

APPLICATION FOR EXTENDED OPERATIONS (ETOPS) OPERATIONAL APPROVAL

Applicants are strongly advised to read the 'ETOPS Notes for Completion' before completing the form.
Please complete the form in BLOCK CAPITALS using black or dark blue ink.

This form is designed to elicit all the required information from those operators requiring ETOPS operations approvals. The completed form and supporting documentation should be submitted to the Intelligence, Strategy and Policy department of the Safety and Airspace Regulation Group at the address listed in the 'Notes for Completion'.

Section I	Page 1	Operator/Airframe Details	Completion mandatory
Section II	Page 2	ETOPS Notes For Completion	
Section III	Page 2	Signature Block	Completion mandatory
Section IV	Pages 3 to 7	Operator's ETOPS Operations Manual Matrix	Completion mandatory

SECTION I OPERATOR/AIRFRAME DETAILS

1 Applicant Details - required for all Approval requests		
Please give the official name and business or trading name(s), address, mailing address, e-mail address and contact telephone/fax numbers of the applicant. Note: For AOC holders - company name, AOC number and e-mail address will suffice.		
2 Aircraft Details - required for all Approval requests		
Aeroplane type(s), series and registration mark(s).		
Aeroplane Type	Aeroplane Series	Registration

SECTION II ETOPS NOTES FOR COMPLETION

1 Applicability

Extended Operations (ETOPS) applies to operators wishing to use twin-engined aircraft more than 60 minutes' flying time from a suitable diversion aerodrome. Such routes could be long ocean crossings, polar routes or routes where there are limited diversions available, e.g. trans-Siberia.

The requirements for Operator Approval to carry out ETOPS are laid out in EASA Ops Part-SPA.ETOPS and EASA AMC 20-6. Additional guidance can be found in CAP 789.

ETOPS is a major process, which will involve all aspects of a company's operation. It is therefore strongly recommended that your Flight Operations Inspector be contacted before submitting an application. It is likely that MNPS, RVSM and RNP-10 /RNP-4 approval will also be required.

2 Operator's ETOPS Operations Manual Matrix

Section IV of this application form is the Operator's ETOPS Operations Manual Matrix. All applicants should complete Column 4 of this matrix in full. If more than one type of aircraft/fleet is included in a single application a completed matrix should be included for each aircraft/fleet.

Failure to complete the ETOPS Operations Manual Matrix may result in a delay in processing your application.

3 Documents to be included with the application

Copies of all documents referred to in Column 4 of the Operator's ETOPS Operations Manual Matrix should be included when returning the completed application form to the Civil Aviation Authority. Original documents should not be sent, photocopies are sufficient. Do not send complete manuals, only the relevant sections/pages will be required. The issue of an ETOPS approval will incur a charge. Details of charges can be found in Official Record Series 5 - Air Operator and Police Air Operator Certification at www.caa.co.uk/ors5.

Failure to include all relevant documentation and the correct fee may result in a delay in processing your application.

4 Submissions and Enquiries

Address for submissions:

Civil Aviation Authority
Intelligence, Strategy and Policy
Safety and Airspace Regulation Group
Aviation House
Gatwick Airport South
West Sussex
RH6 0YR
E-mail: FOP.Admin@caa.co.uk

Contact details for enquiries about ETOPS:

Tel: +44 (0) 1293 573508
Fax: +44 (0) 1293 573991
E: peter.brook@caa.co.uk

Contact details for enquiries about charges:

Tel: +44 (0) 1293 573410
Fax: +44 (0) 1293 573991
E: FOD.Admin@caa.co.uk

SECTION III SIGNATURE BLOCK

Signature:.....

Name (BLOCK LETTERS):

Appointment:.....

Date:.....

Please note that a **minimum** of 120 working days will normally be required to process and issue an ETOPS approval - if data is missing or omitted the process may take **considerably** longer.

SECTION IV APPLICANT'S ETOPS SUBMISSIONS MATRIX

Please complete your review of your Operations Manual. The ETOPS flight operations minimum requirements are given in the table below.

Enter the Operations Manual references in the last column and return the matrix, together with photocopies of the relevant pages of the Operations Manual, to the address given in paragraph 4 of Section II.

Operations Manual	Subjects	Requirements	Operator's Operations Manual Reference or Document Reference
Part A General	Documents/regulations used in compiling ETOPS Manual/Procedures.	EASA Ops Part-SPA EASA AMC 20-6 FAA AC 120-42B	
	Brief description of ETOPS.		
	Definitions.	Extended Operations. Adequate aerodrome. Approved one-engine inoperative cruise speed. Threshold distance/time. Adequate ETOPS en-route alternate. Equal time points. Rule distance/time. ETOPS segment. ETOPS significant system. Maximum approved diversion time. Dispatch.	
	Criteria.	Company AOC defined operating area. List of certified aircraft types/engine combinations.	
	Approval.	Approved diversion time.	
	Qualifications.	Crew qualifications. ETOPS qualified dispatcher personnel. ETOPS qualified operations staff. ETOPS qualified maintenance personnel.	
	Training (Initial and Recurrent) and Checking.	Flight crew training and Operations Manuals. Flight crew currency requirements.	
	ETOPS Authorisation.	Commander's responsibilities. Statement to show when ETOPS are allowed.	