



Section/division:

Flight Operations

Form Number: CA AOC 02

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AIRCRAFT STANDARD OPERATING PROCEDURE REVIEW CHECKLIST

Note 1:

If item is acceptable mark "A", if item is unacceptable mark "U", if item is not applicable mark "N/A"

Note 2:

Whenever an inspector places a checkmark and his initials in the box labelled "Unacceptable" for a method of compliance to the regulation a reason for the Unacceptable must be given to the operator. This is done by writing a note number in pen and ink in the "Note number" column next to the column that is checked "Unacceptable". (A reason for the Unacceptable must be given to the operator on the last page under "ADDITIONAL REMARKS BY THE INSPECTOR")

AIR SERVICE OPERATOR	
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(Pty)Ltd/CC and T/A if applicable.)

CAR PART NUMBER		AIR SERVICE LICENCE NUMBER(S)	
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Aircraft Type			
Aircraft Specific (Registration)			
Fleet	Y		N
Stand Alone Document	Y		N
Included in Aircraft Operating Manual	Y		N

(SACAA Flight Operations Inspector)

Name of CAA Inspector conducting the review:		
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Note 3: SOPs shall not be contrary to any information or procedure included in the AFM. Required information, if contained in another publication carried on board the aeroplane during flight, need not be repeated in the SOP.

No.	Subject	Manual Paragraph	A / U	Note No.
	Are the Standard Operating Procedures definitions reproduced?			
	A statement that the SOP shall not be contrary to any information or procedure included in the AFM?			
	Is the SOP based on the latest Airplane Flight Manual revision issued by manufacturer?			
NORMAL OPERATING PROCEDURES				
	communications			
	crew co-ordination			
	use of check lists			
	standard briefings			
	standard calls			
	ramp/gate procedures			
	battery/APU engine starts			
	taxi			
	rejected take-off			
	take-off and climb			
	cruise			
	descent			
	approaches IMC, visual, VFR, and circling			
	landing			
	missed approaches and balked landings procedure			
	stall recovery			
	fuelling with passengers on-board			
	use of on-board navigation and alerting aids			
	mass and balance control procedures			
	check lists			
EMERGENCY PROCEDURES				
<i>Reference to applicable manual permitted if procedures do not differ from the Manufacturers Airplane Manual</i>				
	planned and unplanned			
	pilot incapacitation			
	Is the procedure in accordance with the organisations Operations Manual procedure			
	two-challenge rule			
	bomb threat and hijacking			
	Is the procedure in accordance with the organisations Operations Manual procedure/ Emergency Response Plan			
	engine fire/failure/shutdown			
	propeller over speed			
	fire, internal/external			
	smoke removal			
	rapid decompression			

No.	Subject	Manual Paragraph	A / U	Note No.
	flapless approach and landing			
	any inadvertent encounter with moderated to severe in-flight icing			
DIAGRAMS				
<i>Omission permitted if described in another form</i>				
	normal take-off			
	engine out take-off			
	precision approach, all engines operating			
	precision approach, engine out			
	non-precision approach, all engines operating			
	non-precision approach, engine out			
	go-around, all engines operating			
	go-around, engine out			
	VFR circuits			
	partial flaps/slats approach			
	flapless approach			
SIGNATURE OF INSPECTOR		NAME IN BLOCK LETTERS		DATE

