

AW/OPS 1.1.002	 <small>רשות התעופה האזרחית Civil Aviation Authority</small>	AW Inspector Handbook
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1. Objective

- 1.1. This section contains direction and guidance for issuance of Operation Specifications to Israel Air Navigation Regulations Operation (IANR.OPS) Chap. 12 and Chap. 13 Commercial Air Transport Operators.
- 1.2. Direction and guidance is also included for amending, canceling, suspending, or revoking the Operations Specifications for these operators. In this section, the term *Operations Specifications* will be referred to as *OpSpecs*.

2. General

- 2.1. This is a common directive for Airworthiness and Operations.
 - 2.1.1. Close coordination between AW and OPS inspectors executing this directive is required.
 - 2.1.2. The nominated PM will be the lead inspector in executing this directive.
 - 2.1.3. Any amendments to this directive must be made to both AW Inspector Handbook and OPS Inspector Handbook.
- 2.2. CONCEPTUAL NEED FOR OPSPECS.
 - 2.2.1. Within the commercial air transport industry there is a need to establish and administer safety standards to accommodate many variables. These variables include:
 - A wide range of aircraft.
 - Varied operator capabilities.
 - Various situations requiring different types of air transportation.
 - Continual, rapid changes in aviation technology.
 - 2.2.2. It is impractical to address these variables through the promulgation of safety regulations for each and every type of commercial air transport situation and the varying degrees of operator capabilities.
 - 2.2.3. It is impractical to address the rapidly changing aviation technology and environment through the regulatory process. Safety regulations would be extremely complex and unwieldy if all possible variations and situations were addressed by regulation. The safety standards established

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by regulation should have a broad application that allows varying acceptable methods of compliance.

2.2.4. OpSpecs provide an effective method for establishing safety standards that address a wide range of variables. In addition, OpSpecs can be adapted to a specific operator's class and size of aircraft and type and kind of operation.

2.2.5. OpSpecs may be tailored to suit an individual operator's needs. Only those authorisations, limitations, standards, and procedures applicable to an operator need to be included.

2.3. LEGAL BASIS FOR OPSPECS.

2.3.1. The Israel Aviation Law and Israel Air Navigation Regulations Operation (IANR.OPS) , through the Director General of Civil Aviation (DG), empowers the CAAI to issue air operator certificates to qualified applicants.

2.3.2. Chapter 13 of IANR.OPS authorises the DG to establish minimum safety standards for the operation of the air operator to which any such certificate is issued. Included in CAAI certificates issued to air transport operators conducting operations under IANR.OPS 366 and 370 , stating that such certificates will consist of two documents.

2.3.3. IANR.OPS also states that policy and procedure manuals developed by AOC holders must not be contrary to any IANR.OPS regulation and the AOC holder's Operations Specifications.

2.3.4. IANR.OPS 237 or 380 stipulates that the CAAI may amend any AOC (the OpSpecs are a part of the AOC) if the CAAI determines that safety in commercial air transport and the public interest require the amendment. The CAAI therefore, may add other items to the contents of the OpSpecs whenever necessary to cover particular situations.

3. Reference Material, Forms & Job-Aids

3.1. Reference Material

3.1.1. The referenced documents are a one-page certificate for public display signed by the DG, and a multi-page AOC Operations Specifications (OpSpecs) containing the terms and conditions applicable to the AOC holder's certificate. The certificate holder's operations must be conducted in accordance with the terms, conditions and limitations contained in the OpSpecs.

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3.2. Forms

3.2.1. F 1.1.002A – Sample OpSpecs

4. Process

4.1. STANDARD OPSPECS.

4.1.1. Standard OpSpecs are developed by the CAAI.

4.1.1.1 The process ensures that before the standard OpSpecs are finalised, appropriate co-ordination is accomplished with affected commercial air transport industry groups.

4.1.1.2 Standard OpSpecs specify limitations, conditions, and other provisions which operators must comply with, therefore co-ordination with industry is essential to ensure a mutual and clear understanding of the effect they will have on industry.

4.1.1.3 After appropriate co-ordination has been completed, drafts of the new standard paragraphs, or amendments to existing paragraphs are finalised and incorporated into the OpSpecs program.

4.1.2. Equal Standards

4.1.3. Through the use of standard OpSpecs, the CAAI and industry are assured that commercial air transport operators conducting comparable operations with comparable equipment are held to the same standards. Occasionally, a situation may occur in which it becomes necessary to issue an operator an OpSpecs that is non-standard because of a unique situation not provided for in the standard OpSpecs.

4.1.4. Non-standard OpSpecs may not be less restrictive than, nor contrary to, the provisions in the standard OpSpecs. In those cases when a non-standard paragraph is more restrictive than the standard paragraph, justifiable reasons must exist, since the operator could be placed at a competitive disadvantage.

4.2. AVAILABILITY OF OPSPECS TO CREW MEMBERS AND OTHER EMPLOYEE PERSONNEL.

4.2.1. IANR.OPS requires OpSpecs information to be included in an AOC holder's operations manual. Many operators meet this requirement by including a copy of the applicable parts of the OpSpecs in the appropriate sections of their manuals.

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4.2.2. The language used in OpSpecs is not designed to apply to particular situations, but is written to specify absolute minimum conditions or provisions for a broad range of issues and situations. The application of a particular OpSpecs authorisation, limitation, and/or provision may not be readily apparent to a particular situation. As a result, OpSpecs that are legal documents are not easy to use or interpret during any particular operational situation.

4.2.3. Operators should extract information from the OpSpecs and include it in their manuals for ready use by their crewmembers and other employee personnel. The OpSpecs information in an operator's manual should pertain only to that operator's type of operation and be written in a manner that is directly applicable to the operator's crewmembers and/or other employee personnel.

4.3. DEVELOPMENT OF OPSPECS

4.3.1. Separate Parts

4.3.1.1 For purposes of standardisation and administrative convenience, Operations Specifications are presented in separate pages, one for each aircraft make, model and series.

4.3.2. Contents

4.3.2.1 The exact content of the various pages of the operations specifications will vary depending upon the nature and scope of the operation. However, in general terms, the parts should cover the following:

1. General Provisions. Specify the make, model and series of aircraft authorised for use. Specify type of operations (passenger, cargo, medical services etc.). Specify the operator's name and any DBA (Doing Business As) names it may be operating under.
2. Area of Operation. Specify the area of operations that may be used by the operator. List the geographical area(s) of authorized operation (by geographical coordinates or specific routes, flight information region or national or regional boundaries).
3. Authorisations and Limitations. Specify instrument approach procedures, aerodrome (or heliport) operating minima authorised including take-off minima and any special operating limitations in respect of minima. Specify specific approvals such as Dangerous Goods, RVSM, ETOPS, PBN etc.

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4. Maintenance. Specify the approved continuing airworthiness program and use of MEL and CDL. Specify the regulation that requires the work, i.e. within the AOC regulation or a specific approval (e.g. EC2042/2003, Part M, Subpart G).
5. Other Authorisations and Limitations. Specify any other limitations or authorisations as applicable.

4.4. AMENDMENTS OF OPSPECS

4.4.1. IANR.OPS 237 or 380 – Amendment of an OpSpecs

4.4.1.1 IANR.OPS 237 or 380 specifies that an operator's AOC (of which OpSpecs are a part) can be amended as a result of the operator's request or because the Israel Civil Aviation Authority (CAAI) determines that safety in commercial air transport and the public interest require the amendment.

4.4.1.2 Initiation of an Amendment Request

4.4.1.2.1. An amendment may be initiated either at the operator's request or by CAAI initiation. The procedures for these two methods of initiating an amendment are as follows:

4.4.1.2.2. Amendment of OpSpecs at the operator's request. An operator may, in accordance with IANR.OPS380 initiate an application to amend its OpSpecs by submitting an application for an amendment.

4.4.1.2.3. The operator may submit a letter requesting an OpSpecs amendment. The operator's letter of request should be written as an application for an OpSpecs amendment. It should state the proposed changes and contain an explanation for the proposal; it should also contain all supporting information.

4.4.1.2.4. In accordance with IANR.OPS 237 or 380 amendments shall be made at least 15 days before the proposed effective date of the amendment.

- Incomplete Application. If the application is incomplete (usually as a result of insufficient supporting information), the CAAI should inform the applicant that the application is not acceptable in its present form but will be considered upon the receipt of additional, specified supporting documents and/or information.
- Unacceptable Application. The CAAI may determine that the application is not acceptable because: the operator's request does not provide for an adequate level of safety in

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commercial air transportation, it would not be in the best interest of the public, or it is in conflict with CAAI policy or the IANR.OPS. In such a case, the applicant should be informed, in writing, that the application is unacceptable and the inspector should include a statement explaining why it is not acceptable. The operator will have certain rights of appeal.

4.4.1.3 CAAI initiated amendment of Operations

Specifications. The CAAI initiates amendments to an AOC holder's OpSpecs by notifying the certificate holder in writing of the proposed amendment. The CAAI may amend an AOC holder's OpSpecs as a result of a change in the AOC holder's operating environment, or when the CAAI has specific safety concerns. In such cases the following procedures apply:

- Change in the operator's operating environment. In some cases, the CAAI may decide to amend an operator's OpSpecs due to a change in the operator's operational environment. For example, the CAAI may create a new OpSpecs authorisation to ensure uniform compliance with a certain aspect of the IANR.OPS. In such cases, the assigned inspector may initiate and amend an operator's OpSpec due to the change, without the operator having to complete the application section of the OpSpecs form. Once the operator has demonstrated compliance with all appropriate IANR.OPS, including operational and airworthiness requirements, the amended OpSpecs may be issued.
- IANR.OPS 237 or 380 provides the authority for the CAAI to unilaterally amend the Operations Specifications portion of an operator's AOC when the CAAI has determined that safety in commercial air transport and the public interest necessitates such an amendment. When amending an operator's Operations Specifications under these regulations, the CAAI notifies the operator in writing and then allows a minimum of 7 days for comments regarding the proposal. The seven-day period provides the operator with an opportunity to submit written information, views, and arguments on the proposal. After reviewing the comments, the CAAI either rescinds or adopts the amendment. If the CAAI decides to amend the OpSpecs, the amended OpSpecs should have an effective date of not less than 10 days after receipt by the operator. The operator has certain appeal rights, which are specified under IANR.OPS238 and 380. Examples of the types of CAAI initiated amendments due to safety concerns are as follows:

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4.4.1.3.1. The CAAI will propose to amend an operator's OpSpecs when it is determined that the operator's operating environment, or its operational capability is no longer consistent with the operating authorisations, conditions, and limitations contained in the OpSpecs issued. Examples of such cases are when the operator:

- Terminates operations with a specific make/model/series of aircraft that is authorised in its Operations Specifications
- Has a series of accidents or incidents involving a particular type of operation (such as low visibility takeoffs and/or landings at a time when the Operations Specifications authorise lower than standard weather minima)
- Terminates a particular type of operation or area of operation (such as when the operator no longer conducts scheduled or minimum navigation performance specifications (MNPS) operations)

4.4.1.4 Emergency Amendment of Operations Specifications.

4.4.1.4.1. IANR.OPS.238 and 380 provide that the CAAI may amend an operator's AOC (of which OpSpecs are a part) without a stay, and that the amendment will become effective immediately upon receipt by the operator. This case applies only when an emergency exists that requires immediate action with respect to safety in commercial air transport and when the other procedures to amend Operations Specifications found in IANR.OPS238 and 380 are impractical or contrary to public interest. One example of when an emergency amendment to an operator's OpSpecs would be justified would be when the operator is knowingly operating a make / model / series of aircraft that is authorised in its OpSpecs but is doing so either with unqualified crew members or with the aircraft not in an airworthy condition. Another example would be when the operator is continuing to operate flights into an airport or area that has been shown to be unsafe due to inadequate or unavailable facilities either because of a natural disaster or civil strife.

4.5. SURRENDERING OF OPSPECS.

4.5.1. Upon a change in its operating environment, an operator should exchange the appropriate paragraphs of its OpSpecs for the amended paragraphs reflecting the new operating environment.

4.5.2. Criteria.

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4.5.2.1 The criteria to hold a particular OpSpecs authorisation are no less than that necessary for its original issuance. If an operator was issued an authorisation to conduct operations in MNPS airspace but no longer has aircraft equipped to conduct such an operation, the operator must surrender the MNPS authorisation.

4.5.2.2 If an operator ceases all operations and is no longer equipped or able to conduct any kind of operation, the CAAI shall request that the operator voluntarily surrender the entire OpSpecs document. Depending upon the circumstances, the CAAI may also request the operator to voluntarily surrender the AOC as well.

4.5.2.3 Seasonal operators who are equipped to resume operations are not required to surrender OpSpecs during the inactive season.

4.5.3. Refusal to Surrender.

4.5.3.1 If an operator does not meet the requirement to hold an OpSpecs paragraph, but refuses to surrender the paragraph, the assigned inspector shall amend the OpSpecs in accordance with IANR.OPS 237 and 380.

4.5.3.2 If safety in air commerce is affected, then an emergency amendment under IANR.OPS 237 and 380 is appropriate.

4.5.4. Voluntary Surrender.

4.5.4.1 If an operator voluntarily surrenders a part of its OpSpecs, amended OpSpecs must be issued to reflect the operator's new operating environment.

4.5.4.2 If an operator surrenders its entire OpSpecs document to the CAAI, the operator's status as an AOC shall be terminated in accordance with CAAI policy.

5. Task Outcomes

5.1. The process will result in either an approved OpSpecs, as detailed in F 1.1.002A or,

5.2. SUSPENSION OR REVOCATION OF OPSPECS

5.2.1. Suspension or revocation of an operator's OpSpecs may occur after legal enforcement action.