

ANNEX II. PART - ARO**AUTHORITY REQUIREMENTS FOR AIR OPERATIONS**

In *Annex II* to CR - EU N° 965 / 2012, the following points :

ARO. OPS. 230, ARO. OPS. 235 *and* ARO. OPS. 240 are added.

Commission Regulation 2015 / 0140 *29. 01. 2015*

Commission Regulation 2015 / 0640 *23. 04. 2015*

Commission Regulation 2015 / 1329 *31. 07. 2015*

Commission Regulation 2016 / 1199 *22. 07. 2016*

INTENTIONALLY LEFT BLANK

ANNEX II. PART - ARO**AUTHORITY REQUIREMENTS for AIR OPERATIONS****CONTENT**

Content	3
Record of Revision	5
Record of Temporary Revision	7
List of Effective Pages (LEP)	9
ARO. GEN. 005 Scope	11
SUBPART GEN. General Requirements	13
Section I. General	13
ARO. GEN. 115 Oversight Documentation	13
ARO. GEN. 120 Means of Compliance	13
ARO. GEN. 125 Information to the Agency	14
ARO. GEN. 135 Immediate Reaction to a Safety Problem	14
Section II. Management	15
ARO. GEN. 200 Management System	15
ARO. GEN. 205 Allocation of Tasks to Qualified Entities	15
ARO. GEN. 210 Changes in the Management System	16
ARO. GEN. 220 Record - Keeping	16
Section III Oversight, Certification and Enforcement	19
ARO. GEN. 300 Oversight	19
ARO. GEN. 305 Oversight Programme	19
ARO. GEN. 310 Initial Certification Procedure - Organisations	20
ARO. GEN. 330 Changes - Organisations	21
ARO. GEN. 345 Declaration - Organization's	21
ARO. GEN. 350 Findings and Corrective Actions - Organization's	21
ARO. GEN. 355 Findings and Enforcement Measures - Persons	23
ARO. GEN. 360 Findings and Enforcement Measures - all Operators	23
SUBPART OPS. Air Operation's	25
Section I. Certification of Commercial Air Transport Operators	25
ARO. OPS. 100 Issue of the Air Operator Certificate	25
ARO. OPS. 105 Code - Share Arrangements	25
ARO. OPS. 110 Lease Agreements	25

SECTION I a Authorization of High Risk Commercial Specialized Operations	27
ARO. OPS. 150 Authorization of High Risk Commercial Specialized Operations	27
ARO. OPS. 155 Lease Agreements	27
Section II. Approvals	29
ARO. OPS. 200 Specific Approval Procedure	29
ARO. OPS. 205 Minimum Equipment List Approval	29
ARO. OPS. 210 Determination of Distance or Local Area	29
ARO. OPS. 215 Approval of Helicopter Operations Over a Hostile Environment Located Outside a Congested Area	29
ARO. OPS. 220 Approval of Helicopter Operations to or from a Public Interest Site . . .	30
ARO. OPS. 225 Approval of Operations to an Isolated Aerodrome	30
ARO. OPS. 230 Determination of Disruptive Schedules	30
ARO. OPS. 235 Approval of Individual Flight Time Specification Schemes	30
ARO. OPS. 240. Specific Approval of RNP AR APCH	30
SECTION III. Oversight of Operations	31
ARO. OPS. 300 Introductory Flights	31
SUBPART RAMP. Ramp Inspections of Aircraft of Operators under the Regulatory Oversight of another State	33
ARO. RAMP. 005 Scope	33
ARO. RAMP. 100 General	33
ARO. RAMP. 105 Prioritisation Criteria	33
ARO. RAMP. 110 Collection of Information	34
ARO. RAMP. 115 Qualification of Ramp Inspectors	34
ARO. RAMP. 120 Approval of Training Organisations	35
ARO. RAMP. 125 Conduct of Ramp Inspections	35
ARO. RAMP. 130 Categorization of Findings	35
ARO. RAMP. 135 Follow - up Actions on Findings	36
ARO. RAMP. 140 Grounding of Aircraft	36
ARO. RAMP. 145 Reporting	37
ARO. RAMP. 150 Agency (EASA) Coordination Tasks	37
ARO. RAMP. 155 Annual Report	38
ARO. RAMP. 160 Information to the Public and Protection of Information	38

RECORD OF REVISION

Rev N^o	Date of issue	Date of entered	Entered by [Name & Position]
Rev. 1	30. 10. 2016	28. 09. 2016	FOD Inspector, S. Kharatyan

RECORD OF REVISION

Rev N ⁰	Date of issue	Date of entered	Entered by [<i>Name & Position</i>]

LIST OF EFFECTIVE PAGES

ITEM	FROM PAGE	TO PAGE	EFFECTIVE DATE
CONTENT	3	4	01 - November - 2014
RECORDS of REVISION	5	6	30 - October - 2016
RECORDS of TEMPORARY REVISION	7	8	01 - November - 2014
LIST of EFFECTIVE PAGE	9	10	30 - October - 2016
ARO. GEN. 005 Scope			
	11	12	01 - November - 2014
SUBPART GEN. GENERAL REQUIREMENTS	13	24	01 - November - 2014
Section I. General	13	14	01 - November - 2014
ARO. GEN. 115 Oversight Documentation	13		01 - November - 2014
ARO. GEN. 120 Means of Compliance	13		01 - November - 2014
ARO. GEN. 125 Information to the Agency	14		01 - November - 2014
ARO. GEN. 135 Immediate Reaction to a Safety Problem	14		01 - November - 2014
Section II. Management	15	18	01 - November - 2014
ARO. GEN. 200 Management System	15		01 - November - 2014
ARO. GEN. 205 Allocation of Tasks to Qualified Entities	15		01 - November - 2014
ARO. GEN. 210 Changes in the Management System	16		01 - November - 2014
ARO. GEN. 220 Record - Keeping	16		30 - October - 2016
Section III. Oversight, Certification and Enforcement			
	19	24	01 - November - 2014
ARO. GEN. 300 Oversight	19		30 - October - 2016
ARO. GEN. 305 Oversight Programme	19		01 - November - 2014
ARO. GEN. 310 Initial Certification Procedure - Organizations	20		01 - November - 2014
ARO. GEN. 330 Changes - Organizations	21		01 - November - 2014
ARO. GEN. 345 Declaration - Organizations	21		01 - November - 2014
ARO. GEN. 350 Findings and Corrective Actions - - Organizations	21		01 - November - 2014
ARO. GEN. 355 Findings and Enforcement Measures - - Persons	23		01 - November - 2014
ARO. GEN. 360 Findings and Enforcement Measures - all Operators	23		01 - November - 2014
SUBPART OPS. AIR OPERATION's	25	32	01 - November - 2014
Section I. Certification of Commercial Air	25	26	01 - November - 2014
ARO. OPS. 100 Issue of the Air Operator Certificate	25		01 - November - 2014
ARO. OPS. 105 Code - Share Arrangements	25		01 - November - 2014
ARO. OPS. 110 Lease Agreements	25		30 - October - 2016
Section I a. Authorization of High Risk Commercial Specialized Operations Transport Operators	27	28	01 - November - 2014
ARO. OPS. 150 Authorization of High Risk Commercial Specialized Operations	27		01 - November - 2014
ARO. OPS. 155 Lease Agreements	27		01 - November - 2014

LIST of EFFECTIVE PAGES

ITEM	FROM PAGE	TO PAGE	EFFECTIVE DATE
Section II. Approvals	29	30	01 - November - 2014
ARO. OPS. 200 Specific Approval Procedure	29		01 - November - 2014
ARO. OPS. 205 Minimum Equipment List Approval	29		01 - November - 2014
ARO. OPS. 210 Determination of Local Area	29		01 - November - 2014
ARO. OPS. 215 Approval of Helicopter Operations Over a Hostile Environment Located Outside a Congested Area	29		01 - November - 2014
ARO. OPS. 220 Approval of Helicopter Operations to or from a Public Interest Site	30		01 - November - 2014
ARO. OPS. 225 Approval of Operations to an Isolated A/drome	30		01 - November - 2014
ARO. OPS. 230 Determination of Disruptive Schedules	30		30 - October - 2016
ARO. OPS. 235 Approval of Individual Flight Time Specification	30		30 - October - 2016
ARO. OPS. 240. Specific Approval of RNP AR APCH	30		30 - October - 2016
Section III. Oversight of Operations	31	32	01 - November - 2014
ARO. OPS. 300 Introductory Flights	31		01 - November - 2014
SUBPART RAMP. Ramp Inspections of Aircraft of Operators under the Regulatory Oversight of another State	33	38	01 - November - 2014
ARO. RAMP. 005 Scope	33		01 - November - 2014
ARO. RAMP. 100 General	33		01 - November - 2014
ARO. RAMP. 105 Prioritisation Criteria	33		01 - November - 2014
ARO. RAMP. 110 Collection of Information	34		01 - November - 2014
ARO. RAMP. 115 Qualification of Ramp Inspectors	34		01 - November - 2014
ARO. RAMP. 120 Approval of Training Organisations	35		01 - November - 2014
ARO. RAMP. 125 Conduct of Ramp Inspections	35		01 - November - 2014
ARO. RAMP. 130 Categorization of Findings	35		01 - November - 2014
ARO. RAMP. 135 Follow - up Actions on Findings	36		01 - November - 2014
ARO. RAMP. 140 Grounding of Aircraft	36		01 - November - 2014
ARO. RAMP. 145 Reporting	37		01 - November - 2014
ARO. RAMP. 150 Agency (EASA) Coordination Tasks	37		01 - November - 2014
ARO. RAMP. 155 Annual Report	38		01 - November - 2014
ARO. RAMP. 160 Information to the Public and Protection of Information	38		01 - November - 2014

ARO. GEN. 005. Scope

This Annex establishes requirements for the administration and management system to be fulfilled by the GDCA of RA with cooperation by EASA for the implementation and enforcement of Air CR - EC N° 216 / 2008 and its Implementing Rules regarding Civil Aviation Air Operations as the “ARM - AIR OPERATIONS “ regulations.

INTENTIONALLY LEFT BLANK

SUBPART GEN. GENERAL REQUIREMENTS**SECTION I. General****ARO. GEN. 115. Oversight Documentation**

The Competent Authority - General Department of Civil Aviation at Government of the Republic of Armenia (GDCA of RA) shall provide all legislative acts, standards, rules, technical publications and related documents to relevant personnel in order to allow them to perform their tasks and to discharge their responsibilities.

ARO. GEN. 120. Means of Compliance

a) The GDCA of RA shall develop Acceptable Means of Compliance (AMC) that may be used to establish compliance with Air Operation CR - EC N° 216 / 2008 and its Implementing Rules. When the AMC are complied with, the related requirements of the Implementing Rules are met ;

b) Alternative Means of Compliance may be used to establish compliance with the Implementing Rules ;

c) The GDCA of RA shall establish a system to consistently evaluate that all Alternative Means of Compliance used by itself or by organizations and persons under its oversight allow the establishment of compliance with Air Operation Regulation and its Implementing Rules ;

d) The GDCA of RA shall evaluate all alternative means of compliance proposed by an organization in accordance with *ORO. GEN. 120 (b)* by analyzing the documentation provided and, if considered necessary, conducting an inspection of the organization.

When the GDCA finds that the Alternative Means of Compliance are in accordance with the Implementing Rules, it shall without undue delay :

1) notify the applicant that the alternative means of compliance may be implemented and, if applicable, amend the approval specialized operation authorization or certificate of the applicant accordingly ;

e) When the GDCA of RA itself uses Alternative Means of Compliance to achieve compliance with Air Operation Regulation and its Implementing Rules it shall make them available to all organizations and persons under its oversight ;

The GDCA shall provide a full description of the Alternative Means of Compliance, including any revisions to procedures that may be relevant, as well as an assessment demonstrating that the Implementing Rules are met.

ARO. GEN. 125. Information to the Agency

The GDCA of RA as a Competent Authority use the partnership procedure may provide the EASA with safety - significant information stemming from the occurrence reports it has received.

ARO. GEN. 135. Immediate Reaction to a Safety Problem

- a)* The GDCA of RA shall implement a system to appropriately collect, analyze and disseminate safety information ;
- b)* The EASA shall implement a system to appropriately analyze any relevant safety information received and without undue delay provide to Member States any information, including recommendations or corrective actions to be taken, necessary for them to react in a timely manner to a safety problem involving products, parts, appliances, persons or organizations subject to CR - EC N° 216 / 2008 and its Implementing Rules ;
- c)* Upon receiving the information referred to in the (*b*), the GDCA shall take adequate measures to address the safety problem ;
- d)* Measures taken under (*c*) shall immediately be notified to all persons or organizations which need to comply with them under Air Operations Regulation and its Implementing Rules. The GDCA of RA as a Competent Authority may also notify those measures to the EASA.

SECTION II. Management

ARO. GEN. 200. Management System

a) The GDCA of RA shall establish and maintain a management system, including as a minimum :

- 1) documented policies and procedures to describe its organization, means and methods to achieve compliance with Air Operation Regulation and its Implementing Rules. The procedures shall be kept up to date and serve as the basic working documents within GDCA that competent authority for all related tasks ;
- 2) a sufficient number of personnel to perform its tasks and discharge its responsibilities. Such personnel shall be qualified to perform their allocated tasks and have the necessary knowledge, experience, initial and recurrent training to ensure continuing competence. A system shall be in place to plan the availability of personnel, in order to ensure the proper completion of all tasks ;
- 3) adequate facilities and office accommodation to perform the allocated tasks ;
- 4) a function to monitor compliance of the management system with the relevant requirements and adequacy of the procedures including the establishment of an internal audit process and a safety risk management process. Compliance monitoring shall include a feedback system of audit findings to the senior management of the GDCA to ensure implementation of corrective actions as necessary ;
- 5) a person or group of persons, ultimately responsible to the senior management of the GDCA for the compliance monitoring function.

b) The GDCA of RA shall, for each field of activity, including management system, appoint one or more persons with the overall responsibility for the management of the relevant task(s) ;

c) The GDCA shall establish procedures for participation in a mutual exchange of all necessary information and assistance with other competent authorities concerned including on all findings raised and follow - up actions taken as a result of oversight of persons and organizations exercising activities, but certified or authorized by or making declarations to the GDCA.

ARO. GEN. 205. Allocation of Tasks to Qualified Entities

a) Tasks related to the initial certification specialized operation authorization or continuing oversight of persons or organizations subject to Air Operations Regulation and its Implementing Rules shall be allocated by GDCA only to qualified entities. When allocating tasks, the GDCA shall ensure that it has :

- 1) put a system in place to initially and continuously assess that the qualified entity complies with Annex V (Part - SPA) to Air Operations Regulation. This system and the results of the assessments shall be documented ;
- 2) established a documented agreement with the qualified entity, approved by both parties at the appropriate management level, which clearly defines :
 - (i) the tasks to be performed ;
 - (ii) the declarations, reports and records to be provided ;
 - (iii) the technical conditions to be met in performing such tasks ;

(iv) the related liability coverage ; *and*

(v) the protection given to information acquired in carrying out such tasks.

b) The GDCA of RA shall ensure that the internal audit process and safety risk management process required by *ARO. GEN. 200 (a)(4)* covers all certification authorization or continuing oversight tasks performed on its behalf.

ARO. GEN. 210. Changes in the Management System

a) The GDCA of RA shall have a system in place to identify changes that affect its capability to perform its tasks and discharge its responsibilities as defined in Air Operations Regulation and its Implementing Rules. This system shall enable it to take action as appropriate to ensure that its management system remains adequate and effective.

b) The GDCA of RA shall update its management system to reflect any change to Air Operations Regulation and its Implementing Rules in a timely manner , so as to ensure effective implementation.

ARO. GEN. 220. Record - Keeping

a) The GDCA of RA shall establish a system of record - keeping providing for adequate storage, accessibility and reliable traceability of :

- 1) the management system's documented policies and procedures ;
- 2) training, qualification and authorization of its personnel ;
- 3) the allocation of tasks, covering the elements required by *ARO. GEN. 205* as well as the details of tasks allocated ;
- 4) certification processes and continuing oversight of certified organizations ;
- 4 a) the process of authorization of a high risk commercial specialized operation and continuing oversight of an authorization holder ;
- 5) declaration processes and continuing oversight of declared organizations ;
- 6) details of training courses provided by certified organizations, and if applicable, records relating to FSTD's used for such training ;
- 7) oversight of persons and organizations exercising activities within the territory of the State, but overseen, certified or authorized by the competent authority of another State or the EASA Member State, as agreed between these authorities ;
- 8) oversight of operations of other - than - complex motor - powered aircraft by non -commercial operators ;
- 9) the evaluation and notification to the EASA of alternative means of compliance proposed by organizations subject to certification or authorization and the assessment of alternative means of compliance used by the GDCA itself ;
- 10) findings, corrective actions and date of action closure ;
- 11) enforcement measures taken ;
- 12) safety information and follow-up measures ; *and*
- 13) the use of flexibility provisions in accordance with Article 14 of Air Operations CR - EC N° 216 / 2008.

b) The GDCA of RA shall maintain a list of all organization certificates and specialized operations authorizations it issued as well as declarations it received.

c) All records shall be kept for the minimum period specified in this Regulation. In the absence of such indication, records shall be kept for a minimum period of **5** (*five*) years subject to applicable data protection law.

INTENTIONALLY LEFT BLANK

SECTION III. Oversight, Certification and Enforcement

ARO. GEN. 300. Oversight

a) The GDCA shall verify :

- 1) compliance with the requirements applicable to organizations or type of operations prior to the issue of a certificate, approval or authorization, as applicable ;
- 2) continued compliance with the applicable requirements of organizations it has certified, specialized operations it has authorized and organizations from whom it received a declaration ;
- 3) continued compliance with the applicable requirements of non - commercial operators of Other - than - Complex Motor - powered Aircraft ; *and*
- 4) implementation of appropriate safety measures mandated by the GDCA as defined in *ARO. GEN. 135 (c) and (d)*.

b) This verification shall :

- 1) be supported by documentation specifically intended to provide personnel responsible for safety oversight with guidance to perform their functions ;
- 2) provide the persons and organizations concerned with the results of safety oversight activity ;
- 3) be based on audits and inspections, including ramp and unannounced inspections ; *and*
- 4) provide the GDCA with the evidence needed in case further action is required, including the measures foreseen by *ARO. GEN. 350* and *ARO. GEN. 355*.

c) The scope of oversight defined in *(a)* and *(b)* shall take into account the results of past oversight activities and the safety priorities ;

d) Without prejudice to the competences of the State and to their obligations as set out in *ARO. RAMP*, the scope of the oversight of activities performed in the territory of a State by persons or organizations established or residing in another State shall be determined on the basis of the safety priorities, as well as of past oversight activities ;

e) The GDCA shall collect and process any information deemed useful for oversight, including for ramp and unannounced inspections.

ARO. GEN. 305. Oversight Program

a) The GDCA of RA shall establish and maintain an oversight program covering the oversight activities required by *ARO. GEN. 300* and by *ARO. RAMP*.

b) For organizations certified by the GDCA, the oversight program shall be developed taking into account the specific nature of the organization, the complexity of its activities, the results of past certification and / or oversight activities required by *ARO. GEN* and *ARO. RAMP* and shall be based on the assessment of associated risks.

It shall include within each oversight planning cycle :

- 1) audits and inspections, including ramp and unannounced inspections as appropriate ; *and*
- 2) meetings convened between the Accountable Manager and the GDCA to ensure both remain informed of significant issues.

c) For organizations certified by the GDCA an oversight planning cycle *not exceeding 24 months* shall be applied. The oversight planning cycle may be reduced if there is evidence that the safety performance of the organization has decreased.

The oversight planning cycle may be extended *to a maximum of 36 months* if the GDCA of RA has established that, during the previous 24 months :

- 1) the organization has demonstrated an effective identification of aviation safety hazards and management of associated risks ;
- 2) the organization has continuously demonstrated under *ORO. GEN. 130* that it has full control over all changes ;
- 3) no Level 1 findings have been issued ; *and*
- 4) all corrective actions have been implemented within the time period accepted or extended by the GDCA as defined in *ARO. GEN. 350 (d)(2)*.

The oversight planning cycle may be further extended to a maximum of 48 months if, in addition to the above, the organization has established, and the GDCA has approved, an effective continuous reporting system to the GDCA on the safety performance and regulatory compliance of the organization itself ;

d) For organizations declaring their activity to the GDCA, the oversight program shall be based on the specific nature of the organization, the complexity of its activities and the data of past oversight activities and the assessment of risks associated with the type of activity carried out. It shall include audits and inspections, including ramp and unannounced inspections, as appropriate ;

d1) For organizations holding a specialized operations authorization, the oversight program shall be established in accordance with (d) and shall also take into account the past and current authorization process and the validity period of the authorization ;

e) For persons holding a licence, certificate, rating, or attestation issued by the GDCA the oversight program shall include inspections, including unannounced inspections, as appropriate.

f) The oversight program shall include records of the dates when audits, inspections and meetings are due and when such audits, inspections and meetings have been carried out.

ARO. GEN. 310. Initial Certification Procedure — Organization's

a) Upon receiving an application for the initial issue of a certificate for an organization, the GDCA shall verify the organization's compliance with the applicable requirements. This verification may take into account the statement referred to in *ORO. AOC. 100 (b)* ;

b) When satisfied that the organization is in compliance with the applicable requirements, the GDCA shall issue the certificate(s), as established in Appendices I and II. The certificate(s) shall be issued for an duration at 2 years (*or unlimited duration*). The privileges and scope of the activities that the organization is approved to conduct shall be specified in the terms of approval attached to the certificate(s) ;

c) To enable an organization to implement changes without prior GDCA of RA approval in accordance with *ORO. GEN. 130*, the GDCA shall approve the procedure submitted by the organization defining the scope of such changes and describing how such changes will be managed and notified.

ARO. GEN. 330. Changes — Organization's

- a*) Upon receiving an application for a change that requires prior approval, the GDCA shall verify the organization's compliance with the applicable requirements before issuing the approval. The GDCA shall prescribe the conditions under which the organization may operate during the change, unless the GDCA determines that the organization's certificate needs to be suspended. When satisfied that the organization is in compliance with the applicable requirements, the GDCA shall approve the change ;
- b*) Without prejudice to any additional enforcement measures, when the organization implements changes requiring prior approval without having received GDCA approval as defined in (*a*), the GDCA shall suspend, limit or revoke the organization's certificate ;
- c*) For changes not requiring prior approval, the GDCA shall assess the information provided in the notification sent by the organization in accordance with *ORO. GEN. 130* to verify compliance with the applicable requirements. In case of any non-compliance, the GDCA shall :
- 1) notify the organization about the non-compliance and request further changes ;
 - 2) in case of Level 1 or 2 Findings, act in accordance with *ARO. GEN. 350*.

ARO. GEN. 345. Declaration - Organization's

- a*) Upon receiving a declaration from an organization carrying out or intending to carry out activities for which a declaration is required, the GDCA shall verify that the declaration contains all the information required by Part - ORO and shall acknowledge receipt of the declaration to the organization ;
- b*) If the declaration does not contain the required information, or contains information that indicates non - compliance with applicable requirements, the GDCA shall notify the organization about the non - compliance and request further information. If deemed necessary the GDCA shall carry out an inspection of the organization.
If the non - compliance is confirmed, the GDCA shall take action as defined in *ARO. GEN. 350*.

ARO.GEN.350. Findings and Corrective Actions - Organization's

- a*) The GDCA for oversight in accordance with *ARO. GEN. 300 (a)* shall have a system to analyze findings for their safety significance ;
- b*) A *Level 1 Finding* shall be issued by the GDCA when any significant non -compliance is detected with the applicable requirements of CR - EC N° 216 / 2008 and its Implementing Rules, with the organization's procedures and manuals or with the terms of an approval, certificate, specialized operation authorization or with the content of a declaration which lowers safety or seriously hazards flight safety.

The *Level 1 Findings* shall include :

- 1) failure to give the GDCA access to the organization's facilities as defined in *ORO. GEN. 140* during normal operating hours and after two written requests ;
- 2) obtaining or maintaining the validity of the organization certificate or specialized operations authorization by falsification of submitted documentary evidence ;

- 3) evidence of malpractice or fraudulent use of the organization certificate or specialized operations authorization ; *and*
 - 4) the lack of an Accountable Manager.
- c)* A *Level 2 Finding* shall be issued by the GDCA when any non - compliance is detected with the applicable requirements of CR - EC N° 216 / 2008 and its Implementing Rules, with the organization's procedures and manuals or with the terms of an approval, certificate, specialized operation authorization or with the content of a declaration which could lower safety or hazard flight safety ;
- d)* When a finding is detected during oversight or by any other means, the GDCA shall, without prejudice to any additional action required by Air Operations Regulation and its Implementing Rules, communicate the finding to the organization in writing and request corrective action to address the non-compliance(s) identified. Where relevant, the GDCA shall inform the State in which the aircraft is registered ;
- 1) in the case of *Level 1 Findings* the GDCA shall take immediate and appropriate action to prohibit or limit activities, and if appropriate, it shall take action to revoke the certificate specialized operations authorization or specific approval or to limit or suspend it in whole or in part, depending upon the extent of the Level 1 finding, until successful corrective action has been taken by the organization ;
 - 2) in the case of *Level 2 Findings*, the GDCA shall :
 - (i) grant the organization a corrective action implementation period appropriate to the nature of the finding that in any case initially shall not be more than **3 (three) months**. At the end of this period, and subject to the nature of the finding, the GDCA may extend the **3 (three -month)** period subject to a satisfactory corrective action plan agreed by the GDCA ; *and*
 - (ii) assess the corrective action and implementation plan proposed by the organization and, if the assessment concludes that they are sufficient to address the non-compliance(s), accept these.
 - 3) where an organization fails to submit an acceptable corrective action plan, or to perform the corrective action within the time period accepted or extended by the GDCA, the finding shall be raised to a *Level 1 Finding* and action taken as laid down in *(d)(1)* ;
 - 4) the GDCA shall record all findings it has raised or that have been communicated to it and, where applicable, the enforcement measures it has applied, as well as all corrective actions and date of action closure for findings.
- e)* Without prejudice to any additional enforcement measures, when the authority of a Member State acting under the provisions of *ARO. GEN. 300* ;
- f)* Identifies any non - compliance with the applicable requirements of CR - EC N° 216 / 2008 and its Implementing Rules by an organization certified by or authorized by or declaring its activity to the competent authority of another State or the EASA, it shall inform that competent authority and provide an indication of the level of finding.

ARO. GEN. 355. Findings and Enforcement Measures - Persons

a) If, during oversight or by any other means, evidence is found by the GDCA responsible for oversight in accordance with *ARO. GEN. 300 (a)* that shows a non-compliance with the applicable requirements by a person holding a licence, certificate, rating or attestation issued in accordance with CR - EC N° 216 / 2008 and its Implementing Rules, the GDCA shall act in accordance with *ARA. GEN. 355(a) to (d)* of Annex VI (Part - ARA) to ARM - AIR CREW ;

b) If, during oversight or by any other means, evidence is found showing a non - compliance with the applicable requirements by a person subject to the requirements laid down in Air Operations Regulation and its Implementing Rules and not holding a licence, certificate, rating or attestation issued in accordance with that Regulation and its Implementing Rules, the GDCA that identified the non - compliance shall take any enforcement measures necessary to prevent the continuation of that non - compliance.

ARO. GEN. 360. Findings and Enforcement Measures — all Operator's

If, during oversight or by any other means, evidence is found showing a non-compliance with the applicable requirements by an Operator subject to the requirements laid down in CR - EC N° 216 / 2008 and its Implementing Rules, the GDCA that identified the non - compliance shall take any enforcement measures necessary to prevent the continuation of that non - compliance.

INTENTIONALLY LEFT BLANK

SUBPART OPS. AIR OPERATION'S**SECTION I. Certification of Commercial Air Transport Operators****ARO. OPS. 100. Issue of the Air Operator Certificate**

a) The GDCA of RA shall issue the Air Operator Certificate (AOC) when satisfied that the operator has demonstrated compliance with the elements required in Annex III, Part - ORO, *ORO. AOC. 100* ;

b) The certificate shall include the associated operations specifications ;

c) The GDCA may determine specific operational limitations.

Such limitations shall be documented in the Operations Specifications.

ARO. OPS. 105. Code - Share Arrangements

In considering the safety of a code - share agreement involving a third - country operator, the GDCA of RA shall :

- 1) satisfy itself, following the verification by the operator as set out in *ORO. AOC. 115*, that the third - country operator complies with the applicable ICAO standards ;
- 2) liaise with the competent authority of the State of the third-country operator as necessary.

ARO. OPS. 110. Lease Agreements

a) The GDCA shall approve a lease agreement when satisfied that the Operator certified in accordance with Annex III Part - ORO complies with :

- 1) *ORO. AOC. 110 (d)*, for Dry Leased - In third country aircraft ;
- 2) *ORO. AOC. 110 (c)*, for Wet Lease - In of an aircraft from a third country operator ;
- 3) *ORO. AOC. 110 (e)*, for Dry Lease - Out of an aircraft to any operator ;
- 4) relevant requirements of continuing Airworthiness and Air Operations, for Dry Lease - In of an aircraft registered in the RA and Wet Lease - In of an aircraft from an EU operator.

b) The approval of a Wet Lease - In agreement shall be suspended or revoked whenever :

- 1) the AOC of the lessor or lessee is suspended or revoked ;
- 2) the lessor is subject to an operating ban pursuant to CR - EC N^o 2111 / 2005 of the European Parliament and of the Council.

c) The approval of a Dry Lease - In agreement shall be suspended or revoked whenever :

- 1) the certificate of airworthiness of the aircraft is suspended or revoked ;
- 2) the aircraft is included in the list of operators subject to operational restrictions or it is registered in a State of which all operators under its oversight are subject to an operating ban pursuant CR - EU N^o 2111 / 2005.

d) When asked for the prior approval of a Dry - lease Out agreement in accordance with *ORO.AOC.110(e)*, the GDCA of RA shall ensure :

- 1) proper coordination with the Competent Authority responsible for the continuing oversight of the aircraft, in accordance with CR - EC N° 2042 / 2003 (*if it is not the same authority*), or for the operation of the aircraft, if it is not the same Authority ;
- 2) that the aircraft is timely removed from the operator's AOC.

e) When asked for the prior approval of a Dry - lease In agreement in accordance with *ORO.AOC.110(d)*, the GDCA of RA shall ensure proper coordination with the State of Registry of the aircraft as necessary to exercise the oversight responsibilities of the aircraft.

SECTION I a. Authorization of High Risk Commercial Specialized Operations**ARO. OPS. 150. Authorization of High Risk Commercial Specialized Operations**

- a)* Upon receiving an application for the issue of a high risk commercial specialized operations authorization, the GDCA of the Operator shall review the operator's risk assessment documentation and Standard Operating Procedures (*SOP*), related to one or more planned operations and developed in accordance with the relevant requirements of Annex VIII Part - SPO ;
- b)* When satisfied with the risk assessment and *SOP*, the GDCA shall issue the authorization, as established in Appendix VI. The authorization may be issued for a limited or an unlimited duration. The conditions under which an Operator is authorized to conduct one or more high risk commercial specialized operations shall be specified in the authorization ;
- c)* Upon receiving an application for a change to the authorization, the GDCA shall comply with (*a*) and (*b*). It shall prescribe the conditions under which the Operator may operate during the change, unless the GDCA determines that the authorization needs to be suspended ;
- d)* Upon receiving an application for the renewal of the authorization, the Competent Authority of the Operator shall comply with (*a*) and (*b*). It may take into account the past authorization process and oversight activities ;
- e)* Without prejudice to any additional enforcement measures, when the Operator implements changes without having submitted an amended risk assessment and *SOP*, the GDCA shall suspend, limit or revoke the authorization ;
- f)* Upon receiving an application for the issue of an authorization for a cross-border high risk commercial specialized operation, the Competent Authority of the Operator shall review the operator's risk assessment documentation and Standard Operating Procedures (*SOP*) in coordination with the Competent Authority of the place where the operation is planned to be conducted. When both authorities are satisfied with the risk assessment and *SOP*, the GDCA shall issue the authorization.

ARO. OPS. 155. Lease Agreements

- a)* The GDCA of RA shall approve a lease agreement involving a third country registered aircraft or a third country operator when the SPO operator has demonstrated compliance with ORO. SPO. 100 ;
- b)* The approval of a Dry Lease - In agreement shall be suspended or revoked whenever the certificate of airworthiness of the aircraft is suspended or revoked.

INTENTIONALLY LEFT BLANK

SECTION II. Approvals

ARO. OPS. 200. Specific Approval Procedure

- a)* Upon receiving an application for the issue of a specific approval or changes thereof, the GDCA shall assess the application in accordance with the relevant requirements of Annex V Part - SPA and conduct, where relevant, an appropriate inspection of the Operator ;
- b)* When satisfied that the Operator has demonstrated compliance with the applicable requirements, the GDCA shall issue or amend the approval.

The approval shall be specified in :

- 1) the Operations Specifications, as established in this Appendix II, for Commercial Air Transport Operations ; *or*
- 2) the list of specific approvals, as established in Appendix V, for Non - commercial Operations and Specialized Operations.

ARO. OPS. 205. Minimum Equipment List Approval

- a)* When receiving an application for initial approval of a Minimum Equipment List (*MEL*) or an amendment thereof from an operator, the GDCA shall assess each item affected, to verify compliance with the applicable requirements, before issuing the approval ;
- b)* The GDCA shall approve the Operator's procedure for the extension of the applicable rectification intervals B, C and D, if the conditions specified in *ORO. MLR. 105 (f)* are demonstrated by the Operator and verified by the GDCA ;
- c)* The GDCA shall approve, on a case - by - ase basis, the operation of an aircraft outside the constraints of the MEL but within the constraints of the Master Minimum Equipment List (*MMEL*), if the conditions specified in *ORO. MLR. 105* are demonstrated by the Operator and verified by the GDCA.

ARO. OPS. 210. Determination of Distance or Local Area

The GDCA of RA may determine a distance or local area for the purpose of operations.

ARO. OPS. 215. Approval of Helicopter Operations Over a Hostile Environment Located Outside a Congested Area

- a)* The GDCA shall designate those areas where helicopter operations may be conducted without an assured safe forced landing capability, as described in *CAT. POL. H. 420* ;
- b)* Before issuing the approval referred to in *CAT. POL. H. 420* the GDCA shall have considered the Operator's substantiation precluding the use of the appropriate performance criteria.

ARO. OPS. 220. Approval of Helicopter Operations to or from a Public Interest Site

The approval referred to in *CAT. POL. H. 225* shall include a list of the public interest site(s) specified by the Operator to which the approval applies.

ARO. OPS. 225. Approval of Operations to an Isolated Aerodrome

The approval referred to in *CAT. OP. MPA. 106* shall include a list of the aerodromes specified by the Operator to which the approval applies.

ARO. OPS. 230. Determination of Disruptive Schedules

For the purpose of Flight Time Limitations, the GDCA shall determine, in accordance with the Definitions of “Early Type” *and* “Late Type” of disruptive schedules in point *ORO. FTL. 105* of Annex III Part - ORO, which of those two types of disruptive schedules shall apply to all CAT operators under its oversight.

ARO. OPS. 235. Approval of Individual Flight Time Specification Schemes

a) The GDCA of RA shall approve flight time specification schemes proposed by CAT Operators if the Operator demonstrates compliance with CR - EC N° 216 / 2008 and *Subpart FTL* of Annex III Part - ORO to this Regulation ;

b) Whenever a flight time specification scheme proposed by an Operator deviates from the applicable certification specifications issued by the EASA, the GDCA shall apply the procedure described in Article 22 (2) of CR - EC N° 216 / 2008 ;

c) Whenever a flight time specification scheme proposed by an Operator derogates from applicable implementing rules, the GDCA shall apply the procedure described in Article 14 (6) of CR - EC N° 216 / 2008 ;

d) Approved deviations or derogations shall be subject, after being applied, to an assessment to determine whether such deviations or derogations should be confirmed or amended.

The GDCA of RA shall conduct an independent assessment based on information provided by the Operator. The assessment shall be proportionate, transparent and based on scientific principles and knowledge.

ARO. OPS. 240. Specific Approval of RNP AR APCH

a) When compliance with the requirements in SPA.PBN.105 has been demonstrated by the applicant, the GDCA of RA shall grant a generic specific approval or a procedure - specific approval for RNP AR APCH.

b) In the case of a procedure - specific approval, the GDCA shall :

- 1) list the approved instrument approach procedures at specific aerodromes in the PBN approval ;
- 2) establish coordination with the competent authorities for these aerodromes, if appropriate ;
and
- 3) take into account possible credits stemming from RNP AR APCH specific approvals already issued to the applicant.

ARO. OPS. 300. Introductory Flights

The GDCA of RA may establish additional conditions for introductory flights carried out in accordance with Part - NCO in the territory of the State.

Such conditions shall ensure safe operations and be proportionate.

INTENTIONALLY LEFT BLANK

SUBPART RAMP. RAMP INSPECTIONS of AIRCRAFT of OPERATORS under the REGULATORY OVERSIGHT of another STATE

ARO. RAMP. 005. Scope

This Subpart establishes the requirements to be followed by the GDCA of RA when exercising its tasks and responsibilities regarding the performance of Ramp Inspections of aircraft used by third country operators when landed at aerodromes located in the territory of Republic of Armenia.

ARO. RAMP. 100. General

- a)* Aircraft, as well as their crew, shall be inspected against the applicable requirements ;
- b)* In addition to conducting Ramp Inspections included in its oversight program established in accordance with *ARO. GEN. 305*, the GDCA shall perform a Ramp Inspection of an aircraft suspected of not being compliant with the applicable requirements ;
- c)* Within the development of the oversight program established in accordance with *ARO. GEN. 305*, the GDCA shall establish an Annual Program for the conduct of ramp inspections of aircraft.

This program shall :

- 1) be based on a calculation methodology that takes into account historical information on the number and nature of Operators and their number of landings at its aerodromes, as well as safety risks ; *and*
- 2) enable the GDCA to give priority to the inspections of aircraft on the basis of the list referred to in *ARO. RAMP. 105 (a)*.
- d)* When it so deems necessary, the GDCA, shall conduct Ramp Inspections of aircraft to verify compliance with the applicable requirements for the purpose of :
 - 1) certification tasks assigned to the GDCA by Regulation ;
 - 2) standardization inspections ; *or*
 - 3) inspections of an organization to verify compliance with the applicable requirements in potentially unsafe situations.

ARO. RAMP. 105. Prioritization Criteria

- a)* The GDCA of RA shall provide inspection with a List of Operators or aircraft identified as presenting a potential risk, for the prioritization of Ramp Inspections ;
- b)* This list shall include :
 - 1) Operators of aircraft identified on the basis of the analysis of available data in accordance with *ARO. RAMP. 150 (b)(4)* ;
 - 2) Operators or aircraft communicated to the GDCA and identified on the basis of :

An opinion expressed within the context of the implementation of CR - EC N° 2111 / 2005 that further verification of effective compliance with relevant safety standards through systematic ramp inspections is necessary ;

- 3) aircraft operated into the territory subject to the provisions by operators included in Annex B of the list of operators subject to an operating ban pursuant to Regulation ;
 - 4) aircraft used by a third - country operator that operates into, within or out of the territory subject to the provisions for the first time or whose authorisation issued in accordance with *ART. GEN. 205* is limited or reinstated after suspension or revocation.
- c)* This list shall be produced, in accordance with procedures established by the EASA, after every update of the Community List of Operators subject to an operating ban pursuant to CR - EC N° 2111 / 2005, and in any case at least *once every 4 (four) months*.

ARO. RAMP. 110. Collection of Information

The GDCA shall collect and process any information deemed useful for conducting Ramp Inspections.

ARO. RAMP. 115. Qualification of Ramp Inspectors

- a)* The GDCA with cooperation the EASA shall have qualified inspectors to conduct Ramp Inspections ;
- b)* Ramp inspectors shall :
- 1) possess the necessary aeronautical education or practical knowledge relevant to their area(s) of inspection ;
 - 2) have successfully completed :
 - (i) appropriate specific theoretical and practical training, in one or more of the following areas of inspection :
 - Flight Deck ;
 - Cabin Safety ;
 - Aircraft Condition ;
 - Cargo.
 - (ii) appropriate on - the - job training delivered by a Senior Ramp Inspector appointed by the GDCA of RA ;
 - 3) maintain the validity of their qualification by undergoing recurrent training and by performing a minimum of **12** inspections *in every 12 - month period*.
- c)* The training in *(b)(2)(i)* shall be delivered by the GDCA of RA, or by any training organization approved in accordance with *ARO. RAMP. 120 (a)* ;
- d)* The EASA shall develop and maintain training syllabi and promote the organization of training courses and workshops for inspectors to improve the understanding and uniform implementation of this Subpart ;
- e)* The EASA shall facilitate and coordinate an inspector exchange program aimed at allowing inspectors to obtain practical experience and contributing to the harmonization of procedures.

ARO. RAMP. 120. Approval of Training Organizations

- a)* The GDCA of RA shall approve a Training Organization, having its principal place of business in the territory of Republic of Armenia or the respective EASA Member State, when satisfied that the training organization :
- 1) has nominated a head of training possessing sound managerial capability to ensure that the training provided is in compliance with the applicable requirements ;
 - 2) has available training facilities and instructional equipment suitable for the type of training provided ;
 - 3) provides training in accordance with the syllabi developed by the EASA in accordance with *ARO. RAMP. 115 (d)* ;
 - 4) uses qualified training instructors.
- b)* If so requested by the GDCA, the verification of compliance and continuous compliance with the requirements referred to in (*a*) shall be performed by the GDCA ;
- c)* The training organization shall be approved to provide one or more of the following types of training :
- Initial Theoretical Training ;
 - Initial Practical Training ;
 - Recurrent Training.

ARO. RAMP. 125. Conduct of Ramp Inspections

- a)* Ramp Inspections shall be performed in a standardized manner using the form established in either Appendix III Part - ORO or Appendix IV Part - CAT ;
- b)* When performing a Ramp Inspection, the inspector(s) shall make all possible efforts to avoid an unreasonable delay of the aircraft inspected ;
- c)* On completion of the Ramp Inspection, the Pilot - in - Command or, in his / her absence, another member of the flight crew or a representative of the Operator shall be informed of the Ramp Inspection's results using the form established in Appendix III Part - ORO.

ARO. RAMP. 130. Categorization of Findings

For each inspection item, *3 (three) Categories* of possible non-compliance with the applicable requirements are defined as findings.

Such findings shall be categorised as follows :

- 1) a *Category 3 Finding* is any detected significant non - compliance with the applicable requirements or the terms of a certificate that has a major influence on safety ;
- 2) a *Category 2 Finding* is any detected non - compliance with the applicable requirements or the terms of a certificate that has a significant influence on safety ;
- 3) a *Category 1 Finding* is any detected non - compliance with the applicable requirements or the terms a certificate that has a minor influence on safety.

ARO. RAMP. 135. Follow-up Actions on Findings

a) For a *Category 2 or 3 Finding* the GDCA, or where relevant the cooperate with the EASA, shall :

- 1) communicate the finding in writing to the Operator, including a request for evidence of corrective actions taken ; *and*
- 2) inform the competent authority of the State of the Operator and, where relevant, the State in which the aircraft is registered and where the licence of the flight crew was issued. Where appropriate, the GDCA shall request confirmation of their acceptance of the corrective actions taken by the Operator in accordance with *ARO. GEN. 350* or *ARO. GEN. 355*.

b) In addition to (*a*), in the case of a *Category 3 Finding*, the GDCA of RA shall take immediate steps by :

- 1) imposing a restriction on the aircraft flight operation ;
- 2) requesting immediate corrective actions ;
- 3) grounding the aircraft in accordance with *ARO. RAMP. 140* ; *or*
- 4) send this Ramp Inspection Checklist with *Category 3 Finding* to EASA for imposing an immediate operating ban in accordance with Article 6 of CR - EC N° 2111 / 2005.

c) When the EASA has raised a *Category 3 Finding* , it shall request the competent authority where the aircraft is landed to take the appropriate measures in accordance with (*b*).

ARO. RAMP. 140. Grounding of Aircraft

a) In the case of a *Category 3 Finding* where it appears that the aircraft is intended or is likely to be flown without completion by the Operator or owner of the appropriate corrective action, the GDCA of RA shall :

- 1) notify the Pilot - in - Command / Commander or the Operator that the aircraft is not permitted to commence the flight until further notice ; *and*
- 2) ground that aircraft.

b) The GDCA (*as the competent authority of the State where the aircraft is grounded*) shall immediately inform the competent authority of the State of the Operator and of the State in which the aircraft is registered, if relevant, and the EASA in the case of a grounded aircraft used by a third - country Operator ;

c) The GDCA shall, in coordination with the State of the Operator or the State of Registry, prescribe the necessary conditions under which the aircraft can be allowed to take-off ;

d) If the non - compliance affects the validity of the certificate of airworthiness of the aircraft, the grounding shall only be lifted by the GDCA when the operator shows evidence that :

- 1) compliance with the applicable requirements has been re - established ;
- 2) it has obtained a permit - to - fly in accordance with CR - EC N° 1702 / 2003 (5), for aircraft registered in a EASA Member State ;
- 3) a permit - to - fly or equivalent document of the State of Registry or the State of the Operator for aircraft registered in a third country and operated by an EU or a third country operator ; *and*
- 4) permission from third countries which will be overflown, if applicable.

ARO. RAMP. 145. Reporting

- a*) Information collected in accordance with *ARO. RAMP. 125 (a)* shall be entered into the GDCA of RA Centralized Database (*which is directly connected to EASA Centralized Database*) referred to in *ARO. RAMP. 150 (b) (2)*, *within 21 calendar days after the inspection* ;
- b*) The GDCA shall enter into the Centralized Database any information useful for the application of Air Operations Regulation and its Implementing Rules and for the accomplishment by the EASA of the tasks assigned to it by this Annex II, including the relevant information referred to in *ARO. RAMP. 110* ;
- c*) Whenever the information as referred to in *ARO. RAMP. 110* shows the existence of a potential safety threat, such information shall also be communicated to GDCA and the EASA without delay ;
- d*) Whenever information concerning aircraft deficiencies is given by a person to the GDCA, the information referred to in *ARO. RAMP. 110* and *ARO. RAMP. 125 (a)* shall be de -identified regarding the source of such information.

ARO. RAMP. 150. Agency (EASA) Coordination Tasks

- a*) The EASA shall manage and operate the tools and procedures necessary for the storage and exchange of :
- 1) the information referred to in *ARO. RAMP. 145*, using the forms as established in Appendices III and IV ;
 - 2) the information provided by third countries or international organizations with whom appropriate agreements have been concluded with the GDCA of RA.
- b*) This management shall include the following tasks :
- 1) store data from the EASA Member States relevant to the safety information on aircraft landing at aerodromes located in the territory subject to the provisions of the Treaty ;
 - 2) develop, maintain and continuously update a Centralized Database containing all the information referred to in *(a)(1)* and *(2)* ;
 - 3) provide necessary changes and enhancements to the database application ;
 - 4) analyze the Centralized Database and other relevant information concerning the safety of aircraft and of Air Operators and, on that basis :
 - (i) advise the Commission and the competent authorities on immediate actions or follow-up policy ;
 - (ii) report potential safety problems to the EASA and to the competent authorities ;
 - (iii) propose coordinated actions to the EASA and to the competent authorities, when necessary on safety grounds, and ensure coordination at the technical level of such actions.
 - 5) liaise with EASA, international organizations and third country competent authorities on information exchange.

ARO. RAMP. 155. Annual Report

The GDCA of RA shall prepare and submit to the EASA an Annual Report on the Ramp Inspection system containing at least the following information :

- a)* Status of the progress of the system ;
- b)* Status of the inspections performed in the year ;
- c)* Analysis of the inspection results with indication of the categories of findings ;
- d)* Actions taken during the year ;
- e)* Proposals for further improving the ramp inspection system ; *and*
- f)* Annexes containing lists of inspections sorted out by State of operation, aircraft type, operator and ratios per item.

ARO. RAMP. 160. Information to the Public and Protection of Information

- a)* GDCA shall use the information received by them pursuant to ARO. RAMP. 105 and ARO. RAMP. 145 solely for the purpose of CR - EC N° 216 / 2008 and its Implementing Rules and shall protect it accordingly ;
- b)* The EASA shall publish an aggregated information report annually that shall be available to the public containing the analysis of the information received in accordance with ARO. RAMP. 145. The report shall be simple and easy to understand, and the source of the information shall be de - identified.