



Template – Safety Assessment Preconditions Checklist

CZCAA IFR Study

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Contents of Figures

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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 |
|------------|--|-----|----|-----------------------------|
| 100 | General | | | |
| 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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|------------|---|-----|----|-----------------------------|
| 200 | AFIS unit, AFISO and other personnel | | | |
| 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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|------------|---|-----|----|-----------------------------|
| 218 | Are ground vehicle operators trained in communication procedures and communication with the AFIS unit? | | | |
| 300 | Procedures and agreements | | | |
| 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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|-----|--|-----|----|-----------------------------|
| 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 |