







OPERATION WITH LEASED AIRCRAFT

AIRWORTHINESS NOTICE

VERSION : 4.2
DATE OF IMPLEMENTATION : 17-11-2011
OFFICE OF PRIME INTEREST : AIRWORTHINESS DIRECTORATE

| | NAME | DESIGNATION | SIGNATURE |
|--------------------|------------------------------|---|---|
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| TYPE OF DOCUMENT | AIRWORTHINESS NOTICE (AWN01) | | |
| STATUS OF DOCUMENT | CONTROLLED | | |

A. AUTHORITY:

A1. This Airworthiness Notice has been issued under the authority vested in DG CAA vide Rule No. 4 and 368 of Civil Aviation Rules, 1994.

B. PURPOSE:

B1. This Airworthiness Notice prescribes general requirements to be followed for operation with leased aircraft, provided DG CAA has permitted the lease (may it be dry or wet) agreement.

C. SCOPE:

C1. This Airworthiness Notice will be applicable to all operators involved in operations with leased aircraft.

D. DESCRIPTION:

D1. DEFINITIONS:

D1.1 **Lease:** A lease can be understood to be a contractual arrangement whereby a properly licensed air operator gains commercial control of an entire aircraft without transfer of ownership.

D1.2 **Lessor:** The term lessor means the party from which the aircraft is leased.

D1.3 **Lessee:** The term lessee means the party to which the aircraft is leased.

D1.4 **Wet lease:** A lease where the aircraft is provided with crew.

D1.5 **Damp lease:** A wet-leased aircraft that includes a cockpit crew but not cabin attendants.

D1.6 **Dry lease:** A lease where the aircraft is provided without crew.

Note: For more definitions, refer latest version of Airworthiness Notice Awnot-017-AWRG.

D2. AGREEMENT ON AIRWORTHINESS FOR LEASED AIRCRAFT & INSPECTION REQUIREMENTS:

D2.1 In order to permit the operation of wet leased aircraft, an 'Agreement' shall be signed by Civil Aviation Authorities of Pakistan and the State of Registry for maintaining Airworthiness and Operations surveillance.

D2.2 The aircraft proposed for lease operation shall be made available for inspection at lessor's base, where all documents of aircraft pertaining to aircraft maintenance/repair/modification, continued airworthiness, ownership & lease shall be made available. The inspection shall be carried out at the cost of operator (lessee) and the arrangements shall be made for three (03) PCAA officers (Flight standards, Airworthiness-Aerospace & Airworthiness-Avionics) to provide training of type equipment, including On Job Training at approved training facility.

D2.3 In case of lease/sublease arrangements among commercial air transport operators and among leasing companies & operators in respect of aircraft, engine or other aeronautical products, the following responsibilities of lessor, lessee or sub lessee shall be explicitly covered in the lease agreement.

- D2.3.1 Maintenance of aircraft
- D2.3.2 Provision of aircraft spares
- D2.3.3 Maintenance release and defect rectification
- D2.3.4 Compliance of Airworthiness Directives (ADs)
- D2.3.5 Provision of Airworthiness information
- D2.3.6 Implementation of maintenance programme
- D2.3.7 Approval of MEL
- D2.3.8 Reporting of faults to Type Certificate Holders and PCAA
- D2.3.9 Validity of C of A
- D2.3.10 Modification and repairs
- D2.3.11 Retention of maintenance records

A copy of the lease agreement shall be submitted to Airworthiness Directorate, PCAA for review prior to acceptance of aircraft.

D3. GENERAL REQUIREMENTS:

- D3.1 The lessor shall provide the Type Certificate (TC) and Type Certificate Data Sheet (TCDS) in respect of the leased aircraft for confirmation of compliance with PCAA and ICAO requirements.
- D3.2 The operator (lessee) shall provide detailed information on the organization, method of control and supervision of flight operations, training programme and maintenance arrangements. This information should be furnished in the form of an Operations Manual, a Maintenance Control Manual and a maintenance programme.
- D3.3 An operator shall ensure that, in accordance with procedures acceptable to the State of Registry:-
 - D3.3.1 Each aircraft they operate is maintained in an airworthy condition;
 - D3.3.2 The operational and emergency equipment necessary for an intended flight is serviceable;
 - D3.3.3 The Certificate of Airworthiness of each aircraft they operate remains valid.
- D3.4 An operator shall not operate an aircraft unless it is maintained and released to service by an approved organization and all the maintenance of its aircraft is performed in accordance with the maintenance programme.
- D3.5 When the State of Registry accepts an equivalent system, the person signing the maintenance release shall be licensed in accordance with ICAO Annex –1.
- D3.6 The operator shall provide, for the use and guidance of maintenance and operational personnel concerned, a Maintenance Control Manual, acceptable to the State of Registry and PCAA.
- D3.7 The operator shall ensure that the Maintenance Control Manual is amended as necessary to keep the information contained up to date and incorporated with mandatory information as the Airworthiness Directorate or the State of Registry may require. Copies of all amendments to operator's Maintenance Control Manual shall be furnished promptly to all organizations or persons to whom the manual has been issued, including State of Registry and PCAA.
- D3.8 The operator's Maintenance Control Manual shall contain the following information.
 - D3.8.1 A description of the procedures required by D3.3 including, when applicable:-

- D3.8.1.1 A description of the administration arrangements between the operator and the approved maintenance organization.
- D3.8.1.2 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 organization.
- D3.8.2 Names and duties of person or persons required by D3.6
- D3.8.3 A reference to the maintenance programme, approved by the State of Registry.
- D3.8.4 A description of the methods used for the completion and retention of the operator maintenance records of the aircraft and all life limited components;
- D3.8.5 A description of the procedures for monitoring, assessing and reporting 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 as under:
- D3.8.5.1 The State of Registry shall ensure that in respect of aircraft of over 5700 kg maximum certificated take-off weight there exists a system whereby information on faults, malfunctions, defects and other occurrences which cause or might cause adverse effects on the continuing Airworthiness of the aircraft is transmitted to the organization responsible for the type design of that aircraft;
- D3.8.5.2 The State of Registry shall establish, in respect of aircraft over 5700 kg maximum certificated take-off weight, the type of service information that is to be reported to its Airworthiness authority by operators, organizations responsible for type design and maintenance organizations. Procedures for reporting this information shall also be established;
- D3.8.6 A description of procedures for assessing continuing Airworthiness information and recommendations available from the organization responsible for the type design and shall implement resulting actions considered necessary in accordance with a procedure acceptable to the State of Registry;
- D3.8.7 A description of the procedures for implementing action resulting from mandatory continuing Airworthiness information;
- D3.8.8 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;
- D3.8.9 A description of aircraft types and models to which the manual applies;
- D3.8.10 A description of procedures for ensuring that un-serviceability affecting Airworthiness are recorded and rectified; and
- D3.8.11 A description of the procedures for advising the State of Registry of significant in-service occurrences.

- D3.8.12 All the leased aircraft (period, age etc.) shall be in accordance with currently enforced **National Aviation Policy**.
- D3.9 The leased aircraft will be cleared according to tail No. (Registration Mark of the aircraft) and any variance in aircraft model / equipment / configuration shall be specifically approved by PCAA.
- D3.10 The lessor shall apprise their flight crew and other personnel that checks under the CARs-94, of their aircraft and operations procedures shall be carried out as per the Agreement.
- D3.11 Lessor shall comply with the technical and / or flight safety directives Issued by PCAA.
- D3.12 The reportable defects (as contained in Airworthiness Notice No.AWNOT-009-AWXX and Pakistan Civil Aviation Rules) shall be intimated to PCAA in English.
- D3.13 The number of Pakistani cabin crews deployed for duties, shall not be less than two on any leased aircraft flight.
- D3.14 In-flight announcement shall be made in Urdu language also.
- D3.15 All placards in cabin area shall have Urdu translation also.
- D3.16 The aircraft shall have all the instruments, equipment and flight documents required vide latest version of Air Navigation Order No. ANO-007-AWRG.
- D3.17 Following documents shall be supplied to PCAA in English:-
- D3.17.1 The maintenance programme and related task cards along with mandatory notes therein.
- D3.17.2 Operations, Training and Maintenance Manuals of the leased aircraft
- D3.17.3 Aircraft flight manual
- D3.17.4 Dangerous Goods Manual
- D3.17.5 Exposition Manual of the Company (Lessor) and Maintenance Control Manual
- D3.17.6 Photocopies of licenses of all flight crew and AMEs deployed on leased aircraft.
- D3.17.7 The MEL of leased aircraft approved by PCAA
- D3.17.8 The contents of First Aid Kit in accordance with latest version of ANO-007-AWRG & AWNOT-019-AWXX and shall be listed in English language on board the aircraft.
- D3.18 In case of lease/sublease arrangements among Pakistani AOC Holders in respect of aircraft, engine or other aeronautical products, the duties and responsibilities of lessor, lessee or sub lessee shall be explicitly covered in a separate agreement between them. Copy of the same shall be submitted to Airworthiness Directorate, PCAA.

E. EVIDENCES (ACRONYMS / RECORDS / REFERENCES):

E1. ACRONYMS:

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|------|------|---|
| E1.1 | AME | Aircraft Maintenance Engineer |
| E1.2 | PCAA | Pakistan Civil Aviation Authority |
| E1.3 | CAR | Civil Aviation Rules |
| E1.4 | ICAO | International Civil Aviation Organization |

E2. RECORDS:

Nil

E3. REFERENCES:

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|------|----------------|
| E2.1 | CARs-94 |
| E2.2 | ANO-007-AWRG |
| E2.3 | AWNOT-009-AWXX |
| E2.4 | AWNOT-017-AWRG |
| E2.5 | AWNOT-019-AWXX |

IMPLEMENTATION:

This Airworthiness Notice shall be implemented with effect from 17th November, 2011 and repeals / cancels / supersedes Airworthiness Notice AWNOT-021-AWRG-4.1 dated 16th May, 2011.



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Director General
Pakistan Civil Aviation Authority

for

Dated: 17th November, 2011



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Dated: 17th November, 2011
File No. HQCAA/2233/1/21/AW