AERODROME CERTIFICATION

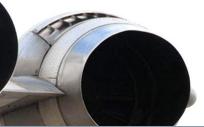## *Requirements for Stakeholders*

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Objective

- Recall the stakeholders obligations in the aerodromes certification process
  - Civil Aviation Authorities
  - Aerodromes Operators
  - Other stakeholders (ANSPs, Handling, …)

Annex 14, Vol I

1.4 - Certification of aerodromes

States shall certify aerodromes used for international operations in accordance with the specifications contained **in this Annex** as well as other relevant ICAO specifications through **an appropriate regulatory framework**.

OACI

Normes et pratiques
recommandées internationales

Annexe 14 à la Convention relative à l'aviation civile internationale

Aérodromes

Volume I
Conception et exploitation technique des aérodromes

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La présente édition annule et remplace, à partir du 8 novembre 2018, les éditions antérieures de l'Annexe 14, Volume I.

Tous les renseignements relatifs à l'application des normes et pratiques recommandées figurent au Chapitre 1, section 1.2, et à l'Avant-propos.

ORGANISATION DE L'AVIATION CIVILE INTERNATIONALE

Aerodrome certification phases

| Dealing with the expression of interest | Assessing the formal application | Assessing the aerodrome facilities, equipment and services | Issuing or refusing an aerodrome certificate | Promulgating the certified status of an aerodrome |

Responsabilities of stakeholders

Regulators (CAAs)

- Regulatory framework
- Organization and staff
- Guidelines and tools
- Certification, including SMS approval
- Surveillance activities
- Enforcement actions

Aerodrome operators

- Organization and staff
- Documentation including SOPs
- Aerodrome manual
- Compliance of facilities, equipment and services
- Implementation of SMS

Civil Aviation Authorities

- Legislative provisions related to aerodromes

- Aerodrome regulations, including provisions for aerodromes certification

- Organization of the entity in charge of aerodromes oversight, including definition of functions and responsibilities

- Training and qualification of the technical personnel covering core aerodrome areas

Civil Aviation Authorities

- Technical guidance material for inspectors

- Guidelines on the implementation of applicable regulations, instructions and directives for the industry

- Facilities and tools for inspectors (Convenient facilities and adequate office space, modern equipment, Aerodromes inspection tools and equipment, ICAO documents,…)

Aerodrome operators

Dealing with interest

- Provide documentation for the flight operations assessment, to ensure that the operation of the aerodrome and the location specifies does not endanger the safety of aircraft operation

- Refer to other State entities, such as environmental authorities for their clearance

Aerodrome operators

Formal application

- Provide the aerodrome manual and its related SOPs/documents, including sources of data published in the AIP

- Provide information related to organizational competence and level of resources of the aerodrome operator

- Provide information related to the competence and experience of the aerodrome technical and operational staff

- Provide the SMS manual and its related documentation

Aerodrome operators

Assessment of the aerodrome facilities, equipment and services

- On site verification of the particulars of the aerodrome to be published in the AIP

- On site assessment of the physical characteristics, facilities and equipement

- On site verification of the provision and monitoring of required visual aids, including availability of essential power supply systems

- Evaluation of aerodrome operating procedures including maintenance services and coordination with other aerodrome entities such as ATS and AIS

Aerodrome operators

Issuing and refusing of certificate

- If the assessment is satisfactorily, the applicant is granted the aerodrome certificate with the conditions incorporated as applicable and the certificate register and aerodrome register are updated accordingly

- If the assessment is not satisfactorily, the CAA notifies the applicant of the rejection and may request additional information or action from the applicant

Aerodrome operators

Aerodrome Manual

Ensure that :

- Structure, content and format conform to the requirement
- Manual accurately describe the facilities, equipment and services at the aerodrome
- Information and date are accurate and comply with applicable regulations
- Safety procedures for aerodrome operations are acceptable and will enable proper implementation of the applicable regulations

Aerodrome operators

Safety Management System (SMS)

To be certified, aerodrome should have in place an SMS which include :

- Safety policy and objectives (*management commitment and responsibility – safety accountabilities – appointment of key personnel – coordination of emergency response planning – SMS documentation*)

- Safety risk management (*hazard identification – safety risk assessment and mitigation*)

- Safety assurance (*safety performance monitoring and measurement – management of change – continuous improvement of SMS*)

- Safety promotion (*training and education – safety communication*)

Other stakeholders (ANSPs, Handling, …)

- Comply with the requirements laid down by the aerodrome operator with regard to safety at the aerodrome.

- Cooperate in the programme to promote safety at, and the safe use of, the aerodrome by immediately informing it of any accidents, incidents, defects and faults which have a bearing on safety.

- Comply with the external audit and inspection programme established by the aerodrome operator, for evaluating other users, working at the aerodrome