which is equivalent to the level of safety provided for in the Technical Instructions in instances—

- (a) of extreme urgency;
- (b) when other forms of transport are inappropriate; or
- (c) when full compliance with the prescribed requirements is contrary to the public interest.

(6) In case of over-flight, if none of the criteria for granting an exemption are relevant, an exemption may be granted based solely on whether it is believed that an equivalent level of safety in air transport has been achieved.

(7) An Air Operator shall comply with the provisions of the Technical Instructions which are published during the specified period of applicability of the edition, subject to subregulation (1),

85. Operators with no specific approval for transport of dangerous goods as cargo

An Air Operator with no specific approval to transport dangerous goods shall establish—

- (a) a dangerous goods training programme that meets the requirements in the Civil Aviation (Safe Transport of Dangerous Goods by Air) Regulation, 2022 on safe

transport of dangerous goods, the current ICAO Technical Instructions, and the requirements of these Regulations;

- (b) dangerous goods policies and procedures in its operations manual to meet the ICAO Technical Instructions and these Regulations to allow operator personnel to—
 - (i) identify and reject undeclared dangerous goods, including COMAT classified as dangerous goods; and
 - (ii) report to the appropriate authorities of the State of the operator and the State in which it occurred any occasions when undeclared dangerous goods are discovered in cargo or mail and dangerous goods accidents and incidents.

86. Operators with specific approval for transport of dangerous goods as cargo

An AOC holder with a specific approval for the transport of dangerous goods shall—

- (a) establish a dangerous goods training programme that meets the requirements of the Technical Instructions and the requirements of these Regulations;
- (b) include in the operator's operations manuals, dangerous goods training programme;
- (c) establish dangerous goods policies and procedures in its operations manual to meet the Technical Instructions and the Civil Aviation (Safe Transport of Dangerous Goods by Air) Regulation, 2022, to enable operator personnel to—
 - (i) identify and reject undeclared or mis-declared dangerous goods, including COMAT classified as dangerous goods; and

- (ii) report to the appropriate authorities of the State of the Operator and the State in which it occurred, any occasions when undeclared or mis-declared dangerous goods are discovered in cargo or mail and dangerous goods accidents and incidents.
- (d) report to the appropriate authorities of the State of the operator and the State of origin any occasions when dangerous goods are discovered to have been carried when not loaded, segregated, separated or secured in accordance with the Technical Instructions and without information having been provided to the pilot-in-command;
- (e) accept, handle, store, transport, load and unload dangerous goods, including COMAT classified as dangerous goods as cargo on board an aircraft;
- (f) provide the pilot-in-command with accurate and legible written or printed information concerning dangerous goods that are to be carried as cargo; and
- (g) include in the operator's Safety Management System, procedures for carriage of dangerous goods.

87. Postal operators transporting dangerous goods

(1) An AOC holder approved to transport dangerous goods by mail shall establish—

- (a) procedures for transport of dangerous goods by air in mail; and
- (b) dangerous goods training programmes approved by the authority.

(2) For entities other than operators and designated postal operators the dangerous goods training programme shall be approved by the authority.

88. Limitations on transport of dangerous goods

(1) An AOC holder shall take reasonable measures to ensure that articles and substances—

- (a) that are specifically identified by name or generic description in the Technical Instructions as being forbidden for transport under any circumstances are not carried on any aircraft; or
- (b) that are identified in the Technical Instructions as being forbidden for transport in normal circumstances are transported only when—
 - (i) they are exempted by the Contracting States concerned under the provisions of the Technical Instructions; or
 - (ii) the Technical Instructions indicate they may be transported under an approval issued by the State of Origin of the goods.

(2) Dangerous goods and infected live animals identified in the technical instructions are forbidden on aircraft unless exempted by the authority or where the Technical Instructions indicate that they may be transported under an approval granted by the State of origin.

89. Classification of dangerous goods

An AOC holder shall take all reasonable measures to ensure that articles and substances are classified as dangerous goods as specified in the Technical Instructions.

90. Packing

- (1) An AOC holder shall ensure that—
 - (a) packaging used for the transport of dangerous goods by air is of good quality and constructed and securely closed so as to prevent leakage which might be caused in normal conditions of transport due to changes in temperature, humidity, pressure or vibration;

- (b) packaging is suitable for the contents, and packaging in direct contact with dangerous goods shall be resistant to any chemical or other action of such goods;
- (c) packaging meets the material and construction specifications in the Technical Instructions;
- (d) packaging is tested in accordance with the Technical Instructions;
- (e) no harmful quantity of a dangerous substance shall adhere to the outside packaging;
- (f) packaging for which retention of a liquid is a basic function is capable of withstanding, without leaking, the pressure stated in the Technical Instructions; and
- (g) inner packaging is packed, secured or cushioned so as to prevent its breakage or leakage and to control its movement within the outer packaging during normal conditions of air transport and the cushioning and absorbent materials will not react dangerously with the contents of the packaging.

(2) An AOC holder shall not reuse packaging unless the packaging is inspected and found free from corrosion or other damage and where a packaging is reused, all necessary measures shall be taken to prevent contamination of subsequent contents.

(3) Where, due to the nature of its former contents, uncleaned empty packaging is likely to present a hazard, the packaging shall be tightly closed and treated according to the hazard it constitutes.

91. Labelling and marking

(1) An AOC holder shall take reasonable measures to ensure that packages, over packs and freight containers are labelled and marked as specified in the Technical Instructions.

(2) Unless otherwise provided for in the Technical Instructions—

- (a) each package of dangerous goods shall be marked with the proper shipping name of its contents and, when assigned, the UN number and such other markings as may be specified in the Technical Instructions; and
- (b) each packaging manufactured to a specification contained in the Technical Instructions shall be so marked in accordance with the appropriate provisions of the Instructions and no packaging shall be marked with a packaging specification marking unless it meets the appropriate packaging specification contained in the Instruction.

(3) The AOC holder shall ensure that labelling and marking are in English and where another language is used, an English translation shall be included where dangerous goods are carried on a flight which takes place wholly or partly outside Uganda.

92. Separation and segregation of dangerous goods

An AOC holder shall ensure that—

- (a) packages containing dangerous goods which might react dangerously one with another shall not be stowed on an aircraft next to each other or in a position that would allow interaction between them in the event of leakage;
- (b) packages of toxic and infectious substances shall be stowed on an aircraft in accordance with the provisions of the Technical Instructions; and
- (c) packages of radioactive materials shall be stowed on an aircraft so that they are separated from persons, live animals and undeveloped film, in accordance with the Technical Instructions.

93. Securing of dangerous goods cargo loads

(1) The operator shall protect dangerous goods from being damaged and shall secure the goods in the aircraft in such a manner that will prevent any movement in flight which would change the orientation of the packages when the goods are loaded in an aircraft.

(2) For packages containing radioactive materials, the securing shall be adequate to ensure that the separation requirements of regulation 90 are complied with.

94. Dangerous goods transport document

An AOC holder shall ensure that—

- (a) dangerous goods are accompanied by a dangerous goods transport document, except where otherwise specified in the Technical Instructions;
- (b) the dangerous goods transport document bears a declaration signed by the person who offers dangerous goods for transport indicating that the dangerous goods are fully and accurately described by their proper shipping names and that they are classified, packed, marked, labelled, and in proper condition for transport by air in accordance with the Technical Instructions; and
- (c) where dangerous goods are carried on a flight which takes place wholly or partly outside Uganda, that English is used and where another language is used, an English translation shall be included for the dangerous goods transport document.

95. Acceptance of dangerous goods

An AOC holder shall not accept dangerous goods for transport unless the package, over pack or freight container has been inspected in accordance with the acceptance procedures as stipulated in the Technical Instructions.

96. Acceptance checklist

An AOC holder shall develop and use an acceptance checklist as an aid to compliance with these Regulations.

97. Inspection for damage leakage or contamination

An AOC holder shall ensure that—

- (a) packages, overpacks and freight containers are inspected for evidence of leakage or damage immediately prior to loading on an aircraft or into a unit load device or ULD, as specified in the Technical Instructions;
- (b) a unit load device is not loaded on an aircraft unless it has been inspected as required by the Technical Instructions and found free from any evidence of leakage from, or damage to, the dangerous goods contained therein;
- (c) leaking or damaged packages, over packs or freight containers are not loaded on an aircraft;
- (d) any package of dangerous goods found on an aircraft and which appears to be damaged or leaking is removed, or arrangements made for its removal by an appropriate authority or organisation;
- (e) after removal of any leaking or damaged goods, the remainder of the consignment is inspected to ensure it is in a proper condition for transport and that no damage or contamination has occurred to the aircraft or its load; and
- (f) packages, over packs and freight containers are inspected for signs of damage or leakage upon unloading from an aircraft or from a unit load device and, if there is evidence of damage or leakage, the area where the dangerous goods were stowed shall be inspected for damage or contamination.

98. Removal of contamination

An AOC holder shall ensure that—

- (a) any contamination found as a result of the leakage or damage of dangerous goods is removed without delay; and
- (b) an aircraft which has been contaminated by radioactive materials is immediately taken out of service and not returned until the radiation level at any accessible surface and the nonfixed contamination are not more than the values specified in the Technical Instructions.

99. Loading restrictions

An AOC holder shall ensure that—

- (a) dangerous goods are not carried in an aircraft cabin occupied by passengers or in the cockpit, unless otherwise specified in the Technical Instructions;
- (b) dangerous goods are loaded, segregated, stowed, and secured on an aircraft as specified in the Technical Instructions; and
- (c) packages of dangerous goods bearing the “cargo aircraft only” label shall be loaded in accordance with the Technical Instructions.

100. Provision of information

(1) An AOC holder shall ensure that—

- (a) information is provided to enable ground staff to carry out their duties with regard to the transport of dangerous goods, including the actions to be taken in the event of incidents and accidents involving dangerous goods;
- (b) where applicable, the information referred to in paragraph (a) is also provided to the handling agent;
- (c) information is promulgated as required by the Technical Instructions so that passengers are warned as to the types

of goods which they are forbidden from being transported on board an aircraft and, where applicable, the handling agent shall ensure that notices are provided at acceptance points for cargo giving information about the dangerous goods;

- (d) information is provided in the operations manual to enable crew members to carry out their responsibilities regarding the transport of dangerous goods, including the actions to be taken in the event of emergencies involving dangerous goods; and
- (e) the PIC is provided with written information on dangerous goods carried on board the aircraft in the manner and form specified in the Technical Instructions.

(2) An AOC holder who is involved in an aircraft incident or accident shall—

- (a) as soon as possible, inform the authority and the appropriate authority of the State in which the aircraft incident or accident occurred of any dangerous goods carried on board the aircraft; and
- (b) on request by the authority, provide any information required to minimise the hazards created by any dangerous goods carried;
- (c) ensure that all personnel, including third party personnel, involved in the acceptance, handling, loading and unloading of cargo are informed of the operator's specific approval and limitations with regard to the transport of dangerous goods;

101. Training programmes

- (1) An AOC holder shall—
 - (a) establish, maintain, and have approved by the authority, staff training programmes, as required by the Technical Instructions;

- (b) ensure that staff engaged in operations are categorised and trained in the manner provided under Table 1 set out in Schedule 8 to these Regulations, where he or she does not hold an approval to carry dangerous goods;
- (c) ensure that all staff who require dangerous goods training receive recurrent training at intervals of no longer than two years;
- (d) ensure that the records of dangerous goods training are maintained for all staff trained in accordance with this regulation; and
- (e) ensure that his or her handling agent's staff are trained in accordance with the applicable column of Table 1 or Table 2 set out in Schedule 8 to these Regulations.

(2) An AOC holder with specific approval to carry dangerous goods shall ensure that staff engaged in operations are categorised and trained in the manner provided under Table 2 set out in Schedule 8 to these Regulations.

102. Dangerous goods incident and accident reports

An AOC holder shall report to the authority—

- (a) dangerous goods incidents and accidents; and
- (b) undeclared or misdeclared dangerous goods discovered in the cargo or passenger baggage within seventy-two hours of the incident, accident or discovery, unless exceptional circumstances prevent reporting within the time stipulated.

103. Information in the event of aircraft accident or serious incident

(1) The operator of an aircraft carrying dangerous goods as cargo shall provide information, without delay, to emergency services responding to an accident or serious incident about the dangerous

goods on board, as shown on the written information to the pilot-in-command in the event of an aircraft accident or a serious incident where dangerous goods carried as cargo may be involved.

(2) The operator shall, as soon as practicable, also provide the information in subregulation (1) to the appropriate authorities of the State of the operator and the State in which the accident or serious incident occurred.

(3) In the event of an aircraft incident, the operator of an aircraft carrying dangerous goods as cargo shall, when requested to do so, provide information without delay to emergency services responding to the incident and to the appropriate authority of the State in which the incident occurred, about the dangerous goods on board, as shown on the written information to the pilot-in-command.

104. Dangerous goods security measures

(1) The operator shall comply with dangerous goods security measures applicable to shippers, operators and other individuals engaged in the transport of dangerous goods by air, to be taken to minimize theft or misuse of dangerous goods that may endanger persons, property or the environment.

(2) The dangerous goods security measures referred to in subregulation(1) shall be commensurate with security provisions specified in the Civil Aviation (Security) Regulations, 2022 and the Technical Instructions.

Cargo Compartment Safety

105. Transport of items in cargo compartment

(1) An AOC holder shall establish a policy and procedures for the transport of items in the cargo compartment, which shall include the conduct of a specific safety risk assessment.

(2) The safety risk assessment specified in subregulation (1) shall include at least the—

- (a) hazards associated with the properties of the items to be transported;
- (b) capabilities of the operator;
- (c) operational considerations, including area of operations, diversion time;
- (d) capabilities of the aeroplane and its systems, including cargo compartment fire suppression capabilities;
- (e) containment characteristics of unit load devices;
- (f) packing and packaging;
- (g) safety of the supply chain for items to be transported; and
- (h) quantity and distribution of dangerous goods items to be transported.

(3) The AOC holder shall comply with the requirements for the transport of dangerous goods as specified in Civil Aviation (Safe Transport of Dangerous Goods by Air) Regulation, 2022.

106. Fire protection

(1) The elements of the cargo compartment fire protection system as approved by the State of Design or State of Registry, and a summary of the demonstrated cargo compartment fire protection certification standards, shall be provided in the aeroplane flight manual or other documentation supporting the operation of the aeroplane.

(2) The AOC holder shall establish policy and procedures that address the items to be transported in the cargo compartment.

(3) The policy and procedures specified in subregulation (2) shall ensure, to a reasonable certainty, that in the event of a fire involving items in the cargo compartment, it can be detected and sufficiently suppressed or contained by the elements of the aeroplane design associated with cargo compartment fire protection, until the aeroplane makes a safe landing.

PART VI—COMMERCIAL OPERATIONS-HELICOPTERS

Helicopter Continuing Airworthiness

107. Application

For purposes of this part “helicopter” includes engines, power transmissions, rotors, components, accessories, instruments, equipment and apparatus including emergency equipment.

108. Operator’s continuing airworthiness responsibilities

(1) An AOC holder shall ensure that in accordance with the procedures acceptable to the authority—

- (a) each helicopter operated is maintained in an airworthy condition;
- (b) the operational and emergency equipment necessary for the intended flight is serviceable; and
- (c) the certificate of airworthiness of the helicopter operated remains valid.

(2) The AOC holder shall not operate a helicopter unless maintenance of the helicopter, including any associated engine, rotor and part, is carried out by—

- (a) an organisation compliant with the Civil Aviation (Approved Maintenance Organisations) Regulations, 2022 that is either approved by the authority or is approved by another Contracting State and is acceptable by the authority; or
- (b) a qualified person or organisation in accordance with procedures authorised by the authority subject to paragraph (a) and (b) there shall be maintenance release in relation to the maintenance carried out.

(3) The AOC holder shall employ a qualified person or group of persons to ensure that all maintenance is carried out in accordance with the maintenance control manual.

(4) The AOC holder shall ensure that the maintenance of his or her helicopter is performed in accordance with the maintenance programme approved by the authority.

109. Operator's maintenance control manual

An AOC holder shall—

- (a) provide, for the use and guidance of maintenance and operational personnel concerned, a maintenance control manual acceptable to the authority in accordance with the requirements prescribed in Schedule 7 to these Regulations, and the design of the manual shall observe human factors principles;
- (b) ensure that the maintenance control manual is amended as necessary to keep the information contained in the maintenance control manual is up to date;
- (c) furnish promptly to all organisations or persons to whom the manual has been issued, copies of all amendments to the maintenance control manual; and
- (d) provide to the authority and to the State of Registry of the aircraft if different from the authority the operator's maintenance control manual, together with all amendments or revisions to it and shall incorporate in it such mandatory material as the State of Operator or the State of Registry may require.

110. Maintenance programme

An AOC holder shall—

- (a) provide, for the use and guidance of maintenance and operational personnel concerned, a maintenance programme, approved by the authority, containing the information required in regulation 118;

- (b) ensure that the design and application of the maintenance programme observes human factors principles; and
- (c) furnish promptly, to all organisations or persons to whom the maintenance programme has been issued, copies of all amendments to the maintenance programme.

111. Continuing airworthiness records

(1) The operator shall ensure that the following records are kept for the periods specified in these Regulations—

- (a) the total time, in service, hours, calendar time and cycles, as appropriate, of the helicopter and all life-limited components;
- (b) the current status of compliance with all mandatory continuing airworthiness information;
- (c) appropriate details of modifications and repairs to the helicopter and its major components;
- (d) the time, in service hours, calendar time and cycles, as appropriate, since the last overhaul of the helicopter or its components subject to a mandatory overhaul life;
- (e) the current status of the helicopter's compliance with the maintenance programme; and
- (f) the detailed maintenance records to show that all requirements for a maintenance release have been met.

(2) The records referred to in paragraph (a) to (e) of subregulation(1) shall be kept for a minimum period of ninety days after the unit to which they refer has been permanently withdrawn from service, and the records in subregulation (1)(f), for a minimum period of one year after the signing of the maintenance release.

(3) In the event of a temporary change of operator, the records shall be made available to the new operator, and in the event of any permanent change of operator, the records shall be transferred to the new operator.

(4) Records kept and transferred in accordance with this regulation shall be maintained in a form and format that ensures readability, security and integrity of the records at all times.

(5) The form and format of the records may include, for example, paper records, film records, electronic records or any combination thereof.

112. Continuing airworthiness information

(1) The operator of a helicopter over 3,175 kg maximum mass shall monitor and assess maintenance and operational experience with respect to continuing airworthiness and provide the information as prescribed by the State of Registry and report through the system specified in the Civil Aviation (Airworthiness of Aircraft) Regulations, 2022.

(2) The operator of a helicopter over 3,175 kg maximum mass shall obtain and assess continuing airworthiness information and recommendations available from the organisation responsible for the type design and shall implement resulting actions considered necessary in accordance with a procedure acceptable to the State of Registry.

113. Modifications and repairs

(1) The operator of a helicopter shall ensure that all modifications and repairs comply with airworthiness requirements specified in the Civil Aviation (Airworthiness of Aircraft) Regulations, 2022.

(2) The operator a helicopter shall establish procedures in the maintenance control manual to ensure that the substantiating data supporting compliance with the airworthiness requirements are retained.

114. Maintenance release

(1) The approved maintenance organisation shall issue the maintenance release in accordance with the Civil Aviation (Approved Maintenance Organisations) Regulations, 2022, when maintenance is carried out by an approved maintenance organisation.

(2) When maintenance is not carried out by an approved maintenance organisation, the maintenance release shall be completed and signed by a person appropriately licenced in accordance with the Civil Aviation (Personnel Licensing) Regulations, 2022 to certify that the maintenance work performed has been completed satisfactorily and in accordance with approved data and procedures acceptable to the authority.

(3) When maintenance is not carried out by an approved maintenance organisation, the maintenance release shall include the following—

- (a) basic details of the maintenance carried out, including detailed reference of the approved data used;
- (b) the date such maintenance was completed; and
- (c) the identity of the qualified person or persons signing the release.

115. Helicopter maintenance records

(1) The operator of a helicopter shall ensure that the following records are kept—

- (a) in respect of the entire helicopter, the total time in service;
- (b) in respect of the major components of the helicopter—
 - (i) the total time in service;
 - (ii) the date of the last overhaul; and
 - (iii) the date of the last inspection.

- (c) in respect of those instruments and equipment, the serviceability and operating life of which are determined by their time in service—
 - (i) such records of the time in service as are necessary to determine their serviceability or to compute their operating life; and
 - (ii) the date of the last inspection.

(2) The records specified in subregulation (1) shall be kept for a period of ninety days after the end of the operating life of the unit to which they refer.

Helicopter Manuals, Logs and Records

116. Flight manual

(1) An AOC holder shall ensure that a flight manual is updated by implementing the changes made mandatory by the authority.

(2) The flight manual shall contain the information specified in the Civil Aviation (Airworthiness of Aircraft) Regulations, 2022.

117. Operator's maintenance control manual

An AOC's maintenance control manual which may be issued in separate parts shall contain the following information—

- (a) a description of the procedures including, where applicable—
 - (i) a description of the administrative arrangements between the operator and the approved maintenance organisation; and
 - (ii) a description of the maintenance procedures and the procedures for completing and signing a maintenance release when maintenance is based on a system other than that of an approved maintenance organisation;

- (b) names and duties of the qualified person or persons required by regulation 108 (3);
- (c) a reference to the maintenance programme required by regulation 110 (1);
- (d) a description of the methods used for the completion and retention of the operator's maintenance records required by regulation 111;
- (e) a description of the procedures for monitoring, assessing, and reporting maintenance and operational experience required by regulation 112(2);
- (f) a description of the procedures for complying with the service information reporting requirements for airworthiness required by regulation 112 (1);
- (g) a description of procedures for assessing continuing airworthiness information and implementing any resulting actions as required by regulation 112 (2);
- (h) a description of the procedures for implementing action resulting from mandatory continuing airworthiness information;
- (i) a description of establishing and maintaining a system of analysis and continued monitoring of the performance and efficiency of the maintenance programme, in order to correct any deficiency in that programme;
- (j) a description of helicopter types and models to which the manual applies;
- (k) a description of procedures for ensuring that unserviceability's affecting airworthiness are recorded and rectified;
- (l) a description of the procedures for advising the authority of significant in-service occurrences;

- (m) a description of procedures to control the leasing of aircraft and related aeronautical products; and
- (n) a description of the maintenance control manual amendment procedures.

118. Maintenance programme

(1) A maintenance programme for each helicopter as required by regulation 110 shall contain the following information—

- (a) maintenance tasks and the intervals at which these tasks are to be performed, taking into account the anticipated utilisation of the helicopter;
- (b) where applicable, a continuing structural integrity programme; and
- (c) procedures for changing or deviating from paragraphs (a) and (b); and
- (d) where applicable, condition monitoring and reliability programme descriptions for helicopter systems, components, power transmissions, rotors and engines.

(2) The operator shall identify maintenance tasks and intervals that have been specified as mandatory in approval of the type design.

(3) The maintenance programme shall be based on maintenance programme information made available by the State of Design or by the organisation responsible for the type design, and any additional applicable experience.

119. Journey logbook

(1) A helicopter journey logbook shall contain the following items and the corresponding roman numerals—

- (a) I — Helicopter nationality and registration;
- (b) II — Date;

- (c) III — Names of crew members;
- (d) IV — Duty assignments of crew members;
- (e) V — Place of departure;
- (f) VI — Place of arrival;
- (g) VII — Time of departure;
- (h) VIII — Time of arrival;
- (i) IX — Hours of flight;
- (j) X — Nature of flight -private, scheduled or non-scheduled;
- (k) XI — Incidents, observations, if any; and
- (l) XII — Signature of person in charge.

(2) The PIC shall, make current and in ink or indelible pencil, entries in the journey logbook.

(3) A completed journey logbook shall be retained to provide a continuous record of the last six months' operations.

120. Records of emergency and survival equipment carried

(1) An AOC holder shall at all times have available for immediate communication to rescue coordination centres, lists containing information on the emergency and survival equipment carried on board any of their helicopters engaged in international air navigation.

(2) The information specified in subregulation (1) shall as applicable include—

- (a) the number, colour and type of life rafts and pyrotechnics;
- (b) details of emergency medical supplies; and
- (c) water supplies and the type and frequencies of the emergency portable radio equipment.

121. Flight recorder records

An AOC holder shall ensure, to the extent possible, in the event the helicopter becomes involved in an accident or incident, the preservation of all related flight recorder records and, where necessary, the associated flight recorders, and their retention in safe custody pending their disposition as determined in accordance with the Civil Aviation (Aircraft Accident and Incident Investigation) Regulations, 2022.

122. Helicopter search procedure checklist

(1) An operator shall ensure that there is on board a helicopter, a checklist of the procedures to be followed in searching for a bomb or a suspicious object in case of suspected sabotage.

(2) The checklist specified in subregulation (1) shall be supported by guidance on the course of action to be taken should a bomb or suspicious object be found.

123. Training programmes

(1) An operator shall establish and maintain a training programme—

- (a) which enables crew members to act in the most appropriate manner to minimise the consequences of acts of unlawful interference;
- (b) to acquaint appropriate employees with preventive measures and techniques in relation to passengers, baggage, cargo, mail, equipment, stores and supplies intended for carriage on a helicopter so that they contribute to the prevention of acts of sabotage or other forms of unlawful interference.

(2) As a minimum, a security training programme shall include the following elements for it to be approved by the authority—

- (a) determination of the seriousness of any occurrence;

- (b) crew communication and coordination;
- (c) appropriate self-defense responses;
- (d) use of non-lethal protective devices assigned to crew members whose use is authorised by the authority;
- (e) understanding of behaviour of terrorists so as to facilitate the ability of crew members to cope with hijacker behaviour and passenger responses;
- (f) live situational training exercises regarding various threat conditions; and
- (g) flight crew compartment procedures to protect the aeroplane and the aeroplane search procedures and guidance on least-risk bomb locations where practicable.

124. Reporting acts of unlawful interference

The pilot-in-command shall submit, without delay, a report of an act of unlawful interference to the designated local authority, following an act of unlawful interference.

PART V—GENERAL

125. Application for exemptions

(1) A person may apply to the authority for exemption from any provision of these Regulations.

- (2) An application for exemption shall be—
 - (a) made in accordance with the requirements of these Regulations;
 - (b) accompanied by a fee prescribed by the authority in the applicable aeronautical information circulars for technical evaluation; and
 - (c) submitted and processed in a manner prescribed by the authority in the applicable technical guidance material.

(3) An application for an exemption shall contain the applicant's—

- (a) name;
- (b) physical address and mailing address;
- (c) telephone number;
- (d) fax number where available; and
- (d) email address.

126. Exemptions

(1) The authority may, upon consideration of the circumstances of the application for exemption, grant an exemption providing relief from specified provisions of these Regulations, provided that—

- (a) the authority finds that the circumstances presented warrant the exemption; and
- (b) a level of safety shall be maintained equal to that provided by the regulations from which the exemption is sought.

(2) An exemption granted under this regulation may be terminated or amended at any time by the authority.

(3) A person granted an exemption under this regulation shall notify the management and appropriate personnel performing functions subject to the exemption.

127. Replacement of documents

A person may apply to the authority in the prescribed form for replacement of documents issued under these Regulations, if the documents are lost or destroyed.

128. Change of name

(1) An AOC holder or a holder of an authorisation issued under these Regulations may apply to change the name on the AOC or authorisation.

- (2) The AOC holder shall include with any such request—
 - (a) the current AOC holder or authorisation; and
 - (b) a court order or other legal document verifying the name change.

(3) The authority may change the name on the AOC or authorisation and issue a replacement.

(4) The authority shall return to the AOC holder or the holder of an authorisation issued under these Regulations, the original documents specified in subregulation (2)(b) and retain copies and return the replaced licence, certificate or authorisation with the appropriate endorsement.

129. Inspection of AOC or authorisation

A person who holds an AOC or authorisation required by these Regulations shall present it for inspection, upon request from the authority or any other person authorised by the authority.

130. Change of address

(1) A person who holds an AOC or authorisation issued under these Regulations shall notify the authority of any change in the physical and mailing address and shall, in the case of—

- (a) change of physical address, notify the authority at least fourteen days in advance; and
- (b) change of mailing address, notify the authority upon the change of the mailing address.

(2) A person who does not notify the authority of the change in the physical address or mailing address within the time frame specified in subregulation (1) shall not exercise the privileges of the AOC or authorisation.

131. Drug and alcohol testing and reporting

(1) A person shall not consume alcohol within eight hours of performing duties related to operating an aircraft, including flight preparation.

(2) A person who performs a safety sensitive aviation function requiring an air operator certificate or authorisation issued by the authority under these Regulations directly or by contract, may be tested for drug or alcohol usage.

(3) An AOC holder shall submit the reports of drug and alcohol testing to the authority within seventy-two hours when the prescribed limits are exceeded.

(4) For purposes of these Regulations “drugs and alcohol” includes any intoxicant and other psychoactive substances.

(5) A person commits an offence who—

(a) performs a safety-sensitive aviation function at a time when the proportion of alcohol in his or her breath, blood or urine exceeds the prescribed limit; or

(b) carries out an activity which is ancillary to an aviation function at a time when the proportion of alcohol in his breath, blood or urine exceeds the prescribed limit.

(6) When a test for alcohol usage is conducted under these Regulations, a person’s alcohol concentration shall not exceed the following limits—

(a) in the case of breath; a breath alcohol concentration (BrAC) of 0.09 micrograms of alcohol per litre of breath;

(b) in the case of blood; a blood alcohol concentration (BAC) of 0.02% of alcohol per litre of blood; and

(c) in the case of urine; 0.027% of alcohol per litre of urine.

(7) Where the authority or any person authorised by the authority finds it necessary to test a person under this regulation for the percentage by weight of alcohol in the blood, or for the presence of narcotic drugs, or any psychoactive substances in the body, and the person—

- (a) refuses to submit to the test; or
- (b) having submitted to the test, refuses to authorise the release of the test results,

the authority may suspend or revoke the persons licence or authorisation or the air operator certificate or authorisation issued by the authority of the AOC holder that employs that person.

(8) In determining whether to suspend or revoke the certificate of the AOC holder, the authority shall consider all relevant factors, including—

- (a) whether the AOC holder had knowledge of the drug or alcohol use;
- (b) whether the AOC holder encouraged the person to refuse the drug or alcohol test;
- (c) whether the AOC holder dismissed the person who failed or refused the drug tests; or
- (d) the position the person held with the AOC holder.

(9) For the purposes of these Regulations safety-sensitive aviation functions during flight include—

- (a) being a pilot of an aircraft;
- (b) being a flight navigator of an aircraft;
- (c) being a flight engineer of an aircraft;
- (d) being a flight radio-telephony operator of an aircraft;

- (e) being a member of the cabin crew of an aircraft;
- (f) attending the flight deck or cabin of an aircraft to give or supervise training, to administer a test, to observe a period of practice or to monitor or record the gaining of experience;
- (g) being a flight operations officer or dispatcher; and
- (h) being a licenced aircraft maintenance engineer.

(10) For the purposes of subsection (5) (h), a person acts as a licensed aircraft maintenance engineer if he or she —

- (a) issues a document relating to the maintenance, condition or use of an aircraft or equipment in reliance on a licence granted under or by virtue of an enactment relating to aviation; or
- (b) carries out or supervises work on an aircraft or equipment with a view to, or in connection with, the issue by him or her of a document of the kind specified in paragraph (a).

(11) An AOC holder shall establish and implement a drug and alcohol testing programme acceptable to the authority that includes—

- (a) drug and alcohol education;
- (b) drug and alcohol testing plan; and
- (c) drug and alcohol response and reporting.

132. AOC suspension and revocation of approval

- (1) The authority may—
 - (a) in the public interest, suspend provisionally, pending further investigation or re-examine the original certification basis of any approval, exemption or such other document issued or granted under these Regulations;

- (b) upon the completion of an investigation and in the public interest, revoke, suspend, or vary any approval, exemption or other document issued or granted under these Regulations; or
- (c) in the public interest, prevent any person or aircraft from flying.

(2) An AOC holder or any person having possession or custody of any approval, exemption or other document which has been revoked, suspended or varied under these Regulations, shall surrender it to the authority within fourteen days after being required to do so by the authority.

(3) The breach of any condition subject to which any approval, exemption or other document, has been granted or issued under these Regulations shall render the document invalid during the continuance of the breach.

133. Use and retention of documents and records

- (1) A person shall not—
 - (a) use any approval, exemption or other document issued or required by or under these Regulations which has been forged, altered, revoked, or suspended, or to which he or she is not entitled;
 - (b) forge or alter an approval, exemption or other document issued or required by or under these Regulations;
 - (c) lend any approval, exemption or other document issued or required by or under these Regulations to any other person; or
 - (d) make any false representation for the purpose of procuring for himself or herself or any other person the grant, issue, renewal or variation of any such approval, or exemption.

(2) A person shall not mutilate, alter, render illegible or destroy any records required by or under these Regulations to be maintained, or knowingly make, or procure or assist in the making of, any false entry in any record, or willfully omit to make a material entry in such a record during the period for which it is required under these Regulations to be preserved,

(3) All entries in records required to be maintained by or under these Regulations shall be made in permanent and indelible ink.

(4) A person shall not purport to issue any approvals, authorisations or exemptions under these Regulations unless he or she is authorised by the authority to do so.

(5) A person shall not issue any approval, authorisation or exemption of the kind referred to in subregulation (4), unless he or she is satisfied that all statements in the certificate are correct, and that the applicant is qualified to hold that certificate.

134. Reports of violation

(1) Any person who knows of a violation of the Act or these Regulations, rules, or orders issued by the authority shall report it to the authority.

(2) The authority shall determine the nature and type of any additional investigation or enforcement action that may be taken.

135. Enforcement of directives

(1) The authority shall take enforcement action on any regulated entity that fails to comply with the provisions of these Regulations.

(2) An inspector of the authority holding valid delegations shall take necessary action to preserve safety where undesirable conditions have been detected.

(3) The action referred to in subregulation (2) may include—

- (a) in the case of a regulated entity, imposition of operating restrictions until such time when the existing and undesirable conditions have been resolved; and
- (b) in the case of a licenced personnel, require that an individual does not exercise the privileges of the licence until such a time that the undesirable condition has been resolved.

(4) In carrying out the enforcement actions under subregulation (2), the inspectors of the authority shall invoke the powers with due care and act in good faith in the interest of preserving safety.

136. Aeronautical user fees

(1) The authority may notify the fees to be charged in connection with the issue, validation, renewal, extension or variation of any certificate, licence, exemption or other document, including the issue of a copy thereof, or the undergoing of any examination, test, inspection or investigation or the grant of any permission or approval, required by, or for the purpose of these Regulations any orders, notices or proclamations made under these Regulations.

(2) Upon application being made in connection with which a fee is chargeable in accordance with subregulation (1), the applicant shall be required to pay the fees before the application is received.

(3) Where, after the payment has been made, the application is withdrawn by the applicant, ceases to have effect or is refused, the authority shall not refund the payment.

137. Application of Regulations to Government and visiting forces

(1) These Regulations apply to aircraft, not being military aircraft, belonging to or exclusively employed in the service of the Government and, for the purposes of the application, the department or other authority for the time being responsible for management of the aircraft shall be deemed to be the operator of the aircraft, and in the

case of an aircraft belonging to the Government, to be the owner of the interest of the Government in the aircraft.

(2) Except as otherwise expressly provided, the naval, military and air force authorities and members of any visiting force and property held or used for the purpose of such a force shall be exempt from these Regulations to the same extent as if the visiting force formed part of the military force of Uganda.

138. Extra territorial application of Regulations

Except where the context otherwise requires, the provisions of these Regulations shall—

- (a) in so far as they apply, whether by express reference or otherwise, to aircraft registered in Uganda, apply to such aircraft wherever they may be;
- (b) in so far as they apply, whether by express reference or otherwise, to other aircraft, apply to such aircraft when they are within Uganda;
- (c) in so far as they prohibit, require or regulate, whether by express reference or otherwise, the doing of anything by any person in, or by any of the crew of, any aircraft registered in Uganda, shall apply to such persons and crew, wherever they may be; and
- (d) in so far as they prohibit, require or regulate, whether by express reference or otherwise, the doing of anything in relation to any aircraft registered in Uganda by other persons shall, where such persons are citizens of Uganda, apply to them wherever they may be.

PART VI—OFFENCES AND PENALTIES

139. Offences and penalties

(1) A person who contravenes any provision of these Regulations may have the licence, certificate, approval, authorisation, exemption or other document revoked or suspended.

(2) Where any provision of these Regulations, orders, notices or proclamations made thereunder is contravened in relation to an aircraft, the operator of that aircraft and the pilot-in-command, when the operator or the pilot in command is not the person who contravened that provision, the person shall, without prejudice to the liability of any other person under these Regulations for that contravention, be deemed for the purposes of the following provisions of this Regulation to have contravened that provision unless he or she proves that the contravention occurred without his or her consent or connivance and that he or she exercised all due diligence to prevent the contravention.

(3) Where it is proved that an act or omission of any person, which would otherwise have been a contravention by that person of a provision of these Regulations, orders, notices or proclamations made thereunder was due to any cause not avoidable by the exercise of reasonable care by that person, the act or omission shall be deemed not to be a contravention by that person of that provision.

(4) Where a person is charged with contravening a provision of these Regulations, orders, notices or proclamations made thereunder by reason of his or her having been a member of the flight crew of an aircraft on a flight for the purpose of general air transport operations, the flight shall be treated, without prejudice to the liability of any other person under these Regulations, as not having been for that purpose where he or she proves that he or she neither knew nor had reason to know that the flight was for that purpose.

(5) A person who contravenes any provision of these Regulations, orders, notices or proclamations made thereunder, not being a provision referred to in subregulation (3) shall, upon conviction, be liable to a fine, and in the case of a continuing contravention, each day of the contravention shall constitute a separate offence.

(6) Where an aircraft is involved in a contravention and the contravention is by the owner or operator of the aircraft, the aircraft shall be subject to a lien for the penalty, and may be seized by and placed in the custody of the authority.

(7) Subject to subregulation (6) the authority shall not seize an aircraft without the advice of the Attorney General.

(8) An aircraft seized under subregulation (6) shall be released from the custody of the authority upon—

- (a) payment of the penalty or the amount agreed upon in compromise;
- (b) deposit of a bond in such amount as the authority may prescribe in the applicable aeronautical information circular, conditioned upon payment of the penalty or the amount agreed upon in compromise; and
- (c) receiving an order of the court to that effect.

(9) The authority and any person specifically authorised by name or any police officer not below the rank of inspector specifically authorised by name by the Minister, may compound offences under Part A of Schedule 9 to these Regulations by assessing the contravention and requiring the person reasonably suspected of having committed the offence to pay to the authority a sum not exceeding one hundred currency points.

(10) A person who contravenes any provision specified in Part B of Schedule 9 to these Regulations, commits an offence and is liable, on conviction, to a fine not exceeding one hundred currency points or to imprisonment for a term not exceeding four years or both.

(11) A person who contravenes any provision specified as an “A” provision in Schedule 9 to these Regulations, commits an offence and is liable, on conviction, to a fine not exceeding fifty currency

points for each offence or each flight or to imprisonment for a term not exceeding two years or both.

(12) A person who contravenes any provision specified as a “B” provision in Schedule 9 to these Regulations, commits an offence and is liable, on conviction, to a fine not exceeding one hundred currency points for each offence or each flight or to imprisonment for a term not exceeding four years, or both.

(13) A person who contravenes any provisions of these Regulations not being a provision referred to in Schedule 9 to these Regulations, commits an offence and is liable, on conviction, to a fine not exceeding one hundred currency points and in the case of a second or subsequent conviction for the same offence to a fine not exceeding two hundred currency points.

(14) Where any person is aggrieved by any order made under these Regulations, he or she may, within twenty-one days of such order being made, appeal against the order to a higher court and the relevant provisions of the Criminal Procedure Code Act, shall apply *mutatis mutandis*, to every such appeal as if it were an appeal against a sentence passed by the High Court in the exercise of its original jurisdiction.

PART VII—REVOCATION AND SAVINGS

140. Revocation of S.I No. 22 of 2020, savings and transitional

(1) The Civil Aviation (Air Operator Certification and Administration) Regulations, S.I. No. 22 of 2020 are revoked.

(2) A certificate, authorisation, approval or exemption granted under the Regulations revoked by subregulation (1) and which is in force immediately before the commencement of these Regulations, shall have effect and shall continue in force as if granted under these Regulations, until it expires or is cancelled by the authority.

(3) Notwithstanding the continuance of a certificate, authorisation, exemption or approval granted under subregulation (2), a person who, at the commencement of these Regulations is carrying out any act, duty or operation affected by these Regulations shall, within six months from the commencement of these Regulations, or within such longer period as the Minister may, by notice in the Gazette prescribe, comply with the requirements of these Regulations.

(4) Notwithstanding regulation 134, a person granted certificate, authorisation, exemption or other approval, continued under subregulation (2) who does not comply with the requirements of these Regulations within the time prescribed under subregulation (3), shall have the certificate, authorisation, exemption or approval cancelled by the authority.

SCHEDULES

SCHEDULE 1

Regulation 2

CURRENCY POINT

A currency point is equivalent to twenty thousand shillings.

SCHEDULE 2

Regulations 8(2)


AIR OPERATOR CERTIFICATE (AOC)

PART A

1. PURPOSE AND SCOPE

- 1.1 The AOC and its associated specific operations specifications shall contain the minimum information required in this Schedule in a standardised format.
- 1.2 The AOC and its associated operations specifications shall define the operations for which the operator is authorised, including specific approvals, conditions and limitations.

2. FORMAT OF AIR OPERATOR CERTIFICATE (AOC)

		
AIR OPERATOR CERTIFICATE		
1	REPUBLIC OF UGANDA 2	1
	UGANDA CIVIL AVIATION AUTHORITY 3	
AOC # 4: UG/CAA/ Expiry date 5:	OPERATOR NAME 6: Db a trading name 7: Operator address 8: Telephone 9: Fax: E-mail:	OPERATIONAL POINTS OF CONTACT 10 Contact details, at which operational management can be contacted without undue delay, are listed in _____ 11.

This certificate certifies that _____ ¹² is authorised to perform commercial air operations, as defined in the attached operations specifications, in accordance with the operations manual and the _____ ¹³ .	
Date of issue ¹⁴	Name
	Signature ¹⁵
	Title:.....

2.1 A certified true copy of the AOC shall be carried on board.

Notes.—

1. *For use of the State of the Operator.*
2. *Replace with the name of the State of the Operator.*
3. *Replace with the identification of the issuing authority of the State of the Operator.*
4. *Unique AOC number, as issued by the State of the Operator.*
5. *Date after which the AOC ceases to be valid (dd-mm-yyyy).*
6. *Replace with the operator’s registered name.*
7. *Operator’s trading name, if different. Insert “dba” before the trading name (for “doing business as”).*
8. *Operator’s principal place of business address.*
9. *Include the country code. E-mail to be provided if available.*
10. *The contact details include the telephone and fax numbers, including the country code, and the e-mail address (if available) at which operational management can be contacted without undue delay for issues related to flight operations, airworthiness, flight and cabin crew competency, dangerous goods and other matters as appropriate.*
11. *Insert the controlled document, carried on board, in which the contact details are listed, with the appropriate paragraph or page reference, e.g.:*

“Contact details are listed in the operations manual, Gen/Basic, Chapter 1, 1.1” or “... are listed in the operations specifications, page 1” or

“... are listed in an attachment to this document”.

12. *Operator’s registered name.*
13. *Insertion of reference to the appropriate civil aviation regulations.*
14. *Issuance date of the AOC (dd-mm-yyyy).*
15. *Title, name and signature of the authority representative. In addition, an official stamp may be applied on the AOC.*

PART B - OPERATIONS SPECIFICATIONS

COMMERCIAL AIR TRANSPORT AEROPLANES

OPERATIONS SPECIFICATIONS FOR EACH AIRCRAFT MODEL

Note: A copy of the operations specifications shall be carried aboard.

For each aircraft model in the operator’s fleet, identified by aircraft make, model and series, the following information shall be included: 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 limitations and specific approvals.

Note: Where specific approvals and limitations are identical for two or more models, these models may be grouped in a single list.

The operations specifications layout shall be as follows:

Note.— The MEL constitutes an integral part of the operations manual.



OPERATIONS SPECIFICATIONS

(Subject to the approved conditions in the operations manual)

UGANDA CIVIL AVIATION AUTHORITY CONTACT DETAILS¹

Telephone: _____ Fax: _____ E-mail: _____

AOC#²: _____ Operator name³: _____ Date⁴: _____

Signature: _____ Dba trading name³: _____

Aircraft model⁵:

Types of operation: Commercial air transportation Passengers
Cargo Other⁶: _____

Area(s) of operation⁷:

Special limitations⁸:

SPECIFIC APPROVAL	YES	NO	DESCRIPTION ⁹	REMARKS
Dangerous goods	<input type="checkbox"/>	<input type="checkbox"/>		

Low visibility operations				
Approach and landing	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>	CAT ¹⁰ : _____	
Take-off	<input type="checkbox"/>	<input type="checkbox"/>	RVR: _____ m DH: _____ ft	
Operational credit(s)		<input type="checkbox"/>	RVR ¹¹ : _____ m	
			12	
RVSM ¹³ <input type="checkbox"/> N/A	<input type="checkbox"/>	<input type="checkbox"/>		
EDTO ¹⁴ <input type="checkbox"/> N/A	<input type="checkbox"/>	<input type="checkbox"/>	Threshold time ¹⁵ _____ minutes	
			Maximum di- version time ¹⁵ _____ minutes	
AR Navigation specifica- tions for	<input type="checkbox"/>	<input type="checkbox"/>	¹⁶	
PBN operations				
Continuing airworthiness			¹⁷	
EFB	<input type="checkbox"/>	<input type="checkbox"/>	¹⁸	
Other ¹⁹	<input type="checkbox"/>	<input type="checkbox"/>		

Notes:

1. Telephone contact details of the authority, including the country code. E-mail and fax to be provided if available.
2. Insert the associated AOC number.
3. Insert the operator's registered name and the operator's trading name, if different. Insert "dba" before the trading name (for "doing business as").
4. Issuance date of the operations specifications (dd-mm-yyyy) and signature of the authority representative.

5. *Insert the Commercial Aviation Safety Team (CAST)/ICAO designation of the aircraft make, model and series, or master series, if a series has been designated (e.g. Boeing-737-3K2 or Boeing-777-232). The CAST/ICAO taxonomy is available at: <http://www.intlaviationstandards.org/>.*
6. *Other type of transportation to be specified (e.g. emergency medical service).*
7. *List the geographical area(s) of authorised operation (by geographical coordinates or specific routes, flight information region or national or regional boundaries) as defined by the issuing authority.*
8. *List the applicable special limitations (e.g. VFR only, day only).*
9. *List in this column the most permissive criteria for each specific approval (with appropriate criteria).*
10. *Insert the applicable precision approach category (CAT II or III). Insert the minimum RVR in metres and decision height in feet. One line is used per listed approach category.*
11. *Insert the approved minimum take-off RVR in metres or the equivalent horizontal visibility if RVR is not used. One line per approval may be used if different approvals are granted.*
12. *List the airborne capabilities (i.e. automatic landing, HUD, EVS, SVS, CVS) and associated operational credit(s) granted.*
13. *“Not applicable (N/A)” box may be checked only if the aircraft maximum ceiling is below FL 290.*
14. *If extended diversion time operations (EDTO) specific approval does not apply based on the Civil Aviation (Operation of Aircraft -Commercial Air Transport Aeroplanes) Regulations, 2022 select “N/A”. Otherwise a threshold time and maximum diversion time must be specified.*
15. *The threshold time and maximum diversion time may also be listed in distance (NM), Details of each particular aeroplane-engine combination for which the threshold time is established and maximum diversion time has been granted may be listed under ‘remarks’. One line per approval may be used if different approvals are granted.*

16. *Performance-based navigation (PBN): one line is used for each PBN AR navigation specification approval (e.g. RNP AR APCH), with appropriate limitations listed in the “Description” column.*
17. *Insert the name of the person/organisation responsible for ensuring that the continuing airworthiness of the aircraft is maintained and the regulation that requires the work, i.e. within the AOC regulation or a specific approval.*
18. *List the EFB functions used for the safe operation of aeroplanes and any applicable limitations.*
19. *Other authorisations or data can be entered here, using one line (or one multi-line block) per authorisation (e.g. special approach authorisation, approved navigation performance).*

PART C - COMMERCIAL AIR TRANSPORT-HELICOPTER

OPERATIONS SPECIFICATIONS FOR EACH AIRCRAFT MODEL

Note: A copy of the operations specifications shall be carried aboard.

For each helicopter model in the operator’s fleet, identified by helicopter, make, model and series, the following information shall be included: 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 limitations and specific approvals.

Note: Where specific approvals and limitations are identical for two or more models, these models may be grouped in a single list.

The operations specifications layout shall be as follows:

Note.— The MEL constitutes an integral part of the operations manual.



OPERATIONS SPECIFICATIONS

(Subject to the approved conditions in the operations manual)

UGANDA CIVIL AVIATION AUTHORITY CONTACT DETAILS¹

Telephone: _____ Fax: _____ E-mail: _____

AOC#²: _____ Operator name³: _____ Date⁴: _____

Signature: _____

Db a trading name: _____

Aircraft model⁵:

Types of operation: Commercial air transportation Passengers Cargo
Other⁶: _____

Area(s) of operation⁷:

Special limitations⁸:

SPECIFIC APPROVAL	YES	NO	DESCRIPTION ⁹	REMARKS
Dangerous goods	<input type="checkbox"/>	<input type="checkbox"/>		
Low visibility operations				
Approach and landing	<input type="checkbox"/>	<input type="checkbox"/>	C A T ¹⁰ : _____ m R V R : _____ m DH: _____ ft	
Take-off	<input type="checkbox"/>	<input type="checkbox"/>	RVR ¹¹ : _____ m	
Operational credit(s)	<input type="checkbox"/>	<input type="checkbox"/>	¹²	

AR navigation specifications for PBN operations ¹³	<input type="checkbox"/>	<input type="checkbox"/>		
Continuing airworthiness			14	
EFB	<input type="checkbox"/>	<input type="checkbox"/>	15	
Other	<input type="checkbox"/>	<input type="checkbox"/>	16	

Notes:

1. *Telephone contact details of the authority, including the country code. Email and fax to be provided if available.*
2. *Insert the associated AOC number.*
3. *Insert the operator's registered name and the operator's trading name, if different. Insert "dba" before the trading name (for "doing business as").*
4. *Issuance date of the operations specifications (dd-mm-yyyy) and signature of the authority representative.*
5. *Insert the Commercial Aviation Safety Team (CAST)/ICAO designation of the helicopter make, model and series, or master series, if a series has been designated (e.g. Bell-47G-3 or SIKORSKY-S55). The CAST/ICAO taxonomy is available at: <http://www.intlaviationstandards.org>.*
6. *Other type of transportation to be specified (e.g. emergency medical service).*
7. *List the geographical area(s) of authorised operation (by geographical coordinates or specific routes, flight information region or national or regional boundaries) as defined by the issuing authority.*
8. *List the applicable special limitations (e.g. VFR only, day only).*
9. *List in this column the most permissive criteria for each specific approval (with appropriate criteria).*
10. *Insert the applicable instrument approach operation classified as Type B (CAT II, etc.). Insert the minimum RVR in metres and decision height in feet. One line is used per listed approach category.*

11. *Insert the approved minimum take-off RVR in metres, or the equivalent horizontal visibility if RVR is not used. One line per approval may be used if different approvals are granted.*
12. *List the airborne capabilities (i.e. automatic landing, HUD, EVS, SVS, CVS) and associated operational credit(s) granted.*
13. *Performance-based navigation (PBN): one line is used for each PBN AR navigation specification approval (e.g. RNP AR APCH), with appropriate limitations listed in the “Descriptions” column.*
14. *Insert the name of the person/organisation responsible for ensuring that the continuing airworthiness of the helicopter is maintained and the regulation that requires the work, i.e. within the AOC regulation or a specific approval (e.g. EC2042/2003, Part M, Subpart G).*
15. *List the EFB functions used for the safe operation of helicopters and any applicable limitations.*
16. *Other authorisations or data can be entered here, using one line (or one multi-line block) per authorisation (e.g. special approach authorisation, special operations, specification of which performance class (es) the aircraft can be operated in).*

SCHEDULE 3

Regulations 35 (1) and 36 (1)(b)

OPERATIONS MANUAL

An operations manual shall include each item set out below which is applicable to the specific operation, unless otherwise approved by the authority.

1. ORGANISATION

The operations manual may be issued in separate parts corresponding to specific aspects of operations and is provided in accordance with the Civil Aviation (Operation of Aircraft-Commercial Air Transport Aeroplanes) Regulations, 2022 and shall be organised and structured as follows—

- (a) General;
- (b) Aircraft operating information;
- (c) Areas, routes, and aerodromes; and
- (d) Training.

2. CONTENTS

The operations manual referred to in paragraph 1 shall contain at the least the following—

2.1 General

2.1.1 Instructions outlining the responsibilities of operations personnel pertaining to the conduct of flight operations.

2.1.2 Information and policy relating to fatigue management including—

- (a) policies pertaining to flight time, flight duty period, duty period limitations and rest-requirements for flight and cabin crew members in accordance with the Civil Aviation (Fatigue Management) Regulations, 2022; and

- (b) where applicable, policy and documentation pertaining to the Operator's Fatigue Risk Management System, (FRMS).
- 2.1.3 A list of the navigational equipment to be carried, including any requirements relating to operations where performance-based navigation is prescribed.
- 2.1.4 Where relevant to the operations, the long-range navigation procedures, engine failure procedure for EDTO and the nomination and utilisation of diversion aerodromes.
- 2.1.5 The circumstances in which a radio listening watch is to be maintained.
- 2.1.6 The method for determining minimum flight altitudes.
- 2.1.7 The methods for determining aerodrome operating minima.
- 2.1.8 Safety precautions during refueling with passengers on board.
- 2.1.9 Ground handling arrangements and procedures.
- 2.1.10 Procedures, as prescribed in the Civil Aviation (Aeronautical Search and Rescue) Regulations, 2020, for pilots-in-command observing an accident.
- 2.1.11 The flight crew for each type of operation including the designation of the succession of command.
- 2.1.12 Specific instructions for the computation of the quantities of fuel and oil to be carried, taking into account all circumstances of the operation, including the possibility of loss of pressurisation and the failure of one or more engines while en-route.
- 2.1.13 The conditions under which oxygen shall be used and the amount of oxygen determined in accordance with the Civil Aviation (Operation of Aircraft-Commercial Air Transport Aeroplanes) Regulations, 2022.

- 2.1.14 Instructions for mass and balance control.
- 2.1.15 Instructions for the conduct and control of ground de-icing/anti-icing operations.
- 2.1.16 The specifications for the operational flight plan.
- 2.1.17 Standard operating procedures (SOPs) for each phase of flight.
- 2.1.18 Instructions on the use of normal checklists and the timing of their use.
- 2.1.19 Departure contingency procedures.
- 2.1.20 Instructions on the maintenance of altitude awareness and the use of automated or flight crew altitude call-out.
- 2.1.21 Instructions on the use of autopilots and auto-throttles in IMC.

Note.— Instructions on the use of autopilots and auto-throttles, together with limitation on high rates of descent near the surface and instructions and training requirements for the avoidance of controlled flight into terrain and policy for the use of the Ground Proximity Warning System (GPWS) are essential for avoidance of approach and landing accidents and controlled flight into terrain accidents.

- 2.1.22 Instructions on the clarification and acceptance of ATC clearances, particularly where terrain clearance is involved.
- 2.1.23 Departure and approach briefings.
- 2.1.24 Procedures for familiarisation with areas, routes and aerodromes.
- 2.1.25 Stabilised approach procedure.
- 2.1.26 Limitation on high rates of descent near the surface.
- 2.1.27 Conditions required to commence or to continue an instrument approach.

- 2.1.28 Instructions for the conduct of precision and non-precision instrument approach procedures.
- 2.1.29 Allocation of flight crew duties and procedures for the management of crew workload during night and IMC instrument approach operations.
- 2.1.30 Instructions and training requirements for the avoidance of controlled flight into terrain and policy for the use of the Ground Proximity Warning System (GPWS).
- 2.1.31 Policy, instructions, procedures and training requirements for the avoidance of collisions and the use of the Airborne Collision Avoidance System (ACAS).

Note.— Procedures for the operation of ACAS are contained in PANS-OPS (Doc 8168), Volume I, and in PANS-ATM (Doc 4444), Chapters 12 and 15.

- 2.1.32 Information and instructions relating to the interception of civil aircraft including—
 - (a) procedures, as prescribed in the Civil Aviation (Rules of the Air) Regulations, 2020 for pilots-in-command of intercepted aircraft; and
 - (b) visual signals for use by intercepting and intercepted aircraft, as contained in Annex 2.
- 2.1.33 For aeroplanes intended to be operated above 15 000 m (49 000 ft):
 - (a) information which will enable the pilot to determine the best course of action to take in the event of exposure to solar cosmic radiation; and
 - (b) procedures in the event that a decision to descend is taken, covering—
 - (i) the necessity of giving the appropriate ATS unit prior warning of the situation and of obtaining a provisional descent clearance; and

- (ii) the action to be taken in the event that communication with the ATS unit cannot be established or is interrupted.

Note.— Guidance material on the information to be provided is contained in ICAO Circular 126 — Guidance Material on SST Aircraft Operations.

2.1.34 Details of the safety management system (SMS) provided in accordance with the Civil Aviation (Safety Management) Regulations, 2022.

2.1.35 Information and instructions on the carriage of dangerous goods, in accordance with dangerous goods technical instructions, including action to be taken in the event of an emergency.

Note.— Guidance material on the development of policies and procedures for dealing with dangerous goods incidents on board aircraft is contained in Emergency Response Guidance for Aircraft Incidents Involving Dangerous Goods (Doc 9481).

2.1.36 Security instructions and guidance.

2.1.37 The search procedure checklist provided in accordance with regulation 77.

2.1.38 Instructions and training requirements for the use of head-up displays (HUD) and enhanced vision systems (EVS) equipment as applicable.

2.1.39 Instructions and training requirements for the use of the EFB, as applicable.

2.2 Aircraft operating information

2.2.1 Certification limitations and operating limitations.

2.2.2 The normal, abnormal and emergency procedures to be used by the flight crew and the checklists relating thereto as required by regulation 34.

- 2.2.3 Operating instructions and information on climb performance with all engines operating, if provided in accordance with the Civil Aviation (Operation of Aircraft-Commercial Air Transport Aeroplanes) Regulations, 2022.
- 2.2.4 Flight planning data for pre-flight and in-flight planning with different thrust/power and speed settings.
- 2.2.5 The maximum crosswind and tailwind components for each aeroplane type operated and the reductions to be applied to these values having regard to gusts, low visibility, runway surface conditions, crew experience, use of autopilot, abnormal or emergency circumstances, or any other relevant operational factors.
- 2.2.6 Instructions and data for mass and balance calculations.
- 2.2.7 Instructions for aircraft loading and securing of load.
- 2.2.8 Aircraft systems, associated controls and instructions for their use, as required by regulation 35.
- 2.2.9 The minimum equipment list and configuration deviation list for the aeroplane types operated and specific operations authorised, including any requirements relating to operations where performance-based navigation is prescribed.
- 2.2.10 Checklist of emergency and safety equipment and instructions for its use.
- 2.2.11 Emergency evacuation procedures, including type-specific procedures, crew coordination, assignment of crew's emergency positions and the emergency duties assigned to each crew member.
- 2.2.12 The normal, abnormal and emergency procedures to be used by the cabin crew, the checklists relating thereto and aircraft systems information as required, including a statement related to the necessary procedures for the coordination between flight and cabin crew.

- 2.2.13 Survival and emergency equipment for different routes and the necessary procedures to verify its normal functioning before take-off, including procedures to determine the required amount of oxygen and the quantity available.
- 2.2.14 The ground-air visual signal code for use by survivors, as contained in the Civil Aviation (Aeronautical Search and Rescue) Regulations, 2020.

2.3 Routes and aerodromes

- 2.3.1 A route guide to ensure that the flight crew will have, for each flight, information relating to communication facilities, navigation aids, aerodromes, instrument approaches, instrument arrivals and instrument departures as applicable for the operation and such other information as the operator may deem necessary for the proper conduct of flight operations.
- 2.3.2 The minimum flight altitudes for each route to be flown.
- 2.3.3 Aerodrome operating minima for each of the aerodromes that are likely to be used as aerodromes of intended landing or as alternate aerodromes.
- 2.3.4 The increase of aerodrome operating minima in case of degradation of approach or aerodrome facilities.
- 2.3.5 Instructions for determining aerodrome operating minima for instrument approaches using HUD and EVS.
- 2.3.6 The necessary information for compliance with all flight profiles required by regulations, including, the determination of:
 - (a) take-off runway length requirements for dry, wet and contaminated conditions, including those dictated by system failures which affect the take-off distance;
 - (b) take-off climb limitations;

- (c) en-route climb limitations;
- (d) approach climb limitations and landing climb limitations;
- (e) landing runway length requirements for dry, wet and contaminated conditions, including systems failures which affect the landing distance; and
- (f) supplementary information, such as tire speed limitations.

2.4 Training

- 2.4.1 Details of the flight crew training programme.
- 2.4.2 Details of the cabin crew duties training programme.
- 2.4.3 Details of the flight operations officer or flight dispatcher training programme when employed in conjunction with a method of flight supervision.

SCHEDULE 4

AIRCRAFT OPERATING MANUAL

Regulation 37(3)

An aircraft operating manual shall contain at least the following—

1.0 General information and units of measurement

1.1 General Information (e.g. aircraft dimensions), including a description of the units of measurement used for the operation of the aircraft type concerned and conversion tables.

2.0 Limitations

2.1 Certification and operational limitations

A description of the certified limitations and the applicable operational limitations including—

- (a) certification status;
- (b) an approved-passenger seating configuration for each aircraft type including a pictorial presentation;
- (c) types of operation that are approved (e.g. IFR/VFR, CAT II/III, flights in known icing conditions etc.);
- (d) crew composition;
- (e) operating within mass and centre of gravity limitations;
- (f) speed limitations;
- (g) flight envelopes;
- (h) wind limits, including operations on contaminated runways;
- (i) performance limitations for applicable configurations;
- (j) runway slope;
- (k) limitations on wet or contaminated runways;
- (l) airframe contamination; and
- (m) post landing.

3.0 Operating procedures

3.1 Normal procedures

The normal procedures and duties assigned to the crew, the appropriate checklists, the system for use of the checklists and a statement covering the necessary co-ordination procedures between flight and cabin crew. The following normal procedures and duties shall be included—

- (a) pre-flight;
- (b) pre-departure and loading;
- (c) altimeter setting and checking;
- (d) taxi, take-off and climb;
- (e) noise abatement;
- (f) cruise and descent;
- (g) approach, landing preparation and briefing;
- (h) VFR approach;
- (i) instrument approach;
- (j) visual approach and circling;
- (k) missed approach;
- (l) normal landing;
- (m) post landing; and
- (n) operation on wet and contaminated runways.

3.2 Specific cockpit procedures

- (a) Determining airworthiness of aircraft;
- (b) Obtaining flight release;
- (c) Initial cockpit preparation;
- (d) Standard operating procedures;
- (e) Cockpit discipline;

- (f) Standard call-outs;
- (g) Communications;
- (h) Flight safety;
- (i) Push-back and towing procedures;
- (j) Taxi guidelines and ramp signals;
- (k) Take-off and climb out procedures;
- (l) Choice of runway;
- (m) Take-off in limited visibility;
- (n) Take-off in adverse weather;
- (o) Use and limitations of weather radar;
- (p) Use of landing lights;
- (q) Monitoring of flight instruments;
- (r) Power settings for take-off;
- (s) Malfunctions during take-off;
- (t) Rejected take-off decision;
- (u) Climb, best angle, best rate;
- (v) Sterile cockpit procedures;
- (w) En route and holding procedures;
- (x) Cruise control;
- (y) Navigation log book;
- (z) Descent, approach and landing procedures;
- (aa) Standard call-outs;
- (bb) Reporting maintenance problems;
- (cc) How to obtain maintenance and service en route.

3.3 Abnormal and emergency procedures

The manual shall contain a listing of abnormal and emergency procedures assigned to crew members with appropriate check-lists that include a system for use of the check-lists and a statement covering the necessary co-ordination procedures between flight and cabin crew. The following abnormal and emergency procedures and duties shall be included—

- (a) crew incapacitation;
- (b) fire and smoke drills;
- (c) unpressurised and partially pressurised flight;
- (d) exceeding structural limits such as overweight landing;
- (e) exceeding cosmic radiation limits;
- (f) lightning strikes;
- (g) distress communications and alerting ATC to emergencies;
- (h) engine failure;
- (i) system failures;
- (j) guidance for diversion in case of serious technical failure;
- (k) ground proximity warning;
- (l) TCAS warning;
- (m) wind shear;
- (n) emergency landing/ditching;
- (o) aircraft evacuation;
- (p) fuel jettisoning and overweight landing-
 - (i) general considerations and policy;
 - (ii) fuel jettisoning procedures and precautions;

- (q) emergency procedures—
 - (i) emergency descent;
 - (ii) low fuel;
 - (iii) dangerous goods incident or accident;
- (r) interception procedures;
- (s) emergency signal for cabin attendants; and
- (t) communication procedures.

4.0 Performance data

4.1 Performance data shall be provided in a form in which it can be used without difficulty.

4.2 Performance material which provides the necessary data to allow the flight crew to comply with the approved aircraft flight manual performance requirements shall be included to allow the determination of—

- (a) take-off climb limits - mass, altitude, temperature;
- (b) take-off field length (dry, wet, contaminated);
- (c) net flight path data for obstacle clearance calculation or, where applicable, take-off flight path;
- (d) gradient losses for banked climb outs;
- (e) en route climb limits;
- (f) approach climb limits;
- (g) landing climb limits;
- (h) landing field length (dry, wet, contaminated) including the effects of an inflight failure of a system or device, if it affects the landing distance;
- (i) brake energy limits; and

- (j) speeds applicable for the various flight stages (also considering wet or contaminated runways).

4.3 Supplementary performance data

Supplementary data covering flights in icing conditions. Any certified performance related to an allowable configuration, or configuration deviation, such as anti-skid inoperative, shall be included.

4.4 Other acceptable performance data

If performance data, as required for the appropriate performance class, is not available in the approved AFM, then other data acceptable to the authority shall be included. Alternatively, the operations manual may contain cross-reference to the approved data contained in the AFM where such data is not likely to be used often or in an emergency.

4.5 Additional performance data

Additional performance data where applicable including—

- (a) all engine climb gradients;
- (b) radio listening watch;
- (c) drift-down data;
- (d) effect of de-icing/anti-icing fluids;
- (e) flight with landing gear down;
- (f) for aircraft with three or more engines, one engine inoperative ferry flights; and
- (g) flights conducted under the provisions of a configuration deviation list (CDL).

5.0 Flight planning

5.1 Flight planning data

Data and instructions necessary for pre-flight and inflight planning including factors such as speed schedules and power settings. Where applicable, procedures for engine(s) out operations, ETOPS and flights to isolated airports shall be included.

5.2 Fuel calculations

The method for calculating fuel needed for the various stages of flight.

6.0 Mass and balance

6.1 Calculating mass and balance

Instructions and data for the calculation of mass and balance including—

- (a) calculation system (e.g. Index system);
- (b) information and instructions for completion of mass and balance documentation, including manual and computer generated types;
- (c) limiting mass and centre of gravity of the various versions; and
- (d) dry operating mass and corresponding centre of gravity or index.

7.0 Loading

7.1 Loading procedures

Procedures and provisions for loading and securing the load in the aircraft.

7.2 Loading dangerous goods

The operations manual shall contain a method to notify the PIC when dangerous goods are loaded in the aircraft.

8.0 Survival and emergency equipment including oxygen

8.1 List of survival equipment to be carried

A list of the survival equipment to be carried for the routes to be flown and the procedures for checking the serviceability of the equipment prior to take-off. Instructions regarding the location, accessibility and use of survival and emergency equipment and its associated check list(s) shall also be included.

8.2 Oxygen usage

The procedure for determining the amount of oxygen required and the quantity that is available. The flight profile, number of occupants and possible cabin decompression shall be considered. The information provided shall be in a form in which it can be used without difficulty.

8.3 Emergency equipment usage

A description of the proper use of the following emergency equipment—

- (a) life jackets;
- (b) life rafts;
- (c) medical kits/first aid kits;
- (d) survival kits;
- (e) emergency locator transmitter (ELT);
- (f) visual signaling devices;
- (g) evacuation slides; and
- (h) emergency lighting.

9.0 Emergency evacuation procedures

9.1 Instructions for emergency evacuation

Instructions for preparation for emergency evacuation including, crew coordination and emergency station assignment.

9.2 Emergency evacuation procedures

A description of the duties of all members of the crew for the rapid evacuation of an aircraft and the handling of the passengers in the event of a forced landing, ditching or other emergency.

10.0 Aircraft systems

A description of the aircraft systems, related controls and indications and operating instructions.

11.0 Route and airport instructions and information (optional for this manual)

11.1 Instructions and information

Instructions and information relating to communications, navigation and airports including minimum flight levels and altitudes for each route to be flown and operating minima for each airport planned to be used, including—

- (a) minimum flight level/altitude;
- (b) operating minima for departure, destination and alternate airports;
- (c) communication facilities and navigation aids;
- (d) runway data and airport facilities;
- (e) approach, missed approach and departure procedures including noise abatement procedures;
- (f) communications-failure procedures;
- (g) search and rescue facilities in the area over which the aircraft is to be flown;
- (h) a description of the aeronautical charts that shall be carried on board in relation to the type of flight and the route to be flown, including the method to check their validity;
- (i) availability of aeronautical information and MET services;
- (j) en-route COM/NAV procedures, including holding; and
- (k) airport categorisation for flight crew competence qualification.

SCHEDULE 5
CABIN CREW MEMBER MANUAL

Regulation 49

1.0 General

- 1.1 Manual record of revision sheet and effective list of pages
- 1.2 How to use the manual
- 1.3 Where to obtain revisions
- 1.4 How to revise the manual
- 1.5 Cabin crew members' responsibilities regarding the manual

2.0 Organisation

- 2.1 Duties and responsibilities of each airline employee
- 2.2 Focal points for all company procedural and training manuals

3.0 Government regulations and requirements and related company policies

- 3.1 Routine/normal operating procedures

4.0 Passenger handling

- 4.1 Handicapped and disabled passengers
- 4.2 Interference
- 4.3 Current security procedures
- 4.4 Carriage of assist animals versus carriage of pets (company policy)

5.0 General emergency procedures

- 5.1 Decompression
- 5.2 Procedures for planned and unplanned evacuation on land and in water—
 - (a) cabin preparation;
 - (b) securing of cabin and galley;
 - (c) review of passenger safety procedures and survival equipment;
 - (d) brace positions;
 - (e) able-bodied passenger briefing and procedures;
- 5.3 Brace Positions for Passengers and Crew—
 - (a) forward and aft seats;
 - (b) high and low density seating;

Categories of staff					
Aspects of transport of dangerous goods by air with which	13	14	15	16	17

5.4 Abnormal procedures

- (a) Engine torching;
- (b) Passenger initiation of evacuation;
- (c) Passenger reporting of unsafe conditions of aircraft or other passengers;

5.5 Turbulence

6.0 First aid

- 6.1 Illness and Injuries
- 6.2 Symptoms
- 6.3 Immediate Treatment
- 6.4 Universal Precautions
- 6.5 Blood borne Pathogens
- 6.6 Use of Medical Equipment and First Aid Equipment

7.0 Aircraft specific sections

(This should include one section for each type of aircraft to include differences within the same type of aircraft).

- 7.1 Description of Particular Aircraft from Nose to Tail
 - (a) Description
 - (b) Operation
 - (c) Pre-flight of all equipment, including passenger convenience item through emergency equipment, stowage areas and placarding.
- 7.2 Reporting Procedures of Inoperative Equipment and Emergencies Procedures Specific to Each Aircraft Type

8.0 International rules/regulations/paperwork

	Categories of staff				
<i>Aspects of transport of dangerous goods by air with which they should be familiar, as a minimum</i>	13	14	15	16	17
General philosophy	X	X	X	X	X
Limitations	X	X	X	X	X
Labelling and marking	X	X	X	X	X

Dangerous goods transport document and other relevant documentation	X				
Recognition of undeclared dangerous goods	X	X	X	X	X
Provisions for passengers and crew	X	X	X	X	X
Emergency procedures	X	X	X	X	X

Note: 'X' indicates an area to be covered.

CATEGORY OF STAFF:

- 13 -Operators and ground handling agents staff accepting cargo or mail (other than dangerous goods).
- 14 - Operators and ground handling agents staff involved in the handling, storage and loading of cargo or mail and (other than dangerous goods) and baggage.
- 15 -Passenger-handling staff.
- 16 - Flight crew members, loadmasters, load planners and flight operations officers/flight dispatchers.
- 17 - Crew members (other than flight crew members).

TABLE 2

Shippers, Operators and Security and packers Freight forwarders ground handling agents staff

Categories of staff

<i>Aspects of transport of dangerous be familiar, as a minimum</i>	1	2	3	4	5	6	7	8	9	10	11	12
General philosophy	x	x	x	x	x	x	x	x	x	x	x	x
Limitations	x		x	x	x	x	x	x	x	x	x	x
General requirements for shippers	x		x			x						
Classification	x	x	x			x						x
List of dangerous goods	x	x	x			x				x		

Packing requirements	x	x	x			x						
Labelling and marking	x	x	x	x	x	x	x	x	x	x	x	x
Dangerous goods transport document and other relevant documentation	x		x	x		x	x					
Acceptance procedures						x						
Recognition of undeclared dangerous goods	x	x	x	x	x	x	x	x	x	x	x	x
Storage and loading procedures					x	x		x		x		
Pilots' notification						x		x		x		
Provisions for passengers and crew	x	x	x	x	x	x	x	x	x	x	x	x
Emergency procedures	x	x	x	x	x	x	x	x	x	x	x	x

Note: "X" indicates an area to be covered

CATEGORY:

- 1 - Shippers and persons undertaking the responsibilities of shippers.
- 2 - Packers.
- 6 - Operator's staff accepting dangerous goods.
- 7 - Operator's staff accepting cargo or mail (other than dangerous goods).
- 8 - Operator's staff involved in the handling, storage and loading of cargo or mail and baggage.
- 9 - Passenger-handling staff.
- 10 - Flight crew members, loadmasters, load planners and flight operations officer/flight dispatcher.
- 11 - Crew members (other than flight crew members).
- 12 - Security staff who are involved with the screening of passengers and crew and their baggage and cargo or mail (e.g security screeners, their supervisors and staff involved in implementing security procedures)

SCHEDULE 6

FLIGHT SAFETY DOCUMENTS SYSTEM

Regulation 62(2)

1. Introduction

- 1.1 The guidelines in this Schedule address the major aspects of an operator's flight safety documents system development process, with the aim of ensuring compliance with these Regulations.
- 1.2 The guidelines are based not only upon scientific research, but also upon current best industry practices, with an emphasis on a high degree of operational relevance.

2. Organisation

- 2.1 A flight safety documents system shall be organised according to criteria, which ensure easy access to information, required for flight and ground operations contained in the various operational documents comprising the system and which facilitate management of the distribution and revision of operational documents.
- 2.2 Information contained in a flight safety documents system shall be grouped according to the importance and use of the information, as follows:
 - (a) time critical information, e.g., information that can jeopardize the safety of the operation if not immediately available;
 - (b) time sensitive information, e.g., information that can affect the level of safety or delay the operation if not available in a short time period;
 - (c) frequently used information;
 - (d) reference information, e.g., information that is required for the operation but does not fall under (b) or (c) above; and
 - (e) information that can be grouped, based on the phase of operation in which it is used.

- 2.3 Time critical information shall be placed early and prominently in the flight safety documents system.
- 2.4 Time critical information, time sensitive information, and frequently used information shall be placed in cards and quick-reference guides.

3. Validation

A flight safety documents system shall be validated before deployment, under realistic conditions. Validation shall involve the critical aspects of the information use, in order to verify its effectiveness. Interactions among all groups that can occur during operations shall also be included in the validation process.

4. Design

- 4.1 A flight safety documents system shall maintain consistency in terminology and in the use of standard terms for common items and actions.
- 4.2 Operational documents shall include a glossary of terms, acronyms and their standard definition, updated on a regular basis to ensure access to the most recent terminology. All significant terms, acronyms and abbreviations included in the flight documents system shall be defined.
- 4.3 A flight safety documents system shall ensure standardisation across document types, including writing style, terminology, use of graphics and symbols, and formatting across documents. This includes a consistent location of specific types of information, consistent use of units of measurement and consistent use of codes.
- 4.4 A flight safety documents system shall include a master index to locate, in a timely manner, information included in more than one operational document.

Note. The master index must be placed in the front of each document and consist of no more than three levels of indexing. Pages containing abnormal and emergency information must be tabbed for direct access.

4.5 A flight safety documents system shall comply with the requirements of the operator's quality system, if applicable.

5. Deployment

Operators shall monitor deployment of the flight safety documents system to ensure appropriate and realistic use of the documents, based on the characteristics of the operational environment and in a way which is both operationally relevant and beneficial to operational personnel. The monitoring shall include a formal feedback system for obtaining input from operational personnel.

6. Amendment

6.1 Operators shall develop an information gathering, review, distribution and revision control system to process information and data obtained from all sources relevant to the type of operation conducted, including, but not limited to, the State of the Operator, State of design, State of Registry, manufacturers and equipment vendors.

Note.— Manufacturers provide information for the operation of specific aircraft that emphasizes the aircraft systems and procedures under conditions that may not fully match the requirements of operators. Operators shall ensure that such information meets their specific needs and those of the local authority.

6.2 Operators shall develop an information gathering, review and distribution system to process information resulting from changes that originate within the operator, including:

- (a) changes resulting from the installation of new equipment;
- (b) changes in response to operating experience;
- (c) changes in an operator's policies and procedures;
- (d) changes in an operator certificate; and
- (e) changes for purposes of maintaining cross fleet standardisation.

Note.— Operators shall ensure that crew coordination philosophy, policies and procedures are specific to their operation.

- 6.3 A flight safety documents system shall be reviewed:
- (a) on a regular basis (at least once a year);
 - (b) after major events (mergers, acquisitions, rapid growth, downsizing, etc.);
 - (c) after technology changes (introduction of new equipment); and
 - (d) after changes in safety regulations.
- 6.4 Operators shall develop methods of communicating new information. The specific methods shall be responsive to the degree of communication urgency.

Note.— As frequent changes diminish the importance of new or modified procedures, it is desirable to minimize changes to the flight safety documents system.

- 6.5 New information shall be reviewed and validated considering its effects on the entire flight safety documents system.
- 6.6 The method of communicating new information shall be complemented by a tracking system to ensure currency by operational personnel. The tracking system shall include a procedure to verify that operational personnel have the most recent updates.

SCHEDULE 7

AIR OPERATOR'S MAINTENANCE CONTROL MANUAL

Regulations 65, 73, 109 and 117

Each AOC applicant and AOC holder shall submit and maintain a maintenance control manual containing at least the information set out below.

The manual may be put together in any subject order and subjects combined so long as all applicable subjects are covered.

1.0 Administration and Control of the Maintenance Control Manual

1.1 Introduction

- (a) A statement that the manual complies with all applicable Authority regulations and requirements and with the terms and conditions of the applicable AOC.
- (b) A statement that the manual contains maintenance and operational instructions that are to be complied with by the relevant personnel in the performance of their duties.
- (c) A list and brief description of the various Maintenance Control Manual parts, their contents, applicability and use.
- (d) Explanations and definitions of terms and words used in the manual.

1.2 System of revision

A maintenance control manual shall—

- (a) describe who is responsible for the issuance and insertion of amendments and revisions;
- (b) provide a record of revisions with insertion dates and effective dates;
- (c) have a statement that hand-written revisions are not permitted, except in situations requiring immediate revision in the interest of safety;

- (d) give description of the system for the annotation of pages and their effective dates;
- (e) have a list of effective pages and their effective dates;
- (f) have an annotation of changes (*on text pages and as practicable, on charts and diagrams*);
- (g) have a system for recording temporary revisions;
- (h) have copies of all revisions to the operator's maintenance control manual furnished promptly to all organisations or persons to whom the manual has been issued; and
- (i) have a statement of who is responsible for notifying the authority of proposed changes and working with the authority on changes requiring authority approval.

2.0 General organisation

2.1 Corporate commitment by the AOC.

2.2 General information

- (a) Brief description of organisation.
- (b) Relationship with other organisations.
- (c) Fleet composition - Type of operation.
- (d) Line station locations.

2.3 Maintenance management personnel

- (a) Accountable manager.
- (b) Nominated Post holders.
- (c) Maintenance co-ordination.
- (d) Duties and responsibilities.
- (e) Organisation chart(s).
- (f) Manpower resources and training policy.

2.4 Notification procedure to the authority regarding changes to the maintenance arrangements locations, personnel, activities, or approval.

3.0 Maintenance procedures

- 3.1 Aircraft logbook utilisation and MEL application.
- 3.2 Aircraft maintenance programme - development and amendment.
- 3.3 Time and maintenance records, responsibilities, retention.
- 3.4 Accomplishment and control of mandatory continued airworthiness information (Airworthiness Directives).
- 3.5 Analysis of the effectiveness of the maintenance programme.
- 3.6 Non-mandatory modification embodiment policy.
- 3.7 Major modification standards.
- 3.8 Defect reports.
 - (a) Analysis.
 - (b) Liaison with manufacturers and Regulatory Authorities; and
 - (c) Deferred defect policy.
- 3.9 Engineering activity.
- 3.10 Reliability programmes.
 - (a) Airframe.
 - (b) Propulsion.
 - (c) Components.
- 3.11 Pre-flight inspection
 - (a) Preparation of aircraft for flight.
 - (b) Sub-contracted ground handling functions.
 - (c) Security of cargo and baggage loading.
 - (d) Control of refueling, Quantity or Quality.
 - (e) Control of snow, ice, dust and sand contamination to an approved aviation standard.
- 3.12 Aircraft weighing.
- 3.13 Flight test procedures.

3.14 Sample of documents, tags and forms used.

3.15 Appropriate portions of the AOC holder's operations manual.

- (a) A description of the procedures required by regulation 20 including, when applicable—
 - (i) a description of the administrative arrangements between the operator and the approved maintenance organisation; and
 - (ii) a description of the maintenance procedures and the procedures for completing and signing a maintenance release when maintenance is based on a system other than that of an approved maintenance organisation.
- (b) Names and duties of the person or persons required by regulation 20.
- (c) A reference to the maintenance programme.
- (d) A description of the methods used for the completion and retention of the operator's maintenance records.
- (e) A description of the procedures for monitoring, assessing and reporting maintenance and operational experience.
- (f) A description of the procedures for complying with the service information reporting requirements of the Civil Aviation (Airworthiness of Aircraft) Regulations, 2022.
- (g) A description of procedures for assessing continuing airworthiness information and implementing any resulting actions.
- (h) A description of the procedures for implementing action resulting from mandatory continuing airworthiness information.
- (i) A description of establishing and maintaining a system of analysis and continued monitoring of the performance and efficiency of the maintenance programme, in order to correct any deficiency in that programme.

- (j) A description of aircraft types and models to which the manual applies.
- (k) A description of procedures for ensuring that unserviceability affecting airworthiness are recorded and rectified; and
- (l) A description of the procedures for advising the State of Registry of significant in-service occurrences.

SCHEDULE 8

DANGEROUS GOODS TRAINING PROGRAMME

Regulation 101

TABLE 1

	Categories of staff				
	13	14	15	16	17
<i>Aspects of transport of dangerous goods by air with which they should be familiar, as a minimum</i>					
General philosophy	X	X	X	X	X
Limitations	X	X	X	X	X
Labelling and marking	X	X	X	X	X
Dangerous goods transport document and other relevant documentation	X				
Recognition of undeclared dangerous goods	X	X	X	X	X
Provisions for passengers and crew	X	X	X	X	X
Emergency procedures	X	X	X	X	X

Note: 'X' indicates an area to be covered.

CATEGORY:

- 13 - Operators and ground handling agents staff accepting cargo or mail (other than dangerous goods).
- 14 - Operators and ground handling agents staff involved in the handling, storage and loading of cargo or mail and (other than dangerous goods) and baggage.
- 15 - Passenger-handling staff.
- 16 - Flight crew members, loadmasters, load planners and flight operations officers/flight dispatchers.
- 17 - Crew members (other than flight crew members).

TABLE 2

Shippers, Operators and Security and packers Freight forwarders ground handling agents staff

Categories of staff

<i>Aspects of transport of dangerous be familiar, as a minimum</i>	1	2	3	4	5	6	7	8	9	10	11	12
General philosophy	x	x	x	x	x	x	x	x	x	x	x	x
Limitations	x		x	x	x	x	x	x	x	x	x	x
General requirements for shippers	x		x			x						
Classification	x	x	x			x						x
List of dangerous goods	x	x	x			x				x		
Packing requirements	x	x	x			x						
Labelling and marking	x	x	x	x	x	x	x	x	x	x	x	x
Dangerous goods transport document and other relevant documentation	x		x	x		x	x					
Acceptance procedures						x						
Recognition of undeclared dangerous goods	x	x	x	x	x	x	x	x	x	x	x	x
Storage and loading procedures					x	x		x		x		
Pilots' notification						x		x		x		
Provisions for passengers and crew	x	x	x	x	x	x	x	x	x	x	x	x
Emergency procedures	x	x	x	x	x	x	x	x	x	x	x	x

Note: "X" indicates an area to be covered

CATEGORY:

- 1 - Shippers and persons undertaking the responsibilities of shippers.
- 2 - Packers.
- 6 - Operator's staff accepting dangerous goods.

- 7 - Operator's staff accepting cargo or mail (other than dangerous goods).
- 8 - Operator's staff involved in the handling, storage and loading of cargo or mail and baggage.
- 9 - Passenger-handling staff.
- 10 - Flight crew members, loadmasters, load planners and flight operations officer/flight dispatcher.
- 11 - Crew members (other than flight crew members).
- 12 - Security staff who are involved with the screening of passengers and crew and their baggage and cargo or mail (e.g security screeners, their supervisors and staff involved in implementing security procedures)

SCHEDULE 9

OFFENCES AND PENALTIES

Regulation 139(9), (10) and (11)

REG. NO.	TITLE	PART
4	Compliance with an Air Operator Certificate requirements	B
10	Amendment of Air Operator Certificate	A
11	Access for inspection	A
12	Conducting tests and inspections	A
19	Submission and revision of policy and procedure manuals	A
20	Retention and maintenance of personnel and other records	A
21	Inspection of personnel and other records	A
22	Flight recorders records	A
24	Authorised aircraft	B
26	Dry leasing of foreign registered aircraft	A
41	Required cabin crew members	A
42	Carriage of special situation passengers	A
60	Routes and areas of operation	A
61	En-route navigational facilities	A
64	Operators continuing airworthiness responsibilities	A
66	Maintenance programme	A
70	Approved maintenance organisations	A
71	Maintenance release	A
74	Journey logbook	A
83	Specific approval to transport dangerous goods	B
84	Compliance with Technical Instructions	A
88	Limitations on transport of dangerous goods	A
89	Classification of dangerous goods	A
90	Packing	A
91	Labelling and marking	A

94	Dangerous goods transport document	A
95	Acceptance of dangerous goods	A
97	Inspection for damage, leakage or contamination	A
98	Removal of contamination	A
99	Loading restrictions	A
100	Provision of information	A
102	Dangerous goods incident and accident reports	A
129	Inspection of air operator certificate or authorisation	A
131	Drug and alcohol testing and reporting	A
133	Use and retention of documents and records	B
135	Enforcement of directives	B

Cross references

Criminal Procedure Code Act, Cap. 116

Civil Aviation (Aeronautical Search and Rescue) Regulations, 2020, S.I. No. 12 of 2020

Civil Aviation (Aircraft Accident and Incident Investigation) Regulations, 2022, S.I. No. 66 of 2022

Civil Aviation (Aircraft Instruments and Equipment) Regulations, 2022, S.I. No. 75 of 2022

Civil Aviation (Airworthiness of Aircraft) Regulations, 2022, S.I. No. 77 of 2022

Civil Aviation (Approved Maintenance Organisations) Regulations, 2022, S.I. No. 78 of 2022

Civil Aviation (Fatigue Management) Regulations, 2022, S.I. No. 82 of 2022

Civil Aviation (Licensing of Air Services) Regulations, 2001, S.I. No. 72 of 2001

Civil Aviation (Meteorological Services for Air Navigation) Regulations, 2022, S.I. No. 83 of 2022

Civil Aviation (Personal Licensing) Regulations, 2022, S.I. No. 89 of 2022

Civil Aviation (Rules of the Air) Regulations, 2020, S.I. No. 15 of 2020

Civil Aviation (Operation of Aircraft – Commercial Air Transport Aeroplanes) Regulations, 2022, S.I. No. 84 of 2022

Civil Aviation (Safe Transport of Dangerous Goods by Air) Regulations, 2022, S.I. No. 90 of 2022

Civil Aviation (Safety Management) Regulations, 2022, S.I. No. 91 of 2022

Civil Aviation (Security) Regulations, 2022, S.I. No. 92 of 2022

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