CHECKLIST FOR DOCUMENTS, MANUALS AND INFORMATION TO BE CARRIED ON BOARD THE AIRCRAFT

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| --- | --- |
| **Name of Operator**  | **Date**  |
| **Aircraft Type**  | **Aircraft Registration**  |
| **Name of Inspector**  | **Signature**  |

The following documents, manuals and information shall be carried on each flight, as originals or copies unless otherwise specified.

| **Item** | **Documentation** | **Yes/ No** | **Remark** |
| --- | --- | --- | --- |
| 1 | The aircraft flight manual (AFM), or equivalent document(s) | [ ]  **Yes** [ ]  **No** |   |
| 2 | The original certificate of registration | [ ]  **Yes** [ ]  **No** |   |
| 3 | The original certificate of airworthiness (CofA) | [ ]  **Yes** [ ]  **No** |   |
| 4 | The noise certificate, including an English translation, where one has been provided by the authority responsible for issuing the noise certificate | [ ]  **Yes** [ ]  **No** |   |
| 5 | A certified true copy of the air operator certificate (AOC), including an English translation when the AOC has been issued in another language | [ ]  **Yes** [ ]  **No** |   |
| 6 | The operations specifications relevant to the aircraft type, issued with the AOC, including an English translation when the operations specifications have been issued in another language | [ ]  **Yes** [ ]  **No** |   |
| 7 | The original aircraft radio licence, if applicable | [ ]  **Yes** [ ]  **No** |   |
| 8 | The third-party liability insurance certificate(s) | [ ]  **Yes** [ ]  **No** |   |
| 9 | The journey log, or equivalent, for the aircraft | [ ]  **Yes** [ ]  **No** |   |
| 10 | The aircraft technical log, in accordance with Part-M | [ ]  **Yes** [ ]  **No** |   |
| 11 | Details of the filed ATS flight plan, if applicable | [ ]  **Yes** [ ]  **No** |   |
| 12 | Current and suitable aeronautical charts for the route of the proposed flight and all routes along which it is reasonable to expect that the flight may be diverted | [ ]  **Yes** [ ]  **No** |   |
| 13 | Procedures and visual signals information for use by intercepting and intercepted aircraft | [ ]  **Yes** [ ]  **No** |   |
| 14 | Information concerning search and rescue services for the area of the intended flight, which shall be easily accessible in the flight crew compartment | [ ]  **Yes** [ ]  **No** |   |
| 15 | The current parts of the operations manual that are relevant to the duties of the crew members, which shall be easily accessible to the crew members | [ ]  **Yes** [ ]  **No** |   |
| 16 | The MEL | [ ]  **Yes** [ ]  **No** |   |
| 17 | Appropriate notices to airmen (NOTAMs) and aeronautical information service (AIS) briefing documentation | [ ]  **Yes** [ ]  **No** |   |
| 18 | Appropriate meteorological information | [ ]  **Yes** [ ]  **No** |   |
| 19 | Cargo and/or passenger manifests, if applicable | [ ]  **Yes** [ ]  **No** |   |
| 20 | Mass and balance documentation | [ ]  **Yes** [ ]  **No** |   |
| 21 | The operational flight plan, if applicable | [ ]  **Yes** [ ]  **No** |   |
| 22 | Notification of special categories of passenger (SCPs) and special loads, if applicable | [ ]  **Yes** [ ]  **No** |   |
| 23 | Any other documentation that may be pertinent to the flight or is required by the States concerned with the flight | [ ]  **Yes** [ ]  **No** |   |

**Note:** In case of loss or theft of documents specified in 2 to 8, the operation may continue until the flight reaches its destination or a place where replacement documents can be provided.