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EASA Aerodrome Regulations



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Introduction

The European Commission has officially published the aerodrome regulations (Commission Regulation EU No 139/2014) prepared by the European Aviation Safety Agency (EASA). These are now in force in all EASA Member States.

For Aerodromes within the scope of the regulations these new standards will supersede the national implementation of ICAO aerodrome requirements. Until 31 December 2017 concerned Aerodromes have to „convert“ existing certificates into certificates that comply with the new regulations.

Challenge and Paradigm Shift for Aerodrome Operators

- The new EASA aerodrome regulations, though aligned to ICAO, differ in form and content as well as include brand new requirements and responsibilities.
- While within the ICAO certification procedure, the CAA was the main actor and verified compliance to the applicable requirements (e.g. through inspections), the aerodromes are now required to demonstrate by themselves compliance against the applicable requirements based on documented evidences – resulting in significant efforts.
- Aerodrome may use alternative means than the one proposed by EASA to comply with the rule, but will need to demonstrate compliance with the regulations to their competent authority.
- Deviations to the applicable specifications for airport planning can be tolerated, however in a much more structure and formalised manner as under ICAO regulations, often requiring a documented Safety Assessment.

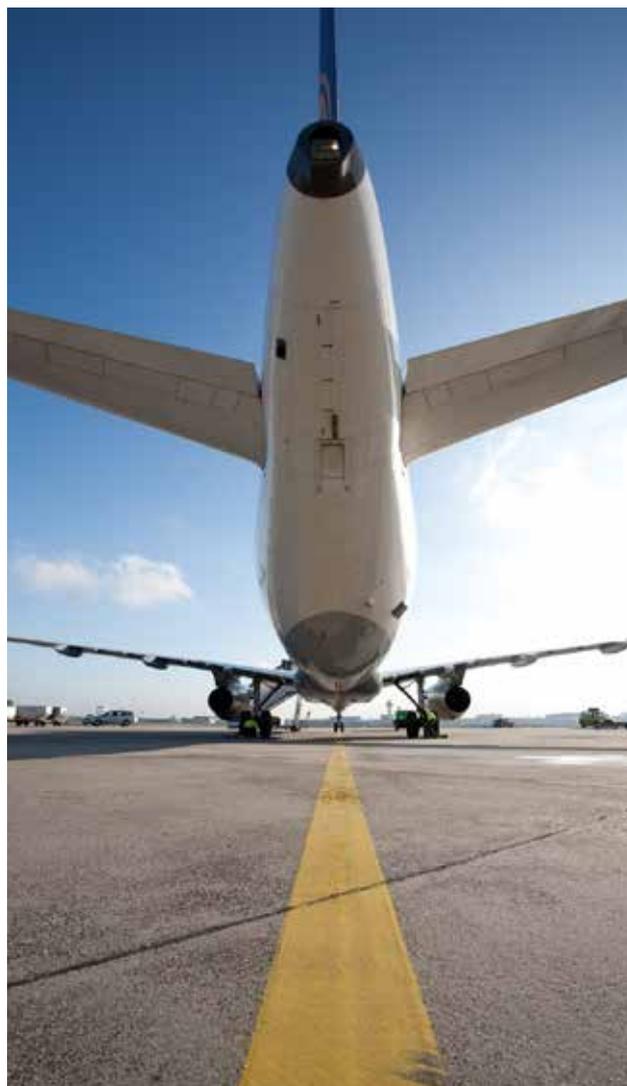
airsight services related to EASA aerodrome regulations for aerodromes

airsight has been actively following the development of the new EASA regulations, and has years of experience in both aerodrome operations and infrastructure. airsight is therefore able to guide aerodromes efficiently through the certification process, as well as to provide specialised support where required (training, inspections, safety assessments, documentation).

Example of new requirements

EASA regulations introduce new requirements for aerodrome operators, such as:

- Personnel requirements, including training
- Management of changes
- Compliance monitoring and record keeping
- Coordination with other organisations (including contracted activities and safety programmes)
- Procedures for fire prevention and use of alcohol etc.
- Emergency Response Planning
- Quality Management System for aeronautical data and information



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Proposed methodology

The following elements represent the possible steps of the certification procedure together with airsight associated support services:



Each airport is unique!

airsight's experience is that each aerodrome is unique. The above methodology should therefore be adapted to match the aerodrome specific environment. Notably, the role and involvement of the NAAs will have a strong impact on the certification procedure and the approach to follow (e.g. publication of national AltMOCs based on previous national regulations, provision of guidance material, availability of compliance evidences).

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Step 1

Consultation with the Competent Authority for the Certification Procedure



The first step of a certification procedure is to consult with the Competent Authority, responsible for the certification process and the issuance of a certification to agree on objectives, general requirements and constraints, as well as an intentional project schedule. The Aerodrome Operator may formalise later its application for a certificate, in accordance with the procedures defined by EASA.

airsight provides its assistance in this crucial project phase, to ensure that the stakeholders share a common vision, and that both their interests are met.

Step 2

Training on EASA aerodrome regulations



EASA aerodrome regulations are complex and may be at first difficult to understand. While ICAO Annex 14 contained in a single document the main Standards and Recommendations for aerodrome design and operations, EASA regulations are divided into several documents and in the form of IR, AMC, CS and GM.

It is crucial that all stakeholders involved in the certification have a good and common understanding of the EASA aerodrome regulations, and a strategy how to proceed with the different steps of the certification procedure.

airsight proposes a comprehensive training programme to EASA regulations, which considerably accelerates the process of understanding these complex regulations.

Step 3

Establishment of the Project Management Organisation



A project organisation structure should be well defined in order to facilitate the coordination and implementation of certification activities. The main project responsible persons shall be identified, as well as their roles and responsibilities. Ideally, a Compliance Manager could be deployed, and be responsible for the certification process as well as maintaining compliance after obtention of the certificate.

Further, a Project Management Plan should be created, which shall serve to manage efficiently the project execution (activities and their related objectives, schedule, resources, risks, etc.).

airsight develops in collaboration with the project stakeholders an efficient project organisation and project management plan with clear objectives and responsibilities, as well as activities schedules and costs – making the later conduction of the project more efficient.

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Step 4 Development Check-Lists, Initial Gap Analysis and Impact Assessment, Certification Concept and methodology to manage compliance



Check-Lists

There are probably over 1 000 specific items (in 500 pages, divided in three documents) that require a demonstration of compliance. Therefore, it is certainly not practicable to distribute EASA regulations among an organisation “as it is”, and to require each concerned department to demonstrate compliance to the rules that may be relevant for their department.

Demonstrating compliance to EASA rules requires first the right instruments, such as structured Check-Lists (e.g. for OR, OPS, and CS) organised around topics, compiling IR, AMC/CS and GM. Check-Lists may serve during the entire project to monitor the areas of responsibilities, the status of compliance, as well as the activities required to ensure compliance.

airsight developed and uses comprehensive check-lists based on the published regulations, which clearly organise the EASA requirements around topics and classifies the requirements depending on their nature and binding characters.

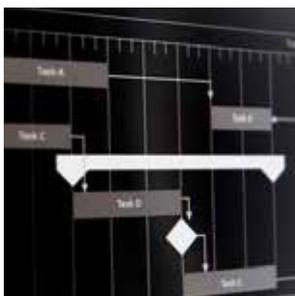


Initial Gap Analysis

Aerodromes previously subject to a certification procedure according to ICAO are already mainly compliant to EASA regulations: most documentation required to demonstrate compliance may already exist at the aerodrome. There is therefore no need to fully rewrite the aerodrome manual or fully revise most existing relevant procedures. However, it is crucial to assess early the possible efforts required and the impact of the certification procedure on the organisation (in terms of additional work-load to fill-in the gaps, contractual requirements etc.).

An initial Gap-Analysis may be performed by a small core-team and mainly based on the material used for the initial ICAO certification, in order to assess “fast and roughly” if the aerodrome operator meets EASA requirements. This Gap-Analysis represents probably half of the job: it serves to monitor existing compliance, to identify the responsible departments and to structure activities required to meet the requirements.

As demonstrated by numerous previous projects, airsight excels in compliance analysis and gap-assessments. airsight can conduct gap-analysis based on the available documentation (e.g. aerodrome manual and related documents) and structured interviews with the responsible persons to assess the gaps, as well as the efforts required to match EASA requirements.



Certification Programme concept and methods to manage compliance

Based on the results of the Gap-Analysis, a Certification Concept can be established together with a common methodology for the management of compliance (check-list, documented evidence, findings, etc.).

The Certification Concept consists of a description of all the means (instruments) required to manage and document the certification procedure within the organisation, i.e. activities, workflows, compliance lists, deviations and findings, documented evidences. Possibly, a special attention could be set to the classification or prioritisation of the findings, as well as AltMOCs and other justification to a deviation to the CS (ELOS, SC, DAAD). The Certification Concept may be proposed to the Competent Authority, notably to agree on possible arrangements (such as the utilisation of previously performed inspection results, national AltMOCs or Special Conditions).

airsight offers its assistance to develop an efficient certification programme in close collaboration with the responsible project stakeholders.

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Step 5 Demonstration of Compliance to the Organisation and Operations Requirements (OR, OPS)



Aerodrome operators shall demonstrate compliance with the applicable requirements (IR, AMC) and provide to the authority the means by which compliance has been demonstrated (e.g. audits and inspections). This will probably induce tremendous efforts for the stakeholders, and has to be well managed within the organisation.

The demonstration of Compliance to the OR and OPS requirements shall be performed ideally by the subject-matter experts (e.g. operations manager, safety manager, human resources and training manager etc.) under the coordination and support of the compliance manager.

Subject-matter experts are usually very busy within their duties, and should therefore be “spoon-fed” by the compliance manager to minimise the efforts required to demonstrate compliance. For instance, a compliance manager may distribute structured checklists and conduct interviews – rather than distribute regulations in their raw format.

airsight is able to assist aerodrome operators to organise and document the collection of the material evidences required within the certification procedure. With its structured approach and already developed compliance lists and tools, airsight considerably reduces the efforts on demonstrating compliance.

Step 6 Management of activities required to ensure Compliance with the Organisation and Operations Requirements (OR, OPS)



Certainly no aerodrome is able to demonstrate immediately compliance with the IRs or EASA’s proposed AMCs. Becoming compliant will therefore consist in managing efficiently multiple activities within the organisation, either to fill in the possible gaps to the AMCs or to propose Alternative Means of Compliance (AltMOC).

This long-lasting process is strongly iterative, as it may involve notably the responsible competent authorities as well as third parties.

airsight offers its assistance in the management of compliance activities (i.e. identification, prioritisation, scheduling, conduction) , as well as in drafting possible AltMOC and liaising with the responsible authorities to ensure their acceptance.

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Step 7

Development of Certification Basis and Demonstration of Compliance



The Certification Basis (CB) shall accompany the application for a new certificate. The CB has to be proposed by aerodrome operators and consists of a set of Certification Specifications (CS) the Competent Authority finds applicable to the design and the type of operations of the aerodrome. Once the CB is established, aerodrome operators shall demonstrate compliance with the applicable CS, and provide to the authority the means by which compliance has been demonstrated. For this purpose, aerodrome operators have to compile all relevant documents (audit checklists and results, CAD plans etc.) and may have to conduct additional inspections if no documented evidence is available.

airsight has extensive knowledge in national and international specifications for the planning and design, and liaising with aviation authorities. Therefore, airsight proposes to efficiently and accurately identify aerodrome specifically applicable requirements (i.e. building the CB) and to assess compliance. If required, airsight is also capable to perform the additional audits and inspections.

Step 8

Management of deviations from the Certification Specifications



Certification Specifications are non-binding by nature, as was generally the national implementation of ICAO Recommendations. The main change is that deviations must be formalised in accordance with the mechanisms allotted by EASA, namely an Equivalent Level of Safety (ELOS), Special Conditions (CS), or Deviations Acceptance and Action Document (DAAD).

As mentioned by EASA itself in their “certification simulation exercise” on a fictive aerodrome, the review of the existing deviations and their classification can be very time consuming. Notably, additional Safety Assessments (qualitative or quantitative) may be required to demonstrate how the intent of the requirements is met.

airsight excels in the management of deviations from applicable standards and proposes its expertise to classify existing deviations in accordance with the scheme proposed by EASA, as well as to conduct possible Safety Assessments if required.

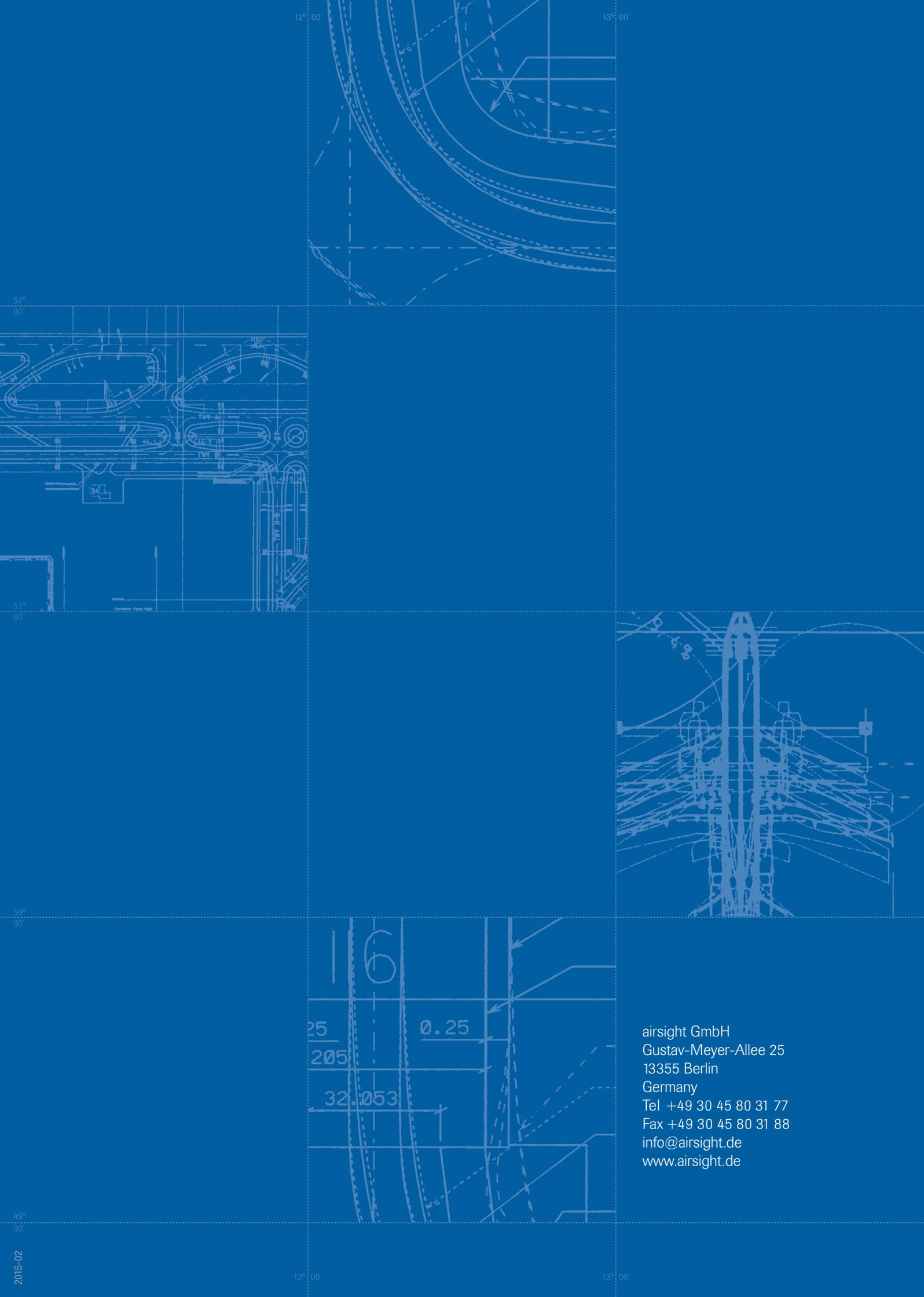
Step 9

Submission of the application to the Competent Authority



The formal application for a certificate shall be made in the specific form and manner as established by the Competent Authority. It shall primarily contain a complete documentation about the aerodrome infrastructure and operations, as well as about its compliance with the applicable requirements.

airsight proposes to assist aerodrome operators in verifying the adequacy of the form and content of their application, as well as to support possible negotiations with the authorities.



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