



NIGERIAN CIVIL AVIATION AUTHORITY

P.M.B. 21029, 21038, IKEJA-LAGOS.

ALL OPERATORS LETTER (AOL 042)

Circular Ref: NCAA/DAWS/AD.1104/AOL 042/Vol.I

Date: 17th June, 2013

To: All Aircraft Operators/ATC Facilities

From: Director General

Attn: Accountable Manager / Quality Manager/ Pilot-In-Command/ Air Traffic Operations Manager

SUBJECT: AIRWORTHINESS CLEARANCE PROCEDURE FOLLOWING INTERRUPTION TO A FLIGHT CAUSED BY KNOWN OR SUSPECTED TECHNICAL DIFFICULTIES OR MALFUNCTIONS.

The Authority has a requirement that airworthiness clearance must be obtained by all aircraft operators that have experienced flight interruption caused by known or suspected technical difficulties or malfunctions. A lot of complaints have been received from aircraft operators at different fora of the need to remove this requirement to relieve them of hours of delays due to the inability to get the airworthiness clearance from the Authority in time.

The Authority has now reviewed the current requirements and procedures with the objective of reducing the delays occasioned by the need to comply with this requirement.

All aircraft operators and Pilot-In-Command are hereby reminded that they remain responsible for the safe operations of the aircraft and for the safety of all persons on board during flight as well as have final authority as to operations of the aircraft as required by Nig.CARs.

PROCEDURES

The following procedures shall therefore be complied with:

1. After any air return, taxi return, flight interruption caused by known or suspected technical difficulties or malfunctions or emergency situation, the Pilot-In-Command (PIC) shall immediately complete a Mandatory Occurrence Reporting Form (MOR) and appropriate section of the Technical Log;

2. The aircraft operator shall inform the Authority as soon as possible through the fastest means of communication but not in anyway more than 24hrs from the time of occurrence;
3. The Nigeria Airspace Management Agency (NAMA) Air Traffic Control (ATC) unit shall also inform the Authority as soon as possible through any means of communication;
4. The aircraft operator shall take necessary maintenance actions to rectify the malfunctions or technical difficulties and complete the relevant section of the MOR Form and Technical Log;
5. The aircraft operator shall submit a copy of the Technical Log containing the rectification maintenance actions to the NAMA ATC at the aerodrome of occurrence. NAMA SHALL NOT GRANT ATC CLEARANCE UNTIL THIS IS SUBMITTED;
6. The aircraft operator shall submit an MOR form and Technical Log to the Authority as soon as possible but not to exceed 72hrs from the date of occurrence as required by Nig. CARs Part 5.5.1.4;
7. The Authority shall retrieve a copy of the Technical Log from the NAMA ATC at the aerodrome of occurrence as soon as possible but not later than 48hrs from the date of occurrence. Where this cannot be achieved, the NAMA ATC shall forward it to NAMA Headquarters in Lagos for onward delivery to the Authority;
8. The Authority shall carry out further necessary actions which may include database updating and investigations to determine the root cause and recommend actions to prevent a re-occurrence.

Please comply accordingly.



Mr. J.D. Nkemakolam
Ag. Director General