

# GENERAL SPECIFICATION

## LOGISTICS AND OPERATIONAL SUPPORT

### GS EP LSO 119

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|-------------------------------------------|
| <b>Aviation Operations Specifications</b> |
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## 1. Scope

This General Specification synthesizes the flight operations requirements. This document only concerns contracted aircrafts. Given specifications here below are considered as a minimum of standard for contracted aircrafts.

This General Specification is based on ICAO national rules and Total E&P General Specifications. [OGP Report N°390](#), [OGP Report N°420](#) and [IAGSA Safety Policy Manual](#) may be used as additional guideline.

## 2. Reference documents

The reference documents listed below form an integral part of this General Specification.

### External Documents

Unless otherwise stipulated, the applicable version of these documents, including relevant appendices and supplements, is the latest revision published at the effective date of this document.

| Reference                                  | Title                                                                      |
|--------------------------------------------|----------------------------------------------------------------------------|
| <a href="#">FAA CFR Part 25</a>            | Airworthiness Standards: Transport Category Airplanes                      |
| <a href="#">FSF ALAR Briefing Note 7.1</a> | Stabilized Approach                                                        |
| <a href="#">IAGSA Safety Policy Manual</a> | International Airborne Geophysics Safety Association Safety Policy Manual  |
| <a href="#">ICAO Annex 6 Part I</a>        | Operation of Aircraft: International Commercial Air Transport - Aeroplanes |
| <a href="#">ICAO Annex 6 Part III</a>      | Operation of Aircraft: International Operations – Helicopters              |
| <a href="#">ICAO Annex 19</a>              | Safety Management                                                          |
| <a href="#">ICAO Doc 9859</a>              | Safety Management Manual                                                   |
| <a href="#">OGP Report N°390</a>           | Aircraft Management Guideline                                              |
| <a href="#">OGP Report N°420</a>           | Helicopter guidelines for land seismic & helirig operations                |
| <a href="#">UKCAA CAP 1034</a>             | Development of a Technical Standard for Emergency Breathing Systems        |

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## Total General Specifications

Unless otherwise stipulated, the applicable version of these documents, including relevant appendices and supplements, is the latest revision published.

| Reference     | Title                               |
|---------------|-------------------------------------|
| GS EP LSO 130 | Aeroplane personnel specifications  |
| GS EP LSO 131 | Helicopter personnel specifications |
| GS EP LSO 140 | Specifications for Aeroplane        |
| GS EP LSO 141 | Specifications for Helicopter       |

## 3. General principle

Aircraft operations, airworthiness and maintenance shall comply with ICAO, national rules and Total E&P General Specifications.

For land seismic, geosciences, aerial work operations with helicopters, [OGP Report N°420](#), [IAGSA Safety Policy Manual](#) may be applied.

Medical evacuation flights are considered as a commercial passenger flight.

## 4. Organization & management

The Air Operator shall hold a valid Air Operator Certificate (AOC) as per ICAO definition. The operation specifications shall cover the entire scope of work as defined in the contract.

For new AOC holder without previous experience through another AOC with a parent company in similar activity, it shall have at least 3 years experience in the relevant scope of work.

For specific activity without passengers (Seismic, Geophysics, wildlife surveys...) an Aerial Work Certificate is acceptable. The Air Operator operations manual shall contain a detailed procedure of the specific aerial work activity. Only personnel with an on board duty listed on the Air Operator's Operations Manual, approved by the national civil aviation authority, is not considered as passenger.

The Air Operator shall hold a valid insurance coverage for civil liabilities. Minimum requirements for Combined Single Limit coverage are:

- Airplane: 100.000.000 USD
- Helicopter: 75.000.000 USD

Full breakdown of insurance requirements are provided within the ITT document or standard contract.

## 5. Documentation

The Air Operator shall possess the adequate documentation for all aspects of the operations, up to date and in accordance with ICAO Annexes or applicable regulations.

The Air Operator shall have a process to keep its documentation up to date, as regards revisions from Regulator and Manufacturers. It shall have a procedure to inform relevant

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personnel about changes involving critical and safety procedures (memo, safety notices...) pending its implementation within Air Operator documentation.

The documentation should be structured as per ICAO Annexes. The Aircraft Operations manual (Part B, FCOM or SOP) shall be specific to the aircraft type and equipments (and STC, modifications, kit) and developed in accordance with ICAO recommendations and Air Operator operations (Only references limited to Aircraft Flight Manual is not acceptable). The relevant documentation shall be representative of the aircraft configuration used (ECL, AFM supplements, normal check list....).

All multi crew operations shall be formatted accordingly (Human factor / CRM) and reflected in the on board crew documentation (e.g.: NCL, ECL ...).

Minimum Equipment List (MEL) shall be issued from the Master Minimum Equipment List (MMEL) and showing evidence of last MMEL revision reference & implementation.

When contract requirements are more restrictive than the MEL, a Minimum Equipment Requirement list (MER) will be defined by Company Aviation Department (Head Quarters).

## 6. Quality & Safety

The Air Operator shall continuously improve its operating procedures through a Safety Management System (SMS) meeting [ICAO Doc 9859](#) requirements. The Air Operator shall monitor the SMS continuous implementation and control compliance with applicable regulations and company procedures through a quality assurance system. Ultimately, the safety culture and the pro-activity of the Air Operator will be assessed.

### 6.1 Quality System

The Air Operator shall have an internal quality system to monitor compliance of Airworthiness, Maintenance and Operations Management with all applicable requirements, standards, procedures and contract. The quality system shall include within a maximum of 24 months an audit program of processes, procedures and documentation, of the following aspects:

- Flight Operations (including Flight Safety, Aircraft performance, operational procedures...),
- Ground Operations,
- Personnel training,
- Airworthiness management,
- Maintenance activities,
- Aircraft inspection
- Remote operations
- Main contracted/subcontracted organizations.
- Used infrastructures (runways, helipad, Helideck inspections)