

**DEPARTMENT OF CIVIL AVIATION
REPUBLIC OF MAURITIUS**

**MANUAL OF VALIDATION AND
SURVEILLANCE OF FOREIGN
AIR OPERATORS**

**DEPARTMENT OF CIVIL AVIATION
FOREIGN AIR OPERATOR CERTIFICATION**

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This Manual is issued pursuant to the provisions of Regulation 135 of the Civil Aviation Regulations 2007 as amended to outline policies, procedures, techniques and requirements of the Republic of Mauritius for the validation, surveillance and resolution of safety issues, associated with commercial air transport operations to be conducted by an Air Operator from another State to, from, or within Mauritius.

The primary role in the safety oversight of any Air Operator rests with the State of the Operator which issued the Air Operator Certificate (AOC) to the Air Operator.

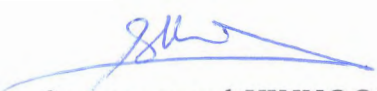
However, each State has a responsibility to ensure that every aircraft flying over or operating within its territory conforms to the rules and regulations relating to the flight and applicable international standards. The 32nd amendment to Annex 6 to Chicago Convention introduced a requirement for States to conduct surveillance of foreign Air Operators and also the requirement for mutual recognition of an Air Operator Certificate that meets ICAO Annex 6 provisions.

This Manual outlines the mode and manner as to how the Republic of Mauritius will discharge the aforementioned responsibility in respect of foreign aircraft operating within the Republic of Mauritius.

The Inspectors attached to the Department of Civil Aviation (DCA) of the Republic of Mauritius shall be familiar with the contents in this Manual and shall perform their duties and functions accordingly.

The Manual will also help foreign Air Operators to be familiar with the process involved in the grant or renewal of validation of foreign Air Operator Certificates for commercial flight operations within the Republic of Mauritius and the surveillance activities being performed by the Inspectors attached to the DCA on foreign Air Operators.

Because of the wide scope of operations involved and the many variables that can be encountered, it is impossible to anticipate all situations and therefore DCA personnel must exercise common sense and good judgement in the application of these policies and procedures.



Sarupanand KINNOO
Director of Civil Aviation

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DEFINITIONS

For the purposes of this Requirement and Procedures Manual, the following definitions will be used, unless the context otherwise indicates;

“Air Operator Certificate (AOC)” a certificate issued by the State of the Operator authorising the Operator to carry out specified commercial air transport operations.

“DCA” identifies Department of Civil Aviation of the Republic of Mauritius;

“DCA Inspector” identifies, as applicable, a Flight or Ground Operations Inspector, a Cabin Safety Inspector, an Airworthiness Inspector or any other Inspector who is duly authorized by the DCA for the purposes of conducting safety oversight of foreign aircraft operations in the Republic of Mauritius;

“Charter” is a non-scheduled operation using a chartered aircraft. In 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, who may re-sell it to the public (this occurs most frequently in non-scheduled passenger air operations which is why they are popularly known as “charter flights”). The situation in which the charterer is another Air Operator which has its own operating authority and charters the entire capacity of the aircraft, usually on short notice, is termed a sub charter.

“Director ” means the Director of Civil Aviation of the Republic of Mauritius

“Lease”

“Damp lease” is generally understood to be a wet lease of an aircraft where the aircraft is operated under the AOC of the lessor, with the flight crew and possibly part of the cabin crew being provided by the lessor. Part or all of the cabin crew is provided by the lessee.

“Dry lease” is understood to be the lease of an aircraft where the aircraft is operated under the AOC of the lessee. It is normally a lease of an aircraft without crew, operated under the custody and the operational and commercial control of the lessee, and using the lessee’s airline designator code and traffic rights.

“Wet lease” is generally understood to be a lease of an aircraft where the aircraft is operated under the AOC of the lessor. It is normally a lease of an aircraft with crew, operated under the commercial control of the lessee and using the lessee’s airline designator code and traffic rights.

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“Operations Specifications”- The authorizations, conditions and limitations associated with the Air Operator Certificate and subject to the conditions in the operations manual.

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ABBREVIATIONS

ACAS	Airborne Collision Avoidance System
AFDD	Audit Findings and Differences Database
AOC	Air Operator Certificate or equivalent
ASA	Air Services Agreement
C of A	Certificate of Airworthiness
C of R	Certificate of Registration
DCA	Department of Civil Aviation
CAR	Civil Aviation Regulations
CVR	Cockpit Voice Recorder
EC	European Commission of European Union
ELT	Emergency Location Transmitter
FAA	Federal Aviation Administration
FDR	Flight Data Recorder
FMC	Flight Management Computer
FSIX	Flight Safety Information Exchange
GPWS	Ground Proximity Warning System
IATA	International Air Transport Association
ICAO	International Civil Aviation Organization
IFR	Instrument Flight Rules
IOSA	IATA Operational Safety Audit
MEL	Minimum Equipment List
MMEL	Master Minimum Equipment List
N	Not observed
NOTAM	Notice to Airmen

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OS	Operations Specifications attached to an AOC
S	Satisfactory
S of O	State of Operator
S of R	State of Registry
SAFA	Safety Assessment of Foreign Aircraft Programme of EC
SARPS	Standards and Recommended Practices
SOA	Safety Oversight Audit
U	Unsatisfactory
USOAP	Universal Safety Oversight Audit Programme

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RECORD OF AMENDMENTS

Revision Number	Date	Chapter	Page	Entered by
00	19 July 2013	All Chapters	All pages	DH AIR

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CHAPTER 1-GENERAL

1.1 FLIGHT STANDARDS

1.1.1 General

- (a) Pursuant to the Civil Aviation Act 1974 of Mauritius, the Minister is responsible for the regulation and supervision of all aeronautical matters within Mauritius.
- (b) Pursuant to the Mauritius Civil Aviation Regulations (CARs), the Department of Civil Aviation has determined that all foreign aircraft engaged in commercial air transport operations within Mauritius shall conform to the applicable International Standards and Recommended Practices, as well as the terms and conditions of the Air Operator Certificate (AOC) and associated Operations Specifications (OS) issued by the State of the Operator and validated by the Republic of Mauritius for such operations.
- (c) The Director of Civil Aviation shall issue a formal validation of the Air Operator Certificate and the associated Operations Specification, which may include additional conditions and/or limitations which are intended to address unique and special requirements associated with the airspace of the Republic of Mauritius.
- (d) Such additional conditions and/or limitations should not conflict with the AOC and the associated Operations Specifications issued by the State of the Operator.
- (e) The discharge of this responsibility on behalf of the Director of Civil Aviation has been delegated to the Divisional Head Airworthiness as responsible officer of the Flight Standards Directorate, of the Department of Civil Aviation Mauritius.

1.1.2 Responsibilities

The Flight Standards Directorate is inter-alia responsible for:

- (a) Promulgating functional direction for the regulation of Foreign Air Operator s operating in and out of Mauritius;
- (b) Administration of the process related to issue and/or renewal of the validation of Foreign Air Operator Certificate, establishment of the Foreign Air Operator surveillance

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programme and subsequently, implementation of the programme including enforcement;

- (c) Communicating with foreign Civil Aviation Authorities, and related coordinating and liaising with appropriate Mauritius government departments and agencies;
- (d) Participating in working groups, seminars, conferences, on matters relating to international air services and the regulation thereof;
- (e) Establishing and maintenance of proper database relating to surveillance of foreign air operators and resolution of safety concerns;
- (f) Arranging necessary initial and recurrent training for the Mauritius Department of Civil Aviation Inspectors and
- (g) Providing assistance, when requested, to foreign Civil Aviation Authorities (CAAs).

1.2 APPLICATION OF THE MANUAL

1.2.1 Applicability

The policy, procedures, techniques or requirements specified herein shall apply to the operation of any foreign registered civil aircraft which is used for the purpose of commercial air transport operations by any Air Operator whose Air Operator Certificate is issued and controlled by a Civil Aviation Authority other than the Republic of Mauritius. Adherence to the guidance herein provided will enable CAA personnel to perform Foreign Air Operator validation and surveillance in a uniform manner.

1.2.2 Policies and Procedures

- (a) The policy, procedures, techniques or requirements contained herein shall apply to all foreign commercial Air Operators falling within the scope of Part [RRR] of the Civil Aviation Regulations.
- (B) Because of the broad scope of foreign air operations and the many variables involved, it is impossible and impractical to provide detailed guidance to suit all circumstances at all times. Therefore, DCA Inspectors must have a sound knowledge of their inspection responsibilities and exercise

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sound judgments in applying the contents in this manual, without infringing the underlying principles.

1.2.3 Preparation and Distribution of the Manual

This manual is an official Republic of Mauritius document, available to the public upon request.

1.3 MANUAL REVISIONS

Suggestions and comments for amendment of the Manual should be sent to the Director of Civil Aviation as appropriate, who is responsible for revisions of this Manual.

1.4 GENERAL CONSIDERATIONS

1.4.1 Civil Aviation Regulations (CARs)

Pursuant to Regulation 131 of the CARs, a Foreign Air Operator shall not operate an aircraft in commercial air transport operations in Mauritius contrary to the requirements of:

- a. Regulation 129 of the Civil Aviation Regulations 2007;
- b. Applicable paragraphs of Regulation 129(c);
- c. The validation of Air Operator Certificate; and
- d. The rules of the State of Registry and the State of the Operator of the aircraft that give effect to the Standards and Recommended Practices contained in Annex 1 (Personnel Licensing), Annex 6 (Operation of Aircraft), Part I and Part III, Section II, and in Annex 8 (Airworthiness of Aircraft) to the Chicago Convention.

1.4.2 Requirements

To recommend the issuance of a validation of Air Operator Certificate, DCA Inspectors shall ensure that:

- a. The Foreign Air Operator has been issued an Air Operator Certificate (AOC) and associated Operations Specifications (OS) by the State of the Operator in accordance with pertinent

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national regulations of the State of the Operator and the applicable international standards;

- b. The AOC authorizes the Air Operator to conduct operations to Mauritius as requested by the Foreign Air Operator; and,
- c. The State of the Operator is capable of carrying out safety oversight of the Foreign Air Operator, as evidenced by a review of the ICAO USOAP audit reports, and/or audits from another Contracting State and/or knowledge of the Republic of Mauritius of the safety oversight capabilities of the State of the Operator;
- d. The Republic of Mauritius Air Services Agreement Requirements are adequately fulfilled;

1.4.3 Every Foreign Air Operators intending to operate scheduled commercial air service operations within or into and out of Mauritius may do so subject to terms, conditions and limitations specified in the applicable Air Services Agreement that the State of the Operator has entered with the Republic of Mauritius. This requirement is entirely separate from the process of obtaining a validation of Air Operator Certificate;

1.4.3.1 The Air Service Agreement should contain a safety clause addressing safety requirements that each party to an agreement would need to maintain and help ensure that aircraft using airspace and airports in another State are operated and maintained in accordance with ICAO Standards. Ongoing dialogue, as well as surveillance of air operations, would be required to maintain the validity of such an agreement. The safety clause was first introduced by ICAO in 2001, so Air Service Agreements finalized prior to this date may not contain such a clause.

Note: DOC 8335, Manual of Procedures for Operations Inspections, Certification and Continued Surveillance outlines the text of a model clause in [Attachment VI-A](#).

1.4.3.2 The Republic of Mauritius may authorize flights not contained in the Air Services Agreement on a case by case basis. Such flights would be of short duration for special events, for emergency purposes, etc., and a validation of the AOC in accordance with the procedures of this manual may or may not be required depending on the circumstances. Nevertheless, the Republic of Mauritius will

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determine that such operations can be conducted in a safe manner, after conducting a suitable risk assessment.

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CHAPTER 2- VALIDATION OF AIR OPERATOR CERTIFICATE

2.1 General

- 2.1.1 Pursuant to Regulation 129 of the CARs, any Foreign Air Operator conducting commercial air transport operations in [State] shall do so in conformity with the terms and conditions of an AOC and associated Operations Specifications issued by the State of the Operator, and of a Validation of AOC issued by the Director of Civil Aviation, with additional conditions and limitations as may be applicable.
- 2.1.2 Pursuant to Article 11 of the ICAO Convention, each Member State recognizes the other Contracting State” right to regulate aircraft that operate in their respective airspace. Consequently, the Foreign Air Operator must comply, where applicable, with the provisions of the Civil Aviation Act 1974 and the Civil Aviation Regulations 2007 as amended of Mauritius when operating within the Mauritian territory.
- 2.1.3 When evaluating an application of an Air Operator from another State to operate within the territory of Mauritius, the DCA must examine both the safety oversight capabilities and record of the State of the Operator and, if different, the State of Registry, as well as the operational procedures and practices of the Air Operator.
- 2.1.4 In the case where working/technical arrangements have been established, validations will be granted on the basis of such an agreement rather than under this manual.
- 2.1.5 Where no working/technical arrangements exist, an administrative review of the relevant documentation as detailed below will be performed. Validation shall be granted in the absence of any significant negative findings / major deficiencies.
- 2.1.6 In the case of any significant negative findings / major deficiencies, the document review will be followed by additional measures as described in 2.2.6 prior to issuing a validation.

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2.2 VALIDATION PROCESS

Appendix C contains a flow chart of the approval process.

2.2.1 Documentation Required

Foreign Air Operator shall be required to submit to the DCA duly authenticated copies of the current documents mentioned below together with the duly completed Application Form:

- (a) Air Operator Certificate and associated Operations Specifications;
- (b) Insurance Certificate;
- (c) In case of wet-lease of aircraft, approval of CAA of the State of the Operator of the lessee, with identification of the Operator that exercises operational control on the aircraft; and
- (d) Document authorizing the specific traffic rights, issued by Appropriate Department or resulting from Air Services agreement, if required, by Mauritius.
- (e) Copy of Certificates of Registration for each aircraft proposed to be operated.
- (f) Copy of Certificate of Airworthiness for each aircraft proposed to be operated.
- (g) Copy of Aircraft Maintenance arrangement in Mauritius.
- (h) Approval pages for the applicable MELs
- (i) Copy of Airline Security Programme and arrangements
- (j) Copy of contracts and provisions for ground handling while in Mauritius

2.2.2 Initial Application

- (a) Applicants from a Contracting State to the Chicago Convention shall make application in accordance with the application contained in Appendix A.

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- (b) Application requirements for applicants from a State that is not a Contracting State to the Chicago Convention will be determined on a case-by-case basis.

2.2.3 Amendment to an Existing Validation

Applicants requesting an amendment to an existing Validation (that is, a change in or addition to service, aircraft type, etc.) will be required to provide the following documentation:

- (a) A copy of the relevant CAA authority to operate the aircraft into Mauritius, if amended;
- (b) A completed Mauritius Foreign Operator's Application Form;
- (c) In case of wet-lease of aircraft, approval of CAA of the State of the Operator of the lessee, with identification of the Operator that exercises operational control on the aircraft; and
- (d) Copies of any amendment to the Operations Specifications relevant to the application and issued by the State of the Operator.

2.2.4 Review of Documentation

Mauritius DCA personnel shall confirm receipt of all requested documents at the earliest opportunity available. Normally, certificates, licences, approvals or authorizations issued or rendered valid by a Contracting State to the Chicago Convention will be recognized. This recognition is predicated on the understanding that the requirements under which the certificates, licences, approval or authorizations were issued or rendered valid are equal to or exceed the minimum standards established by ICAO.

Note: If there is a concern about the validity of any aspect of the collected documentation and the Air Operator is unable to provide clarification, this concern is to be conveyed to the CAA of the applicant's State of Registry or State of the Operator as may be applicable.

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2.2.5 Evaluation of an Application by a Foreign Air Operator

2.2.5.1 When evaluating a new application by a Foreign Air Operator the Mauritius DCA must examine both the safety oversight capabilities and record of the State of the Operator and, if different, the State of Registry. This is necessary in order for the Mauritius DCA, in the terms of Article 33 to the Convention, to have confidence in the validity of the certificates and licences associated with the Air Operator, its personnel and aircraft, in the operational capabilities of the Operator and in the level of safety oversight applied to the activities of the Operator by the State of the Operator.

Note: ICAO has made available a Safety Oversight Audit (SOA) Secure Site internet website [<http://www.icaosoa.ca/soamain>] to provide all Contracting States the ability to access safety critical information collected from Contracting States during the audits under Universal Safety Oversight Audit Programme (USOAP). This secure site contains final safety oversight audit reports including the audit findings, recommendations, State's action plan and comments, as well as the comments of the Safety Oversight Audit Section on a State's action plan in addition to all relevant information derived from the Audit Findings and Differences Database (AFDD). The SOA Secure Site is also accessible through the ICAO Flight Safety Information Exchange (FSIX) website [<http://www.icao.int/fsix>]. If required Mauritius DCA] may request to the State of the Operator for reports of any inspections that may have been conducted by another State to obtain information on an Operator.

2.2.5.2 If required the Department of Civil Aviation of Mauritius may also request access to reports of audits of the Operator in question which may have been conducted by independent internationally recognized aviation audit organizations and / or by other Air Operators, such as code-sharing partners. Such non-regulatory audits should be used in conjunction with other information such as a report from the ICAO USOAP or other inspection results to evaluate the application.

2.2.6 Additional Measures

2.2.6.1 Additional measures will be taken by the Republic of Mauritius if the initial review indicates significant deficiencies in the safety oversight system of the State of the Operator and, if different, the State of Registry or in the safety performance of the Air Operator.

2.2.6.2 In the case of any significant negative findings / major deficiencies, the document review should be followed by

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discussions with the State of the Operator seeking resolution of such deficiencies prior to granting an approval. This information can be supplemented, in part, by the consideration of audits, including Operator audits. The State may consider audits performed by other States, by internationally recognized audit organizations or by its CAA.

2.2.6.3 The DCA of Mauritius Inspectors may also request additional documentation from the Air Operator that could demonstrate that deficiencies have been rectified.

2.2.6.4 In case of unsatisfactory additional measures to rectify significant negative findings / major deficiencies, the application to operate by the foreign Operator shall be denied and a letter forwarded to the State of the Operator and the State of Registry, if different, with a copy to the Operator's management with details of the significant findings.

2.3 RESERVED

2.4 ISSUANCE OR AMENDMENT TO A VALIDATION

2.4.1 Pursuant to Regulation 129 of the Mauritius CARs, the Director of Civil Aviation, shall, upon determination that the applicant has met all of the safety and regulatory requirements, issue or amend the validation of Foreign Air Operator Certificate. The validation remains in force from the date of issue as long as the Air Operator Certificate upon which it is based remains valid.

2.4.2 If the State of the Operator only issues AOCs of short validity period (e.g. one year) or if the AOC expires or is amended soon after the initial approval, it is incumbent on the Air Operator to provide the updated version of the AOC in a timely manner. The surveillance programme of the Republic of Mauritius will enable the Department of Civil Aviation to confirm that the AOC remains valid.

2.4.3 If the Republic of Mauritius decides to approve the operation of requested air services, it will issue an appropriate written validation (see [Appendix- B](#)) to the Operator. This document may include additional conditions and limitations for elements not listed in the Operator's AOC and its associated Operations

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Specifications but considered necessary for the safe operation of aircraft within the Mauritian territory.

- 2.4.3.1 These conditions and limitations that may be included by the Republic of Mauritius are intended to provide more detailed information and may address unique and special requirements associated with the airspace of Mauritius where the operations will occur. The issue of these conditions and limitations is part of the State approval of the operations. Such conditions and limitations should not conflict with the AOC and the Operations Specifications issued by the State of the Operator.

2.5 RECORDS MANAGEMENT

- 2.5.1 Files or Folders (Manual or electronic or both) are used to maintain records associated with the validation of Air Operator Certificate.
- 2.5.1.1 The file is opened on the day that the validation is issued and is to contain all material that supports or justifies the granting of a validation.
- 2.5.1.2 It should contains the latest validation issued to the Foreign Air Operator, justification for the validation, and copies of all superseded documents
- 2.5..1.3 There should also be records in regard to surveillance activities performed by the Republic of Mauritius on the foreign Air Operator, relevant correspondence with the Operator or the State of the Operator regarding resolution of safety concerns identified during ramp inspections.

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CHAPTER 3 - SURVEILLANCE OF FOREIGN AIR OPERATORS

3.1 INTRODUCTION

- 3.1.1 In order to maintain a Validation of Air Operator Certificate issued by DCA, Foreign Air Operators will be subjected to appropriate surveillance by the Mauritius DCA. This includes regular ramp checks and documentation reviews.
- 3.1.2 In case any significant negative finding / major deficiency is detected during this process, Mauritius DCA Inspectors shall take appropriate measures, to ensure that such findings / deficiencies are rectified at the earliest opportunity available subject to limitations imposed by the rules of Mauritius
- 3.1.3 While the State of the Operator which issued the AOC has primary responsibility for overseeing the safety of operations of its certificate holders, The Republic of Mauritius undertakes, in accordance with Article 12 to the Convention, to ensure that every aircraft operating within its territory shall comply with ICAO and Mauritius requirements.

3.2 INSPECTORS

- 3.2.1 Every Inspector of the Republic of Mauritius who conducts inspections of foreign aircraft should have significant knowledge and experience in inspection and surveillance of Air Operators.
- 3.2.2 DCA Mauritius Inspector shall appreciate the difference between ramp inspections conducted on the Mauritius own Operators as part of the State's certificate management responsibilities and the surveillance inspections conducted on aircraft of foreign Operators.
- 3.2.3 DCA Mauritius Inspectors must be specifically trained and authorized to conduct such inspections and shall possess appropriate credentials identifying them as Inspectors employed by the Department of Civil Aviation
- 3.2.4 The foreign Air Operator's ramp inspections shall be carried out in a similar manner to the ramp inspections of Mauritius Operators,

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with some important differences, as the standards applied to foreign Operators are based primarily on international standards and not on national regulations unless such regulations have been specifically been drawn aiming at the foreign air operators or imposed for air space safety requirements.

3.2.5 Inspectors shall be sufficiency fluent in both spoken and written English language to be able to converse with the foreign crews and conduct the inspection. For Flight Operations Inspectors the English Language proficiency should be equivalent to capability of at least ICAO operational level (level 4).

3.2.6 The classroom training shall also be followed by On-the-Job Training.

3.2.7 The Inspector's training file shall be annotated to indicate that the required initial training and/or recurrent has been completed and attesting to the Inspector's qualifications and competence to conduct surveillance of Foreign Air Operators.

The Inspectors shall at least be trained and knowledgeable in the following:

- (a) ICAO Convention and its Annexes 1, 6, 7,8 and 18;
- (b) Differences between ICAO standards and national regulations, which may be more detailed or restrictive;
- (c) Diplomacy, including dealing with potential language difficulties and cultural differences;
- (d) Sovereignty of foreign aircraft, which means that the Inspector authority is limited to document, communicate and report findings, except as provided at 3.6.2.3;
- (e) Observing, recording and reporting procedures during inspections of foreign Operators, without undue delays, harassment or hindrance to their operational activities or requirements;
- (f) Surveillance activities which are not linked to the certification process of the Operator;

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- (g) Enforcement action process; and
- (h) National regulations related to Foreign Air Operators.

3.2.8 Mauritius DCA Inspectors should exercise particular tact and diplomacy during contact with representatives of various foreign government agencies whom they may deal or interact with, as well as with representatives of Foreign Air Operators.

3.3 SHARING OF SAFETY INFORMATION (UPON REQUEST)

Mauritius DCA will share relevant safety findings regarding a foreign Operator with other Contracting States either at its own will, request of another State or through a Ramp Inspection Data Sharing Programme to be implemented by other Contracting States.

3.4 PRE-INSPECTION PLANNING

3.4.1 Mauritius DCA Inspectors should prepare for an inspection by updating themselves on any recent changes to Mauritius regulations and/or ICAO SARPs with respect to operations by Operators from other States.

3.4.2 A thorough check should be made of the authority for the Operator to operate the particular aircraft concerned. The record of the Operator's history in Mauritius should be examined, including records of past aircraft inspections and, in particular, those of the specific aircraft concerned in the inspection to be conducted, to check for any outstanding actions or recurring trends that might warrant particular attention.

3.4.3 Ramp inspections customarily involve the aircraft and its crew, line station operations, servicing and maintenance and the ramp and gate area condition and activity. Time constraints may apply only to the inspection of the aircraft and crew. Determination should be made of the number of Inspectors and the specializations to be involved, the distribution of tasks and the time to be allocated to each task.

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- 3.4.4 Whilst the plan will include comprehensive inspections it might not be possible to cover all the desired elements in the time available for a particular inspection without causing unreasonable delay to the operation.
- 3.4.5 As inspections on aircraft of any one Operator may be conducted at different airports by different Inspectors, the overall inspection plan will need to take this into account.
- 3.4.5.1 Some elements should be covered at every inspection; others can be covered over a number of inspections.
- 3.4.5.2 Comprehensive records must be kept of all inspections of aircraft of a particular Operator in [central database] accessible to and updated by the Inspectors concerned.
- 3.4.5.3 From these records it will be possible to plan the content of inspections so that a complete inspection of the aircraft of any one Operator is undertaken over [inspection cycle].
- 3.4.5.4 All Foreign Air Operator s shall be inspected at least once each year.
- 3.4.6 Selection of a particular aircraft to inspect should normally be done at random, in a non-discriminatory manner. However, the Mauritius DCA Inspectors shall apply principles of risk management to identify operations perceived to present a higher safety risk and, as a result, conduct additional inspection activities aimed at those operations, which can be linked to a specific:
- (a) State of the Operator;
 - (b) Aircraft type;
 - (c) Nature of operations (scheduled, non-scheduled, cargo, etc.);
 - (d) Foreign Air Operator; or
 - (e) Individual aircraft.

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- 3.4.7 Inspectors may need to coordinate inspections with the appropriate customs and security departments Inspections.
- 3.4.7.1 Inspectors may also undertake certain other inspections which Mauritius has imposed on all aircraft operations for public health and hygienic requirements with under delegation of authority of the relevant Authority in charge of such matters and with necessary training.

3.5 INSPECTIONS

- 3.5.1 It is to be noted that ramp inspections of foreign Air Operators are by their nature on-the-spot assessments which cannot substitute or replace safety oversight responsibilities of the State of the Operator or the State of Registry. Ramp inspections serve as pointers but they are not intended to, nor can they guarantee the airworthiness of a particular aircraft or the safety of the operator's flight operations.
- Detailed guidance on the conduct of inspections of foreign operators, are described in Appendix -D.
- 3.5.2 Routine surveillance will be conducted on all foreign Air Operators by Mauritius DCA Inspectors at each international airport during ramp inspections.
- 3.5.3 All ramp inspections of Foreign Aircraft Operators will be conducted utilizing the Ramp Inspection Worksheets contained in Attachment I, II and/or Attachment III.
- 3.5.4 The ramp inspection will be chiefly concerned with the aircraft documents and manuals, flight crew licenses, the apparent condition of the aircraft, and the presence and condition of mandatory safety equipment.
- 3.5.5 Special-purpose inspections, focused on a particular Air Operator, may be conducted where previous inspections have indicated a significant or high level of non-conformances to the applicable requirements. In addition, reports from air traffic services, airport Inspectors and/or incident reports may also result in a requirement for special-purpose inspections.

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3.6 ACTION ON FINDINGS – RESOLUTION OF SAFETY ISSUES

3.6.1 General

- 3.6.1.1 After a ramp inspection of a Foreign Air Operator, Inspector action resulting from findings will depend on the seriousness of the safety finding. Specific action may also be needed where the State of Registry of the aircraft is different from the State of the Operator.
- 3.6.1.2 Mauritius DCA Inspectors will use the information contained in Appendix E as a guide in determining the seriousness of a finding and in the course of action to be taken.
- 3.6.1.3 Should a Foreign Air Operator not resolve a major finding in a timely manner then Mauritius DCA will consider revocation of the validation to operate to Mauritius.

3.6.2 Follow-up

- 3.6.2.1 If there is any finding resulting from an inspection, the Air Operator concerned, will be advised by the Mauritius DCA in writing, (and depending on the seriousness, with a copy to the appropriate foreign CAA of the State of the Operator and/or the State of Registry, as applicable,) of the safety deficiency or observation and requesting remedial action or comment as appropriate.
- 3.6.2.2 If a response is not received from the Air Operator within thirty (30) days then the foreign CAA should be contacted directly and requested to ensure that corrective action will be taken to rectify the situation. (See Appendix E, for guidance regarding notification and Attachment IV for sample letters that will be used by Inspectorate Inspectors.)
- 3.6.2.3 In accordance with Article 16 of the Chicago Convention, Mauritius DCA Inspectors will not normally cause a delay to a particular flight to complete a Ramp Inspection. Where there is insufficient time to complete a particular inspection due to the late arrival of the aircraft or for some other reason, then another inspection should be planned for a subsequent flight, subject to 3.6.2.5.

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- 3.6.2.4 Delays may be unavoidable where it has been determined that the aircraft or its component has a significant defect or damage which is likely to affect its airworthiness or its safe operation.
- 3.6.2.5 Annex 8, Part II, 3.6 makes provision for a State to prevent a flight of a foreign aircraft with defect or damage on the condition that the Mauritius DCA shall advise the State of Registry or State of the Operator as applicable.
- 3.6.2.6 Annex 8 also requires that the State of Registry will consider the airworthiness of the aircraft and prohibit the aircraft from resuming flight until it is restored to an airworthy condition or permit the aircraft to resume its flight, if considered airworthy, or permit the aircraft to conduct a non-commercial air transport operation, under prescribed limiting conditions, to an aerodrome at which it will be restored to an airworthy condition.

Note: Where the State of Registry has entered into an 83bis agreement with the State of the Operator then the State of Operator may substitute for the State of Registry.

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**APPENDIX-A- APPLICATION FOR VALIDATION OF FOREIGN AIR
OPERATOR CERTIFICATE**

(Section A and B of this Application shall be completed by the Foreign Air Operator seeking approval for commercial flight operations in Mauritius and be submitted to the Mauritius DCA.

A	Particulars of the Air Operator		
A1	Air Operator's Registered Name	:	
A1.1	Trading Name	:	
A1.2	Mailing Address	:	
A1.3	Telephone	:	
A1.4	Fax	:	
A1.5	e-mail	:	
A2	Address of Principal place of business	:	
A2.1	Telephone	:	
A2.2	Fax	:	
A2.3	e-mail	:	
A3	ICAO Three letter designator	:	
A4	IATA Two digit Designator	:	
A5	Name of overall Operational Management Personnel responsible for the operations	:	
A5.1	Title	:	

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A5.2	Telephone	:	
A5.3	e-mail	:	
A6	State of the Operator	:	
A6.1	Air Operator Certificate (AOC) Reference Number	:	
A6.2	Date of issue of the AOC and date of Expiry (if applicable)	:	
B	Particulars of the intended operations		
B1	Name the aerodromes in [State] that Air operator intends to conduct commercial flights to and from	:	
B2	Air Operator proposed types of operation:	:	<input type="checkbox"/> Passengers and Cargo <input type="checkbox"/> Cargo Only <input type="checkbox"/> Scheduled Operations <input type="checkbox"/> Charter Flight Operations <input type="checkbox"/> Dangerous Goods
B3	Geographic areas of intended operations and proposed route structure: (Also provide information sought in page A- 4)	:	
B4	Proposed Start Date of Operations: (dd/mm/yyyy):	:	
B5	Whether the air operator intends using leased aircraft for the proposed operations,	:	<input type="checkbox"/> Yes / <input type="checkbox"/> No, If Yes Pl mark appropriate box below <input type="checkbox"/> Dry Lease <input type="checkbox"/> Damp Lease <input type="checkbox"/> Wet Lease
B6	Arrangement for Traffic Rights for the intended operations	:	<input type="checkbox"/> Under the existing Air Services Agreements <input type="checkbox"/> Under special approval of [State] <input type="checkbox"/> Not applicable <input type="checkbox"/> Others (pl specify)
B7	Signature of the Applicant	:	
B7.1	Title & Stamp	:	

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B7.2	Date	:	
C1	Evaluation by the MAURITIUS DCA		
C1.1	Evaluated by	:	
C1.2	Remarks		
C1.3	Recommendation	:	<input type="checkbox"/> Recommended / <input type="checkbox"/> Not Recommended, Date :
C2	Approval	:	<input type="checkbox"/> Granted / <input type="checkbox"/> Refused Date :
C2.1	Name and Title		

B.3 continued

Provide location on board or provide separate documentation where individual aircraft nationality and registration marks are listed as part of the aircraft fleet operated within Mauritius territory under the Air Operator Certificate :

Provide following information:

Aircraft Type (make, model and series, or master series)	RVSM* Approval	ETOPS*	Noise** Certification (Annex 16 Ch.)	Remarks
[Aircraft type 1]	<input type="checkbox"/>	<input type="checkbox"/>		
[Aircraft type 2]	<input type="checkbox"/>	<input type="checkbox"/>		
[Aircraft type 3]	<input type="checkbox"/>	<input type="checkbox"/>		
[Aircraft type 4]	<input type="checkbox"/>	<input type="checkbox"/>		

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Etc.	<input type="checkbox"/>	<input type="checkbox"/>	
------	--------------------------	--------------------------	--

Attach copies of:

Air Operator Certificate and associated Operations Specifications;

Insurance certificate;

In case of wet-lease of aircraft: approval of CAA of the State of the Operator, with identification of the Operator that exercises operational control on the aircraft; and

Document authorizing the specific traffic rights, issued by [appropriate department] or resulting from Air Services Agreement (if required by the State to which the Operator is flying to).

Note : * As approved by the State of the Operator

**** As approved by State of Registry**

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**APPENDIX-B - SAMPLE VALIDATION OF FOREIGN AIR OPERATOR
CERTIFICATE**

REPUBLIC OF MAURITIUS

Validation of Foreign Air Operator Certificate

No. xxxxx

This is to certify that

[Insert The Company Registered name and Trading name if different]

conforms to the requirements of Mauritius Civil Aviation Regulations Part XII and is authorized to conduct commercial air transport operations into, within, or from Mauritius territory in accordance with the Air Operator Certificate and associated Operations Specifications issued by the [insert name State of Operator] and the Conditions and Limitations specified in this Validation of Foreign Air Operator Certificate.

This Validation Certificate is issued on the basis of the [insert name State of Operator] Air Operator Certificate number **NNN**, and remains in force from the date of issue as long as the aforementioned Air Operator Certificate remains valid.

Unless otherwise stated in the attached Conditions and Limitations the approvals and restrictions of the Air Operator Certificate and associated Operations Specifications remain valid within [State], in so far as they are not repugnant to the Civil Aviation Regulations of [State].

This Validation, may be cancelled, suspended, or revoked by the [Director General] at any time if the conditions of the issue are infringed by the Foreign Air Operator or if the [Director General] determines that such action is required in the interests of aviation safety.

Director of Civil Aviation

Republic of Mauritius

Signature:

Date issued:

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**CONDITIONS AND LIMITATIONS FOR OPERATIONS INTO, WITHIN, OR FROM
MAURITIUS TERRITORY**

1. Company registered name as stated in the Validation certificate:			
2. Address of Principal Place of Business			
2.1 Mailing address:	2.2 Telephone number:		
	2.3 Fax number:		
	2.4 E-mail:		
3. Trading name(s) if different than the Registered name stated on the Authorization, under which the Operator may operate:			
4. The types of operations authorized:			
	Scheduled Operations	Charter Operations	Other
Passenger and Cargo	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cargo only	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dangerous Goods	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Conditions and limitations (if required)			

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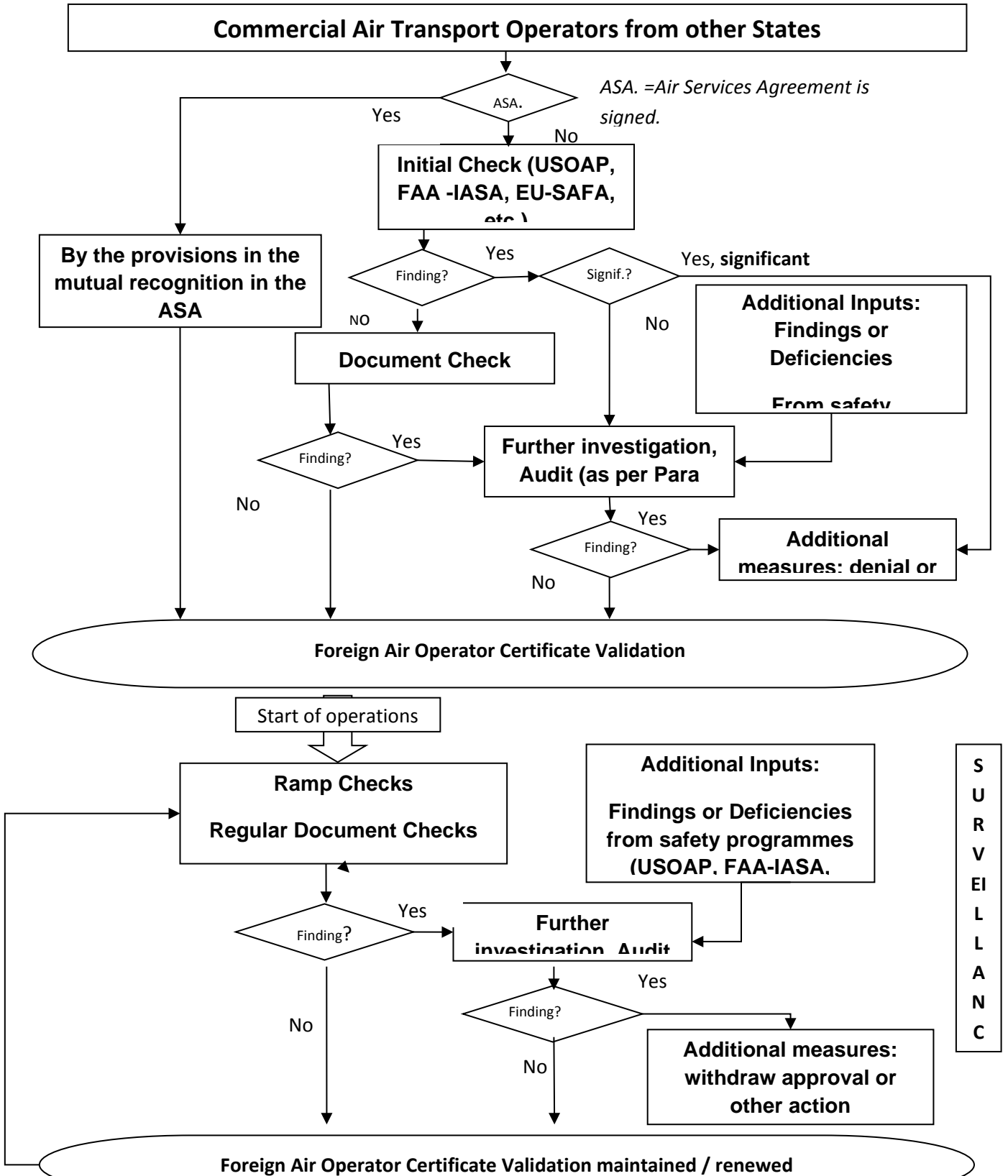
6. Destination airport in Mauritius to be served:

7. Aircraft types authorized for use :

8. Frequency of flights:

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APPENDIX -C - VALIDATION PROCESS FLOW CHART



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APPENDIX-D –GUIDANCE TO INSPECTORS FOR RAMP INSPECTIONS

1. General

The items to be checked during a Ramp Check are summarized below:

- A - Flight Deck,
- B - Cabin Safety,
- C - Aircraft External Condition,
- D - Cargo, and
- E - General.

2. Detailed List

The detailed list contains information on the items to be checked. For each item, guidance is provided on how to perform the check. It is not the comprehensive list of items to be checked but contains the most of the important matters arising out of the Chicago Convention or Annexes. Mauritius DCA inspectors may include additional items to the list if such items have direct link or relevance with the operations being conducted by the Foreign Air Operator in [State] and are emanating from either the Convention or any of its Annexes or Regulations which are specifically applied to Foreign Air Operators.

Each item is also provided with the applicable reference in ICAO Annexes, where available. However the specific references should be checked for the complete requirements.

Note: The references to ICAO Annexes are valid as of the Amendment number indicated below and hence be revised from time to time following the revisions of the relevant Annexes.

Annex 1 to Amendment Number 170

Annex 6 to Amendment Number 32

Annex 7 to Amendment Number 6

Annex 8 to Amendment Number 103

Annex 9 to Amendment Number 20

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Annex 15 to Amendment Number 36

Annex 18 to Amendment Number 10

3. Scope

It is not possible to cover all items on the list at every ramp inspection. Inspections should be planned to cover high risk items and to cover all other items over a series of inspections.

It is essential that adequate records be kept and that there is complete coordination between all Inspectors involved in ramp inspections of any one Operator.

4. Items to be checked

	AREA OF INSPECTION	JOB GUIDE/INSTRUCTIONS	REFERENCES
A	FLIGHT DECK		
A1	General Condition	Check cleanliness, tidiness and general condition	Nil
A2	Emergency Exit	Check if in compliance with ICAO Standards and Recommended Practices	Annex 8, 4.1.7 - Emergency landing provisions
A3	Equipment	Check for the presence of the following equipment where required <ul style="list-style-type: none"> • Two sensitive pressure altimeters with counter drum pointer or equivalent presentation (IFR operations) • Airborne collision avoidance system (ACAS); • Cockpit voice recorder (CVR) and flight data recorder (FDR); • Emergency locator transmitter (ELT); • Ground proximity warning system (GPWS); and • Where a Flight Management Computer (FMC) is provided - valid database 	Altimeters Annex 6, Part I, 6.9.1. c). ACAS II Annex 6, Part I, 6.18. CVR and FDR Annex 6, Part I, 6.3; and Part III, Section II, 4.3. GPWS Annex 6, Part I, 6.15. ELT Annex 6, Part I, 6.17 and Part III, Section II, 4.7. Database Annex 6, Part I, 7.4.2.
A4	Manuals	Check for presence all required manuals.	Flight Manual - Annex 6, Part I, 6.2.3, 11.1 and Part III, Section II,

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	AREA OF INSPECTION	JOB GUIDE/INSTRUCTIONS	REFERENCES
		Check if manuals are up-to-date and accepted or approved as required. (Flight manual data may be included in the operations manual which may itself be in several parts, some of which are dealt with in A5, 6 and 7 below)	4.2.3, 9.1; Operations Manual - Annex 6, Part I, 4.2.2, 6.2.3 and Appendix 2 and Part III, Section II, 2.2.2, 4.2.3 and Attachment H; and Aircraft operating manual - Annex 6, Part I, 6.1.4 and Appendix 2, 2.2 and Part III, Section II, 4.1.4 and Attachment H, 2.2.
A5	Checklists	Confirm checklists are available and up to date. Check if their content is in compliance with the requirement. (Normal, non-normal and emergency checklists are sometimes combined in a ' <i>Quick Reference Handbook</i> '); Check the availability of an aircraft search procedure checklist; and Confirm availability of the checklist of emergency and safety equipment.	Flight crew checklists - Annex 6, Part I, 4.2.5, 6.1.4 and Appendix 2, 2.2.2; and Part III, Section II, 2.2.5, 4.1.4 and Attachment H, 2.2.10. Aircraft search procedure checklist - Annex 6, Part I, 13.3 and Part III, Section II, 11.1. Checklist of emergency and safety equipment - Annex 6, Part I, Appendix 2, 2.2.10 and Part III, Attachment H, 2.2.8.
A 6	Route Guide	Check if a route guide, including charts, is available, suitable and up-to-date	Annex 6, Part I, 6.2.3 and Appendix 2, 2.3.1; and Part III, Section II, 4.2.3 and Attachment H, 2.3.1.
A 7	Minimum Equipment List (MEL)	Check if the MEL is available, up-to-date and approved	Annex 6, Part I, 6.1.3, Appendix 2, 2.2.9 and Attachment G; and Part III, Section II, 4.1.3, Attachment E

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	AREA OF INSPECTION	JOB GUIDE/INSTRUCTIONS	REFERENCES
			and Attachment H, 2.2.7
A8	Documents required to be carried on board	<p>a) Certificate of registration Check for presence and accuracy and format</p> <p>b) Identification plate Check presence and location</p> <p>c) Certificate of Airworthiness Check that the Certificate of Airworthiness of the aircraft is on board and valid</p> <p>d) Crew member licences Check valid in: date; type rating; instrument rating; competency check; language proficiency endorsement; medical assessment; and format (see also item E 3 below).</p> <p>e) Journey log book or technical log and voyage report Check entries up to date, validity of maintenance release. Check number of deferred defects (specify in the report where necessary). Check that defect deferments include time limits and comply with the stated time limits. Where applicable, check compliance with the aircraft MEL</p> <p>f) Radio station licence Check available and up to date</p> <p>g) Noise certification document or statement, where applicable Check for availability and</p>	<p>Convention on International Civil Aviation, Article 29; and Annex 7, 7. Annex 7, 8. Convention on International Civil Aviation, Articles 29 and 31; Annex 8, Part II, Chapter 3 Convention on International Civil Aviation, Article 29; Annex 1, 1.2.1, 1.2.5.1, 1.2.9, 2.1.3, 2.1.7 and Chapter 5; Annex 6, Part I, 9.4.4 and Part III, Section II, 7.4.4. Convention on International Civil Aviation, Article 29; Annex 6, Part I, 4.3.1 and 11.4; and Part III, Section II, 2.3.1 and 9.4. Convention on International Civil Aviation, Articles 29 and 30; Annex 6, Part I, 7.1; and Part III, Section II, 5.1. Annex 6, Part I, 6.13; Part III, Section II, 4.11; and Annex 16, Volume I, Parts I and II. Annex 6, Part I, 4.2.1, 6.1.2, Appendix 5, 7 and Appendix 6; and Part III, Section II,</p>

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	AREA OF INSPECTION	JOB GUIDE/INSTRUCTIONS	REFERENCES
		<p>validity.</p> <p>h) Air Operator Certificate (certified true copy) and Operations Specifications (copy)</p> <p>Check for availability , applicability and validity</p>	2.2.1, 4.1.2, Appendix 1, 7 and Appendix 3.
A9	Operational Flight Plan	Check for presence, accuracy and signature(s), and for adequate fuel and oil reserve planning and supply on board.	Annex 6, Part I, 4.3.3 and Appendix 2, 2.1.16; and Part III, Section II, 2.3.3 and Attachment H, 2.1.15.
A10	Mass and Balance Sheet	Check for presence of load sheet and accuracy	Annex 6, Part I, 4.3.1 and Appendix 2, 2.1.14; and Part III, Section II, 2.3.1 and Attachment H, 2.1.13.
A 11	Aircraft performance limitations using current route, airport obstacles and runway analysis data	Check for availability of aircraft performance information including limitations and runway performance analysis based on current airport data	Annex 6, Part I, 5.1, 5.2 and 5.3; and Part III, Section II, 3.1 and 3.2.
A 12	Cargo manifest and , if applicable, passenger manifest	Check for availability of completed cargo manifest and, if required, passenger manifest	Annex 9, 2.12, 2.13 and 4.12 and Appendices 2 and 3.
A 13	Pre-flight inspection	Check for presence of pre-flight inspection forms (landing documents, air traffic service flight plan).	Annex 6, Part I, 4.3; and Part III, Section II, 2.3
A 14	Weather reports and forecasts	Check for availability of weather reports and forecasts adequate for the flight	Annex 6, Part I, 4.3.5.2; and Part III, Section II, 2.3.5.2
A 15	NOTAM	Check for availability of NOTAMs for the route of flight	Annex 15, Chapter 1 – Definitions
A 16	Portable Fire Extinguishers	Check for presence, number, condition and expiry date	Annex 6, Part I, 6.2.2 b); and Part III, Section II, 4.2.2 b).

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	AREA OF INSPECTION	JOB GUIDE/INSTRUCTIONS	REFERENCES
A 17	Life jackets/ Flotation devices	Check for presence, condition and where applicable expiry date.	Annex 6, Part I, 6.5; and Part III, Section II, 4.3
A 18	Safety Harness	Check for presence, condition and quantity	Annex 6, Part I, 6.2.2; and Part III, Section II, 4.2.2
A 19	Oxygen equipment	Check for presence, quantity and condition	Annex 6, Part I, 4.3.8; and Part III, Section II, 2.3.8
A 20	Emergency flashlight	Check for appropriate quantities of emergency flashlight. Check their condition if possible	Annex 6, Part I, 6.10; and Part III, Section II, 4.4.2.
A21	Flight and Duty Time limitation of Crewmembers	Check whether the Flight and Cabin crewmembers are within the legal limits of Flight and Duty time Limitations as approved by the State of the Operator	Annex 6, Part I, 9.6
B	CABIN / SAFETY		
B1	General condition	Check for cleanliness, tidiness and general condition.	Annex 8, Part III, 8.3.
B 2	Cabin crew seats and safety harness	Check for presence and compliance with the requirement	Annex 6, Part I, 6.16; and Part III, Section II, 4.12
B 3	First aid kit/emergency medical kit	Check for presence, condition, location and expiry date if available.	Annex 6, 6.2.2.; and Part III, Section II, 4.2.2
B 4	Portable fire extinguishers	Check for presence, number, condition and expiry date if available	Annex 6, Part I, 6.2.2; and Part III, Section II, 4.2.2
B5	B 5. Life jackets/Flotation devices	Check for presence, condition and expiry date as applicable	Annex 6, Part I, 6.5; and Part III, Section II, 4.5.
B6	Seat belts	Check for presence and condition	Annex 6, Part I, 6.2.2; and Part III, Section II, 4.2.2.
B 7	Emergency exit lighting and	Check for presence of emergency exit signs, lighting	Annex 6, Part I, 6.10; Part III, Section II,

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	AREA OF INSPECTION	JOB GUIDE/INSTRUCTIONS	REFERENCES
	marking, emergency flashlights	and marking, and emergency flashlights (one per cabin crew member). Where possible, check condition of floor path lighting / marking and of flashlights.	4.4.2; and Annex 8, Part III A, 4.1.7.3 and Part IIIB, D.6.3.
B 8	Slides / Life Rafts and pyrotechnical distress signalling devices (as required)	Check bottle gauge, slide bar and slide expiry date. Check presence of life raft, when required.	Annex 6, Part I, 6.5 and 6.6; Part III, Section II, 4.5.and 4.6; Annex 8, Part III A, 4.1.7 (and Part III D.6.2 to D.6.4).
B 9	Oxygen supply - cabin crew and passengers	Check for presence and condition where applicable	Annex 6, Part I, 4.3.8 and 6.7; and Part III, Section II, 2.3.8 and 4.8 and Section III, 2.9 and 4.5.
B 10	Emergency Briefing Cards	Check for presence and accuracy	Annex 6, Part I, 4.2.11.1 and 6.2.2; and Part III, Section II, 2.2.10 and Section III, 2.3
B 11	Cabin crew members	Check that the number of cabin crew is appropriate. Check whenever possible that the location of cabin crew members allows to effect a safe and expeditious evacuation of the aircraft	Annex 6, Part I, 12.1; and Part III, Section II, 10.1.
B 12	Access to emergency exits	Check that appropriate access to emergency exits is provided and that it is not impeded	Annex 8, Part III A, 4.1.7 (and Part III D.6.2 and D.6.3)
B 13	Safety of cabin baggage	Check that the crew and the passengers do not carry oversized hand baggage for the stowage capacity of the aircraft. Check proper stowage of cabin baggage	Annex 6, Part I, 4.8; and Part III, Section II, 2.7
B 14	Seating capacity	Check that the number of persons boarding does not	Annex 6, Part I, 6.2.2; and Part III, Section II,

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	AREA OF INSPECTION	JOB GUIDE/INSTRUCTIONS	REFERENCES
		exceed the number permitted (number of seats normally, except specific circumstances)	4.2.2.
B 15	Security of the flight crew compartment door (if applicable)	Check that the flight crew compartment door, if provided, is lockable. Where applicable, check that the flight crew compartment door is penetration resistant	Annex 6, Part I, 13.2
C	AIRCRAFT EXTERNAL CONDITION		
C 1	General condition	Check general condition of the airframe: apparent corrosion; cleanliness; presence of ice, snow, frost; legibility of markings, etc.	For markings: Annex 7, 3, 4 and 5
C 2	Doors and hatches	Check for passenger and cargo door condition, external markings, seals, operating instructions and condition of hatches	Annex 6, Part I, 8.1
C3	Wings and Tail	Check wings, vertical and horizontal stabilizers, including all flight control surfaces. Check for obvious damage, corrosion, disbanding, evidence of lightning strikes, dents, looseness of fittings, missing static discharges, etc.	Annex 6, Part I, 8.1
C4	Wheels, brakes and tires	Inspect for damage, wear and signs of tire under inflation	Annex 6, Part I, 8.1
C5	Undercarriage	Visual inspection. Focus on lubrication, leakage & corrosion and wear on door fittings and hinges.	Annex 6, Part I, 8.1
C6	Wheel well	Visual inspection. Focus on cleanliness, leakage & corrosion	Annex 6, Part I, 8.1
C7	Intake & exhaust nozzle	Visual inspection. Focus on damage, cracking, dents and loose/missing fasteners (intake) and LPT blades (where visible), obvious damage to	Annex 6, Part I, 8.1

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	AREA OF INSPECTION	JOB GUIDE/INSTRUCTIONS	REFERENCES
		sensors, jet pipe nozzle, exhaust, thrust reversers, etc.	
C8	Fan blades (if applicable)	Visual inspection. Check for foreign object damage, cracks, cuts, corrosion, erosion etc.	Annex 6, Part I, 8.1
C9	Propellers (if applicable)	Visual inspection. Check for corrosion, looseness of blades in hub, erosion, stone damage, anti/de-icing system, etc.	Annex 6, Part I, 8.1
C10	Previous structural repairs	Visual inspection. Note any previous repairs – check condition and verify compliance to standard practices.	Annex 6, Part I, 8.1
C11	Obvious damage	Visual inspection. Note unassessed and unrecorded damage including corrosion, lightning strike damage, and bird strikes etc.	Annex 6, Part I, 8.1
C12	Leakage	Visual inspection: fuel, oil, hydraulic leaks. Inspect for toilet leaks at service locations	Annex 6, Part I, 8.1
C13	Navigation lights and landing lights	Visual inspection of navigational lights and other exterior lights that should be serviceable when operating on manoeuvring area and during landing	Annex6, Part I, 6.10
D	CARGO		
D1	General condition of cargo compartment and containers	<p>Check for cleanliness and general condition of cargo compartment and containers.</p> <p>Check damage to compartment liners and condition of fire protection, detection & extinguishing system (if appropriate).</p> <p>Check condition of container locking devices</p>	
D2	Dangerous Goods	If dangerous goods are on board, check that the pilot has	Annex 6, Part I, Appendix 2, 2.1.35;

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	AREA OF INSPECTION	JOB GUIDE/INSTRUCTIONS	REFERENCES
		received appropriate notification, Check that the operations manual includes relevant information as required by ICAO Annex 18.	Part III, Attachment H, 2.1.28; and Annex 18, 9.1 and 9.2.
D3	Safety of cargo on board	Check that loads are properly distributed and safely secured	Annex 6, Part I, 4.3.1; Part III, Section II, 2.3.1
E.	GENERAL		
E1	Refuelling	Check that the procedures relating to refuelling with passengers on board are complied with.	Annex 6, Part I, 4.3.7; and Part III, Section II, 2.3.7.
E2	Language for communication	Check that all pilots, and those flight navigators required to use the radio telephone, are fluent in the language used for radiotelephony communications or in the English language.	Annex 1, 1.2.9
E3	Problematic use of psychoactive substances / alcohol	Be observant on the flight or cabin crewmembers unusual or apprehensive behaviour which may be due to consumption of alcohol or problematic use of psychoactive substances	Annex 2, Chapter 2 Section 2.5
E4	Additional Remarks	Record and report any items of significant nature that may be observed which are not covered by this guidance	

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**APPENDIX-E – LEVELS OF SERIOUSNESS OF DEFICIENCIES AND RELATED
ACTIONS BY THE MAURITIUS DCA INSPECTORS**

Classification of the seriousness of the deficiency/finding discovered after ramp inspection	Actions to be taken by the Mauritius		
	Information to pilot-in-command	Information to responsible CAA (State of the Operator and/or State of Registry) and operational management of the Operator	Corrective actions by Mauritius DCA
Minor	Yes	No	No
Significant	Yes	Yes Letter to CAA and copy to Operator's management	No
Major	Yes	Yes Letter to CAA and copy to Operator's management. In case of aircraft damage affecting airworthiness, a direct communication with the State of Registry CAA will also be established and in accordance with Annex 8 the State of Registry CAA will establish conditions regarding return to flight status. Confirmation will be required by letter to the [State] CAA and copy to Operator's management.	Yes Actions consisting of operational restrictions, corrective actions before flight or at maintenance-base, grounding and/or withdrawal of validation of Air Operator Certificate in the territory of the [State] will depend on the circumstances.

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ENFORCEMENT ACTIONS ON FINDINGS ARISING OUT OF RAMP INSPECTIONS

	ITEM DESCRIPTION	SERIOUSNESS OF FINDING		
		MINOR	SIGNIFICANT	MAJOR
A	FLIGHT DECK - GENERAL			
A1	General Condition	Dirty and untidy	-	Large unsecured objects (e.g. cargo or baggage) Unserviceable flight crew seats
A2	Emergency Exit	Not all exits are serviceable, but properly deferred in accordance with MEL provisions	Not all exits are serviceable and MEL provisions not applied	No emergency exits serviceable / no provisions in MEL for continued operation
A3	Equipment			
	GPWS	Inoperative and but conforms to the provisions in the MEL	Inoperative and MEL provisions not applied	Not installed forward looking GPWS required and not installed.
	FMC		FMS database recently out dated (<28 days).	FMS database more than 28 days out dated.
	ACAS/CVR/FDR/ELT	Inoperative but conforms to the provisions in the MEL	Inoperative and MEL provisions not applied	Required and not installed.
	FLIGHT DECK - DOCUMENTATION			
A4	Manuals			
	Flight Manual		No evidence of State of Registry approval Incomplete but performance calculations possible	Not on board and performance calculations not possible

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	ITEM DESCRIPTION	SERIOUSNESS OF FINDING		
		MINOR	SIGNIFICANT	MAJOR
	Operations Manual		Incomplete (see Appendix 2 of ICAO Annex 6) or not approved by State of the Operator or not the current version	Not on board
A5	Checklists	Not within the reach of crew	Not readily available and used or not the current version	Not on board
A6	Route Guide (Navigation Charts)	Not within reach of crew	Recently out of date (<= 28 days) Photocopies of current charts	Significantly out of date (> 28 days) Not on board
A7	Minimum Equipment List (MEL)		Not on board or MMEL used, but no deferred defects MEL content does not reflect aircraft equipment fitted MEL not approved	Not on board or MMEL used, with deferred defects
A8	Documents required to be carried on board			
	a. C of R	Not a certified copy	Not on board or No English translation	No evidence for registration at all or C of R not valid
	b. Identification plate	Not installed or not able to read		
	c. C of A		Not an original or certified true copy No English	Not on board or C of A expired

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	ITEM DESCRIPTION	SERIOUSNESS OF FINDING		
		MINOR	SIGNIFICANT	MAJOR
			translation	
	d. Crewmember licences and English Language Proficiency	Licence Form or contents not in compliance with ICAO requirements	No English translations	Not valid for the type of aircraft Not on board or no proper validation from the State of Registry Expired or Medial Certificate is either invalid or not appropriate for the Licence
	e. Journey Logbook or equivalent tech log	Minor defects not entered	On board but not properly updated	Not on board or no equivalent document Maintenance release expired or not valid Defects MEL deadlines exceeded
	f. Radio Station Licence	Not a certified copy	Not on board No English translation	Expired
	g. Noise Certificate where applicable	Not on board No English translation		Not available
	h. AOC	Not a certified copy	Not accurate or does not reflect the current operations No English translation	Not on board
A9	Operational Flight Plan	copy not retained on ground	Actual flight calculations but no actual documents	No or incomplete flight preparation

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	ITEM DESCRIPTION	SERIOUSNESS OF FINDING		
		MINOR	SIGNIFICANT	MAJOR
			Lack of fuel monitoring data (arrival flight) Fuel calculation unsatisfactory (departing flight)	Required fuel calculations not available or not updated for actual conditions
A10	Mass and Balance Sheet		Incorrect but within the aircraft limits	Incorrect and outside operational limits or missing Weight and balance data not available
A11	Aircraft performance limitations using current route, airport obstacles and runway analysis data	Incomplete but not affecting the operation on that date (e.g. no contaminated or wet runway data but these conditions are not present)	Not current data or data validity date not available	Not available
A12	Cargo manifest and , if applicable, passenger manifest		Some limited inaccuracy or missing data not affecting safety	Not available or grossly inaccurate or incomplete
A13	Pre-flight inspection	Form on board but incomplete	Not performed for inbound flight	Not performed for outbound flight
A14	Weather reports and forecasts	Not the latest available data but valid	Not printed but handwritten	Not valid or not available or applicable
A15	NOTAM		Some en-route relevant data missing	Not available
FLIGHT DECK – SAFETY EQUIPMENT				
A16	Portable Fire Extinguishers	Not easily accessible	Expired or Not properly	Empty or insufficient number or

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	ITEM DESCRIPTION	SERIOUSNESS OF FINDING		
		MINOR	SIGNIFICANT	MAJOR
			secured	missing Significantly low pressure Not accessible
A17	Life jackets/ Flotation devices (if required)	Not directly accessible	Expired, applicable	Not available for each cockpit crewmember on board
A18	Safety Harness		Seat belt instead of harness	Not available or serviceable for all flight crewmembers
A19	Oxygen equipment		No direct access	Not available or serviceable for all flight crewmembers Oxygen quantity not sufficient
A20	Emergency flashlight	Only one available	Weak battery	Not in cockpit or unserviceable
A21	Flight and Duty Time limitation of Crewmembers	Crew has exceeded or is most likely to exceed the approved flight time limitations on arrival or at the next destination but within the crew discretionary limits, as applicable.	Crew has exceeded or is most likely to exceed the approved flight time limitations on arrival or at the next destination even after using crew discretion, as applicable.	No approved scheme for flight time limitations. Crew has commenced duty without minimum rest. Crew has commenced duty knowingly that approved flight time will be exceeded on arrival. Crew has exceeded flight time limitations on arrival and same crew is to operate the

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	ITEM DESCRIPTION	SERIOUSNESS OF FINDING		
		MINOR	SIGNIFICANT	MAJOR
				return flight
B	SAFETY / CABIN			
B1	General condition	Dirty, untidy or in bad condition	Loose carpet, loose or damaged floor panel Unserviceable seats (and not identified as such)	Not possible to perform normal or abnormal duties unrestricted
B2	Cabin crew seats and safety harness	Harness/belt is difficult to operate	Strap or buckle worn out or damaged-Item is not serviceable	For any member of the minimum required crew a seat is not available or proper harness and seatbelt not available or not serviceable
B3	First aid kit/emergency medical kit	Expired or incomplete Not at the indicated location		Not available
B4	Portable fire extinguishers	Not directly accessible	Expired or not directly accessible	Empty, significantly low pressure or missing or not serviceable
B5	Life jackets/Flotation devices(if required)	Not directly accessible	Expired	Not available for each person to be carried
B6	Seat belts	Strap worn or buckle worn out or damaged. Not available or serviceable for all passenger seats and	Not available or serviceable for all passenger seats and aircraft dispatched not in accordance	Not available or not serviceable for any passenger

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	ITEM DESCRIPTION	SERIOUSNESS OF FINDING		
		MINOR	SIGNIFICANT	MAJOR
		aircraft dispatched in accordance with MEL	with MEL	
B7	Emergency exit lighting and marking, emergency flashlights		Some emergency exit signs out of order Insufficient number of emergency flashlights Emergency flashlights not correctly located Emergency flashlight batteries weak or flat	Emergency facilities defects not acceptable accordingly to MEL provisions
B8	Slides / Life Rafts and pyrotechnical distress signalling devices (as required)	Not specified locations as established by the State of the Operator	Incorrectly installed	Insufficient number Not serviceable
B 9	Oxygen supply - cabin crew and passengers	Insufficient quantity of oxygen or insufficient quantity of masks for passengers and crewmembers	Insufficient quantity of oxygen or insufficient quantity of masks for passengers and crewmembers and flight performed above flight level 250	
B10	Emergency Briefing Cards	No enough emergency briefing cards for all	Briefing cards from another aircraft operator or from	No emergency briefing cards on board

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	ITEM DESCRIPTION	SERIOUSNESS OF FINDING		
		MINOR	SIGNIFICANT	MAJOR
		passengers	obviously different versions Some information missing or incorrect	
B11	Cabin crew members		Cabin crewmembers not at specified locations	Insufficient number of cabin crewmembers
B12	Access to emergency exits			Impeded by luggage or cargo etc. Impeded by seats
B13	Safety of cabin baggage			Not securely stowed
B14	Seating capacity			More seats than certified capacity Insufficient serviceable seats for all passengers on board
B15	Security of the flight crew compartment door (if applicable)			Door not installed or unserviceable
C	AIRCRAFT CONDITION			
C 1	General condition	Minor defects	The defects need not necessarily be corrected before flight (visible corrosion, marking not legible etc.)	Safety related defect (correction required before departure) Inadequate de-icing

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	ITEM DESCRIPTION	SERIOUSNESS OF FINDING		
		MINOR	SIGNIFICANT	MAJOR
C 2	Doors and hatches	Minor defects but serviceable	Door operation instructions missing or unclear Seal slightly damaged	Unserviceable and not compatible with passenger number Seal missing or badly damaged
C3	Wings and Tail	Minor defects but serviceable	Poor condition (damage, missing bonding strip or static discharges, play, lack of lubrication, disbanding)	Damaged, corrosion, leaks or wear outside limits of MEL, SRM etc.
C4	Wheels, brakes and tires	Minor defects but serviceable	Signs of under inflation Incorrect tire pressure Unusual wear and tear	Tires worn out or damaged beyond limits Brakes worn out, leaking or damaged beyond limits Damaged component or missing parts (tie bolts, heat sensors etc.)
C5	Undercarriage	Minor defects but serviceable	Significant signs of leakage Strut under pressure Corrosion and obvious lack of lubrication	Damaged Corrosion, missing parts and or leakage outside limits
C6	Wheel well	Minor defects but serviceable	Signs of leakages, Corrosion and obvious lack of lubrication	Damaged , wide spread corrosion, leakage outside limits
C7	Intake & exhaust nozzle	Minor defects but serviceable	Damage to casing or lining	Damaged (nicks, dents, cracks etc.)

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	ITEM DESCRIPTION	SERIOUSNESS OF FINDING		
		MINOR	SIGNIFICANT	MAJOR
			Dents and cracks in exhaust area all within limits, but not recorded in the technical log or equivalent Minor leaks of oil or fuel	outside the limits of MEL, AMM, and SRM etc. Leakage out of limits
C8	Fan blades (if applicable)	Minor defects	Damage to fan blades within limits but not recorded in Technical Log or equivalent	Damage (nicks, dents, cracks, etc.) outside the MEL, AMM, SRM, etc. limits
C9	Propellers (if applicable)	Minor defects	Damage to propellers within limits but not recorded in Technical Log or equivalent	Damage (nicks, dents, cracks, etc.), leakage, looseness of blades outside the MEL, AMM, SRM, etc. limits
C10	Previous structural repairs	Minor defects	No information about temporary repairs, doubts about old repairs, and repairs acceptable for continuation of flight	Improperly performed repairs or apparent unsatisfactory design. Damage to old repair
C11	Obvious damage	Within limits	Within limits but not recorded	Unassessed and not recorded damage affecting airworthiness
C12	Leakage	Within limits	Long standing water and lavatory leaks	Leakage (oil, fuel, hydraulic, water) outside

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	ITEM DESCRIPTION	SERIOUSNESS OF FINDING		
		MINOR	SIGNIFICANT	MAJOR
			(blue ice)	limits
C13	Navigation lights and landing lights			Required lights are not serviceable
D	CARGO			
D1	General condition of cargo compartment and containers	Partly defective lights Minor defects but safe condition	Partly damaged panelling Partly damaged containers Defective lights Floor locks (partly) u/s Limited access to cargo (for combi) Dividing net or door protection net damaged	Damaged panelling out-of-limits Damaged containers Structural damage out of limits Defective or missing fire extinguishing system (where applicable) Cargo area not used in accordance with classification No access to cargo area (for combi) No barrier net (combi and cargo aircraft) No smoke barrier/curtain Floor locks unserviceable and outside MEL limits
D2	Dangerous Goods	Unable to recognize dangerous goods presented to Operator for	No dangerous goods regulations or references	No or incomplete information to the captain of dangerous goods carried, in

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	ITEM DESCRIPTION	SERIOUSNESS OF FINDING		
		MINOR	SIGNIFICANT	MAJOR
		shipment	<p>Incidents / accidents associated with carriage of dangerous goods are not reported</p> <p>No procedures for handling in-flight emergencies originating due to carriage of Dangerous Goods on board</p>	<p>contradiction to Doc. 9284 provisions.</p> <p>Deficiencies: leakage, wrong packaging, label missing</p> <p>Dangerous Goods not correctly secured</p> <p>Loading not performed in accordance with ICAO Annex 18</p> <p>Dangerous Goods carried without authorization or in contravention of provisions in Annex 18 or Doc. 9284</p>
D3	Safety of cargo on board	Minor damage to: lashing, tie down equipment, pallet/container and/or locks	Damaged pallet, container or net	<p>Cargo not correctly secured and/or not safely distributed:</p> <ul style="list-style-type: none"> - lashing - tie-down equipment - pallets and containers - locks <p>Load distribution/floor load limit exceeded</p>
E	GENERAL			

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	ITEM DESCRIPTION	SERIOUSNESS OF FINDING		
		MINOR	SIGNIFICANT	MAJOR
E1	Refuelling	Cabin crew not aware of refuelling with passengers on board	No procedures in place for refuelling with passengers on board	Procedures in place but not carried out
E2	Language for communication		Pilot licences with no language proficiency endorsement, in the English language or the language used in radiotelephony (except if implementation plan made available by State of issuance – until 5 March 2011)	Pilots not fluent in the English language or the language used in radiotelephony
E3	Problematic use of psychoactive substances		Physical appearances and complaints by either by airport staff, passengers or crewmembers	Physical appearances, confirmed by medical evidence
E4	Additional Remarks			

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ATTACHMENT-I – RAMP INSPECTION WORKSHEET (AIRWORTHINESS)

Date:	Aircraft Make and Model:	Handling Agent:
Operator:	Airframe Serial No:	Maintenance Support:
State of the Operator:	Nationality and Reg. marks:	Station:
Route from:	Inbound flight No:	
Route to:		
	Check (S / U / N)	Remark
A	Flight Deck	
A1	General condition	
A2	Emergency Exits	
A3	Equipment (GPWS, ACAS, ELT, CVR/FDR, etc.)	
A7	Minimum Equipment List and deferred defect rectification	
A8 *	Documents	
A9	Operational flight plan	
A10 *	Mass and Balance	
A11 *	Aircraft Performance data	
A12 *	Cargo/ passenger manifest	
A16	<i>Portable Fire Extinguishers</i>	
A17.	<i>Life Jackets/flotation devices</i>	
A18	<i>Safety Harness</i>	
A19	<i>Oxygen equipment</i>	
A20	<i>Emergency flashlight</i>	
A21	<i>Flight Time Limitations</i>	

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C	Aircraft External Condition	Check (S / U / N)	Remark
C1 *	<i>General condition</i>		
C2	<i>Doors and hatches</i>		
C3 *	<i>Wings and Tail</i>		
C4 *	<i>Wheels, brakes and tires</i>		
C5 *	<i>Undercarriage</i>		
6 *	<i>Wheel well</i>		
C7 *	<i>Intake and exhaust nozzle</i>		
C8 *	<i>Fan blades (if applicable)</i>		
C9 *	<i>Propellers (if applicable)</i>		
C10	<i>Previous structural repairs</i>		
C11 *	<i>Obvious damage</i>		
C12 *	<i>Leakage</i>		
C13	<i>Navigation / Landing Lights</i>		

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D	Cargo	Check (S / U / N)	Remark
1	<i>General condition of cargo compartment and containers</i>		
2 *	<i>Dangerous goods</i>		
3	<i>Safety of cargo on board</i>		
E	General	Check (S / U / N)	Remark
1	<i>Additional remarks</i>		
2	<i>Refueling</i>		
Inspected by:		Report No:	

Revision date 4-

Note 1: The elements of the list that are marked with an asterisk (*) are minimum items that should be addressed in a ramp inspection of an aircraft of an Operator from another State. Time permitting; the remaining items should also be addressed to constitute a complete ramp inspection.

Note 2: S- Satisfactory, U-Unsatisfactory, N-Not observed

Note 3: If inspection is carried out as a team (airworthiness, cabin safety and flight /ground operations), coordination between the Inspectors is required to avoid duplication.

Note 4: If cabin safety Inspector or an inspector who is specifically trained for such matters is not available during the ramp inspection, Cabin / Safety checklist for cabin items is to be used by either airworthiness Inspector or flight operations Inspector as appropriate.

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ATTACHMENT-II - RAMP INSPECTION WORKSHEET (OPERATIONS)

Date:		Aircraft make and model:	Capt:
Operator:		Nationality and Reg. marks:	F/O:
State of the		Airframe serial no:	F/E or S/O
Route		Handling agent:	Sup/Capt:
Route to:		Station:	Sup/F/O:
Inbound			
		Check (S / U / N)	Remarks
A	Flight deck		
1	<i>General condition</i>		
2	<i>Emergency exit</i>		
3	<i>Equipment (GPWS, ACAS, ELT, Cockpit door, FDR/CVR, etc.)</i>		
4	<i>Manuals</i>		
5	<i>Checklists</i>		
6	<i>Route Guide</i>		
7*	<i>Minimum Equipment List and deferred defect rectification</i>		
8 *	<i>Documents</i>		
9	<i>Operational Flight Plan</i>		
10 *	<i>Mass and balance</i>		
11 *	<i>Aircraft performance data</i>		
12 *	<i>Cargo/Passenger manifest</i>		
13	<i>Pre-flight forms (ATC flight plan, etc.)</i>		
14	<i>Weather reports and</i>		

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	<i>forecasts</i>		
15	<i>NOTAM (Notice to Airman)</i>		
16	<i>Portable Fire Extinguishers</i>		
17	<i>Life jackets/Flotation Devices</i>		
18	<i>Safety harness</i>		
19	<i>Oxygen equipment</i>		
20	<i>Emergency flashlight</i>		
21	<i>Flight Time Limitations</i>		
E	General		
3	<i>Language of communication</i>		

Inspected by:		Report No:

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ATTACHMENT-III – RAMP INSPECTION WORKSHEET (CABIN SAFETY)

Operator:		Registration mark:	Charter's state:
State of the Operator:		Airframe serial no:	Station:
Route from:		Inbound flight no:	
Route to:			
		Check (S/ U / N)	Remarks
B	Safety/Cabin		
1	<i>General Condition</i>		
2	<i>Cabin Crew's seat and harness</i>		
3	<i>First aid kit/Emergency Medical kit</i>		
4	<i>Portable Fire extinguishers</i>		
5	<i>Life jackets/Flotation device</i>		
6	<i>Passenger seat belts</i>		
7	<i>Emergency exit lighting and marking, emergency flashlights</i>		
8	<i>Slides/Life-rafts and pyrotechnical signaling devices (as required)</i>		

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9	<i>Oxygen supply (Cabin crew and passengers)</i>		
10	<i>Emergency Briefing cards</i>		
11	<i>Cabin crew members</i>		
12	<i>Access to emergency exits</i>		
13	<i>Safety of cabin baggage</i>		
14	<i>Seating capacity</i>		
15	<i>Security of flight crew compartment door</i>		
Inspected by:			Report No:
			Revision date 25 Feb. 2009

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ATTACHMENT IV – SAMPLE CORRESPONDENCE

Minor Findings Sample Letter

File: 12345

XX August 2008

Mr. John Doe

Station Manager.....

XWZ Airline

Fax: 123456

Dear Mr. John Doe,

The [State CAA] conducts regular Ramp Inspections of Foreign Air Operators in [State]. These inspections are conducted under the authority of [State CAR RRR] which is in conformance with the Article 16 of the ICAO Convention.

The inspections are conducted using a detailed checklist which is based on certain aircraft operations Standards as contained in pertinent ICAO Annexes.

A routine Ramp Inspection was conducted on your flight XYZ123, aircraft registration X-XXXX, and prior to its departure from ABC international airport on [date].

Attached for your information is a copy of the report which contains minor finding(s). We would kindly request feedback on the report and that corrective action be taken by your airline within 30 days of receipt of this letter.

Yours sincerely,

[Function] Civil Aviation Safety Inspector

[State]

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Significant Findings Sample Letter

File: 12345

XX August 2008

Mr. John Doe

Station Manager

XWZ Airline

Fax: 123456

Dear Mr. John Doe,

The [State CAA] conducts regular Ramp Inspections of Foreign Air Operators in [State]. These inspections are conducted under the authority of [State CAR] which is in conformance with Article 16 of the ICAO Convention.

The inspections are conducted using a detailed checklist which is based on certain aircraft operations Standards as contained in pertinent ICAO Annexes.

A routine Ramp Inspection was conducted on your flight XYZ123, aircraft registration X-XXXX, and prior to its departure from ABC international airport on [date].

Attached for your information is a copy of the report which contains significant finding(s).

We would request feedback on the report and that corrective action to be taken by your airline.

As you will note below we have also provided a copy of this letter to your Civil Aviation Authority, who may also wish to provide comments concerning these finding(s).

We would request a reply within 30 days of receipt of this letter.

Yours sincerely,

[Function] Civil Aviation Safety Inspector

[State]

CC: Mr.

[Director General]

[State CAA of aircraft Operator and registration if different]

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Serious Findings Sample Letter

File: 12345

XX August 2008

Mr.

[Director General]

[Foreign CAA]

Dear Sir/Madam,

The Mauritius DCA conducts regular Ramp Inspections of Foreign Air Operators in Mauritius. These inspections are conducted under the authority of Mauritius Civil Aviation Regulations 2007, which is in conformity with the Article 16 of the ICAO Convention.

The inspections are conducted using a detailed checklist which is based on certain aircraft operations Standards as contained in pertinent ICAO Annexes.

A routine Ramp Inspection was conducted on XYZ airline, aircraft registration X-XXXX, and prior to its departure from ABC international airport on [date].

Attached for your information is a copy of the report which contains serious finding(s). Due to the serious nature of the finding(s), you are kindly requested to investigate this matter and inform this office concerning the corrective action that will be undertaken by the airline concerned, to prevent a re-occurrence of these finding(s).

As an interim measure Ramp Surveillance activities will be increased on XYZ airline.

Your assistance with this matter will be appreciated and we look forward to receiving the results of your investigation of this safety matter at the earliest.

Yours sincerely,

Mr. XYZ

[Director of Civil Aviation

Republic of Mauritius