Deposit

Paid?

Once

Operator

Accepts and

Closes all ‘

Barrier Issues’

raised to CAAF

satisfaction.

Letter to Operator

&

return Application

Process application

within CAAF

Charter timeframe

Enter on CAAF

service charter

register

CAAF department single focals

notified by CAS email.

CAS activates internal

AOC processes via

email

100

 % last

document

Received

?

CAAF letter

 to

Operator

 confirming

Work

-

In

-

Progress

i.a.w CAAF Charter

Issue

/Vary

AOC Approval

Certificates

NO

YES

Std

letter

\*

C

heck

ATLB License to o

perate a/c type.

\*

CAAF

internal meeting

–

to discuss all foreseeable

‘Barriers’ to AOC process.

\* CAS should Chair the meeting.

All departments of CAAF

should attend including Ground

Safety/Aerodromes, Air Safety/Airworthiness/Flight Ops,

Aviation Security and Accounts section.

\*CAS to formally write a letter to the Operator consolidating

all ‘Barrier issues’ to the AOC issue process for Operator

conside

ration. Until all ‘Barrier issues are CLOSED, CAS

remains the single focal point of contact with the Operator.

\*An estimated Total man

-

hour plan should be forwarded to CAS by

all departments involve

d in the AOC Issue/Variation exercise.

\*The Operator should pay upfront

***40***

***% of the total man***

***-***

***hour***

***estimated costs prior***

*inclusive of 30% overhead charges)*

*(*

to

commencement

of AOC

process.

\*Note that this does not include any other ‘fixed charges’ such as

C

oA charge

of $

0.3

0

/

kg max

a/c weight or costs of hiring

pilots/consultants to assist the progress of the project. These ‘fixed

costs/charges’ must be paid upfront by the Operator prior to issue of

certificates of registration,

certificates of airworthiness

etc. for the

aircraft.

\*

Std

letter

YES

\*Once all the ‘Barrier Issues’ raised during the

‘Introductory meeting’ is properly addressed/ closed

by the Operator, CAS will initiate the internal

process by notifying all CAAF Depar

tment focals

via email. Once this is done the individual CAAF

departments will nominate their ‘single focal point of

contact with the Operator to complete the

AOC

process

for their respective areas of expertise

.

\*Once the ‘last document’ required to compl

ete the

process is handed in by the Operator, then the

‘individual department processes’ will be able to

‘start’.

NO

Final

Fees

Paid?

YES

focal”

for

\*CAS

remains

the

“single

communication between the Operator and

CAAF until the Operator addresses all the

“Barrier issues” for t

he AOC process.