

**ADVISORY CIRCULAR**

No. : AC-28-01-001 Part A  
Date : 01 March 2016

**A. SUBJECT**

**Air Operator Certificate (AOC) Certification Procedures**

**B. PURPOSE**

This Advisory Circular (AC) details the air operator certificate (AOC) certification procedures - JCAR OPS 1

**C. STATUS**

This is the third edition of AC - 28 - 01 - 001 Part A, dated 01 March 2016, and it will remain current until withdrawn or superseded

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- 1.0 AOC initial certification procedures.
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## Air Operator Certificate (AOC) Certification Procedures

**1.0 AOC Initial Certification Procedures.** For AOC initial certification procedures refer to:

- a. **CARC Guide 28 - 01- 0001.**  
AOC advisory pamphlet
- b. **CARC Guide 28 - 01- 0002.**  
Phase 1 - Pre application guide
- c. **CARC Form 28 - 01- 0003.**  
Phase 1 - Prospective operator's pre-assessment statement application form
- d. **CARC Guide 28 - 01- 0004.**  
Phase 1 - Instructions for the completion of the prospective operator's pre-assessment statement
- e. **CARC Guide 28 - 01- 0005.**  
Phase 1 - AOC structure guide
- f. **CARC Guide 28 - 01- 0006.**  
Phase 2 - AOC formal application guide
- g. **CARC Form 28 - 01- 0007.**  
Phase 2 - AOC formal application form
- h. **CARC Form 28 - 01- 0008.**  
Phase 2 - AOC initial certification - passenger operations approval process form
- i. **CARC Form 28 - 01- 0009.**  
Phase 2 - AOC initial certification - cargo operations approval process form
- j. **CARC Form 28 - 01- 0010.**  
Phase 2 - AOC initial certification - passengers and cargo operations approval process form
- k. **CARC Guide 28 - 01- 0011.**  
Phase 3 - Document evaluation guide
- l. **CARC Guide 28 - 01- 0012.**  
Phase 4 - Operational demonstrations and inspection guide
- m. **CARC Guide 28 - 01- 0013.**  
Phase 5 - Certification guide



## 2.0 AOC Special Approval Procedures.

### 2.1 Performance Based Navigation (PBN) Approval Procedures. For PBN approval procedures refer to:

- a. **CARC Guide 28 - 01- 0020.**  
PBN approval guide
- b. **CARC Form 28 - 01- 0021.**  
PBN approval application form
- c. **CARC Form 28 - 01- 0022.**  
R NAV 1&2 approval process form
- d. **CARC Compliance List 28 - 01- 0023.**  
R NAV 1&2 approval application attachments compliance list
- e. **CARC Form 28 - 01- 0024.**  
R NAV 5 approval process form
- f. **CARC Compliance List 28 - 01- 0025.**  
R NAV 5 approval application attachments compliance list
- g. **CARC Form 28 - 01- 0026.**  
R NAV 10 approval process form
- h. **CARC Compliance List 28 - 01- 0027.**  
R NAV 10 approval application attachments compliance list
- i. **CARC Form 28 - 01- 0028.**  
RNP 1 approval process form
- j. **CARC Compliance List 28 - 01- 0029.**  
RNP 1 approval application attachments compliance list
- k. **CARC Form 28 - 01- 0030.**  
RNP 2 approval process form
- l. **CARC Compliance List 28 - 01- 0031.**  
RNP 2 approval application attachments compliance list
- m. **CARC Form 28 - 01- 0032.**  
RNP 4 approval process form



- n. **CARC Compliance List 28 - 01- 0033.**  
RNP 4 approval application attachments compliance list
- o. **CARC Form 28 - 01- 0034.**  
A-RNP approval process form
- p. **CARC Compliance List 28 - 01- 0035.**  
A-RNP approval application attachments compliance list
- q. **CARC Form 28 - 01- 0036.**  
RNP APCH approval process form
- r. **CARC Compliance List 28 - 01- 0037.**  
RNP APCH approval application attachments compliance list
- s. **CARC Form 28 - 01- 0038.**  
RNP AR APCH approval process form
- t. **CARC Compliance List 28 - 01- 0039.**  
RNP AR APCH approval application attachments compliance list

**2.2 Minimum Navigation Performance Specification (MNPS) Approval Procedures.** For MNPS approval procedures refer to:

- a. **CARC Guide 28 - 01 - 0050.**  
MNPS approval guide
- b. **CARC Form 28 - 01 - 0051.**  
MNPS approval application form
- c. **CARC Form 28 - 01 - 0052.**  
MNPS approval process form
- d. **CARC Compliance List 28 - 01 - 0053.**  
MNPS approval application attachments compliance list

**2.3 Reduced Vertical Separation Minimum (RVSM) Approval Procedures.** For RVSM approval procedures refer:

- a. **CARC Guide 28 - 01 - 0055.**  
RVSM approval guide
- b. **CARC Form 28 - 01 - 0056.**  
RVSM approval application form



- c. **CARC Form 28 - 01 - 0057.**  
RVSM approval process form
- d. **CARC Compliance List 28 - 01 - 0058.**  
RVSM approval application attachments compliance list

**2.4 All Weather Operations (AWO) Approval Procedures.** For AWO approval procedures refer to

- a. **CARC Guide 28 - 01 - 0060.**  
AWO approval guide
- b. **CARC Form 28 - 01 - 0061.**  
AWO approval application form
- c. **CARC Form 28 - 01 - 0062.**  
AWO approval process form
- d. **CARC Compliance List 28 - 01 - 0063.**  
AWO approval application attachments compliance list

**2.5 Extended Range Operation Twin Engine Airplanes (ETOPS) Approval Procedures.** For ETOPS approval procedures refer:

- a. **CARC Guide 28 - 01 - 0070.**  
ETOPS approval guide
- b. **CARC Form 28 - 01 - 0071.**  
ETOPS approvals application form
- c. **CARC Form 28 - 01 - 0072.**  
ETOPS approval process form
- d. **CARC Compliance List 28 - 01 - 0073.**  
ETOPS approval application attachments compliance list
- e. **CARC Form 28 - 01 - 0074.**  
Accelerated ETOPS approval process form
- f. **CARC Compliance List 28 - 01 - 0075.**  
Accelerated ETOPS approval application attachments compliance list



**2.6 Electronic Flight Bag (EFB) Approval Procedures.** For EFB approval procedures refer to:

- a. **CARC Guide 28 - 01 - 0080.**  
EFBs approval guide
- b. **CARC Form 28 - 01 - 0081.**  
EFBs approval application form.
- c. **CARC Form 28 - 01 - 0082.**  
EFBs approval process form
- d. **CARC Compliance List 28 - 01 - 0083.**  
EFBs approval application attachments compliance list
- e. **CARC Checklist 28 - 01 - 0084.**  
EFBs policy and procedures manual evaluation checklist
- f. **CARC Compliance List 28 - 01 - 0085.**  
EFBs operational evaluation test application attachments

**2.7 Dangerous Goods (DGs) Transport by Air Approval Procedures.** For dangerous goods transport by air approval procedures refer to:

- a. **CARC Guide 28 - 01 - 0087.**  
Dangerous goods transport by air approval guide
- b. **CARC Form 28 - 01 - 0088.**  
Dangerous goods transport by air approval application form
- c. **CARC Form 28 - 01 - 0089.**  
Dangerous goods transport by air approval process form
- d. **CARC Compliance list 28 - 01 - 0090.**  
High consequence dangerous goods security plan compliance list
- e. **CARC Compliance List 28 - 01 - 0091.**  
Dangerous goods manual compliance list
- f. **CARC Compliance list 28 - 01 - 0092.**  
Dangerous goods acceptance checklist compliance list
- g. **CARC Compliance list 28 - 01 - 0093.**  
AOC holders/handling agents dangerous goods training program approval compliance list - AOC holder approved to carry dangerous goods



**2.8 Initial Safety Training Approval Procedures.** For initial safety training approval procedures refer to:

- a. **CARC Guide 28 - 01 - 0095.**  
Initial safety training approval guide
- b. **CARC Form 28 - 01 - 0096.**  
Initial safety training approval application form
- c. **CARC Form 28 - 01 - 0097.**  
Initial safety training approval process form
- d. **CARC Compliance List 28 - 01 - 0098.**  
Initial safety training approval application attachments compliance list

**3.0 AOC Certification Renewal Procedures.** For AOC certification renewal procedures refer to:

- a. **CARC Guide 28 - 01 - 0100.**  
AOC certification renewal guide
- b. **CARC Form 28 - 01 - 0101.**  
AOC certification renewal application form
- c. **CARC Form 28 - 01 - 0102.**  
AOC certification renewal approval process form

**4.0 AOC Variation Procedures.** For AOC variation procedures refer to:

- a. **CARC Guide 28 - 01 - 0105.**  
AOC variation guide
- b. **CARC Form 28 - 01 - 0106.**  
AOC variation application form
- c. **CARC Form 28 - 01 - 0107.**  
Operator name change approval process form
- d. **CARC Form 28 - 01 - 0108.**  
Operator location change - address and/or operational base approval process form
- e. **CARC Form 28 - 01 - 0109.**  
New aircraft type added approval process form
- f. **CARC Form 28 - 01 - 0110.**  
Same aircraft type and different variant added approval process form



- g. CARC Form 28 - 01 - 0111.**  
Same aircraft type and similar variant added approval process form
- h. CARC Form 28 - 01 - 0112.**  
Same aircraft type and variant added approval process form
- i. CARC Form 28 - 01 - 0113.**  
Authorized area of operations change approval process form
- j. CARC Form 28 - 01 - 0114.**  
Non schedule to schedule operations approval process
- k. CARC Form 28 - 01 - 0115**  
Adding cargo to passenger operations approval process form - passenger airplane

**5.0 Management Approval/Acceptance Procedures.** For management approval/acceptance procedures refer to:

- a. CARC Guide 28 - 01 - 0120**  
Management approval/acceptance guide
- b. CARC Guide 28 - 01 - 0121.**  
Safety management system manager approval guide
- c. CARC Guide 28 - 01 - 0122.**  
Quality system manager acceptance guide
- d. CARC Form 28 - 01 - 0123.**  
Accountable manger acceptance application form
- e. CARC Form 28 - 01 - 0124.**  
Flight operations post holder approval application form
- f. CARC Form 28 - 01 - 0125.**  
Crew training post holder approval application form
- g. CARC Form 28 - 01 - 0126.**  
Ground operations post holder approval application form
- h. CARC Form 28 - 01 - 0127.**  
Safety management system manager approval application form
- i. CARC Form 28 - 01 - 0128.**  
Quality system manager acceptance application form



**6.0 Documents Evaluation Procedures.** For documents evaluation procedures refer to:

- a. **CARC Compliance List 28 - 01 - 0130.**  
Operations manual structure compliance list
- b. **CARC Compliance List 28 - 01 - 0131.**  
Operations manual part A compliance list
- c. **CARC Compliance List 28 - 01 - 0132.**  
Operations manual part B compliance list
- d. **CARC Compliance List 28 - 01 - 0133.**  
Operations manual part C compliance list
- e. **CARC Compliance List 28 - 01 - 0134.**  
Operations manual part D compliance list
- f. **CARC Compliance List 28 - 01 - 0135.**  
Cabin safety procedures manual compliance list
- g. **CARC Compliance List 28 - 01 - 0136.**  
Ground operation procedures manual compliance list
- h. **CARC Compliance List 28 - 01 - 0137.**  
Safety management system manual compliance list
- i. **CARC Compliance List 28 - 01 - 0138.**  
Quality manual compliance list
- j. **CARC Compliance List 28 - 01 - 0139.**  
Flight crew checklist compliance list
- k. **CARC Compliance List 28 - 01 - 0140.**  
Cabin crew checklist compliance list
- l. **CARC Compliance List 28 - 01 - 0141.**  
Airplane security search check list compliance list
- m. **CARC Compliance List 28 - 01 - 0142.**  
Minimum equipment list (MEL) configuration deviation list (CDL) compliance list
- n. **CARC Compliance List 28 - 01 - 0143.**  
AOC holders dangerous goods training program approval compliance list -  
Not approved to carry dangerous goods



**7.0 Training and Checking Procedures.** For training and checking procedures refer to:

- a. **CARC Form 28 - 01 - 0150.**  
Operations on more than one type or variant approval application form
- b. **CARC Form 28 - 01 - 0151.**  
Acceptance of training, checking and recent experience credit application form
- c. **CARC Form 28 - 01 - 0152.**  
Approval to use foreign flight synthetic training device (FSTD) - ZFTT approval application form
- d. **CARC Form 28 - 01 - 0153.**  
Approval to use local flight synthetic training device (FSTD) - ZFTT approval application form
- e. **CARC Form 28 - 01 - 0154.**  
Approval of outsource training and checking to a foreign TRTO application form
- f. **CARC Form 28 - 01 - 0155.**  
Approval of outsource training and checking to local TRTO application form
- g. **CARC Form 28 - 01 - 0160.**  
Type rating instructor (TRI) acceptance application form
- h. **CARC Form 28 - 01 - 0161.**  
Synthetic flight instructor (SFI) acceptance application form
- i. **CARC Form 28 - 01 - 0162.**  
Airplane base training (ABT) authorization issuance application form
- j. **CARC Form 28 - 01 - 0163.**  
Airplane base training (ABT) re-authorization application form
- k. **CARC Form 28 - 01 - 0164.**  
Line training captain (LTC) authorization issuance application form
- l. **CARC Form 28 - 01 - 0165.**  
Line training captain (LTC) re-authorization application form



- m. CARC Form 28 - 01 - 0170.**  
Type rating examiner (TRE) authorization issuance application form
- n. CARC Form 28 - 01 - 0171.**  
Type rating examiner (TRE) re-authorization application form
- o. CARC Form 28 - 01 - 0172.**  
Synthetic flight examiner (SFE) authorization issuance application form
- p. CARC Form 28 - 01 - 0173.**  
Synthetic flight examiner (SFE) re-authorization application form
- q. CARC Form 28 - 01 - 0174.**  
Standardization arrangements for examiners
- r. CARC Form 28 - 01 - 0175.**  
Line check captain (LCC) authorization issuance application form
- s. CARC Form 28 - 01 - 0176.**  
Line check captain (LCC) re-authorization application form
- t. CARC Form 28 - 01 - 0177.**  
Senior examiner (SE) authorization issuance application form
- u. CARC Form 28 - 01 - 0180.**  
Flight crew CRM instructor (CRMI) authorization issuance application form
- v. CARC Form 28 - 01 - 0181.**  
Flight crew CRM instructor (CRMI) re-authorization application form
- w. CARC Form 28 - 01 - 0182.**  
Cabin crew CRM instructor (CRMI) authorization issuance application form
- x. CARC Form 28 - 01 - 0183.**  
Cabin crew CRM instructor (CRMI) re-authorization application form
- y. CARC Form 28 - 01 - 0184.**  
Cabin safety instructor (CSI) authorization issuance application form
- z. CARC Form 28 - 01 - 0185.**  
Cabin safety instructor (CSI) re-authorization application form



- aa. CARC Form 28 - 01 - 0186.**  
First aid instructor (FAI) authorization issuance application form
- bb. CARC Form 28 - 01 - 0187.**  
First aid instructor (FAI) re-authorization application form
- cc. CARC Form 28 - 01 - 0188.**  
Flight dispatcher instructor (FDI) authorization issuance application form
- dd. CARC Form 28 - 01 - 0189.**  
Flight dispatcher instructor (FDI) re-authorization application form
- ee. CARC Form 28 - 01 - 0190.**  
Ground handling instructor (GHI) authorization issuance application form
- ff. CARC Form 28 - 01 - 0191.**  
Ground handling instructor (GHI) re-authorization application form
- gg. CARC Form 28 - 01 - 0194.**  
Dangerous goods instructor (DGI) authorization issuance application form
- hh. CARC Form 28 - 01 - 0195.**  
Dangerous goods instructor (DGI) re-authorization application form
- ii. CARC Form 28 - 01 - 0196.**  
Quality system instructor (QSI) authorization issuance application form
- jj. CARC Form 28 - 01 - 0197.**  
Quality system instructor (QSI) re-authorization application form
- kk. CARC Form 28 - 01 - 0198.**  
Safety management system instructor (SMSI) authorization issuance application form
- ll. CARC Form 28 - 01 - 0199.**  
Safety management system instructor (SMSI) re-authorization application form
- mm. CARC Form 28 - 01 - 0200.**  
Cabin safety examiner (CSE) authorization issuance application form
- nn. CARC Form 28 - 01 - 0201.**  
Cabin safety examiner (CSE) re-authorization application form



- oo. CARC Form 28 - 01 - 0202.**  
Flight dispatcher examiner (FDE) authorization issuance application form
- pp. CARC Form 28 - 01 - 0203.**  
Flight dispatcher examiner (FDE) re-authorization application form
- qq. CARC Form 28 - 01 - 0209.**  
Crew member certificate (CMC) issuance and renewal application form
- rr. CARC Form 28 - 01 - 0210.**  
Cabin crew holding a foreign attestation approval issuance to operate on JY register airplane application form
- ss. CARC Form 28 - 01 - 0211.**  
Cabin crew holding a foreign attestation approval renewal to operate on JY register airplane application form

**8.0 Aircraft Lease Approval Procedures.** For aircraft lease approval procedures refer to:

- a. CARC Form 28 - 01 - 0220.**  
Unforeseen and urgent wet lease-in between Jordanian AOC holders' application form
- b. CARC Form 28 - 01 - 0221.**  
Wet lease in between Jordanian AOC holders' application form
- c. CARC Form 28 - 01 - 0222.**  
Wet lease in between Jordanian AOC holders' and foreign AOC holders' application form
- d. CARC Form 28 - 01 - 0223.**  
Wet lease out between Jordanian AOC holders' and foreign AOC holders' application form
- e. CARC Form 28 - 01 - 0224.**  
Damp lease in between Jordanian AOC holders' application form
- f. CARC Form 28 - 01 - 0225.**  
Damp lease in between Jordanian AOC holders' and foreign AOC holders' application form
- g. CARC Form 28 - 01 - 0226.**  
Damp lease out between Jordanian AOC holders' and foreign AOC holders' application form



- h. CARC Form 28 - 01 - 0227.**  
Dry lease in between Jordanian AOC holders', Jordanian AOC holders' and Jordanian entities application form
- i. CARC Form 28 - 01 - 0228.**  
Dry lease-in between Jordanian AOC holders' and foreign AOC holders' and foreign entities application form
- j. CARC Form 28 - 01 - 0229.**  
Dry lease out between Jordanian AOC holders', foreign AOC holders' and foreign entities application form

**9.0 Exemptions Procedures.** For exemptions procedures refer to:

- a. CARC Form 28 - 01 - 0235.**  
Dangerous goods transport by air exemption application form
- b. CARC Form 28 - 01 - 0236.**  
Flight duty, duty and rest period variation application form
- c. CARC Form 28 - 01 - 0237.**  
MEL rectification interval extension application form

**10.0 Reports Procedures.** For reports procedures refer to:

- a. CARC Form 28 - 01 - 0240.**  
Dangerous goods incident and accident report



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