

Working Arrangement between the
European Aviation Safety Agency (EASA)
and
the State Concern of Civil Aviation
"Azerbaijan Hava Yollari"

on collection and exchange of information
on the safety of aircraft using Community
airports and airports of the Republic of
Azerbaijan

The European Aviation Safety Agency (EASA) and the State Concern of Civil Aviation "Azerbaijan Hava Yollari", hereinafter referred to as 'the parties',

Having regard to the Commission Regulation (EC) No 768/2006 of 19 May 2006 implementing Directive 2004/36/EC of the European Parliament and of the Council as regards the collection and exchange of information on the safety of aircraft using Community airports and the management of the information system,

Bearing in mind the need for the continuation of the SAFA programme developed by the European Civil Aviation Conference and the current process of transition from the JAA system to the European Aviation Safety Agency,

Noting that the European Aviation Safety Agency shall liaise with other National Aviation Authorities so as to maintain the Pan-European dimension of the SAFA Programme and may ensure, through the relevant agreements, the involvement of third countries in order to facilitate the improvement of civil aviation safety throughout Europe,

Considering that it is in the interest of the parties to have the largest sampling basis to allow the appropriate authorities to make safety decisions as regard foreign aircraft using airports in their territories,

Have agreed as follows:

1. Purpose

To lay down working procedures for the collection and for the exchange of information on the safety of aircraft using airports located in the territories of the EU Member States and of those States where Commission Regulation (EC) No 768/2006 applies and in the territory of the Republic of Azerbaijan.

2. Nature and form of the exchange of information

2.1. The information/data subject to this Arrangement is the following:

(a) important safety information accessible, in particular, through:

- pilot reports,
- maintenance organisation reports,
- incident reports,
- other organisations,
- complaints;

(b) information on action taken subsequent to a ramp inspection, such as:

- aircraft grounded,

- aircraft or operator banned,
- corrective action required,
- contacts with the operator's competent authority;

(c) follow-up information concerning the operator, such as:

- corrective action implemented,
- recurrence of discrepancy;

(d) information contained in ramp inspection reports.

2.2. This information shall be kept, using the appropriate report form containing the items described, in the form set out in Annex 1 to this Arrangement, or any other form as decided by the European Commission in accordance with its implementing powers of Directive 2004/36/CE.

2.3. Whenever information concerning aircraft deficiencies is given voluntarily, the reports shall be disidentified regarding the source of such information.

3. Implementing actions

3.1. The Civil Aviation Authority of Azerbaijan will:

- provide without delay, by electronic means, the above mentioned data using software compatible with the one used by EASA;
- allow that EASA takes into account the data received from the Civil Aviation Authority of Azerbaijan when establishing EASA's yearly report in accordance with article 5 of Commission Regulation (EC) No 768/2006.

3.2. EASA will:

- provide the Civil Aviation Authority of Azerbaijan with the necessary instructions for software compatibility;
- collect and store the information/data received from the Civil Aviation Authority of Azerbaijan in the centralised database;
- take all necessary means to guarantee the security of the information/data stored in the centralised database;
- provide the Civil Aviation Authority of Azerbaijan with direct access to the centralised database;
- provide the Civil Aviation Authority of Azerbaijan with the result of EASA's analyses related to aircraft registered in the Republic of Azerbaijan or operated under the control of the authority of the Republic of Azerbaijan;
- provide the Civil Aviation Authority of Azerbaijan with the yearly reports established in accordance with article 5 of Commission Regulation No 768/2006;
- provide the Civil Aviation Authority of Azerbaijan with the manual of ramp inspection procedures, including updates thereof, when adopted by the Commission in accordance with article 4 of Commission Regulation No 768/2006;

- provide the Civil Aviation Authority of Azerbaijan with the training programmes it has developed and facilitate the Civil Aviation Authority of Azerbaijan involvement in training courses and workshops for inspectors; and
- involve the Civil Aviation Authority of Azerbaijan as much as possible in inspectors' exchange programmes.
- transfer the data of aircraft to be subject to the 'SAFA alarming and follow-up function' to Eurocontrol.

4. Confidentiality

(a) The Civil Aviation Authority of Azerbaijan shall, in accordance with its national legislation, take the necessary measures to ensure appropriate confidentiality of the information received by it under the present Arrangement. It shall use this information solely for the exercise of its responsibilities related to the improvement of civil aviation safety.

(b) The national legislation referred to in paragraph 4.a, as well as the internal rules and procedures of the Civil Aviation Authority of Azerbaijan implementing such legislation have been notified to EASA ultimately upon signature of this Arrangement. The Civil Aviation Authority of Azerbaijan will promptly inform EASA of any changes in such legislation or rules and procedures.

(c) Where the Civil Aviation Authority of Azerbaijan receives a request for a document in its possession, originating from EASA, unless it is clear that the document may or may not be disclosed, the Civil Aviation Authority of Azerbaijan will consult with EASA in order to take a decision that is consistent with paragraph 4.a of this Arrangement.

(d) EASA shall, in accordance with Community legislation, take the necessary measures to ensure appropriate confidentiality of the information received by it under the present Arrangement. EASA shall use this information for the purpose of the Directive 2004/36/EC and other relevant safety Community legislation.

5. Regulatory co-operation

The parties agree to:

- (a) advise each other, as practicable, of proposed significant changes to the applicable standards and procedures regarding the collection and the exchange of information on the safety of aircraft using airports located in the territories of the EU Member States and associated Members and in the territory of the Republic of Azerbaijan;
- (b) offer each other an opportunity to comment on the intended changes; and
- (c) inform each other of the manner any such comments have been taken into account.

6. Date of application, amendment and termination

- (a) This Arrangement shall apply from the 1st January 2007.
- (b) This Arrangement may be amended in writing by mutual consent of the Parties.
- (c) This Arrangement shall continue to apply until terminated by either EASA or the State Concern of Civil Aviation "Azerbaijan Hava Yollari". Such termination shall be effected by sixty day's written notification.

Signed in Paris on 6 December 2006

**European Aviation Safety Agency
(EASA)**

By



Mr. P. Goudou
Executive Director

**State Concern of Civil Aviation
"Azerbaijan Hava Yollari"**

By



Mr. Arif Mammadov
Deputy Director General

Annex 1

Forms as enclosed in ANNEX I and II to Directive 2004/36/CE]



National Aviation Authority (Name)

(State)

SAFA

Standard Report

¹ No: _____² Source: _____ SR³ Date: _____⁴ Place: _____⁵ (Unused)⁶ Operator: _____⁷ AOC number: _____⁸ State: _____⁹ Route: from _____¹⁰ Flight number: _____¹¹ Route: to _____¹² Flight number: _____¹³ Chartered by Operator*: _____¹⁴ Charterer's State: _____⁸ (where applicable)¹⁵ Aircraft Type: _____¹⁶ Registration mark: _____¹⁷ Construction number: _____¹⁸ Flight crew: State of licensing: _____¹⁹ Remarks:

²⁰ Action taken:

²¹ (Unused)²² National Coordinator's name: _____²³ Signature: _____

ANNEX II

- I. The ramp inspection should cover all or a selection of the following aspects, according to the time available.
 1. Check for presence and validity of the documents necessary for international flights such as: registration certificate, log book, certificate of airworthiness, crew licences, radio licence, list of passengers and freight
 2. Check that flight crew composition and qualifications comply with the requirements of Annex 1 and Annex 6 to the Chicago Convention (ICAO annexes).
 3. Check of operational documentation (flight data, operational flight plan, technical log) and of flight preparation necessary to show that the flight is prepared in accordance with ICAO Annex 6.
 4. Check for presence and status of items required for international navigation in accordance with ICAO Annex 6
 - Air operator certificate
 - Noise and Emission Certificate
 - Operation manual (including Minimum Equipment List) and flight manual
 - Safety equipment
 - Security cabin equipment
 - Equipment necessary for the specific flight including radio communication and radio navigation equipment
 - Flight data recorders.
 5. Check that the condition of the aircraft and its equipment (including damage and repairs) ensures continuous compliance with ICAO Annex 8 standards.
- II. An inspection report must be drawn up after the ramp inspection and must include standard general information described above and a list of items checked, together with an indication of any deficiencies found for each of these items and/or any specific remark that may be necessary.



National Aviation Authority (Name)

(State)

SAFA

Ramp Inspection Report

¹ No: _____

² Source: RI

³ Date: _____

⁴ Place: _____

⁵ Local time: _____

⁶ Operator: _____

⁷ AOC number: _____

⁸ State: _____

⁹ Route: from _____

¹⁰ Flight number: _____

¹¹ Route: to _____

¹² Flight number: _____

¹³ Chartered by Operator* _____

¹⁴ Charterer's State: _____

* (where applicable)

¹⁵ Aircraft Type _____

¹⁶ Registration mark _____

¹⁷ Construction number _____

¹⁸ Flight crew: State of licensing: _____

¹⁹ Remarks:

Code / Std / Remark

²⁰ Action taken:

²¹ Inspectors' names: _____

This report represents an indication of what was found on this occasion and must not be construed as a determination that the aircraft is fit for the intended flight.

²² National Coordinator's name _____

²³ Signature _____

(State)

Item	Checked	Remark
A Flight Deck		
General		
1 General condition	1	1
2 Emergency exit	2	2
3 Equipment	3	3
Documentation		
4 Manuals	4	4
5 Checklists	5	5
6 Radio navigation charts	6	6
7 Minimum equipment list	7	7
8 Certificate of registration	8	8
9 Noise certificate (where applicable)	9	9
10 AOC or equivalent	10	10
11 Radio licence	11	11
12 C of A	12	12
Flight data		
13 Operational flight plan	13	13
14 Load distribution	14	14
Safety Equipment		
15 Hand fire extinguishers	15	15
16 Life jackets / flotation device	16	16
17 Harness	17	17
18 Oxygen equipment	18	18
19 Flash light	19	19
Flight crew		
20 Flight crew	20	20
Journey log book / technical log or equivalent		
21 Journey log book	21	21
22 Maintenance release	22	22
23 Deferred defect rectification	23	23
24 Preflight inspection	24	24

Item	Checked	Remark
B. Safety / Cabin		
1 General internal condition	1 ☐	1 ☐
2 Cabin attendant's seat	2 ☐	2 ☐
3 First aid kit / emergency medical kit	3 ☐	3 ☐
4 Hand fire extinguishers	4 ☐	4 ☐
5 Life jackets / flotation devices	5 ☐	5 ☐
6 Seat belts	6 ☐	6 ☐
7 Emergency exit, lighting and marking, torches	7 ☐	7 ☐
8 Slides / life rafts (as required)	8 ☐	8 ☐
9 Oxygen supply (crew and passengers)	9 ☐	9 ☐
10 Safety instructions	10 ☐	10 ☐
11 Sufficient number of cabin crew members	11 ☐	11 ☐
12 Access to emergency exits	12 ☐	12 ☐
13 Safety of passenger baggage	13 ☐	13 ☐
14 Sufficient seat capacity	14 ☐	14 ☐
C. Aircraft Condition		
1 General external condition	1 ☐	1 ☐
2 Doors and hatches	2 ☐	2 ☐
3 Flight controls	3 ☐	3 ☐
4 Wheels and tyres	4 ☐	4 ☐
5 Undercarriage	5 ☐	5 ☐
6 Wheel well	6 ☐	6 ☐
7 Intake & exhaust nozzle	7 ☐	7 ☐
8 Fan blades	8 ☐	8 ☐
9 Propellers	9 ☐	9 ☐
10 Obvious repairs	10 ☐	10 ☐
11 Obvious unrepaired damage	11 ☐	11 ☐
12 Leakage	12 ☐	12 ☐
D. Cargo		
1 General condition of cargo compartment	1 ☐	1 ☐
2 Dangerous goods	2 ☐	2 ☐
3 Security of cargo on board	3 ☐	3 ☐