

SIERRA LEONE CIVIL AVIATION REGULATIONS



PART 27 - COMMERCIAL AIR TRANSPORT BY FOREIGN AIR OPERATORS WITHIN SIERRA LEONE

FEBRUARY 2024

PREAMBLE

WHEREAS, The Director-General shall have power to perform such acts, -including the conduct of investigations, to issue and amend orders, rules, regulations and procedures pursuant to and in accordance with the Civil Aviation Act, 2023.

WHEREAS, the Director- General shall have power to publish all reports, orders, decisions, rules, and regulations issued under Civil Aviation Act, 2023 in such form and manner as may be best adapted for public information and use;

NOW THEREBY, The Director General under its powers given by Article 17(1) and 17(2) (a) of the Civil Aviation Act, 2023 issue the following regulations which supersedes previous regulations on Commercial Air Transport by Foreign Air Operators within Sierra Leone”

1.SHORT TITLE

This Regulation may be cited as Sierra Leone Civil Aviation Regulation “SLCAR Part 27 – Commercial Air Transport by Foreign Air Operators within Sierra Leone”

2.EFFECTIVE DATE

This Regulation shall come into force as of the 5th day of February 2024.



Ms Musayeroh Barrie
Director General



INTRODUCTION

Part 27 of the Sierra Leone Civil Aviation Regulations (SLCARs) sets forth the terms and conditions under which Sierra Leone will carry out its aviation safety responsibility to its own citizens and ensure the safe operation, airworthiness, and air crew qualifications of foreign air operators it allows to operate into, from, or within Sierra Leone territory, as mandated by the International Civil Aviation Organization (ICAO) Convention on International Civil Aviation (Chicago Convention) and the laws and regulations of Sierra Leone.

Each Contracting State is empowered under the Chicago Convention to set the terms for entry into and flight operations into, from, or within that Contracting State. Ordinarily, international commercial air transport flights are allowed into a Contracting State under the terms and authority of international agreements that grant the economic permission to operate into, from, or within that Contracting State and require the safe operation of such aircraft. As a result, the Civil Aviation Authorities (CAAs) of the State of Registry and the State of the Operator are responsible under the Chicago Convention for the safe operation of each aircraft that is allowed to conduct commercial air transport into, from, or within Sierra Leone.

The requirements placed upon foreign air operators in this Regulation are directly related to each Contracting State's responsibility to assure that its air operators engaged in international commercial air transport adhere to the Standards and Recommended Practices (SARPs) set forth in the applicable ICAO Annexes, the special conditions existing within Sierra Leone that Sierra Leone notes to ICAO as differences from the SARPs, and the special conditions within Sierra Leone that it reports in aeronautical information manuals and publications.

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1. GENERAL

1.1 Applicability

- (a) This Regulation prescribes requirements applicable to the operation of any civil aircraft that is:
 - (1) Used for commercial air transportation operations by any air operator whose AOC is issued; and
 - (2) Controlled by an Authority other than Sierra Leone.
- (b) This Regulation does not apply to aircraft when used by military, customs, and police services, which are not used for compensation or hire.

1.2 Definitions

Definitions are contained in SLCARs Part 22.

1.3 Abbreviations

The following abbreviations are used in this Regulation:

ACAS – airborne collision avoidance system

AFM – Aircraft Flight Manual

AMM – Aircraft Maintenance Manual

AMO – approved maintenance organization

AOC – air operator certificate

ATC – air traffic control

C2 – command and control

CP – co-pilot

CVR – cockpit voice recorder

EDTO – extended diversion time operations

ELT – emergency locator transmitter

FDR – flight data recorder

GPWS – ground proximity warning system

ICAO – International Civil Aviation Organization

IFR – instrument flight rules

IMC – instrument meteorological conditions

IS – Implementing Standards

iSTARS – integrated Safety Trend Analysis and Reporting System

MEL – minimum equipment list

MMEL – master minimum equipment list

NOTAM – Notice to Airmen

OPS – operations

PIC – pilot-in-command

RFM – Rotorcraft Flight Manual

RPA – remotely piloted aircraft

RPAS – remotely piloted aircraft system(s)

RVSM – reduced vertical separation minimum

USOAP – Universal Safety Oversight Audit Programme

VFR – visual flight rules

VLOS – visual line-of-sight

1.4 Compliance

- (a) A foreign air operator shall not operate an aircraft in commercial air transportation operations into Sierra Leone contrary to:
 - (1) The requirements of this Regulation;
 - (2) The applicable paragraphs of SLCARs Parts 25 and 6;
 - (3) The applicable Standards contained in the Annexes to the Chicago Convention, for the operation to be conducted; and
 - (4) Any other requirements that the Authority may specify.

1.5 Authority to Inspect

- (a) A foreign air operator shall ensure that any person authorised by the Authority shall be permitted at any time, without prior notice, to board any aircraft operated for commercial air transportation to Sierra Leone:
 - (1) To inspect the documents and manuals required by this Regulation;
 - (2) To conduct an inspection of the aircraft; and
 - (3) To take appropriate action when necessary to preserve safety.
- (b) When the Authority identifies a case of non-compliance or suspected non-compliance by an operator with laws, regulations, and procedures applicable within Sierra Leone or identifies a similar serious safety issue with that operator, the Authority will immediately notify the operator and, if the issue warrants it, the State of the Operator. Where the State of the Operator and the State of Registry are different, such notification will also be made to the State of Registry if the issue falls within the responsibilities of that State and warrants a notification.
- (c) In the case of notification to States as specified in paragraph 1.5(b), if the issue and its resolution warrant it, the Authority will engage in consultations with the State of the Operator and the State of Registry, as applicable, concerning the safety standards maintained by the operator.

- (d) Inspections will be conducted in accordance with the requirements prescribed by IS 1.5 and the checklists contained in IS 1.5(d).
- (e) Findings from inspections will be resolved in accordance with Table 1, Levels of Seriousness of Findings and Related Actions, and Table 2, Examples of Findings and Levels of Seriousness, contained in IS 1.5(e).

2. APPROVAL FOR FOREIGN AIR OPERATORS TO OPERATE IN THE TERRITORY OF SIERRA LEONE

2.1 Application for Approval to Operate in the Territory of Sierra Leone

- (a) A foreign air operator from the territory of another State shall not operate an aircraft in Sierra Leone unless it is so authorised by the Sierra Leone Civil Aviation Authority and holds associated operations specifications containing the special limitations and specific approvals issued to it by the Authority.
- (b) A foreign air operator intending to operate in the territory of Sierra Leone shall submit an application to the Authority on a form and in a manner as prescribed in IS 2.1.
- (c) An application for approval to operate in the territory of Sierra Leone shall be accompanied by:
 - (1) A certified true copy of a valid AOC and associated operations specifications issued to the foreign air operator by the Foreign Authority;
 - (2) A copy of the approval page for a MEL for each aircraft type intended to be operated by the foreign air operator in Sierra Leone;
 - (3) A copy of the current certificate of aircraft registration and certificate of airworthiness issued for each aircraft type proposed to be operated by the foreign air operator in Sierra Leone;
 - (4) A copy of the insurance certificate;
 - (5) A copy of the operational procedures and practices of the foreign air operator;
 - (6) A copy of a document identifying the maintenance checks that are required to be performed for the aircraft of the foreign air operator while they are operated in the territory of Sierra Leone;
 - (7) A copy of the maintenance contract between the foreign air operator and the AMO, where the maintenance under paragraph 2.1(c)(6) is performed by an AMO approved by the Foreign Authority;
 - (8) A copy of the air service agreement, containing a safety clause as shown in the example in IS 2.1(B), allowing the foreign air operator to operate in the territory of Sierra Leone;
 - (9) In the case of wet-leased aircraft, a copy of the approval of the Authority of the State of the Operator, with identification of the foreign air operator that exercises operational control of the aircraft;
 - (10) In the case of a foreign air operator that does not hold an AOC issued by the Authority a copy of the proposed air operator security programme; and
 - (11) Any other document the Authority considers necessary to ensure that the intended operations will be conducted safely.

- (d) An applicant under these regulations shall apply for the initial issue of operations specifications at least 90 days before the date of commencement of intended operation.

2.2 Issuance of Operations Specifications

- (a) No foreign air operator shall commence commercial air transport operations in Sierra Leone until the operations specifications have been issued by the Authority.
- (b) An inspection will be carried out on the main base of operation of the foreign air operator by a team from the Directorate of Flight Safety Standards. This inspection will be at the expense of the foreign air operator.
- (c) The Authority will issue operations specifications to a foreign air operator to conduct commercial air transport operations in Sierra Leone:
 - (1) Where the Authority is satisfied and has confidence in:
 - (i) The validity of the certificates and licences associated with the operator;
 - (ii) The operator's personnel and aircraft;
 - (iii) The operational capabilities of the operator; and
 - (iv) The level of certification and oversight applied to the activities of the operator by the Foreign Authority;
 - (2) Following approval of the operator's application to operate in the territory of Sierra Leone;
 - (3) Upon a satisfactory administrative review of the documentation provided by the operator under paragraphs 2.1(c) and (d) of this Regulation; and when one of the following conditions is met:
 - (i) The operator has established a bilateral or multilateral agreement with the State of the Operator that includes in the agreement the safety clause referenced under paragraph 2.1(c)(8) of this Regulation; or
 - (ii) The operator has not established a bilateral or multilateral agreement with the State of the Operator, but the Sierra Leone Civil Aviation Authority receives no significant safety findings or major deficiencies from available safety-related information relevant to the operator.
- (d) The criteria to be used for evaluating the conditions stipulated under paragraph 2.2(b) are contained in IS 2.2.

2.3 Contents of Operations Specifications

- (a) The Authority will issue operations specifications to foreign air operators for elements not listed in the operator's AOC and its associated operations specifications but considered necessary for compatible operations within Sierra Leone.
- (b) Operations specifications issued under this chapter shall contain:
 - (1) The operator's full name;
 - (2) The operator's principal place of business address and contact details for operational management;
 - (3) The operator's business address and contact details in Sierra Leone;
 - (4) The date of issuance and expiry (if any) of the operator's AOC;

- (5) A statement that reads: “This document authorises [NAME OF FOREIGN AIR OPERATOR] to operate in the territory of Sierra Leone”;
 - (6) A statement that reads: “This document is issued to [NAME OF FOREIGN AIR OPERATOR] on the basis of it holding a valid AOC. Any changes to the AOC made by the Foreign Authority that issued and oversees the AOC of [NAME OF FOREIGN AIR OPERATOR] shall be submitted by [NAME OF FOREIGN AIR OPERATOR] in writing to the Sierra Leone Civil Aviation Authority within 30 days of such change”;
 - (7) A statement that reads: “This document ceases to have effect upon expiry, suspension, revocation, cancellation, or equivalent action with respect to the foreign air operator’s AOC”; and
 - (8) Any additional special limitations and specific approvals considered necessary by the Authority.
- (c) Operations specifications issued to a foreign air operator by the Authority shall be supplementary to these regulations.

2.4 Continued Validity of Operations Specifications

- (a) A foreign air operator shall, when conducting operations in Sierra Leone, ensure that it complies at all times with the requirements of:
- (1) Its operations specifications;
 - (2) Its approved air operator security programme; and
 - (3) The security requirements for air operators operating in Sierra Leone.

3. FOREIGN AIR OPERATOR MANUALS, DOCUMENTS, AND RECORDS

3.1 Aircraft Technical Log

- (a) A foreign air operator shall use an aircraft technical log system containing the following information for each aircraft:
- (1) Information about each flight necessary to ensure continued flight safety;
 - (2) The current aircraft approval for return to service;
 - (3) The current maintenance statement, showing the aircraft maintenance status of what scheduled and out-of-phase maintenance is next due, unless the Authority agrees to the maintenance statement being kept elsewhere;
 - (4) All outstanding deferred defects that affect the operation of the aircraft; and
 - (5) Any necessary guidance and instructions on maintenance support.

3.2 Manuals, Documents, and Licences to Be Carried

- (a) A foreign air operator shall ensure that the following manuals, documents, and licences are carried on flights into Sierra Leone:
- (1) A certified true copy of the AOC and associated operations specifications, all of which shall be in the English language;
 - (2) The current parts of the Operations Manual that are relevant to the duties of the crew;
 - (3) The current parts of the Operations Manual that are required for the conduct of a flight, such as the MEL and information and instructions relating to the interception of aircraft, and which shall be easily accessible to the crew on board the aircraft on each

- (4) The current AFM or RFM approved by the State of Registry, or the current Aircraft Operating Manual approved by the State of the Operator; the AFM or RFM shall be updated by implementing changes made mandatory by the State of Registry received from the State of Design;
- (5) The current certificate of aircraft registration and the certificate of airworthiness in force with respect to that aircraft;
- (6) The appropriate licences of the members of the flight crew and cabin crew, if a cabin crew licence is required by the Foreign Authority;
- (7) A noise certificate, where applicable, issued in accordance with ICAO Annex 16, Volume I; and
- (8) Appropriate approvals and/or licences of crew members for aircraft radio operation.
- (9) A copy of the insurance certificate

3.3 Additional Information and Forms to Be Carried

- (a) A foreign air operator shall ensure that, in addition to the documents and manuals prescribed in 3.2 of this Regulation, the following information and forms, relevant to the type and area of operation, are carried on each flight:
 - (1) The operational flight plan;
 - (2) The aircraft technical log, containing at least the information required by paragraph 3.1(a) of this Regulation;
 - (3) The appropriate NOTAM/aeronautical information service briefing documentation;
 - (4) The appropriate meteorological information;
 - (5) The passenger and cargo manifests, as appropriate for the intended flight;
 - (6) The mass and balance documentation for the aircraft, certifying that the load carried is properly distributed and safely secured;
 - (7) The notification of special loads, including any dangerous goods; and
 - (8) The current maps and charts for the area of operation.
- (b) The Authority may authorise the information detailed in paragraph 3.3(a) to be presented in a form other than on printed paper, provided the information is accessible for inspection.

3.4 Production of Documents, Manuals, and Records

- (a) A foreign air operator shall:
 - (1) Give any person authorised by the Authority access to any documents, manuals, and records that are related to flight operations and maintenance; and
 - (2) Produce all such documents, manuals, and records, when requested to do so by the Authority, within a reasonable period of time.
- (b) The PIC shall, within a reasonable time of being requested to do so by a person authorised by the Authority, produce to that person the documentation, manuals, and records required to be carried on board.

3.5 Preservation, Production, and Use of Flight Recorder Recordings

Following an accident or incident in Sierra Leone involving an aircraft of a foreign air operator, or when the Authority so directs, the foreign air operator of an aircraft on which a flight

recorder is carried shall preserve the original recorded data for a period of not less than 60 days, unless otherwise directed by the Authority.

4. OPERATIONS AND PERFORMANCE

4.1 Computation of Passenger and Baggage Weighed Mass

- (a) A foreign air operator shall compute the mass of passengers and checked baggage using:
 - (1) The actual weighed mass of each person and the actual weighed mass of baggage; or
 - (2) The standard mass values specified by the Foreign Authority.
- (b) The Authority may require a foreign air operator conducting operations within Sierra Leone to produce evidence validating any standard mass values used.

4.2 Single-Engine Aeroplanes at Night or in Instrument Meteorological Conditions

- (a) A foreign air operator may not operate a single-engine, non-turbine aeroplane:
 - (1) At night; or
 - (2) In IMC except under special VFR.
- (b) A foreign air operator may operate a single-engine turbine aeroplane at night and in IMC provided the State of the Operator has ensured that:
 - (1) The turbine engine is reliable;
 - (2) The operator's maintenance procedures, operating practices, flight dispatch procedures, and crew training programmes are adequate;
 - (3) The aeroplane is appropriately equipped for flight at night and in IMC;
 - (4) Aeroplanes issued a certificate of airworthiness before 01 January 2005 have an engine trend monitoring system; and
 - (5) Aeroplanes issued a certificate of airworthiness on or after 01 January 2005 have an automatic trend monitoring system.

4.3 Single-Pilot Operations under Instrument Flight Rules or at Night

- (a) A foreign air operator shall not operate an aeroplane under IFR or at night with a single pilot unless approved by the State of the Operator and the aeroplane meets the following conditions:
 - (1) The AFM does not require a flight crew of more than one pilot;
 - (2) The aeroplane is propeller driven;
 - (3) The maximum approved passenger seating configuration is not more than nine;
 - (4) The maximum certificated take-off mass does not exceed 5 700 kg;
 - (5) The aeroplane is equipped with:
 - (i) A serviceable autopilot that has at least altitude hold and heading select modes;
 - (ii) A headset with a boom microphone or equivalent; and
 - (iii) A means of displaying charts that enables them to be readable in all ambient light conditions.
 - (6) The PIC has satisfied the requirements of experience, training, checking, and recency prescribed by the State of the Operator.

4.4 Flight Rules within Sierra Leone

- (a) Within the territorial boundaries of Sierra Leone, foreign air operators shall comply with the flight rules and limitations contained in SLCARs Part 6.
- (b) A foreign air operator shall ensure that its flight crew has available, and has become familiar with, the flight rules contained in SLCARs Part 6.

5. FLIGHT CREW MEMBER QUALIFICATIONS

5.1 General

A foreign air operator shall ensure that its flight crew members have the appropriate licences and ratings for the operations to be conducted into Sierra Leone.

5.2 Age Limitations

- (a) Foreign air operators shall ensure that the required PIC engaged in single-pilot operations in aircraft operating into Sierra Leone shall be less than 60 years of age.
- (b) For aircraft engaged in operations into Sierra Leone requiring more than one pilot as flight crew, foreign air operators shall ensure that if one pilot is between 60 and 65 years of age, the other pilot is less than 60 years of age.

5.3 Language Proficiency

Foreign air operators shall ensure that flight crew operating aircraft into Sierra Leone meet the language proficiency requirement of at least the ICAO Operational Level (Level 4), as contained in ICAO Annex 1, for the English language and that such proficiency is endorsed on the licence.

6. SECURITY

6.1 Aircraft Security

- (a) A foreign air operator shall:
 - (1) Ensure that all appropriate personnel are familiar with and comply with the relevant requirements of the security programmes of the State of the Operator;
 - (2) Establish, maintain, and conduct approved training programmes that enable the operator's personnel to take appropriate action to prevent acts of unlawful interference such as sabotage or unlawful seizure of aircraft and to minimise the consequences of such events should they occur;
 - (3) Following an act of unlawful interference on board an aircraft, ensure that the PIC or, in his absence, the operator, shall submit without delay a report of such an act to the designated local authority and the Authority of the State of the Operator;
 - (4) Ensure that all aircraft carry a checklist of the procedures to be followed for that type of aircraft in searching for concealed weapons, explosives, or other dangerous devices; and
 - (5) Ensure that, if installed, the flight crew compartment door on all aircraft operated for the purpose of carrying passengers shall be capable of being locked from within the compartment in order to prevent unauthorised access.

6.2 Unauthorised Carriage

A foreign air operator shall take measures to ensure that no persons conceal themselves or cargo on board an aircraft.

7. DANGEROUS GOODS

7.1 Offering Dangerous Goods for Transport by Air

- (a) No foreign air operator may accept dangerous goods for transport by air into Sierra Leone unless the foreign air operator:
 - (1) Has been authorised to do so by the Foreign Authority; and
 - (2) Has conducted the required personnel training.
- (b) The foreign air operator shall properly classify, document, certify, describe, package, mark, label, and put in a fit condition for transport, dangerous goods as required by the operator's dangerous goods programme as approved by the Foreign Authority.
- (c) When the foreign air operator has been granted authority to accept dangerous goods and has an approved dangerous goods programme authorised by the Foreign Authority, the operator shall file a copy of its dangerous goods programme with the SLCAA.

7.2 Carriage of Weapons of War and Munitions of War

- (a) A foreign air operator conducting commercial air transportation operations into Sierra Leone shall:
 - (1) Not transport weapons of war and munitions of war by air unless an approval to do so has been granted by all States concerned;
 - (2) Ensure that weapons of war and munitions of war are:
 - (i) Stowed in the aircraft in a place that is inaccessible to passengers during flight; and
 - (ii) In the case of firearms, unloaded, unless, before the commencement of the flight, an approval has been granted by all States concerned that such weapons of war and munitions of war may be carried in circumstances that differ in part or in total from those indicated in this paragraph; and
 - (3) Ensure that the PIC is notified before the flight begins of the details and location on board the aircraft of any weapons of war and munitions of war that are intended to be carried.

7.3 Carriage of Sporting Weapons and Ammunition

- (a) A foreign air operator conducting commercial air transport operations into Sierra Leone shall take all measures necessary to ensure that any sporting weapons intended to be carried by air are reported.
- (b) A foreign air operator accepting the carriage of sporting weapons shall ensure that they are:
 - (1) Stowed in a place on the aircraft that is inaccessible to passengers during flight, unless the Authority has determined that compliance is impracticable and has approved other procedures; and
 - (2) In the case of firearms or other weapons that can contain ammunition, unloaded.

- (c) A foreign air operator may allow a passenger to carry ammunition for sporting weapons in that passenger's checked baggage, as approved by the Authority.

8. APPROVAL FOR FOREIGN AIR OPERATORS TO OPERATE REMOTELY PILOTED AIRCRAFT IN THE TERRITORY OF SIERRA LEONE

8.1 Application for Approval to Operate Remotely Piloted Aircraft in the Territory of Sierra Leone

- (a) A foreign air operator from the territory of another State shall not operate an RPA in Sierra Leone unless it is so authorised by the Authority and holds operations specifications issued to it by the Authority.
- (b) When a foreign operator wishes to apply to operate RPA in the territory of Sierra Leone, it shall:
 - (1) Make such application to the Sierra Leone Civil Aviation Authority in the form and manner prescribed; and
 - (2) Make such application by completing the application form prescribed in IS 8.1.
- (c) An application for approval to operate in the territory of Sierra Leone shall be accompanied by a copy of the following, in an English translation if the original documents are not in English, for each RPA proposed to be operated in Sierra Leone:
 - (1) A certified true copy of a valid RPAS operator certificate;
 - (2) A certificate of aircraft registration;
 - (3) A certificate of airworthiness;
 - (4) The remote pilot(s) licence and medical certificate(s);
 - (5) An aircraft radio station licence, if applicable;
 - (6) An insurance certificate;
 - (7) A noise certificate issued in accordance with ICAO Annex 16;
 - (8) An air operator security programme; and
 - (9) Any other document the Authority considers necessary to ensure that the intended operations will be conducted safely.
- (d) An applicant under these regulations shall apply for the initial issue of a foreign RPA approval at least 90 days before the date of commencement of the proposed operation.
- (e) Once foreign RPA approval has been issued by the Authority, the operator shall:
 - (1) File a flight plan prior to operation of a RPA;
 - (2) Follow the operational rules for RPA in chapter 2 of SLCARs Part 6B;
 - (3) Notify the Authority and ATC immediately in the event of a flight cancellation; and
 - (4) In the case of changes to the proposed flight, submit such changes to the Authority for consideration.

IMPLEMENTING STANDARDS

IS 1.5 Authority to Inspect

(a) AUTHORISED INSPECTORS.

- (1) Authorised inspectors assigned to conduct inspections of foreign aircraft will be experienced inspectors who understand the difference between ramp inspections conducted on SLCAA certified operators as part of the AOC management responsibilities and surveillance inspections conducted on aircraft of foreign air operators.
- (2) These inspectors will be specifically trained and authorised to conduct such inspections and will possess appropriate credentials identifying them as authorised inspectors employed by the Sierra Leone Civil Aviation Authority.
- (3) Ramp inspections of foreign air operators will be performed in a similar manner to the ramp inspections of national operators, with some important differences, as the standards applied to foreign air operators will be based primarily on International Standards and national regulations derived from International Standards.
- (4) Authorised inspectors will demonstrate a language proficiency in English of the ICAO Operational Level (Level 4) or higher.
- (5) Authorised inspectors will have in their personal training records evidence that they have been trained and are knowledgeable in the following areas:
 - (i) The Chicago Convention and its Annexes 1, 6, 7, and 8;
 - (ii) The differences between ICAO Standards and national regulations, which may be more detailed or restrictive;
 - (iii) Diplomacy, including dealing with potential language difficulties and cultural differences;
 - (iv) The sovereignty of foreign aircraft, which means that inspector authority is limited to documenting, communicating, and reporting findings, except as provided in paragraph 1.5(a)(3) of this Regulation;
 - (v) The observation, recording, and reporting of procedures during inspections of foreign air operators; and
 - (vi) Surveillance activities that are not linked to the certification process of the operator.

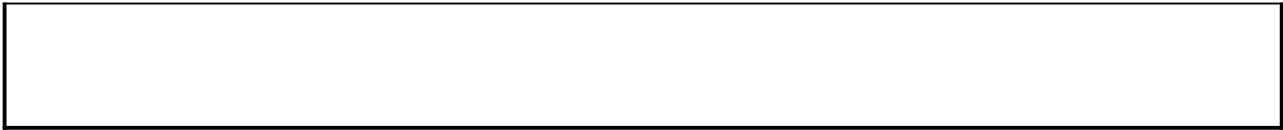
(b) PRE-INSPECTION PLANNING.

- (1) Authorised inspectors will prepare for inspections of foreign air operators by updating themselves on recent changes to national regulations with respect to operations by operators from other States.
- (2) A check will be made of the authority for the foreign air operator to operate in Sierra Leone, and to operate the particular aircraft concerned, by consideration of its nationality and registration marks.
- (3) The record of the foreign air operator's history in Sierra Leone will be examined, including records of past aircraft inspections and the particular aircraft concerned in the inspection to be conducted, to check for any outstanding actions or recurring trends that might warrant particular attention.

- (4) Ramp inspections will 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. A determination will be made of the number of authorised inspectors and the specialisations to be involved, the distribution of tasks, and the time to be allocated to each task.
 - (5) As the inspection plan includes comprehensive inspections, it will not be possible to cover all the desired elements in the time available for a particular inspection without causing unreasonable delay to the foreign air operator.
 - (6) As inspections on aircraft of any one foreign air operator may be conducted at different aerodromes by different authorised inspectors, the overall inspection plan will take this into account. Some elements will be covered at every inspection; others may be covered over a number of inspections. Thus, comprehensive records of all inspections of aircraft of a particular operator will be maintained in a central database, in either paper or electronic format that is accessible to, and updated by, the authorised inspectors concerned.
 - (7) From these records, it will be necessary to plan the content of inspections so that a complete inspection of the aircraft of any one foreign air operator will be undertaken over a defined period.
 - (8) Selection of a particular aircraft to inspect should be done at random, in a non-discriminatory manner. However, selection will follow the 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 may be linked to a specific:
 - (i) State of the Operator;
 - (ii) Aircraft type;
 - (iii) Type of operation (scheduled, non-scheduled, cargo, etc.);
 - (iv) Foreign air operator; or
 - (v) Individual aircraft.
- (c) INSPECTIONS.
- (1) The scope of a foreign air operator ramp inspection is as follows:
 - (i) It is not possible to cover all items on the checklist at every ramp inspection. Inspections will be planned to cover high-risk items and to cover all other items over a series of inspections.
 - (ii) It is essential that adequate records be kept and that there is complete coordination between all authorised inspectors involved in ramp inspections for any one operator.
 - (2) Areas that will be checked during a ramp inspection are:
 - (i) Flight deck;
 - (ii) Cabin/safety;
 - (iii) Aircraft external condition;
 - (iv) Cargo; and
 - (v) General.

(d) The Authority will use the following checklist when conducting foreign air operator ramp inspections.

Sierra Leone		
FOREIGN AIR OPERATOR RAMP INSPECTION – Page 1		
1.a. Inspector name:	2.a. AOC name:	3. State of the Operator:
1.b. Inspector type: <input type="checkbox"/> OPS <input type="checkbox"/> AWC <input type="checkbox"/> S	2.b. Flight number:	
4.a. Aircraft type:	5.a. PIC name:	6.a. CP name:
4.b. Registration number:	5.b. Licence number:	6.b. Licence number:
7. Inspection result: <input type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory	8. Action taken under 1.1.5(a)(3): <input type="checkbox"/> Yes <input type="checkbox"/> No	9. Date (dd/mm/yyyy):
I. Documents that will be covered at any one inspection of a foreign air operator include:		
Items		S/U
a. Certificate of aircraft registration;		
b. Certificate of airworthiness;		
c. Certificates of competency, licences, and medical assessment of the flight crew;		
d. AOC and associated operations specifications relevant to the aircraft type, which are required information to be carried on board until an international register of AOCs may eventually provide an alternative way to access this information;		
e. Flight manual or other document containing performance data;		
f. Radio station licence;		
g. Journey logbook or technical log or general declaration;		
h. Approval for return to service;		
i. Fuel and oil records; and		
j. Noise certificate.		
Remarks:		



Sierra Leone

FOREIGN AIR OPERATOR RAMP INSPECTION – Page 2

II. The overall condition of the aircraft will be covered at every inspection, including:

Items	S/U
a. Out-of-tolerance leakage of fuel, engine oil, or hydraulic fluid;	
b. Landing gear and wheel well areas;	
c. Fuselage and pylons, as applicable;	
d. Wings and pylons, as applicable;	
e. Engines, their intakes, exhaust cones, and reverser systems;	
f. Propellers, as applicable; and	
g. Empennage or tail assembly.	

Remarks:

III. Documents that will be covered over a defined number of inspections include:

Items	S/U
a. MEL;	
b. Aircraft Operating Manual;	
c. Airfield performance data;	
d. Checklists for normal, abnormal, and emergency procedures;	
e. Aeronautical charts (route guide);	
f. Aeroplane search procedure checklist;	
g. Visual signals for use by intercepting and intercepted aircraft;	
h. Mass and balance forms and their completion;	
i. Weather reports and forecasts;	
j. Operational flight plan; and	
k. NOTAMs.	

Remarks:

Sierra Leone

FOREIGN AIR OPERATOR RAMP INSPECTION – Page 3

IV. Aircraft equipment that will be covered over a defined number of inspections includes:

Items	S/U
a. Adequate oxygen supply for crew and passengers;	
b. Passenger briefing cards and contents;	
c. Portable fire extinguishers – flight crew compartment and cabin;	
d. Life rafts and life jackets or individual flotation devices (as applicable);	
e. Pyrotechnical distress signalling devices (as applicable);	
f. First aid kits and medical kits (as applicable);	
g. Penetration-resistant flight deck door (as applicable); and	
h. Emergency exit signs and lighting.	

Remarks:

V. Additional aircraft equipment that will be covered annually per AOC, as applicable to the aircraft and the operation, includes:

Items	S/U
a. ACAS;	
b. ELT;	
c. FDR and CVR; and	
d. GPWS with forward looking terrain avoidance capability.	

Remarks:

(e) The Authority will use the procedures in the following tables to resolve findings from inspections.

Table 1. Levels of Seriousness of Findings and Related Actions

(1) Seriousness of Findings	Actions		
	(2) Information to PIC	(3) Information to Responsible Foreign Authority (State of the Operator and/or State of Registry) and Operational Management of the Operator	(4) Corrective Actions Required
Minor	Yes	No	No
Significant	Yes	Yes Letter to Foreign Authority and copy to operator's management	No
Major	Yes	Yes Letter to Foreign Authority and copy to operator's management. In case of aircraft damage affecting airworthiness, a direct communication with the Foreign Authority of the State of Registry shall be established. Under the provisions of ICAO Annex 8, that Foreign Authority shall make decisions about conditions regarding return to flight status. Confirmation afterwards with a letter to the Foreign Authority and a copy to the operator's management.	Yes Actions consisting of operational restrictions, corrective actions before flight or at maintenance base, grounding and/or withdrawal of approval to operate in the territory of Sierra Leone

Table 2. Examples of Findings and Levels of Seriousness

(1) Item description	Seriousness		
	(2) Minor	(3) Significant	(4) Major
A. FLIGHT DECK – GENERAL			
1. General condition	Dirty and untidy		Large unsecured objects (e.g., cargo or baggage) Unserviceable flight crew seats
2. Emergency exits	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
3. Equipment – GPWS	Inoperative and in accordance with MEL provisions	Inoperative and MEL provisions not applied	Forward looking GPWS required and not installed
4. Equipment – Flight management computer		FMS database recently outdated (28 days or less)	FMS database more than 28 days outdated
5. Equipment – ACAS/CVR/ FDR/ELT	Inoperative and in accordance with MEL provisions	Inoperative and MEL provisions not applied	Required and not installed
B. FLIGHT DECK DOCUMENTATION			
1. AFM		No evidence of State of Registry approval Incomplete, but performance calculations possible	Not on board and performance calculations not possible
2. Operations Manual		Incomplete (see ICAO Annex 6, Part I, Appendix 2) or not approved by the State of the Operator or not the current version	Not on board
3. Checklists	Not within reach	Not readily available and used or not the current version	Not on board
4. Route guide (navigation charts)	Not within reach	Recently out of date (28 days or less) Photocopies of current charts	Significantly out of date (more than 28 days) Not on board
5. MEL		Not on board or	Not on board or MMEL

(1) Item description	Seriousness		
	(2) Minor	(3) Significant	(4) Major
		MMEL used, but no deferred defects MEL content does not reflect aircraft equipment fitted MEL not approved	used, with deferred defects
6. Certificate of aircraft registration	Non-certified copy	Not on board No English translation	
7. Certificate of airworthiness		Not an original or certified true copy No English translation	Not on board Out of date
8. Crew member licences (see also item G.3, Language for communications, in this table)	Form or content not in compliance with ICAO Standards	No English translation	Not valid for the type of aircraft Not on board or no proper validation from the State of Registry Expired or no Class 1 medical assessment
9. Journey logbook or equivalent technical log	Minor defects not documented	On board but not properly completed	Not on board or no equivalent document Approval for return to service expired or not valid MEL rectification interval deadline expired for deferred defects
10. Radio station licence	Non-certified copy	Not on board	
11. Noise certificate (where applicable)	Not on board No English translation		
12. AOC (certified true copy)		Not a certified true copy of AOC	
13. Operations specifications (copy)		Not accurate (out of date, incorrect operation type/route, incorrect aircraft or operator, etc.) or no English translation	
14. Operational flight plan	Copy not retained on	Actual flight	No or incomplete flight

(1) Item description	Seriousness		
	(2) Minor	(3) Significant	(4) Major
	ground	calculations but no actual documents Lack of fuel monitoring data (arrival flight) Fuel calculation unsatisfactory (departing flight)	preparation Required fuel calculation not available or not updated for actual conditions
15. Mass and balance sheet and data		Incorrect but within aircraft limits	Incorrect and outside operational limits or missing Mass and balance data not available
16. Aircraft performance limitations using current route, aerodrome obstacles, and runway analysis data	Data incomplete, but not affecting the operation on that date (e.g., no contaminated or wet runway data, but these conditions are not present)	Data not current or data validity date not available	Data not available
17. Cargo manifest and, if applicable, passenger manifest		Some limited inaccuracy or missing data not affecting safety	Not available or grossly inaccurate/incomplete
18. Pre-flight inspection	Form on board but incomplete	Not performed for inbound flight	Not performed for outbound flight
19. Weather reports and forecasts	Not the latest available data but valid	Not printed but handwritten	Not valid or not available
20. NOTAMs		Some en route relevant data missing	Not available
C. FLIGHT DECK – SAFETY EQUIPMENT			
1. Portable fire extinguishers	Not easily accessible	Expired Not properly secured	Empty or insufficient number or missing Significantly low pressure Not accessible
2. Life jackets/flotation devices (if required)	Not directly accessible	Expired, as applicable	Not available for each flight deck crew

(1) Item description	Seriousness		
	(2) Minor	(3) Significant	(4) Major
			member on board
3. Harness		Seat belt instead of harness	Not available or serviceable for all flight crew members
4. Oxygen equipment (if required)		No direct access	Not available or serviceable for all flight crew members Oxygen quantity not sufficient
5. Electric flashlight (night operations conducted by operator)	Only one available	Weak battery	Not on flight deck or unserviceable
D. CABIN SAFETY			
1. General condition	Dirty, untidy, and in bad condition	Loose carpet Loose or damaged floor panel Unserviceable seats (and not identified as such)	Not possible to perform, unrestricted, normal and abnormal duties
2. Cabin crew seats	Harness/belt is difficult to operate	Strap or buckle worn out or damaged and not serviceable	For any member of the minimum required cabin crew: a seat is not available or proper harness and seat belt are not available or not serviceable
3. First aid kit/emergency medical kit	Expired Incomplete Not at the indicated location		Not available
4. Portable fire extinguishers	Not directly accessible	Expired Not properly secured	Empty, significantly low pressure, or missing Not serviceable
5. Life jackets/flotation devices (if required)	Not directly accessible	Expired, as applicable	Not available for each person to be carried
6. Seat belts (passenger seats)	Strap or buckle worn out or damaged Not available or serviceable for all	Not available or serviceable for all passenger seats and aircraft not dispatched	Not available or not serviceable for any passenger

(1) Item description	Seriousness		
	(2) Minor	(3) Significant	(4) Major
	passenger seats and aircraft dispatched in accordance with MEL	in accordance with MEL	
7. 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 lighting equipment defects not acceptable according to MEL provisions
8. Slides/life rafts (as required) (for long-range overwater flights)	Not in specified location, as established by the State of the Operator	Incorrectly installed	Insufficient number Not serviceable
9. Oxygen supply (cabin crew and passengers)	Insufficient quantity of oxygen or insufficient quantity of masks for passengers and crew members	Insufficient quantity of oxygen or insufficient quantity of masks for passengers and crew members, and flight performed above flight level 250	
10. Emergency briefing cards	Not enough emergency briefing cards for all passengers	Briefing cards from another aircraft or from obviously different versions Some information missing or incorrect	No emergency briefing cards on board
11. Cabin crew members		Cabin crew members not in specified location	Insufficient number of cabin crew members
12. Access to emergency exits			Impeded by luggage or cargo, etc. Impeded by seats
13. Safety of cabin baggage			Not securely stowed
14. Seating capacity			More seats than certified capacity Insufficient serviceable seats for all passengers

(1) Item description	Seriousness		
	(2) Minor	(3) Significant	(4) Major
			on board
E. AIRCRAFT EXTERNAL CONDITION			
1. General external condition	Minor defects	Defects that do not need to be corrected before flight (visible corrosion, marking not legible, etc.)	Safety-related defect (correction required before departure) Inadequate de-icing
2. Doors and hatches	Minor defects but serviceable	Door operating instructions missing or unclear Seal slightly damaged	Unserviceable and not compatible with number of passengers on board Seal missing or badly damaged
3. Flight controls	Minor defects	Poor condition (damage, missing bonding strips or static discharges, play, lack of lubrication, disbanding)	Damage, corrosion, leaks, or wear outside limits of MEL, SRM, etc.
4. Wheels, tires, and brakes	Minor defects	Signs of underinflation Incorrect tire pressure Unusual wear and tear	Tires worn out or damaged beyond limits Brakes worn out, leaking, or damaged beyond limits Damaged components or missing parts (e.g., tie bolts, heat sensors)
5. Undercarriage	Minor defects	Significant signs of leakage, strut under-pressure, corrosion, and obvious lack of lubrication	Damage, corrosion, missing parts, and/or leakage outside limits
6. Wheel well	Minor defects or dirty	Signs of leakage, corrosion, and obvious lack of lubrication	Damage, widespread corrosion, and/or leakage outside limits
7. Intake and exhaust nozzle	Minor defects	Damage to casing or lining Dents and cracks in exhaust area all within limits but not recorded in technical log or equivalent document	Damage (nicks, dents, cracks, etc.) outside the MEL, AMM, SRM, etc., limits Leakage outside limits

(1) Item description	Seriousness		
	(2) Minor	(3) Significant	(4) Major
		Minor leaks of oil and fuel	
8. Fan blades (if applicable)	Minor defects	Damage to fan blades within limits but not recorded in technical log or equivalent document	Damage (nicks, dents, cracks, etc.) outside the MEL, AMM, SRM, etc., limits
9. 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
10. 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
11. Obvious unrepaired damage	Within limits and recorded	Within limits but not recorded	Unassessed and not recorded damage affecting airworthiness
12. Leakage	Within limits	Long-standing water and lavatory leaks (blue ice)	Leakage (oil, fuel, hydraulic, water) outside limits
F. CARGO			
1. General condition of cargo compartment and containers	Partly defective lights Minor defects, but safe condition	Partly damaged panelling Partly damaged containers	Damaged panelling outside limits Damaged containers Structural damage
		Defective lights Floor locks (partly) unserviceable Limited access to cargo area (for combination (combi) configuration aircraft) Dividing net or door protection net damaged	outside limits Defective or missing fire extinguishing system (where applicable) Cargo area not used in accordance with classification No access to cargo area (for combi configuration aircraft) No barrier net (combi

(1) Item description	Seriousness		
	(2) Minor	(3) Significant	(4) Major
			and cargo configuration aircraft) No smoke barrier/curtain Floor locks unserviceable and outside MEL limits
2. Dangerous goods	Unable to recognise dangerous goods presented to operator for shipment	No dangerous goods regulations or references	No, or incomplete, information to the PIC on dangerous goods carried, in contradiction with ICAO Doc 9284 provisions Deficiencies: leakage, wrong packaging, missing label Dangerous goods not correctly secured Loading not performed in accordance with ICAO Annex 18 Dangerous goods carried without authorisation or in contradiction to ICAO Annex 18 or ICAO Doc 9284 provisions
3. Safety of cargo on board	Minor damage to lashing, tie-down equipment, pallet/container, and/or locks	Damaged pallet, container, or net	Cargo not safely secured and/or properly distributed: – Lashing – Tie-down equipment – Pallets and containers – Locks Load distribution/floor load limit exceeded
G. GENERAL			
1. Additional remarks	General findings with minor safety impact	General findings with significant safety impact	General findings with major safety impact
2. Refuelling	Cabin crew not	No procedures in	Procedures in place but

(1) Item description	Seriousness		
	(2) Minor	(3) Significant	(4) Major
	aware of procedures for refuelling with passengers on board	place for refuelling with passengers on board	not performed
3. Language for communications		Pilot licences with no language proficiency endorsement, for the English language or the language used in radiotelephony (except if implementation plan is made available by the State of issue	Pilots not fluent in the English language or in the language used in radiotelephony

IS 2.1 Application for Approval to Operate in the Territory of Sierra Leone

The following application shall be used by a foreign air operator that intends to apply for approval to operate in the territory of Sierra Leone.

Application for Commercial Air Transport Operations by a Foreign Air Operator – Page 1 <i>(To be completed by a foreign air operator for an approval to conduct operations in Sierra Leone)</i>		
Section 1: To Be Completed by the Applicant		
Section 1A. Applicant Information		
1. Company’s registered name and trading name, if different; address of company; mailing address; telephone; fax; and email.	2. Address of the principal place of business; mailing address; telephone; fax; and email.	
3. Proposed start date of operations (dd/mm/yyyy):	4. ICAO 3-letter designator for aircraft operating agency:	
5. Operational management personnel:		
a. Name	b. Title	c. Telephone, fax, and email
Section 1B. Type of Approval Requested by Applicant. <i>(Check applicable boxes)</i>		
6. a. <input type="checkbox"/> Air operator intends to conduct commercial flights to and from aerodromes in Sierra Leone b. <input type="checkbox"/> Air operator intends to conduct overflights and technical stops only in Sierra Leone		
7. Air operator proposed types of operation: a. <input type="checkbox"/> Passengers and cargo b. <input type="checkbox"/> Cargo only c. <input type="checkbox"/> Scheduled operations d. <input type="checkbox"/> Charter flight operations e. <input type="checkbox"/> Dangerous goods	8. Geographic areas of intended operations and proposed route structure:	

**Application for Commercial Air Transport Operations
by a Foreign Air Operator – Page 2**

(To be completed by a foreign air operator for an approval to conduct operations in Sierra Leone)

Section 1C. Aircraft Information of Operator

9. Provide location on board or provide separate documentation where individual aircraft nationality and registration marks are listed as part of the aircraft fleet operated under the AOC:

Provide the following information:

Aircraft type (make, model, and series, or master series)	RVSM ¹ approval	EDTO [*]	Noise [†] certification (Annex 16 chapter)	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"/>		
Etc.	<input type="checkbox"/>	<input type="checkbox"/>		

Attach the following:

- A certified true copy of a valid AOC and associated operations specifications;
- A copy of the approval page for a MEL for each aircraft type intended to be operated in Sierra Leone;
- A copy of the current certificate of aircraft registration and certificate of airworthiness issued for each aircraft type proposed to be operated in Sierra Leone;
- A copy of the insurance certificate;
- A copy of the operational procedures and practices of the foreign air operator;
- A copy of a document identifying the maintenance checks that are required to be performed for the aircraft while they are operated in the territory of Sierra Leone;
- A copy of the maintenance contract between the foreign air operator and the AMO;
- A copy of the air service agreement, with a safety clause as shown in IS 2.1(B), allowing the foreign air operator to operate in the territory of Sierra Leone;
- In the case of wet-leased aircraft, a copy of the approval of the Authority of the State of the Operator, with identification of the foreign air operator that exercises operational control of the aircraft;
- In the case of a foreign air operator that does not hold an AOC issued by the Authority, a copy of the proposed air operator security programme; and
- *Any other document the Authority considers necessary to ensure that the intended operations will be conducted safely.*

Signature:

Date (dd/mm/yyyy):

Name and title:

Section 2. To Be Completed by the SLCAA

Evaluated by (name and office):

SLCAA decision:

Approval granted Not approved

Remarks:

SLCAA representative:

Date (dd/mm/yyyy):

2

*As approved by the State of the Operator

†As approved by the State of Registry

IS 2.1(B) Safety Clause Example

- (a) Example of the safety clause that must be inserted into air service agreements that allow operators to provide service to Sierra Leone and vice versa.
 - (1) Each Party may request consultations at any time concerning the safety standards maintained by the other Party in areas relating to aeronautical facilities, flight crew, aircraft and the operation of aircraft. Such consultations shall take place within 30 days of that request.
 - (2) If, following such consultations, one Party finds that the other Party does not effectively maintain and administer safety standards in the areas referred to in paragraph (1) of this subsection that meet the Standards established at that time pursuant to ICAO Doc 7300, *Convention on International Civil Aviation*, hereinafter referred to as the Chicago Convention, the other Party shall be informed of such findings and of the steps considered necessary to conform with the ICAO Standards. The other Party shall then take appropriate corrective action within an agreed time period.
 - (3) Pursuant to Article 16 of the Chicago Convention, it is further agreed that any aircraft operated by, or on behalf of, an airline of one Party, on service to or from the territory of another Party, may, while within the territory of the other Party, be the subject of a search by the authorised representatives of the other Party, provided this does not cause unreasonable delay in the operation of the aircraft. Notwithstanding the obligations mentioned in Article 33 of the Chicago Convention, the purpose of this search is to verify the validity of the relevant aircraft documentation, the licensing of its crew, and that the aircraft equipment and the condition of the aircraft conform to the Standards established at that time pursuant to the Chicago Convention.
 - (4) When urgent action is essential to ensure the safety of an airline operation, each Party reserves the right to immediately suspend or vary the operating authorisation of an airline or airlines of the other Party.
 - (5) Any action by one Party in accordance with paragraph (4) above shall be discontinued once the basis for the taking of that action ceases to exist.
 - (6) With reference to paragraph (2) above, if it is determined that one Party remains in non-compliance with ICAO Standards when the agreed time period has lapsed, the Secretary General of ICAO shall be advised thereof. The latter shall also be advised of the subsequent satisfactory resolution of the situation.

IS 2.2 Issuance of Operations Specifications

- (a) The Sierra Leone Civil Aviation Authority will, when evaluating an application by a foreign air operator to operate in the territory of Sierra Leone will examine both:
 - (1) The safety oversight capabilities and record of the Foreign Authority of the State of the Operator and, if different, the State of Registry; and
 - (2) The operational procedures and practices of the foreign air operator itself.

- (b) The Sierra Leone Civil Aviation Authority will obtain information on the safety oversight capabilities and the level of compliance with ICAO Standards of the Foreign Authority of the State of the Operator by accessing information from the ICAO USOAP. This information is available:
- (1) On the ICAO website (<http://www.icao.int>) through the iSTARS website;
 - (2) On the ICAO Safety Oversight Audit website, which is accessible to the Sierra Leone Civil Aviation Authority through iSTARS, subject to a password available only to the Sierra Leone Civil Aviation Authority from ICAO; and
 - (3) By accessing audit summary reports from the USOAP audits available to the Sierra Leone Civil Aviation Authority on the ICAO website (www.icao.int/safety/iStars/pages/into.aspx), subject to a password available only to the Sierra Leone Civil Aviation Authority from ICAO.
- (c) The Sierra Leone Civil Aviation Authority will obtain and evaluate information on the foreign air operator. This information is available:
- (1) By applying to the Foreign Authority of the State of the Operator for reports of any inspections that may have been conducted; and
 - (2) By requesting access to reports of audits of a foreign air operator, conducted by independent aviation audit organisations and/or by other air operators, such as code-sharing partners. Such non-regulatory audits shall be used in conjunction with other information, such as a report from the ICAO USOAP, or other inspection results to evaluate the application.
- (d) The Authority will complete Section 2 of the Application for Commercial Air Transport Operations by a Foreign Air Operator.
- (1) In the case of significant negative findings and/or major deficiencies relevant to its review of the safety oversight capabilities and the level of compliance with ICAO Standards of the Foreign Authority of the State of the Operator, the Sierra Leone Civil Aviation Authority will engage in discussions with the Foreign Authority of the State of the Operator seeking resolution of the deficiencies prior to deciding whether to approve or not to approve the Application for Commercial Air Transport Operations by a Foreign Air Operator and whether to approve or not to approve operations specifications.
 - (2) In the case of significant negative findings and/or major deficiencies relevant to its evaluation of the foreign air operator, the Sierra Leone Civil Aviation Authority will not approve the foreign air operator's Application for Commercial Air Transport Operations by a Foreign Air Operator and will not issue operations specifications to the foreign air operator.

IS 8.1 Application for Approval to Operate Remotely Piloted Aircraft in the Territory of Sierra Leone

The following application shall be used by a foreign air operator that intends to apply for approval to operate RPA in the territory of Sierra Leone.

Application for Remotely Piloted Aircraft Operations by a Foreign Air Operator – Page 1 of 3	
<i>Sections 1, 2, 3, and 4 to be completed by a foreign air operator for an approval to conduct operations in Sierra Leone.</i>	
Section 1. Applicant Information	
1. Operator’s name or, if applicable, company’s registered name and trading name, if different; mailing address; telephone; fax; and email:	2. Remote aircraft pilot(s)’ name(s) and mailing address; telephone; fax; and email:
3. Name and address of insurer, including telephone, fax, and email:	
Section 2. Aircraft Identification	
4. Aircraft registration number: _____	
5. Aircraft identification to be used in radiotelephony, if applicable: _____	
6. Aircraft type: _____	
7. Aircraft description (e.g., engines, propellers, wing span): _____	
8. Aircraft controlled via: <input type="checkbox"/> Line of sight <input type="checkbox"/> Satellite <input type="checkbox"/> Computer program <input type="checkbox"/> Other _____	
9. Aircraft equipment (e.g., sprayers, camera type: live feed or photographs): _____	
10. If camera equipped, aircraft camera transmission destination: <input type="checkbox"/> Operator/company main base <input type="checkbox"/> Other (identify): _____	
11. Frequency band to be used: _____	
Section 3. Description of Intended Operation	
12. Proposed type(s) of operation: <i>(check applicable boxes)</i>	
a. <input type="checkbox"/> Aerial mapping	h. <input type="checkbox"/> Search and rescue
b. <input type="checkbox"/> Aerial surveying	i. <input type="checkbox"/> Accident/incident investigation
c. <input type="checkbox"/> Aerial photography	j. <input type="checkbox"/> Overflight only of Sierra Leone
d. <input type="checkbox"/> Aerial advertising	k. <input type="checkbox"/> Overflight
e. <input type="checkbox"/> Aerial surveillance and	l. <input type="checkbox"/> Cargo, indicate type: _____
(i) Cargo is classified as dangerous goods: <input type="checkbox"/> Yes <input type="checkbox"/> No	
<input type="checkbox"/> Other: _____	

- inspection and technical (ii) Payload is:
 f. Forest fire stop in Sierra Internal
 management Leone External
 g. Meteorological
 service

**Application for Remotely Piloted Aircraft Operations
 by a Foreign Air Operator – Page 2 of 3**

13. Flight rules: *(check applicable boxes)*

- a. VFR
 b. IFR
 c. IMC
 d. VLOS

14. Dates/geographic areas/description of intended operations and proposed route structure:

- a. Date(s) of intended flight (dd/mm/yyyy): _____
 b. Point of departure: _____
 c. Destination: _____
 d. Route to be followed: _____
 e. Cruising speed(s): _____
 f. Cruising level(s)/altitude: _____
 g. Duration/frequency of flight: _____
 h. Emergency set-down sites along proposed route: _____
 i. For emergency landings:
 (i) Responsible person for aircraft recovery: _____
 (ii) Responsible person for cleanup if impact occurs: _____
 j. Emergency contact telephone numbers: _____

Section 4. RPA Characteristics

15. RPA characteristics:

- a. Type of aircraft: _____
 b. Maximum certificated take-off mass: _____
 c. Number of engines: _____
 d. Take-off and landing requirements: _____
 e. Detect and avoid capabilities: _____
 f. Number and location of remote pilot stations as well as handover procedures between remote pilot stations, if applicable: _____
 g. Payload information/description: _____
 h. Visual control for take-off and/or landing or take-off and landing handled through camera on board: _____

16. Performance characteristics:

- a. Operating speeds: _____
 b. Typical and maximum climb rates: _____
 c. Typical and maximum descent rates: _____
 d. Typical and maximum turn rates: _____
 e. Maximum aircraft endurance: _____
 f. Other, such as limitations for wind, icing, precipitation: _____

17. Communications, navigation, and surveillance capabilities:
- a. Aeronautical safety communications frequencies and equipment:
 - (i) ATC communications, including any alternate means of communication: _____
 - (ii) C2 links, including performance parameters and designated operational coverage area: _____
 - (iii) Communications between remote pilot and RPA observer, if applicable: _____
 - b. Navigation equipment: _____
 - c. Surveillance equipment (e.g., secondary surveillance radar transponder, automatic dependent surveillance – broadcast out): _____

**Application for Remotely Piloted Aircraft Operations
by a Foreign Air Operator – Page 3 of 3**

18. Emergency procedures:
- a. Communications failure with ATC: _____
 - b. C2 failure: _____
 - c. Remote pilot/RPA observer communications failure, if applicable: _____
 - d. Satellite failure, if applicable: _____
 - e. Recovery during unplanned landings: _____
 - f. Communication procedure with local law enforcement in case of impact: _____

Attach copies of the following, in English translation if original documents are not in the English language:

- A certified true copy of a valid RPAS operator certificate;
- A certificate of aircraft registration;
- A certificate of airworthiness;
- The remote pilot(s) licence and medical certificate(s);
- An aircraft radio station licence, if applicable;
- An insurance certificate;
- A noise certificate issued in accordance with ICAO Annex 16;
- An air operator security programme; and
- Any other document the Authority considers necessary to ensure the intended operations will be conducted safely.

Signature of Applicant:	Date (dd/mm/yyyy):	Name and title:
-------------------------	--------------------	-----------------

Section 5. To Be Completed by the Sierra Leone Civil Aviation Authority

Evaluated by (name and office):	SLCAA decision: <input type="checkbox"/> Approval granted <input type="checkbox"/> Not approved
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Remarks:

Signature of SLCAA representative:

Date (dd/mm/yyyy):