



# Template – Safety Assessment Preconditions Checklist

## CZCAA IFR Study

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## **1 Introduction**

This document provides a template checklist for the safety assessment preconditions that identifies the minimum criteria/conditions under which the safety assessment of a specific airport can be initialised. All questions in this checklist shall be answered and all safety assessment preconditions shall be available and satisfied. The Safety Assessment Team Leader is responsible for filling the checklist with relevant data and decides whether the safety assessment criteria/conditions are met and the safety assessment can be performed.

The assumptions and safety requirements of the [R01] Generic Safety Assessment for the Implementation of IFR Operations are considered mandatory preconditions for the initialisation of an airport specific safety assessment. If the preconditions are not met, there has to be a plan for on time implementation at least.

If the preconditions in the checklist are considered not applicable, a detailed justification for this decision shall be provided.

## 2 Safety Assessment Preconditions Checklist

No	Requirement	Yes	No	Comments/Evidence reference
<b>100</b>	<b>General</b>			
101	Is the airport operator AFIS certified?			
102	Is the safety assessment team available and competent?			
103	Is the aerodrome specific CONOPS for IFR operations at uncontrolled aerodrome available?			
104	Is the aerodrome specific CONOPS for IFR operations at uncontrolled aerodrome in line with [R02] Deliverable D2 - CONOPS Implementation of IFR Procedures in the Czech Republic?			
105	Is a description of the RMZ concept available in the aerodrome manual?			
106	Is a description of the concept of IFR flights controlled by AFIS available in the aerodrome manual?			
107	Is a transition concept defined?			
108	Is the Safety Management System implemented?			
109	Is the safety performance monitoring implemented?			
110	Is there a provision that the airspace surrounding the uncontrolled aerodrome is designated as a radio mandatory zone (RMZ) before IFR operation starts?			
111	Is it defined how many aircraft can fly IFR in the RMZ?			
112	Has the radio coverage of communication means (transceivers and ICOM) been checked in RMZ?			
113	Is there a provision that a list of planned IFR arrivals and departures to / from the aerodrome is published?			
114	Is there a provision that an up-to-date list of planned IFR arrivals and departures to / from the aerodrome is published on the aerodrome websites before IFR operations start?			
115	Is it defined which instrument approach procedure will be used at the aerodrome?			
116	Does the aerodrome meet the runway requirements for a defined instrument approach?			
117	Is RWY for IFR departures defined?			
118	Is RWY for IFR arrivals defined?			
119	Are SID defined?			
120	Are STAR defined?			
121	Is it defined that only aircraft of approach categories capable of safely performing landing and take-off procedures track as well as for missed approach are allowed to perform IFR take-off and landing?			

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No	Requirement	Yes	No	Comments/Evidence reference
<b>200</b>	<b>AFIS unit, AFISO and other personnel</b>			
201	Is AFIS provided from a tower at a location which ensures the best possible view of the aerodrome, the surrounding area and, in particular, the manoeuvring area? As an interim measure, AFIS could also be provided from a room in a comparable location, facing the aerodrome and at least the approach ends of the runway, with large, unobstructed windows.			
202	Is the equipment in the AFIS unit the same as the one required for AFIS for an aerodrome control tower at an aerodrome with low traffic density?			
203	Does the AFIS unit manual describe the procedures for IFR operations?			
204	Does the AFIS unit manual describe the emergency procedures?			
205	Does the AFIS unit manual describe obligations of AFISO to monitor the current information about significant clouds?			
206	Does the AFIS unit manual describe the area of responsibility of the AFIS unit for providing AFIS?			
207	Does the AFIS unit manual describe the area of responsibility of AFIS unit for providing emergency services?			
208	Did AFIS training for AFISO include the identification of meteorological phenomena (equivalent to Issuing Reports SPECI) in the provision of meteorological services?			
209	Did AFIS training for AFISO include the identification of the determination of clouds below 1,500 m (5,000 ft) in the provision of meteorological services?			
210	Did AFIS training for AFISO include training on the IFR part of Aviation Regulation L2?			
211	Did AFIS training for AFISO include training on L8168 (arrival, approach, missed approach and departure procedures)?			
212	Does the AFIS unit manual describe the obligation of AFISO to notify the IFR departure of the necessity of observing the specified SID?			
213	Does the AFIS unit manual describe the obligation of AFISO to send and confirm flight plan messages and related ATFM reports?			
214	Does the AFIS unit manual describe the procedures and authority of AFISO in different situations against VFR operations in case of IFR traffic entering/performing flight in RMZ?			
215	Does the AFIS unit manual describe the obligation of AFISO to inform the adjacent units if an aircraft is in an emergency situation in the RMZ?			
216	Has the aerodrome staff been familiarised with the procedures and authority of AFISO in different situations against VFR operations in case of IFR traffic entering/performing flight in RMZ?			
217	Is there a provision that requires any ground vehicle to maintain uninterrupted communication with AFIS when operating in landing or taxiing area?			

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No	Requirement	Yes	No	Comments/Evidence reference
218	Are ground vehicle operators trained in communication procedures and communication with the AFIS unit?			
<b>300</b>	<b>Procedures and agreements</b>			
301	Are coordination agreements between the aerodrome operator and all adjacent units available?			
302	Are the obligations for information distribution described in coordination agreements?			
303	Are the means of communication described in coordination agreements?			
304	Is the transmission of information on operation in RMZ described in coordination agreements?			
305	Is there a procedure available on providing the required MET information to the adjacent units?			
306	Is there a procedure available on providing the required AIS information to the adjacent units?			
307	Is there a procedure available on informing the adjacent units about the activated areas?			
308	Do the coordination agreements describe the coordination of IFR departure with the adjacent units?			
309	Is there a procedure available on informing the adjacent units about departures?			
310	Do the coordination agreements describe the coordination of IFR arrival with the adjacent units?			
311	Is there a procedure available for informing the adjacent units about arrivals?			
312	Are adequate and safe missed approach procedures defined and published?			
313	Do the coordination agreements describe the coordination and definition of emergency procedures with the adjacent units?			
314	Has a procedure been developed for the publication of changes to the AIP Czech Republic?			
315	Is a procedure available for flow management for IFR departures from the aerodrome?			
316	Does the procedure for flow management for IFR departures from the aerodrome include the responsibility for compliance of CTOT?			
317	Are procedures available for the event of failure of the A/G communication?			
318	Does the procedure for the event of failure of the A/G communication include the obligation to inform the adjacent unit about the situation?			
319	Have the flight procedures been designed according to the requirements of ICAO Doc 8168, including the calculation of procedure minima?			
320	Are the terrain, obstacle and aerodrome data used in the design of the flight procedures compliant with the data quality requirements of ICAO Annex 14 and ICAO Annex 15?			
321	Are procedures available for the event of failure of runway equipment?			

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No	Requirement	Yes	No	Comments/Evidence reference
322	Does the procedure for the event of failure of runway equipment include the obligation to inform the adjacent units about the situation?			
323	Is there a procedure describing the obligation of the flight crew to contact AFIS before the FAF and confirm that the QNH previously set on the altimeter at the beginning of approach is correct?			
324	Is there a procedure describing the obligation of the flight crew to report the aircraft position at FAF to AFIS?			
325	Is there a procedure describing the obligation of AFIS to pass on the information about traffic plus any additional information to the flight crew when reporting the aircraft position at FAF?			
326	Does a procedure describing LPV include a baro-altitude cross-check against a published altitude on passing a specific point? This involves including a reference point (for instance, 4 NM before the missed approach waypoint/runway threshold) and the associated altitude.			
327	Has the aerodrome operator signed LoAs with airspace users ensuring the request for restriction/suspension of airspace users' operation by the aerodrome AFIS unit to allow IFR flights to/from the aerodrome?			
328	If applicable, are there agreements with organizers of air events at the aerodrome concerned available describing the case procedures for IFR arrival/departure at the time of the event?			
329	Are procedures defined for missed approach of IFR flights to an uncontrolled aerodrome?			
330	Is a procedure defined for RMZ deactivation?			

### 3 Abbreviations and Definitions

AFIS	Aerodrome Flight Information Service
AFISO	Aerodrome Flight Information Service Officer
ALG	Advanced Logistics Group
APAC	Austrian Product Assurance Company
CONOPS	Concept of Operations
CTOT	Calculated Take-off Time
CTU	Czech Technical University in Prague, Faculty of Transportation Sciences
CZCAA	Civil Aviation Authority of the Czech Republic
ICAO	International Civil Aviation Organization
IFR	Instrument Flight Rules
FAF	Final Approach Fix
FHA	Functional Hazard Assessment
LoA	Letter of Agreement
LPV	Localiser Performance Approach with Vertical Guidance
NM	Nautical Mile
PSSA	Preliminary System Safety Assessment
QNH	Atmospheric Pressure at mean sea level
RMZ	Radio Mandatory Zone
RWY	Runway
SID	Standard Instrument Departure
SPECI	Aviation selected SPECIAL weather report
STAR	Standard Instrument Arrival
VFR	Visual Flight Rules

### 4 References

Ref.	Document name / identifier / author / date
[R01]	Generic Safety Assessment for the Implementation of IFR Operations (containing FHA and PSSA) / CZCAA IFR study 00047 01.00 Released / Scherzer, Hans/APAC / 2017-03-30
[R02]	Deliverable D2 - CONOPS Implementation of IFR Procedures in the Czech Republic / CZCAA IFR study 00020 01.00 Released / Alsina, Nuria/ALG / 2017-03-30