AMC/GM to Annex II (Part-ARO) — Issue 3

Change information

AMC/GM to Annex II (Part-ARO), Subpart RAMP has been amended as follows:

Text to be deleted	~~Text to be deleted is shown with a line through it.~~
New text to be inserted	New text to be inserted is highlighted with grey shading.
New text to replace existing text	~~Text to be deleted is shown with a line through it~~ followed by the replacement text which is highlighted with grey shading.
Text unchanged	Text without a horizontal line through it or grey shading remains the same.
Remaining text is unchanged in front of or following the amendment	…

Amendments to AMC/GM to Annex II (Part-ARO)

1.1 SUBPART RAMP

1) AMC1 ARO.RAMP.100(b) has been amended as follows:

AMC1 ARO.RAMP.100(b) General

SUSPECTED AIRCRAFT

[…]

(d) previous lists, referred to in ARO.RAMP.105, indicating that the operator or the State of the operator has been suspected of non-compliance;

(e) evidence that the State in which an aircraft is registered is not exercising proper safety oversight; or

(f) concerns about the operator of the aircraft that have arisen from occurrence reporting information and non-compliance recorded in a ramp inspection report on any other aircraft used by that operator;

(g) information received from EASA Third-Country Operator (TCO) monitoring activities;

(h) any relevant information collected pursuant to ARO.RAMP.110.

2) AMC1 ARO.RAMP.100(c)(1) has been amended as follows:

AMC1 ARO.RAMP.100(c)(1) General

ANNUAL PROGRAMME

(a) Calculation methodology

The competent authority should calculate the number of points to be achieved in the following year. The number of points should be submitted to the Agency before the 1st of September prior to the year for which the points apply. For this purpose the following formula should be used:

$$Q = (Opr_{\geq 12}) + (0.2 * Opr_{<12}) + (0.001 * Lnd), \text{ where:}$$

'Q' = annual quota;

'$Opr_{\geq 12}$' is the number of operators whose aircraft have landed in the previous year at aerodromes located in the Member State at least 12 times;

'$Opr_{<12}$' is the number of operators whose aircraft have landed in the previous year at aerodromes in the territory of the Member State less than 12 times;

'Lnd' is the number of landings performed by those operators' aircraft at aerodromes located in the Member State in the previous year.

(b) Inspections should be valued differently in accordance with the following criteria:

(1) prioritised ramp inspections and the first inspection of a new operator, i.e. who has not been inspected by the State during the past 12 months, conducted on an aerodrome located within a radius ≤ 250 km from the competent authority's main office have a value of 1.5 points;

(2) prioritised ramp inspections and the first inspection of a new operator conducted on an aerodrome located within a radius > 250 km from the competent authority's main office have a value of 2.25 points;

(3) inspections conducted between the hours of 20:00 and 06:00 local time, during weekends or national holidays have a value of 1.25 points;

(4) inspections conducted on operators for which the previous inspection was performed more than 8 weeks before have a value of 1.25 points;

(5) any other inspections have a value of 1 point; and

(6) for specific circumstances falling under two or more of the above situations, the above-mentioned factors may be combined by multiplication (e.g. prioritised inspection performed at an airport located at 600 km from the main office, during the weekend on an operator that was not inspected over the last 3 months will have a value of: 2.25 * 1.25 * 1.25 = 3,52 points).

3) a new AMC2 ARO.RAMP.100(c) has been inserted:

AMC2 ARO.RAMP.100(c) General

ANNUAL PROGRAMME – NATIONAL COORDINATOR

A national coordinator should be appointed by each competent authority and tasked with the day-to-day coordination of the programme at national level in order to facilitate the implementation of the programme carried out in the framework of Subpart RAMP within each Member State. The tasks of the national coordinator should include the following:

(a) entering ramp inspection reports into the centralised database within the timeframe defined in ARO.RAMP.145(a);

(b) prioritising ramp inspections in accordance with ARO.RAMP.105;

(c) nominating national representatives for the ramp inspection working groups (on procedures, in-depth analysis, ad hoc analysis);

(d) acting as a focal point for the training schedules (initial and recurrent training) for all involved national ramp inspection staff, e.g. inspectors, senior inspectors, database users, moderators;

(e) ensuring that all staff involved in ramp inspections are properly trained and scheduled for recurrent training;

(f) representing the Member State at the meetings of the European Steering Expert Group (ESSG) on ramp inspections and, when necessary, at other ramp inspection related meetings;

(g) promoting and implementing the inspector exchange programme described in ARO.RAMP.115(e);

(h) providing support in handling requests for disclosure of data related to information recorded and reported pursuant to ARO.RAMP.145;

(i) ensuring distribution of new legislation and latest versions of procedures to ramp inspection staff;

(j) organising regular meetings with all ramp inspection staff to maintain a high quality standard regarding:

(1) any changes/updates to requirements relating to ramp inspections of aircraft of operators under the regulatory oversight of another state;

(2) feedback on quality issues regarding reports, e.g. incorrect entries, mistakes, omissions, etc.;

(k) implementing a national ramp inspection quality control system and, as far as practicable, making use of the workflow function which is available in the centralised database referred to in ARO.RAMP.150(b)(2);

(l) managing the access of national operators and the competent authority's staff to the centralised database referred to in ARO.RAMP.150(b)(2);

(m) act as a sectorial focal point in the domain of ramp inspections in the context of standardisation activities performed by the Agency pursuant to Regulation (EU) No 628/2013;

(n) proposing appropriate team members for ramp inspection standardisation visits in accordance with Article 6.2 of Commission Regulation (EU) No 628/2013.

(o) provide information to the Agency, the Commission and the Member States on contacts with authorities and operators.

4) a new AMC3 ARO.RAMP.100(c) has been inserted:

AMC3 ARO.RAMP.100(c) General

ANNUAL PROGRAMME

(a) The annual programme for the performance of ramp inspections should make use of information about prioritised aircraft (available in the centralised database and published regularly by the Agency). The annual programme should include:

(1) a long-term planning of inspections of those aircraft suspected of not being compliant with applicable requirements, for which the schedule is known to the competent authority. Information leading to a suspicion could originate from the elements described in AMC1 ARO.RAMP.100(b).

(2) a short term planning of inspections, if information leading to the suspicion and/or information on the arrival date and time is not known well in advance. Such information might be originating from, but should not be limited to, the circumstances listed in AMC1 ARO.RAMP.100(b).

(b) An inspector may also perform inspections of aircraft not being prioritised or aircraft not being suspected during random inspections (so called 'spot checks'), which are conducted in the absence of any suspicion of non-compliance, provided that the competent authority has established the relevant procedures. Such procedures should contain instructions taking into account the following principles:

(1) Repetitive inspections of those operators where previous inspections have not revealed safety deficiencies should be avoided, unless they form part of a series of partial inspections (due to time limitations) with the intention to cover the complete checklist.

(2) A selection of the widest possible sampling rate of the operator population flying into the territory of the Member State. However, some operators operate flights only to one or a very limited number of Member States. The involved States should consider inspecting those operators regularly even more if these operators or aircraft are included in the list for prioritised ramp inspections referred to in ARO.RAMP.105;

(3) Non-discrimination based on the nationality of the operator, the type of operation or type of aircraft.

(c) By using the information sources and the information specified in AMC1 ARO.RAMP.100(b) and AMC1 ARO.RAMP.110, competent authorities should use the database in order to enable inspectors to verify the rectification of previously found non-compliance and to select the items to be inspected if the time available does not permit full inspection.

5) a new GM1 ARO.RAMP.100(c) has been inserted:

GM1 ARO.RAMP.100(c) General

ANNUAL PROGRAMME

In addition to the ramp inspection national coordinator, the competent authority can appoint a coordinator for national operators to act as the focal point for other Member States regarding ramp inspections performed on operators under its oversight.

6) GM1 ARO.RAMP.105(b)(2)(i) has been deleted:

~~**GM1 ARO.RAMP.105(b)(2)(i) Prioritisation criteria**~~

~~LIST OF OPERATORS~~

~~The list of operators may include aircraft of operators or aircraft that have been withdrawn from the list of air carriers subject to an operating ban within the EU, as established by Regulation (EC) No 2111/2005 of the European Parliament and of the Council[1].~~

7) AMC1 ARO.RAMP.110 has been amended:

AMC1 ARO.RAMP.110 Collection of information

COLLECTION OF INFORMATION

The information should include:

(a) important safety information available, in particular, through:

[…]

(6) information received from whistleblowers (such as, but not limited to, ground handling or maintenance personnel) regarding poor maintenance, obvious damage or defects, incorrect loading, etc.;

(b) information on action(s) taken subsequent to a ramp inspection, such as:[…]

(2) aircraft or operator banned from the Member State pursuant to Article 6 of Regulation (EC) No 2111/2005 of the European Parliament and of the Council[2] ~~or banned from the EU~~;[…]

8) AMC1 ARO.RAMP.115(b)(1) has been amended

~~[1] OJ L 344, 27.12.2005, p. 15.~~

[2] Regulation (EC) No 2111/2005 of the European Parliament and of the Council of 14 December 2005 on the establishment of a Community list of air carriers subject to an operating ban within the Community and on informing air transport passengers of the identity of the operating air carrier, and repealing Article 9 of Directive 2004/36/EC (OJ L 344, 27.12.2005, p. 15).

AMC1 ARO.RAMP.115(b)(1) Qualification of ramp inspectors

ELIGIBILITY CRITERIA

(a) The candidate should be considered eligible to become a ramp inspector provided he/she meets the following criteria:

(1) Has good knowledge of the English language attested by a valid language proficiency certificate; and

(2) education and experience over the previous 5 years in accordance with one of the following items:

[…]

(vii) has successfully completed post-secondary aeronautical education with a duration of at least ~~2~~ 3 years.

9) A new GM1 ARO.RAMP.115(b)(1) has been inserted

GM1 ARO.RAMP.115(b)(1) Qualification of ramp inspectors

ENGLISH LANGUAGE PROFICIENCY CERTIFICATE

A valid language proficiency certificate means a certificate such as ICAO English Proficiency Level 4, Common European Framework of Reference for Languages: Level B2, or another equivalent certificate.

10) AMC1 ARO.RAMP.115(b)(2) has been amended:

AMC1 ARO.RAMP.115(b)(2) Qualification of ramp inspectors

SENIOR RAMP INSPECTORS

(a) The competent authority should appoint senior ramp inspectors provided they meet the qualification criteria established by that competent authority. These qualification criteria should contain at least the following requirements:

(1) the appointee has been a qualified ramp inspector over the 3 years prior to his/her appointment;

(2) the appointee has performed a minimum of 72 ramp inspections during the 36 months prior to the appointment, evenly spread over this period; and

(3) the senior ramp inspector will remain qualified only if performing at least 24 ramp inspections during any 12-month period after his/her initial qualification.

(b) If the competent authority does not have senior ramp inspectors to conduct on-the-job training, such training should be performed by a senior ramp inspector from another State~~, either in the competent authority of the trainee or in the competent authority of the senior ramp inspector~~.

(c) Additional factors to be considered when nominating senior ramp inspectors include knowledge of training techniques, professionalism, maturity, judgment, integrity, safety awareness, communication skills, personal standards of performance and a commitment to quality.

(d) If a senior ramp inspector should lose his/her qualification as a result of failure to reach the minimum number of inspections mentioned in ~~ARO.RAMP.115(b)(3)~~ paragraph (a)(3) above, he/she should be re-qualified by the Member State authority by performing at least four

inspections under the supervision of a senior ramp inspector, within a maximum period of 2 months.

(e) Senior ramp inspectors, like any other inspectors, should also receive recurrent training according to the frequency mentioned in paragraph (b) of AMC1 ARO.RAMP.115(b)(3).

11) AMC2 ARO.RAMP.115(b)(2) has been amended:

AMC2 ARO.RAMP.115(b)(2) Qualification of ramp inspectors

SCOPE AND DURATION OF INITIAL TRAINING

Initial training should encompass:

[…]

(d) Duration and conduct of on-the-job training

(1) The duration of the on-the-job training should be customised to the particular training needs of every trainee. As a minimum, the on-the-job training programme should contain at least six observed ramp inspections and six ramp inspections performed under the supervision of the senior ramp inspector, over a period of a maximum of 6 months. In general, on-the-job training should start as soon as possible after the completion of the practical training and cover all inspection items that the inspector will be privileged to inspect.

~~The on-the-job-training may be given by more than one senior ramp inspector. In such cases a~~Appropriate records should be maintained for each trainee documenting the training received (when the trainee is observing the inspection) and his/her ability to effectively perform ramp inspections (under supervision). For this purpose, the senior ramp inspector should use a checklist containing the applicable elements presented in AMC4 ARO.RAMP.115(b)(2)~~GM2 ARO.RAMP.115(c)~~. The on-the-job training may be given by more than one senior ramp inspector.

12) AMC3 ARO.RAMP.115(b)(2) has been amended:

AMC3 ARO.RAMP.115(b)(2)) Qualification of ramp inspectors

QUALIFICATION OF THE INSPECTOR AFTER SUCCESSFUL COMPLETION OF TRAINING

Qualification of the inspector after successful completion of training

(a) Successful completion of theoretical training should be demonstrated by passing an evaluation by the competent authority or by the approved training organisation who has delivered the training.[...]

13) AMC4 ARO.RAMP.115(b)(2) has been amended:

AMC4 ARO.RAMP.115(b)(2) Qualification of ramp inspectors

CHECKLIST ON-THE-JOB TRAINING OF INSPECTORS

On-the-Job Training of Ramp Inspection Inspectors	
Competent Authority	Senior ramp inspector:

Name of trainee:		Place:	
Date:		Ramp Inspection Number:	
Operator:		A/C Registration:	A/C Type:

A	**Flight deck**	**Check: (Description/ notes)**	**Obser-vation**	**Under Supervision**
General				
1	**General condition**	• inappropriately pulled circuit breakers • reinforced flight crew compartment door, if required • crew baggage • flight crew seats	□	□
		Note:		
2	**Emergency exit**	• Are exits serviceable (if not, check MEL limitations) • Possible obstacles • emergency exits (serviceability) • escape ropes (secured or not)	□	□
		Note:		
3	**Equipment**	**ACAS II/TCAS**: • Presence • System test/passed 8.33 kHz: (if required) • Radio channel spacing **RNAV**: • Authorisation to perform operations in RNAV airspace. **TAWS/E-GPWS**: • presence • TAWS/SRPBZ for forward looking terrain avoidance function • **Data Base of system** (content and update) • System test (if possible) **MNPS** • Special authorisation **Cockpit Voice Recorder** • System test (if possible) **RVSM**: (if required) • Presence • Serviceability ~~• System test (if possible) MNPS~~ • ~~Special authorisation~~	□	□
		Note:		
Documentation				
4	**Manuals**	• Presence of the applicable parts of the operations manual • Up-to-date • Competent authority approval where applicable content (complies with the requirements) • Presence of aircraft flight manual / performance data • Differences regarding manuals of	□	□

		aircraft of ex-Soviet design (e.g. Rukowodstwo on former Commonwealth of Independent States (CIS) built aircraft.		
		Note:		
5	**Checklists**	• Available/within reach • Tidiness/cleanness • Normal • Abnormal • Emergency • Up-to-date/not for training, etc. • Content (compliance with the operator procedures) • Appropriate for aircraft configuration being used	□	□
		Note:		
6	**Radio navigation/ instrument charts**	Presence of instrument approach charts (available/within reach/ up-to-date) • Presence of en-route charts (available/within reach/up-to-date) • Route covering • FMS/GPS database validity • ~~Presence of instrument approach charts (available/within reach/ up-to-date)~~ • ~~Presence of en-route charts (available/within reach/up-to-date)~~ • ~~Route covering~~	□	□
		Note:		
7	**Minimum equipment list**	• Presence of instrument approach charts (available/w within reach/ up-to-date) • Presence of en-route charts (available/within reach/up-to-date) • Route covering • FMS/GPS database validity • ~~Availability/within reach~~ • ~~Up-to-date/less restrictive than MMEL~~ • ~~Does content reflect aircraft's equipment~~ • ~~Possible deferred defects/ accordance with instructions~~ • ~~Possible use of MMEL~~ • ~~Rukowodstwo (check when possible)~~	□	□
		Note:		
8	**Certificate of registration**	• On-board • Accuracy (Reg. mark, A/C type and S/N) • Format • English translation when needed • Identification plate (S/N)	□	□
		Note:		
9	**Noise certificate**	• On-board • Approval (state of registry)	□	□
		Note:		

10	**AOC or equivalent**	• Accuracy • Content (operator identification, validity, date of issue, A/C type, OPS SPECS) • EASA TCO authorisation (if applicable).	□	□
		Note:		
11	**Radio licence**	• On-board • Accuracy with installed equipment	□	□
		Note:		
12	**Certificate of airworthiness (C of A)**	• On-board (original or certified true copy) • Accuracy • Validity	□	□
		Note:		
Flight data				
13	**Flight preparation**	• Operational flight plan on board • Proper filling • Signed by pilot-in-command/commander (and where applicable, Dispatch) • Fuel calculation • Fuel monitoring/management • NOTAMs • Updated meteorological information • Letter Y in flight plan	□	□
		Note:		
14	**Mass and balance calculation**	• On-board • Accuracy (calculations/ limits) • Pilots acceptance • Load and trim sheet/ actual load distribution	□	□
		Note:		
Safety equipment				
15	**Hand fire extinguishers**	• On-board • Condition/pressure indicator • Mounting (secured) • Expiry date (if any) • Access • Sufficient number	□	□
		Note:		
16	**Life jackets/flotation devices**	• On-board • Access/within reach • Condition • Expiry date (where applicable) • Sufficient number	□	□
		Note:		
17	**Harness**	• On-board (no seatbelt) • Condition • Sufficient number (one for each crew member)	□	□
		Note:		

18	**Oxygen equipment**	• On-board • Condition • Cylinder pressure (minimum acc. to operations manual) • Ask crew to perform the operational function check of combined oxygen and communication system • Follow practice of the flight crew	□	□
		Note:		
19	**Independent Portable light**	• On-board • Appropriate quantities • Condition • Serviceability • Access/within reach • The need for an independent portable light (departure or arrival at night time)	□	□
		Note:		
Flight crew				
20	**Flight crew licence/composition**	• On-board • Form/content/English translation when needed • Validity • Ratings (appropriate type) (pilot-in-command (PIC)/ATPL) • Pilots' age • Possible difference with ICAO Annex 1 (concerning the age of pilots) • In case of validation (all documents needed) • Medical assessment/ check interval • Spare eye glasses if applicable • Minimum flight crew requirements	□	□
		Note:		
Journey log book / Technical log or equivalent				
21	**Journey log book or equivalent**	• On-board • Content • Filling (carefully and properly)	□	□
		Note:		
22	**Maintenance release**	• Validity • When need of maintenance, technical log has been complied with • When ETOPS, requirement are met • Signed off • Verify that maintenance release has not expired • Ex-Soviet built A/C	□	□
		Note:		

23	**Defect notification and rectification**	• Number of deferred defects • All defects been notified • Defect deferments include time limits and comply with the stated time limits • All the defects are notified • Technical log markings (should be understandable by captain) • Ex-Soviet built A/C	□	□
		Note:		
24	**Pre-flight inspection**	• Performed (inbound/ outbound flight) • Signed off	□	□
		Note:		
B	**Cabin Safety**			
1	**General internal condition**	• General condition • Possible loose carpets • Possible loose or damaged floor panels • Possible loose or damaged wall panels • Seats • Markings of unserviceable seats • Lavatories • Lavatory smoke detectors • Safety and survival equipment (shall be reliable, readily accessible and easily identified. Instructions for operation shall be clearly marked) • Possible obstacles to perform normal and abnormal duties	□	□
		Note:		
2	**Cabin crew stations and crew rest area**	• Presence of cabin crew seats and compliance with the requirement • Sufficient number • Condition (seatbelt, harness) • Emergency equipment (independent portable light, fire extinguishers, portable breathing equipment …) • Cabin preparation list	□	□
		Note:		
3	**First-aid kit/ emergency medical kit**	• On-board • Condition • Expiry date • Location (as indicated) • Identification • Adequacy • Access • Operating instructions (clear)	□	□
		Note:		
4	**Hand fire extinguishers**	• On-board • Condition (pressure indicator) • Expiry date (if available) • Mounting and access • Number	□	□

		Note:		
5	**Life jackets/ flotation devices**	• On-board • Easy access • Condition • Expiry dates as applicable • Sufficient number • Infant vest	□	□
		Note		
6	**Seat belt and seat condition**	• On-board • Sufficient number • Condition • Availability of extension belts • Cabin seats (verify the condition) • If unserviceable check U/S-tag. • Restraint bars	□	□
		Note:		
7	**Emergency exit, lightning and marking, independent portable light**	• Emergency exits (condition) • Emergency exit signs/ presence (condition) • Operation instructions (markings and passenger emergency briefing cards) • Floor path markings (ask to switch on). Possible malfunction/MEL • Lighting • Independent Portable light and batteries (condition) • Sufficient number of Independent Portable light (night operations) • Availability on each cabin attendant's station.	□	□
		Note:		
8	**Slides/life-rafts (as required), ELT**	• Slides on-board • Condition • Expiry date • Sufficient number • Location and mounting • Bottle pressure gauge • ELT on board • ELT (condition and date)	□	□
		Note:		
9	**Oxygen supply (cabin crew and passengers)**	• Presence • Sufficient quantity of masks (cabin crew and passengers) • Drop-out panels are free to fall • Passenger instructions (passenger emergency briefing cards) • Portable cylinder supply and medical oxygen, check pressure and mounting	□	□
		Note:		

10	**Safety instructions**	• On-board • Tidiness • Accuracy/content (A/C type) • Sufficient numbers (passenger emergency briefing card for each passenger) • Cards for flight crew (check emergency equipment locations)	□	□
		Note:		
11	**Cabin crew members**	• General overview of cabin crew (conditions) • The sufficient number of cabin crew (appropriate) • How the duty stations are manned • Follow practice of the cabin crew • When refuelling with passengers on-board check procedures	□	□
		Note:		
12	**Access to emergency exits**	• Access areas • Possible obstacles for evacuation (foldable jump seat or seat backrest table)	□	□
		Note:		
13	**Stowage of passenger baggage**	• Hand baggage storages in cabin • Size of hand baggage • Quantity of hand baggage • Weight of hand baggage • Placed under seat (restraint bar)	□	□
		Note:		
14	**Seat capacity**	• Number of passengers/ permitted • Sufficient seat capacity	□	□
		Note:		
C	**Aircraft condition**			
1	**General external condition**	• Radom (latches/painting) • Windshields • Wipers • Static ports/areas • AoA probes • Pitot tubes • TAT probe • Crew oxygen discharge indicator (if exist) • Ground power connection (condition) • Wings (general condition, ice/snow contamination) • Fairings • Leading edge (dents) • Winglets • Trailing edge/static dischargers • Look for hydraulic leaks • Look for fuel leak • Fuselage • Tail section/static dischargers	□	□

		• APU cooling air inlet • APU exhaust air/surge • Look at APU area for leaks • Tail bumper (contact markings) • Maintenance and service panels (water/waste/hydraulic maintenance panels/refuel panels/cargo door control panel/RAT door) • Cabin windows • Exterior lights • Painting (condition) • Cleanliness • Markings/operational instructions and registration • Obvious repairs • Obvious damage		
		Note:		
2	**Doors and hatches**	• Passenger doors (condition) • Emergency exits (condition) • Cargo doors (condition) • Avionics compartment doors (condition) • Accessory compartment doors (condition) • Operation instructions of all doors • Lubrications of all doors • Door seals • Handles	□	□
		Note:		
3	**Flight controls**	• Ailerons (condition) • Slats/Krueger flaps/Notch flap (condition) • Spoiler panels (condition) • Flaps/track fairings (condition) • Rudder (condition) • Elevators (condition) • Stabiliser (condition) *Note! Check for leaks, flap drooping, wearing, corrosion, disbonding, dents, loose fittings and obvious damages.*	□	□
		Note:		
4	**Wheels, tyres and brakes**	• Wheels (assy condition, bolts and paint markings) • Tires (condition and pressure). Check for cuts, groove cracks, worn out shoulders, blister, bulges, flat spots) • Worn tire areas (measure the tread depth) • If cuts measure depth • Brakes (condition, wearing pins) • Measure and familiarise length of the pin/check for the limits.	□	□
		Note:		
5	**Undercarriage**	• Landing gear/hinges (general condition/leaks) • Struts • Locking mechanisms • Hydraulic (or pneumatic) lines	□	□

		(condition) • Strut pressure (visual check/piston length) • Lubrication • Electric lines and plugs. • Bonding • Cleanliness • FOD (foreign object damage) • Surface (plasma) and paintings • Check for corrosion • Placards and markings (nitrogen pressure table) • Dampers and bogie cylinders (check for leaks) • Landing gear strut doors *Use independent portable light and mirror*		
		Note:		
6	**Wheel well**	• General condition (structures) • Possible corrosion • Cleanliness • Installations (wiring, piping, hoses, hydraulic containers and devices) • Check for leaks • Wheel well doors (hinges) • Check for maintenance safety pins	□	□
		Note:		
7	**Powerplant and pylon**	• Air intake ring (general condition/inner skin and acoustic panels) • Engine cowlings (panels aligned, handles aligned, vortex generators/access doors) • Intake area fasteners • Sensors • Thrust reverses (ring and inner doors or thrust reverser doors) • Reverser duct inner skin and acoustic panels • Outlet guide vanes (from behind/reverser duct) • Exhaust barrel (inner and outer skin) • Drain mast/leaks • Pylons (sealants, panels, doors and blow-out-doors, possible leaks)	□	□
		Note:		

8	**Fan blades, propellers, rotors (main/tail)**	• Fan blades: general condition (check for foreign object damage, cracks, nicks, cuts, corrosion and erosion)
		• Fan blade:
		  ○ Leading edge
		  ○ Mid-span shroud (no stacked)
		  ○ Tip
		  ○ Contour surface
		  ○ Root area
		  ○ platform
		Note! Wait until rotation stop! Use independent portable light and mirror for the backside of the blades.
		• Spinner (damages/bolts)
			□	□

		• Fan outlet vanes (thorough the fan) • FOD (foreign object damage) • Split fairing • Blades (general condition) • Tip and mid area (75 % from root) • Check for nicks, dents, cracks, leakages etc. • Hub/spinner • Looseness of blades in hub		
		Note:		
9	**Obvious repairs**	• During the inspection of C-items notify unusual design and repairs obviously not carried out in accordance with the applicable AMM/SRM	□	□
		Note:		
10	**Obvious unrepaired damages**	• During the inspection of C-items notify unassessed and unrecorded damages and corrosion (lightning strike, bird strikes, FODs, etc.) • Check damage charts	□	□
		Note:		
11	**Leakage**	• During the inspection of C-items notify all the leaks: • Fuel leaks • Hydraulic leaks • Toilet liquid leaks • When leak: measure the leak rate and check the leak rates from AMM etc. if it is allowable and within normal operation limits or not. • Wear eye protection and use proper inspection gears for inspection	□	□
		Note:		
D	**Cargo**			
1	**General** **condition of cargo compartment**	• Cleanliness • Lightning • Fire protection/detection/ extinguishing systems and smoke detectors • Floor panels • Wall panels/markings • Blow-out-panels • Ceilings • Wall and ceiling panel sealants • Cargo nets/door nets • Fire extinguishers • Cargo roller and driving system and control panel	□	□
		Note:		
2	**Dangerous goods**	• Operations manual/ information required by ICAO Annex 18 • Technical Instructions (ICAO Doc. 9284-AN/905) are applied If dangerous goods on-board: • Pilots' notification • Stowing of dangerous goods cargo • Packaging (condition, leaks, damage) • Labelling	□	□

		If leak or damage of dangerous goods cargo: • Condition of other cargo • Follow removal • Follow cleaning of contamination.		
		Note:		
3	**Secure stowage of cargo**	• Load distribution (floor limits, pallets and containers/maximum gross weight) • Flight kit/spare wheel/ ladders (secured) • Cargo (secured) • Condition and presence of: • Lockers • Restraints • Pallets • Nets • Straps • Containers • Container locks on the floor • Heavy items securing inside containers	□	□
		Note:	□	□
E	**General**			
1	**General**	**Note:**	□	□

Additional elements (O) observed/performed (P) during On the Job Training	
(Please List)	
Assessment	
- Was the inspection carried out in a satisfactory manner regarding:	
- preparation of the inspection	□ **Yes** □ **No** (provide further details below*)
- ramp inspection	□ **Yes** □ **No** (provide further details below*)
- proof of inspection	□ **Yes** □ **No** (provide further details below*)
- human factors elements	□ **Yes** □ **No** (provide further details below*)
- Further training needed:	
Additional Remarks:*	
Signature of the trainee:	**Signature of the senior ramp inspector:**

14) AMC1 ARO.RAMP.115(b)(3) has been amended

AMC1 ARO.RAMP.115(b)(3) Qualification of ramp inspectors

RECURRENT TRAINING

[…]

(b) The competent authority should ensure that all ramp inspectors undergo recurrent training at least once every 3 years after being qualified as ramp inspectors or when deemed necessary by the competent authority or the Agency, e.g. after major changes in the inspection procedures. The Agency will inform the competent authority of such necessity and on the associated timeframe for implementation.[…]

(e) If a senior ramp inspector loses his/her qualification as a result of failure to undergo the recurrent training mentioned in paragraph (b) above, he/she should be re-qualified by the competent authority by providing him/her with the missing recurrent training.

15) AMC2 ARO.RAMP.115(b)(3) has been amended

AMC2 ARO.RAMP.115(b)(3) Qualification of ramp inspectors

RECENT EXPERIENCE REQUIREMENTS

[...]

(c) If the inspector has performed some ramp inspections but he/she loses his/her qualification as a result of not reaching the minimum number of inspections during any 12-month period after qualification,~~mentioned in (a)~~ he/she may be re-qualified by the competent authority by performing a number of inspections under the supervision of a senior ramp inspector. The number of supervised inspections should not be less than half the number of missed inspections according to the minimum requirement. ~~The time between these two inspections should be not more than 90 calendar days~~. All ramp inspections under supervision which are necessary for re-qualification should be performed within 90 calendar days.

16) AMC1 ARO.RAMP.115(c) has been deleted:

~~**AMC1 ARO.RAMP.115(c) Qualification of ramp inspectors**~~

~~CRITERIA FOR TRAINING ORGANISATIONS~~

~~(a) The training organisation should appoint a manager who is responsible for ensuring that training courses are managed and carried out in accordance with the following criteria:~~

~~(1) The training organisation should contract sufficient personnel to develop and deliver ramp inspection training courses in accordance with the technical criteria required by the Agency.~~

~~(2) The size and structure of training facilities should ensure protection from the prevailing weather elements and proper operation of all planned training and examination on any particular day.~~

~~(3) Fully enclosed appropriate accommodation, separate from other facilities, should be provided for the instruction. In case the training will be given in other facilities than its own training facility, such facility should meet the same criteria.~~

~~(4) Classrooms should have appropriate presentation equipment, of a standard that ensures students can easily read presentation text/drawings/diagrams and figures from any position in the classroom.~~

~~(5) The training organisation should establish appropriate procedures to ensure proper training standards and compliance with the applicable criteria, including a quality system to ensure adequate control of the training preparation and delivery process.~~

~~(6) The training should be conducted in the English language with the aim to train the trainee in the jargon to be used during the ramp inspection.~~

~~(7) The training organisation should demonstrate that compliance with the applicable criteria is maintained in time, and that the content of the training course is always kept in line with the applicable syllabi.~~

~~(8) The training organisation should put in place a system to evaluate the effectiveness of training provided, based upon feedback collected from course participants after each training delivery. An annual review summarising the results of the feedback system together with the training organisation's corrective actions (if any) shall be sent to the Agency.~~

~~(i) Training organisations providing ramp inspection training courses should use only training instructors meeting the experience and qualifications criteria listed hereunder:~~

~~(ii) knowledge of the EU Ramp Inspection Programme;~~

~~(iii) knowledge of training delivery methods and techniques;~~

~~(iv) for instructors delivering training on inspection items and/or delivering practical training:~~

~~(A) meets the eligibility requirements for inspectors;~~

~~(B) knowledge of the ramp inspection methodology through participation, as an inspector or as an observer under the guidance of a senior ramp inspector, in at least 30 inspections in the previous 5 years before being nominated as an instructor.~~

~~(v) for instructors delivering training on the regulatory framework and general ramp inspection process, at least 2 years of direct experience in the EU ramp inspection programme (previous SAFA Programme), e.g. either as an inspector or as a national coordinator or as an aviation safety regulations/legislation expert.~~

~~(9) Fulfilment of the criteria above should be attested by the training organisation based, as a minimum, on individual self-declaration.~~

~~(10) Training organisations should only employ training instructors that have maintained their proficiency by performing or observing a minimum of six ramp inspections per year.~~

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~~(11) All instructors should attend a recurrent training workshop organised by the Agency, aiming at updating their knowledge with new developments of the EU Ramp Inspection Programme as well as standardisation and harmonisation issues. The Agency's workshop should be attended whenever it would be deemed necessary due to significant changes in the Ramp Inspection Programme's structure and procedures, with a minimum of at least once every 3 years.~~

17) GM1 ARO.RAMP.115(c) has been amended:

GM1 ARO.RAMP.115(c) Qualification of ramp inspectors

COMPETENT AUTHORITY'S TRAINING PROGRAMME ~~CHECKLIST FOR THE EVALUATION OF A 3RD PARTY~~

The competent authority should ensure that its ~~their~~ training programmes ~~and/or their systems for the evaluation of third party training organisations~~ are amended accordingly to reflect any recommendations arising from the standardisation audits conducted by the Agency in accordance with Regulation (EC) No ~~736/2006~~ 628/2013[3].

18) GM2 ARO.RAMP.115(c) has been amended:

GM2 ARO.RAMP.115(c) Qualification of ramp inspectors

CHECKLIST FOR THE EVALUATION OF A THIRD PARTY TRAINING ORGANISATION

CHECKLIST FOR THE VERIFICATION OF A THIRD PARTY TRAINING ORGANISATION

1. ORGANISATIONAL STRUCTURE					
No.		**Description**	**Yes**	**No**	**Remarks**
	1	Has a manager with corporate authority been appointed?			
	2	Has the training provider contracted enough staff to develop and deliver the envisaged training?			
	3	Is the development and delivery of training in accordance with the technical criteria required by the Agency?			

2. FACILITIES AND OFFICE ACCOMMODATION					
No.		**Description**	**Yes**	**No**	**Remarks**
	1	Does the size and structure of the available training facilities ensure adequate protection against weather elements?			
	2	Does the size and structure of the available training facilities provide proper training activities?			
	3	As alternate means of compliance has the training organisation a procedure containing the applicable criteria when selecting the training facilities to be			

[3] OJ L 179, 29.6.2013, p.46.

		used, and are these criteria in compliance with the technical requirements provided by the Agency?			

3. INSTRUCTIONAL EQUIPMENT					
No.		**Description**	**Yes**	**No**	**Remarks**
	1	Is the presentation equipment appropriate for the training to be delivered?			
	2	Can the trainees easily read the presented material from any position in the classroom?			
	3	As alternate means of compliance has the training organisation a procedure containing the applicable criteria when selecting the training facilities to be used, and are these criteria in compliance with the technical requirements provided by the Agency?			
	4	Does the training organisation ensure that a suitable aircraft is available for practical training for an adequate period?			

4. TRAINING PROCEDURE					
No.		**Description**	**Yes**	**No**	**Remarks**
	1	Has the training provider established appropriate procedures to ensure proper training standards?			
	2	Has the training provider established a system to control the training preparation and delivery process?			
	3	Is the course material written in the English language and will the course be given in the English language?			
	4	Has the training provider demonstrated how compliance with Agency's technical criteria is maintained current and kept in line with the training syllabi?			
	5	Has the training provider developed a			

		system to evaluate the effectiveness of training provided?			
	6	Has the training provider developed a system to evaluate the effectiveness of the training based upon the feedback received?			

5. INSTRUCTORS – QUALIFICATION CRITERIA					
No.		**Description**	**Yes**	**No**	**Remarks**
	1	Does the training organisation have an instructors' recruitment procedure?			
	2	Does the recruitment procedure contain applicable selection criteria which are in compliance with the technical requirements provided by the Agency?			
	3	Do the instructors possess knowledge of the ramp inspection programmes?			
	4	Do the instructors have the knowledge on training methods and techniques?			
	5	Do the instructors delivering training on inspection items/practical training meet the eligibility and inspection experience requirements?			
	6	Do the other instructors meet the working experience criteria?			

6. INSTRUCTORS – QUALIFICATION RECORDS					
No.		**Description**	**Yes**	**No**	**Remarks**
	1	Has the training organisation created and maintained an adequate instructors' qualification tracking system that ensures their continuous competence at all times?			
	2	Are the criteria used for the maintenance of the instructors' continuous competence in compliance with the technical requirements provided by the Agency?			

7. INSTRUCTORS – RECENT EXPERIENCE AND RECURRENT TRAINING					
No.		**Description**	**Yes**	**No**	**Remarks**
	1	Do the instructors meet, if applicable, the requirements on recent experience?			
	2	Do the instructors meet the requirements on recurrent training?			

8. RECORDS KEEPING SYSTEM					
No.		**Description**	**Yes**	**No**	**Remarks**
	1	Has the training organisation put in place a records keeping system that ensures the appropriate collection, storage, protection, confidentiality of data related to training materials developed, associated updates, examinations of the trainees, etc.?			

9. QUALITY SYSTEM					
No.		**Description**	**Yes**	**No**	**Remarks**
	1	Has the training organisation put in place a quality system that ensures adequate control of the training development, preparation, delivery process and records keeping?			

10. TRAINING MATERIAL					
No.		**Description**	**Yes**	**No**	**Remarks**
	1	Are the overview items covered during the theoretical training?			
	2	Is the legal framework covered during the theoretical training?			
	3	Is the ICAO framework covered during the theoretical training?			
	4	Is the EU framework covered during			

		the theoretical training?			
	5	Are the technical aspects covered during the theoretical training?			
	6	Is the 'Hands-on' training of the Database covered during the theoretical training?			
	7	Are all A inspection items covered during the theoretical training?			
	8	Are all A inspection items covered during the practical training?			
	9	Are all B inspection items covered during the theoretical training?			
	10	Are all B inspection items covered during the practical training?			
	11	Are all C inspection items covered during the theoretical training?			
	12	Are all C inspection items covered during the practical training?			
	13	Are all D and E inspection items covered during the theoretical training?			
	14	Are all D and E inspection items covered during the practical training?			
	15	Does the training organisation provide to all course participants a copy of the complete training course material and the relevant EU aviation legislation, as well as relevant examples of technical information?			

11. ADDITIONAL REMARKS

19) a new AMC1 ARO.RAMP.120 has been inserted:

AMC1 ARO.RAMP.120 Approval of training organisations

OVERSIGHT OF APPROVED TRAINING ORGANISATION

(a) When determining the oversight programme of ramp inspector training organisations, the competent authority should assess the risks related to the type of activity carried out by the training organisation and adapt the oversight to the level of risk identified and to the organisation's ability to effectively manage safety risks.

(b) An oversight cycle not exceeding 24 months should be applied. The oversight planning cycle may be extended to a maximum of 48 months if the competent authority has established that during the previous 24 months the organisation has been able to effectively manage safety risks.

20) AMC1 ARO.RAMP.120 has been deleted:

~~**AMC1 ARO.RAMP.120 Approval of training organisations**~~

~~TRAINING ORGANISATIONS PROVIDING TRAINING TO RAMP INSPECTORS~~

~~(a) The competent authority employing a third party organisation for the purpose of ramp inspections related training should put in place a system to evaluate such an organisation. The system should be simple, transparent and proportionate. Such a system should take into account evaluations conducted by other Member State authorities.~~

~~(b) When an evaluation is performed by the Agency on behalf of competent authority, the result of the evaluation should be used by any Member State as a basis for its own evaluation.~~

~~(c) For each qualified training organisation, a competent authority should communicate to the Agency the following details:~~

~~(1) full legal name;~~

~~(2) address; and~~

~~(3) scope of training (i.e. theoretical training, practical training and a combination of these trainings).~~

21) a new AMC1 ARO.RAMP.120(a) has been inserted:

AMC1 ARO.RAMP.120(a) Approval of training organisations

APPROVAL OF A TRAINING ORGANISATION BY THE COMPETENT AUTHORITY

(a) When evaluating the training organisation's capability to deliver training the competent authority should verify that the training organisation:

(1) provides a detailed description of:

(i) the organisational structure;

(ii) the facilities and office accommodation;

(iii) instructional equipment;

(iv) instructor recruitment and maintenance of their continuing competence;

(v) record keeping system;

(vi) training course material development and its continuous update; and

(vii) additional means and methods used to fulfil its tasks,

The documents and information specified above may be included into an organisation manual.

(2) ensures compliance with its own procedures on adequate control of the training development, preparation, delivery process and records keeping, as well as compliance with the legal requirements. The training organisation should evaluate the effectiveness of the training provided, based upon written feedbacks collected from course participants after each training delivery.

(3) conducts the training in English with the aim to train trainees in the jargon used during ramp inspections;

(b) For the purpose of evaluating an organisation's capability, the competent authority should use checklists containing at least the elements listed in GM2 ARO.RAMP.115(c). These checklists should be part of the final evaluation report drawn up by the competent authority and be kept for a minimum of 5 years, in accordance with ARO.GEN.220(c).

(c) The competent authority should issue the approval for an unlimited duration.

22) a new AMC2 ARO.RAMP.120(a) has been inserted:

AMC1 ARO.RAMP.120(a)(1) Approval of training organisations

ORGANISATIONAL STRUCTURE

The competent authority should verify that the training organisation has appointed a head of training with corporate authority to ensure that the training organisation:

(a) has a sufficient number and properly qualified instructors to develop, update and deliver the training courses referred to in ARO.RAMP.115(b)(2)(i);

(b) makes use of adequate training facilities and properly equipped office accommodation;

(c) has established training procedures in accordance with AMC4 ARO.RAMP.120(a);

(d) delivers training developed in accordance with the syllabi developed by the Agency;

(e) periodically evaluates the effectiveness of the training provided; and

(f) makes available to the competent authority an annual review summarising the results of the feedback system together with the training organisation's corrective actions (if any).

23) a new AMC1 ARO.RAMP.120(a)(2) has been inserted:

AMC1 ARO.RAMP.120(a)(2) APPROVAL OF TRAINING ORGANISATIONS

FACILITIES, OFFICE ACCOMODATION AND INSTRUCTIONAL EQUIPMENT

(a) The competent authority should verify that:

(1) the size and structure of the training facilities and office accommodation ensures protection from the prevailing weather elements and proper development, record keeping and delivery of all planned training on any particular day;

(2) the accommodation is separated from other facilities and appropriate to provide training;

(3) a suitable aircraft is available for practical training for an adequate period;

(4) classrooms have appropriate presentation equipment ensuring that students can easily read presentation text/drawings/diagrams and figures from any position in the classroom. Where necessary, audio amplification should be available to assist instructors in verbal communication. Internet access should also be available to enable instructors to use the online applications used in the EU Ramp Inspection programme.

(b) If the training organisation does not possess its own training facilities, office accommodation and instructional equipment, the competent authority should verify the system put in place by the training organisation to ensure full access to and use of training facilities, office accommodation and instructional equipment in accordance with this paragraph.

24) a new AMC1 ARO.RAMP.120(a)(3) has been inserted:

AMC1 ARO.RAMP.120(a)(3) Approval of training organisations

TRAINING COURSE

To assess training courses and training course materials, the competent authority should:

(a) request from the training organisation a compliance checklist cross-referencing the training course content and the relevant syllabus developed by the Agency;

(b) verify that the content of the training courses to be delivered complies with the syllabi developed by the Agency, also by attending at least one initial theoretical and practical training course;

(c) ensure that the training course is reflecting any recommendations arising from the standardisation audits conducted by the Agency in accordance with Regulation (EU) No 628/2013[4];

(d) verify that the training course material is accurate and up to date and has been developed for the type of training to be delivered (including course slides, reference documents, etc);

(e) verify that the training organisation provides to all course participants a copy of the complete training course material and the relevant EU aviation legislation, as well as relevant examples of technical information.

25) a new AMC1 ARO.RAMP.120(a)(4) has been inserted:

AMC1 ARO.RAMP.120(a)(4) Approval of training organisations

TRAINING INSTRUCTORS

(a) The competent authority should verify that the training organisation has a sufficient number of instructors with at least adequate:

(1) Adequate general knowledge and experience

(2) knowledge of the EU Ramp Inspection programme;

(3) knowledge of training delivery techniques; and

(4) English language communication skills.

(b) Instructors delivering training on inspection items and/or delivering practical training should:

(1) have conducted at least 72 inspections in the previous 3 years as qualified ramp inspectors before being nominated as instructors;

(2) have conducted at least 12 inspections as qualified ramp inspectors in the previous 12 months prior to the date of the training delivery;

(3) deliver training only on those inspection items which they are entitled to inspect;

[4] Commission Implementing Regulation (EU) No 628/2013 of 28 June 2013 on working methods of the European Aviation Safety Agency for conducting standardisation inspections and for monitoring the application of the rules of Regulation (EC) No 216/2008 of the European Parliament and of the Council and repealing Commission Regulation (EC) No 736/2006 OJ L 179, 29.6.2013, p.46.

(c) Instructors delivering training on the regulatory framework for ramp inspections should have at least 3 years of experience as national coordinators such as referred to in GM1 ARO.RAMP.100(c), or as qualified senior ramp inspectors, or as an European aviation safety legislation expert;

(d) All instructors should attend (or familiarise with the content of) a recurrent training workshop, organised by the Agency, at least once every 3 years or at the request of the Agency to update their knowledge of the EU Ramp Inspection Programme and to promote standardisation.

(e) Regarding theoretical and practical training on D02 items, instructors on dangerous goods certified in accordance with ICAO Annex 18 Doc 9284 AN/905 should only be required to have adequate knowledge of training delivery methods and techniques, and English language communication skills.

26) a new AMC1 ARO.RAMP.120(b) has been inserted:

AMC1 ARO.RAMP.120(b) Approval of training organisations

VERIFICATION OF THE TRAINING ORGANISATION'S COMPLIANCE AND CONTINUOUS COMPLIANCE BY THE AGENCY

(a) When the competent authority requests the Agency to verify a training organisation's compliance or continuous compliance with the applicable requirements, the following should be taken into account:

(1) the request should be submitted to the Agency at least 90 days prior to the intended date of issuing the approval or to the intended date of ending the continuous compliance verification; and

(2) the training organisation should be notified that the verification of compliance will be performed by the Agency, and, therefore, full cooperation and unimpeded access to the organisation staff, documentation, records and facilities should be ensured.

(b) Verification may include an on-site audit and/or unannounced inspection of the training organisation.

(c) The Agency should provide the requesting competent authority with a report containing the results of the compliance verification as soon as the process is finalised, but no later than 10 days prior to the anticipated date of approval.

(d) When the Agency identifies a non-compliance with the applicable requirements, it should:

(i) immediately inform the competent authority concerned of non-compliance and indicate the level of finding(s), providing all the supporting evidence available;

(ii) provide the training organisation concerned with all the necessary information on the identified non-compliance indicating that the certifying competent authority has been informed in order to take action.

(e) The competent authority may approve that organisation, if the results of the Agency's report indicate that the training organisation meets the applicable requirements.

(f) When verifying continuous compliance with the applicable requirements, the Agency may:

(1) request the training organisation to provide updated versions of information, evidences and documents related to the training.

(2) sample the training course material delivered during any training session to candidates or qualified ramp inspectors;

(3) use the results of the standardisation inspections.

27) a new AMC1 ARO.RAMP.125 has been inserted:

AMC1 ARO.RAMP.125 Conduct of Ramp Inspections & ARO.RAMP.130 Categorisation of findings

INSPECTION INSTRUCTIONS ON THE CATEGORISATION OF FINDINGS

Inspectors should follow the inspection instructions on the categorisation of findings established by the Agency for inspections performed on aircraft used by third country operators (SAFA) and on aircraft used by operators under the regulatory oversight of another Member State (SACA).

28) a new GMC1 ARO.RAMP.125(a) has been inserted:

GM1 ARO.RAMP.125(a) Conduct of ramp inspections

STANDARDISED PERFORMANCE OF RAMP INSPECTIONS

(a) When preparing a ramp inspection, the following should be taken into account:

(1) Selection of the aircraft/operator to be inspected and gathering of general information about the aircraft and operator;

(2) Obtaining the last update of the operating schedule for the selected operator from the operator, airport authorities, or ground-handling agents. In general, operators submit operating schedules twice per year. However, there might be 'last-minute changes' to these schedules. Therefore, inspecting team members should ensure that they have the latest schedule update. The internet can be a valuable source of information, and most airports have a website displaying information on arrival and departure times of scheduled flights. Schedule information on special flights, such as cargo and unscheduled or private flights, may need to be specifically requested from airports.

(3) Distribution of the tasks between ramp inspectors involved, especially in the case of limited inspection time and/or size and complexity of the aircraft.

(4) Co-operation with security, ground, and all other officials involved in airport activities, to enable the inspecting team to reach the aircraft to be inspected. When officials from different organisations (i.e. customs, security, Dangerous Goods inspectorate) have to work in co-operation during the inspection, a procedure on co-operation might need to be developed at a national level. Since most Member States have different airport procedures for inspectors, there is no standardised method, but Member States should provide inspectors with the respective credentials in order to ensure an unrestricted and unimpeded access.

(5) Obtaining relevant flight information on targeted operators from EUROCONTROL by using the application form to request access to EUROCONTROL's Central Flow Management Unit (CFMU) system.

(6) As a general rule, ramp inspections should be performed by at least two inspectors. Inspections performed by solo inspectors should be limited to exceptional cases, such as last minute unavailability of a team member, very short time to prepare a spot inspection, etc. The authority should provide inspectors with the necessary tools (e.g. flashlights, digital camera, mobile phone) and protective clothing suitable for environmental circumstances (e.g. fluorescent vests, ear protection, anti-static clothing).

(7) Depending on the items to be inspected, a ramp inspection may be performed on landing or on departure of the aircraft. The remaining fuel and cargo area (overloading, restraining, segregation, etc.) are examples of items that could be checked on landing.

Flight preparation and storage of baggage in the cabin could be checked on departure. An inspection after landing should not jeopardise the total resting time of the flight crew.

(8) Any unnecessary contact with passengers should be avoided and the inspection should not interfere, as much as possible, with the normal boarding/de-boarding procedures. However, inspecting certain elements in the cabin may be justified, for example such as:

(i) proper stowage of cabin baggage under the seat;

(ii) excessive overweight in overhead luggage bins;

(iii) baggage in front of emergency exit;

(iv) infants/children over the minimum age determined by the State of operator should have their own seat;

(v) allocation of passengers in the cabin, compared to the loadsheet data;

(vi) sufficient number of seats;

(vii) observing the boarding process during normal operations and/or during refuelling in process;

(viii) attempting to establish the commercial nature of a flight which is suspected to be performed illegally.

(9) When circumstances (time, manpower, etc.) prevent inspection of all checklist items, inspectors should try to inspect those elements which, according to the inspectors' preparation and experience, are likely to be more safety critical depending on the particularities of the inspected flight. For this purpose, the following should be taken into account:

(i) Certain elements are less safety critical, and should, therefore, be given lower priority (e.g. a noise certificate has far less impact on safety than incorrectly completed mass and balance documentation, or incorrect calculation).

(ii) Differences in aircraft configuration: whereas for a cargo configuration the securing of the cargo and the segregation of dangerous goods is important; for a passenger configuration, checking the refuelling procedures with passengers on board could have higher priority.

(iii) Previous ramp inspection results: if serious and/or recurrent findings were raised during previous inspections on e.g. the Minimum Equipment List (MEL), this might be more important than the flight preparation on which previously no non-compliances were found.

(iv) Type and age of the aircraft: some aircraft types are known to have issues with e.g. leakages or missing screws, therefore, the age of the aircraft should also be taken into consideration.

(10) If deemed appropriate, the inspector could contact the operator's representative at the airport so that he or she can be present during the ramp inspection. Experience shows that the operator's representative may be helpful in providing support, especially in facilitating communication with the crew or the operator's home base.

(11) Inspecting authorities might consider informing operators and authorities about the EU Ramp Inspection programme and explain to them what is expected from them when an inspection is being performed.

29) a new GM2 ARO.RAMP.125(a) has been inserted:

GM2 ARO.RAMP.125(a) Conduct of ramp inspections

DEFICIENCIES UNDER THE CONTROL OF THE OPERATOR

Deficiencies under the control of operators in accordance with applicable requirements are not to be considered as non-compliance: e.g. if an aircraft diverted because of a technical defect is inspected upon arrival, such defect should not be considered as a non-compliance and no finding should be raised, as long as the defect is properly reported (e.g. through the Technical Log Book) and subsequently assessed.

30) GM1 ARO.RAMP.125(b) has been amended:

GM1 ARO.RAMP.125(b) Conduct of ramp inspections

UNREASONABLE DELAY

(a) The inspector intending to conduct the ramp inspection should be able to start the inspection immediately. The inspector should ensure that the inspection can be carried out expeditiously. Delays related to the availability of the inspector or the necessary inspection documentation or similar avoidable reasons of delay caused by the inspector, which are not directly related to safety, should be avoided without exception.

(b) The inspector should carefully consider that flight and cabin crew distraction during the flight preparation phase as this might be a significant safety hazard and should, therefore, be avoided as much as possible. In order to minimise distraction to the flight and cabin crew, the inspector should:

(1) try to be as precise and complete as possible when requesting aircraft documents from flight crew. This should result in a minimum of discussion time, thus allowing the flight crew to deal with their primary task of flight preparation;

(2) ask the senior cabin crew member to assign a crew member to assist them with their inspection tasks;

(3) inform cargo loading staff of possible hindrance due to inspection task in cargo compartment;

(4) give priority to staff directly involved in the flight preparation, when carrying out inspections on the flight deck (e.g. fuel master, load-planning agent, handling agent, etc.).

(c) A delay of the aircraft might be justified for safety reasons, such as whenever non-compliances are detected and either need a corrective action before departure, or need proper identification/assessment by the operator, for example if:

(1) tyres appear to be worn beyond the limits (central groove no longer visible). However, reference is to be made to the applicable Aircraft Maintenance Manual (AMM) to determine the actual limit;

(2) oil leakage (e.g. 5 drops per minute) is to be checked against the applicable AMM to determine the actual limit;

(3) a flight crew member cannot produce a valid licence. Clarification is to be sought from the operator to confirm that the flight crew member has a valid licence by requesting, for instance, a copy of the licence to be sent to the inspectors for verification.

(4) missing relevant flight operational data (e.g. missing or incorrect performance calculation, incorrect operational flight plan, incorrect weight and balance calculation).

31) a new AMC1 ARO.RAMP.125(c) has been inserted:

AMC1 ARO.RAMP.125(c) Conduct of ramp inspections

PROOF OF RAMP INSPECTION

(a) On completion of the ramp inspection, information about its results should be provided to the pilot-in-command/commander or, in his/her absence, to another member of the flight crew or a representative of the operator, regardless of whether or not findings have been identified. When completing the Proof of Inspection (POI), the following should be taken into account:

(1) Only the remarks mentioned in the POI should be reported as findings in the final ramp inspection report. Any other relevant information which was not included in the POI should only be reported in the final report as a general remark under 'G' or in the additional information box.

(2) When handing over the POI to the pilot-in-command/commander or operator representative, the inspector should ask him/her to sign the POI whilst explaining that the signature does in no way imply acceptance of the listed findings. The signature only confirms that the POI has been received by the pilot-in-command/operator representative, and that the aircraft has been inspected on the date and at the place indicated.

(b) POIs may be completed electronically, including the required signatures, and may be printed on site or delivered electronically (e.g. by e-mail). In either case, they should follow, to the greatest possible extent, the layout provided by EASA form 136, and should contain all the elements of such form.

32) a new GM1 ARO.RAMP.130 was inserted:

GM1 ARO.RAMP.130 Categorisation of findings

APPLICABLE REQUIREMENTS

(a) For aircraft used by third country operators, applicable requirements are the ICAO international standards.

(b) The relevant EU requirements apply to aircraft used by operators under the regulatory oversight of another Member State.

(c) Manufacturers' standards should be used for checking the technical condition of the aircraft.

(d) Published national standards (e.g. Aeronautical Information Publications (AIPs)) that are declared applicable to all operators flying to that State may also be checked. Deviations from national standards should be reported as findings only if they have an impact on safety. For such findings, the report should indicate 'N' in the column 'Std.' and the appropriate reference should be included in the column 'Ref.'. Any other deviation from national standards which does not have an impact on safety (e.g. insurance certificate in USD instead of SDR) should be recorded as category G (General Remark). Member States should develop guidance for the use of their inspectors on the enforcement of national standards.

33) a new GM2 ARO.RAMP.130 has been inserted:

GM2 ARO.RAMP.130 Categorisation of findings

ASSESSMENT OF NON-COMPLIANCES

(a) When a non-compliance with the applicable requirements is identified, the inspector should be certain that the finding is applicable to the specific circumstances of the inbound and/or outbound flight. (e.g. for third country operators, no electric torch on board is, a finding, but

only during night-flight operations; or insufficient number of life-vests, but only if the flight is overwater on a distance greater than 50 NM from the shore or when taking off or landing at an aerodrome where the take-off or approach path is so disposed over water that there would be a likelihood of a ditching). Nevertheless, such information should be reported as a general remark.

(b) When a contracting state finds it impracticable to comply with an international standard, it is entitled to notify a difference to ICAO in accordance with Article 38 of the Chicago Convention. However, this right has its boundaries within the sovereign territory of other contracting States. It is not 'exportable' into other Contracting States. More precisely, there is no legal obligation for other Contracting States to accept within their territory an activity, organisation or object which has been certified or approved by a Contracting State according to such lower standards. So, for third country operators, a notification to ICAO of a difference in accordance with Article 38 of the Chicago Convention has no effect within the territory of another Contracting State. Therefore, in another State's territory the operator is obliged to:

(1) either comply with the ICAO standard (Art. 37 in conjunction with Art. 33 of the Chicago Convention); or

(2) comply with the mitigating measures accepted by the Agency in accordance with Regulation (EU) No 452/2014[5].

Notified differences may, however, be taken into account in the follow-up process of the ramp inspection report (as detailed in the follow-up procedures).

(c) Compliance with the applicable requirements of aircraft and their crew is not only a responsibility of the operator. The State of operator, the State of licensing, and the State of registry are also responsible. The inspected operator might not be the responsible entity for certain non-compliances (e.g. related to the issuance of certificates of registration, of the AOC and/or personnel licences). Such non-compliances pertaining to the authority should be raised by the inspector as part of the ramp inspection process in accordance with ARO.RAMP and recorded as non-compliance in the ramp inspection report.

(d) Non-compliances detected should, as much as possible, be documented and recorded as follows:

(1) pictures of the deficiency itself;

(2) pictures of the manufacturer references used to assess the technical defects;

(3) pictures or copy of the technical logbook entries performed.

Such documents or records could be very useful in the follow-up phases of the ramp inspection either to explain in detail and illustrate detected findings or to be able to exchange appropriate documented evidence when findings are challenged.

34) a new GM3 ARO.RAMP.130 has been inserted:

GM3 ARO.RAMP.130 Categorisation of findings

NON-COMPLIANCES WITH MANUFACTURER STANDARDS

(a) A finding against manufacturer standards should always be demonstrated in relation to aircraft technical documentation such as: Aircraft Maintenance Manual (AMM), Structural Repair Manual (SRM), Configuration Deviation List (CDL), Wiring Diagram Manual (WDM), Standard Wiring Practices Manual (SWPM), etc., and MEL references. If significant defects are suspected, the operator should be asked to demonstrate compliance with the standards. Deviations from

[5] Commission Regulation (EU) No 452/2014 of 29 April 2014 laying down technical requirements and administrative procedures related to air operations of third country operators pursuant to Regulation (EC) No 216/2008 of the European Parliament and of the Council.

these standards can only be acceptable if the operator's competent authority has issued a formal waiver or concession detailing conditions and/or limitations to allow the aircraft to continue to operate for a specific period of time before final repair, or if the aircraft will perform a non-commercial flight (with less prescriptive standards and requirements), provided that the validity of the CofA is not affected.

(b) With regard to non-compliances on missing fasteners, findings can only be raised if the maintenance documentation contains clear limits and/or dispatch conditions. In the absence of such clear manufacturer standards, inspectors should only raise findings if their expert judgement (possibly supported by licensed maintenance personnel) is such that similar circumstances on comparable aircraft would be considered to be out of limits.

(c) In exceptional cases, a single fault may give rise to more than one finding under different inspection items, for example: a tyre worn beyond limits whilst the pilot-in-command/commander refuses to enter the defect in the Technical Log (or equivalent) would trigger raising findings under both C04 and A23.

35) a new GM4 ARO.RAMP.130 has been inserted:

GM4 ARO.RAMP.130 Categorisation of findings

INSPECTION INSTRUCTIONS

(a) The inspection instructions include the description, categorisation and reference to the applicable requirement.

(b) Findings on arrival flights being identical to the findings raised for departure flights should lead to the same categorisation, although the corrective action might not be possible when the flight has been completed. For example, an incorrect mass and balance sheet (outside operational limits) found on arrival should be categorised as a category 3. Obviously, this cannot be corrected, however, the appropriate class 3 action could be to confirm that the mass and balance calculations are within operational limits for the outbound flight.

(c) In exceptional cases, where multiple findings are inter-related and the impact on safety is higher, the category of such findings may be increased to reflect the impact on safety. The increase in category should be explained in the detailed description of the finding.

36) a new GM5 ARO.RAMP.130 has been inserted:

GM5 ARO.RAMP.130 Categorisation of findings

DETECTION, REPORTING AND ASSESSMENT OF SIGNIFICANT TECHNICAL DEFECTS

(a) A technical defect is considered to be any material fault pertaining to the aircraft, its systems or components. Minor defects are typically without influence on safety and, therefore, the operator is deemed to be compliant. However, minor defects should be brought to the attention of the operator using general remarks as described in GM8 ARO.RAMP.130. Those defects which are potentially out of limits are considered to be significant defects. Further assessment is needed to determine if the significant defect is within or outside the applicable limits. Such defects should be known to the operator since they should have been detected during regular maintenance, aircraft acceptance procedure or pre-flight inspections.

(b) Technical defects which were not detected by the operator, because the Approved Maintenance Programme (AMP) did not require the operator to detect such defects during turn-around inspections, do not necessarily qualify as a finding under A23/A24. Examples of such defects, which are not supposed to be part of the pre-flight inspection. are:

(1) missing fasteners,

(2) bonding wires,

(3) the cabin emergency lighting,

Manufacturer's data often contain limits on certain defects. Those data are normally to be used during scheduled maintenance. It is generally accepted that, in between scheduled maintenance, defects that are beyond those manufacturer's limit might appear. Inspectors should, therefore, be reluctant in using such limits during ramp inspections. However, where the manufacturer has specified dispatch limits, and the defect is beyond the dispatch limits, a category 3 finding should be raised.

(c) Significant defects might have appeared during the inbound flight. If time allows the inspector should delay his/her own inspection of the aircraft condition until the operator has completed the pre-flight inspection, in order to give the operator the opportunity to identify and assess such a defect during the pre-flight inspection.

(d) A 'defect within limits but not recorded' should not be considered as a technical non-compliance. Such discrepancies should be brought to the attention of the operator using general remarks as described in GM8 ARO.RAMP.130. If the significant defect appeared to be within limits, the safety focus changes from the defect itself to the non-compliance of the defect not being detected/assessed by the operator.

37) a new GM6 ARO.RAMP.130 has been inserted:

GM6 ARO.RAMP.130 Categorisation of findings

DETECTION, REPORTING AND ASSESSMENT OF SIGNIFICANT TECHNICAL DEFECTS

(a) Before findings can be categorised, an assessment of the encountered situation should be made. The inspector can only allocate a proper category to the finding, if the extent of the non-compliance is clear. This implies that inspectors should not raise category 3 findings with the only intent to perform a further investigation/assessment. The Appendix to this GM provides a flowchart that can be used as guidance for the steps to be taken.

(b) The following procedure should be used when inspecting Aircraft Condition (C-items) or, if appropriate, items A, B and D.

(1) The inspector should delay the inspection of the aircraft until the operator has completed the pre-flight inspection, if time allows. However, he/she should always start with a quick check on the cargo compartment(s) after arrival of the aircraft.

(2) When the inspector performs the aircraft condition inspection in advance of the operator's pre-flight inspection, reporting defects identified should not be done before the operator has completed the pre-flight inspection.

(3) The inspector should subsequently check if the operator detected the significant defects found by the inspector, such as:

(i) leaks;

(ii) dents in pressurised areas of the fuselage; and

(iii) damages to emergency systems (e.g., escape hatches, escape slides, RAT, cargo compartment blow out panels).

(4) A single fastener missing in the middle of a fairing, traces of old leaks and non-structural damages to e.g. fairings can, in many cases, be considered as 'minor defects'. Such defects need to be pre-assessed by the inspector in accordance with the relevant manufacturer limitation instruction (e.g. AMM, SRM etc.)

(5) If the operator detected the significant defect, but did not report and/or assess it in accordance with the applicable procedures, the operator should assess the defect. If the defect appears to be within limits, a finding should be raised under A23 (Defect notification and rectification) mentioning 'Known defect not reported/assessed'. However, when collecting evidence for this finding, the inspector should take into account the reporting system used by the operator. For instance, if the operator uses a Technical Logbook and/or a damage chart, a finding could be raised if the defect was not entered. Additionally, a general remark should be created for such defect. If the defect is outside limits, a category 3 finding should be raised under the respective inspection item. In this case no supplementary finding related to this defect should be raised under A23.

(6) If the operator did not detect the significant defect, the inspector should inform the crew of the non-identified defects. Subsequently, the operator should assess the defect in order to determine if the defect is within or outside dispatch limits. If the defect is within limits, a category 2 finding mentioning 'Pre-flight inspection performed but without identifying significant defects' should be raised under A24 (pre-flight inspection) addressing the deficiency that the defect was not detected. Additionally, a general remark should be made for the defect. If the defect is outside limits, a category 3 finding should be raised under the respective inspection item. In this case, no supplementary finding related to this defect should be raised under A24.

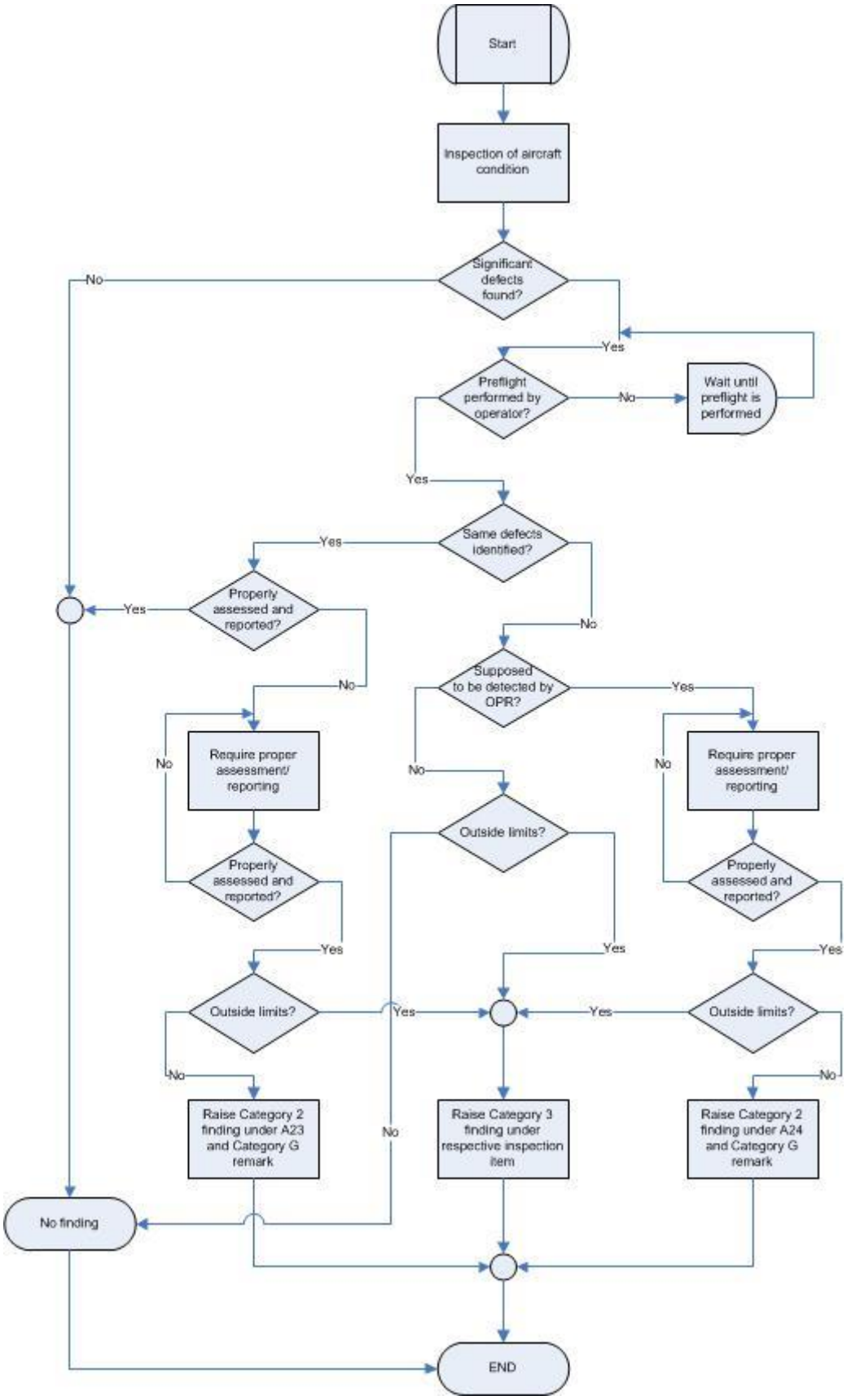
(7) Multiple findings related to the same system or item should be grouped and reported as one finding. Examples of such findings are:

(i) Multiple category 2 findings raised under A23 or A24, if such findings concern the same system as per ATA system taxonomy (e.g. hydraulic leakage, fuel leakage,) and the non-compliance was not identified, reported or assessed); examples requiring regrouping hydraulic leakages which were identified but not assessed. Nonetheless, situations such as a fuel leakage on the left wing which was not identified and a fuel leakage on engine #2 which was reported but not assessed, should be noted as two separate findings.

(ii) Findings on missing fasteners.

(8) If an operator performs the pre-flight inspection procedures (aircraft acceptance) only briefly before the departure of the aircraft, the inspector should wait until completion of the inspection before reporting identified defects to the operator. Although an assessment, which may cause a delay, might subsequently be needed once the inspector has informed the operator of those non-detected technical defects, the procedure established by the operator would have resulted in the same delays if the flight crew would have identified the defect requiring the associated assessment. Therefore, a pre-flight inspection performed by the operator close to departure entails risk of a delay.

Appendix to GM5 and GM6 ARO.RAMP.130



38) a new GM7 ARO.RAMP.130 has been inserted:

GM7 ARO.RAMP.130 Categorisation of findings

ASSESSMENT OF FINDINGS ON CERTIFICATES AND LICENSES PRIOR TO CATEGORISATION

(a) The principle described in GM6 ARO.RAMP.130 should be applied for the assessment of findings on certificates and licenses prior to their categorisation.

(b) Whenever a licence or a certificate is not carried on board (including AOC and OPS Specs), it may become clear that the impact on safety is less than initially foreseen after receiving a copy of a missing licence or certificate before departure. In this case, a category 1 finding should be raised and the relevant pre-described findings (PDFs) should be used regarding certificates and licenses not carried on board at the time of the inspection. If evidence is not provided before departure, a higher category of finding should be raised (for a missing certificate of registration or radio station license, the appropriate category 2 PDF should be used; for all other cases, the relevant category 3 PDF should be used. Under no circumstances should a flight crew member be permitted to perform flying duties without receiving confirmation that he/she has been issued an appropriate and valid licence.

39) a new GM8 ARO.RAMP.130 has been inserted:

GM8 ARO.RAMP.130 Categorisation of findings

USE OF GENERAL REMARKS

(a) Although not classified as a non-compliance, any relevant safety issues identified during ramp inspections should be reported as a General Remark (category G) under each inspection item. For example:

(1) insufficient number of life jackets/flotation devices, however the flight was/will be over land;

(2) any non-compliance not recorded in the Proof of Inspection (POI), as well as any other relevant information;

(3) minor defects;

(4) non-compliances with operator/national standards whereas regulatory standards are met (e.g. smoke goggles at the work station in the cockpit unserviceable).

(b) General remarks (as well as category 1 findings) do not require any follow-up action, either from the inspecting authority or for the operator/relevant oversight authority.

40) a new AMC1 ARO.RAMP.135(a) has been inserted:

AMC1 ARO.RAMP.135(a) Follow-up actions on findings

FOLLOW-UP ACTIONS FOR CATEGORY 2 OR 3 FINDINGS

(a) Exceptionally, where multiple category 2 findings have been raised and the accumulation of these findings or their interaction justifies corrective action before the flight takes place, the class of action may be increased to the actions foreseen by ARO.RAMP.135(b).

(b) When communicating findings to the operator, the inspecting authority should:

(1) use the database as the primary communication channel with the operator and limit communication via other channels.

(2) request evidence of corrective/preventive actions taken, or alternatively the submission of a corrective action plan followed by evidence that planned corrective actions have been taken.

(3) communicate findings to the operator's focal points, the operational department or the management or, failing this, the quality department.

(4) monitor if the operator has provided a response to the findings, as required, and if such response gives sufficient reason, or if further information is needed to close findings, evidence of corrective actions taken might be the actual implementation of a corrective action plan. It is then for the inspecting authority to decide, based on the related risk and impact, whether or not a finding may be closed based on proposed corrective actions and taking into account the severity and previous recurrence of detected findings. Depending on the severity and recurrence of the findings raised, the inspecting authority may consider the actual closure of the findings in other report(s) containing the same findings only after having received satisfactory documented evidence of appropriate implementation of actions meant to prevent the reoccurrence of the non-compliance.

(5) inform the operator's competent authority and the operator no later than 10 working days after the inclusion of the report in the database in order to permit appropriate action to be taken, as well as to confirm to the operator the findings raised. The primary source of information to enable operators to take swift action to address safety deficiencies is the database

(6) upload in the database information on possible actions taken and responses provided by the operator following the RAMP inspection and send a communication to the operator only if the operator's actions have not been satisfactory.

(7) give the operator a period of 30 days to reply. If the operator does not react to the initial communication within this period, a second request should be sent, including a specific period of days to reply (e.g. 15 working days) whilst copying the operator's competent authority. If the second attempt is also unsuccessful, the operator's competent authority should be requested to encourage the operator to reply. The inspecting authority should indicate in such request that no reaction from the operator could be interpreted as a 'lack of ability and/or willingness of an operator to address safety deficiencies' under Regulation (EC) No 2111/2005.

(c) In general, no reply is expected when informing the State(s) of oversight. However, findings which indicate possible shortcomings at State level should be emphasised, e.g. when the medical certificate does not indicate the medical class or type/instrument rating validation/expiration date is not mentioned. For such findings, which are out of the control of the operator, the State of oversight should be asked for corrective actions. When assessing the operator's corrective action (plan), it should be accepted that, for such non-compliances, the issue should be escalated to the oversight authority.

(d) The following are examples requiring a confirmation of the inspecting authority regarding its acceptance of the corrective actions taken by the operator:

(1) identification of a high number of non-compliances;

(2) repetition of same findings;

(3) lack of an adequate response from the operator;

(4) evidence of consistent non-compliance with a particular standard also detected during ramp inspections of other operators from that State;

(5) action by the competent authority may be required given the severity of the findings.

The inspecting authority should monitor if the State(s) of oversight has replied to any requests for confirmation made and if the response is satisfactory. Should the response be unsatisfactory, the communication should be re-launched following the procedure described in (b)(6) above.

(e) Any follow-up communication from operators and States of oversight should be acknowledged, and they should be informed about the closure of findings. Requests for clarification should be responded by the inspecting authority. Acknowledgement or clarifications from the inspecting authority should be given within 30 working days after receipt of communications or requests.

(f) When communicating a finding to the operator, and in any further correspondence from the inspecting authority, the operator's competent authority should, as much as possible, be copied in the communication, as it might contain relevant information for its oversight activities. This is particularly the case for information on the closure of ramp inspections findings sent by the inspecting authority (sent either by e-mail or by official letter).

(g) Findings should remain 'open' as long as no satisfactory response of the operator and/or the State(s) of oversight was received. However, findings could be closed if it could be confirmed, as an example by means of additional inspection(s), that appropriate corrective action was taken. Whenever there is further communication to the operator, evidence of such could be uploaded as report attachments.

(h) If the inspecting authority received evidence from a relevant oversight authority showing that the operator does not exist anymore, all related findings should be closed and the reason for closure explained in the justification.

(i) A finding raised during a ramp inspection to which the inspecting authority has not received detailed corrective and/or preventive actions from the operator concerned or from its State(s) of oversight, should be considered as closed in the follow-up part of the ramp inspection process, if the acceptance of mitigating measures in accordance with Regulation (EU) No 452/2014 ensures an equivalent level of safety to that achieved by the standards to which differences have been notified to ICAO by non-EU Member States.

41) a new AMC1 ARO.RAMP.135(b) has been inserted:

AMC1 ARO.RAMP.135(b) Follow-up actions on findings

CLASSES OF CATEGORY 3 FINDINGS

(a) In the case of a category 3 finding, the action(s) taken before departure of the aircraft should be verified.

(b) Whenever restrictions on the aircraft flight operation (Class 3a action) have been imposed, it is appropriate to conduct appropriate verification of adherence to such restrictions. Examples of Class 3a actions, and related verification, are, but not limited to:

(1) restrictions on flight altitudes if oxygen system deficiencies have been found. This might be verified by checking the ATC flight plans and/or the actual altitude flown as reported by the EUROCONTROL CFMU system;

(2) a non-commercial flight to the home base, if allowed by applicable requirements and the MEL (provided that the validity of the CofA is not affected);

(3) seats that may not be used by passengers might be verified just before departure to confirm that seats are not occupied;

(4) a cargo area that may not be used;

(5) operational restrictions mandating the use of specific runways;

(6) restrictions to specific environmental conditions (such as departure under visual meteorological conditions (VMC) only).

(c) Whenever the operator is required to take corrective actions before departure (Class 3b), inspectors should verify that the operator has taken such actions. Examples of immediate corrective actions to be taken before departure are:

(1) (temporary) repairs to defects according to the manufactures definitions (e.g. AMM and/or SRM);

(2) recalculation of mass and balance, performance calculations and/or fuel figures;

(3) a copy of a missing licence/document to be sent by fax or other electronic means;

(4) proper restraining of cargo.

If inspectors have imposed corrective actions, they should be mentioned in the 'Class of actions' field on the ramp inspection report. If the operator took voluntarily corrective actions to address a category 1 or a category 2 finding before the flight, it should be reported in the 'Additional information' field only.

(d) An aircraft following a Class 3c finding should be grounded only if the crew refuses to take the necessary corrective actions or to respect imposed restrictions on the aircraft flight operation. However, grounding might be appropriate if an operator refuses to grant access in accordance with ORO.GEN.140 (in case of an EU operator) or contrary to Regulation (EU) 452/2014 (in case of a third country operator). The inspecting authority should then ensure that the aircraft will not depart as long as the reasons for the grounding remain. Any records of communication undertaken pursuant to ARO.RAMP.140(b), as well as other evidences, should be collected and kept as evidential material.

(e) Evidence related to findings on licences and certificates should be provided by the authority that issued the licence or certificate. However, if that authority is not able to provide such evidence in time, the inspecting authority may accept evidence from other sources, provided that it seeks confirmation of the validity of such evidence at the earliest opportunity with the authority that issued the licence or certificate. The ramp inspection report should mention which evidence was provided and by whom, including when necessary subsequent confirmation from the authority that issued the licence or certificate.

(f) In exceptional cases it might not be necessary to verify if the restrictions resulting from a category 3 finding are followed or if corrective actions have been taken (e.g. if the inspector has indications that appropriate actions will be taken), or if

they are possible (e.g. for flight segments outside the EUROCONTROL area). The inspecting authority should determine on a case by case basis if it is necessary or feasible to verify that restrictions are respected or if corrective actions have been taken.

42) a new GM1 ARO.RAMP.135(b) has been inserted:

GM1 ARO.RAMP.135(b) Follow-up actions on findings

CLASSES OF CATEGORY 3 FINDINGS

(a) The inspecting authority could impose an immediate operating ban (Class 3d) on an operator under Article 6 of Regulation (EC) No 2111/2005. A Class 3d action is usually imposed in addition to a Class 3a, 3b or 3c action. Therefore, its further follow-up as regards the EU Ramp Inspection Programme, is considered to be covered by the follow-up of those actions.

(b) If category 3 findings that have been raised concern non-compliances that affect the validity of the certificate of airworthiness of the aircraft, this should be communicated immediately to the State responsible for overseeing the airworthiness of the aircraft. Although the first contact may be, as a matter of urgency, accomplished by telephone, it is advisable to inform the state concerned in writing. For ICAO guidance on this matter, refer to ICAO Annex 8, Part II, Chapter 3.5 — Temporary Loss of Airworthiness.

(c) If the a posteriori verification shows that the operator did not respect the restrictions imposed, this information should be mentioned in the final ramp inspection report or should be reported in accordance with ARO.RAMP.145(b) and (c).

43) a new GM1 ARO.RAMP.140(a) has been inserted:

GM1 ARO.RAMP.140(a) Grounding of aircraft

AIRCRAFT LIKELY TO BE FLOWN WITHOUT COMPLETION OF APPROPRIATE CORRECTIVE ACTION

Should an operator refuse to permit the performance of a ramp inspection without valid reasons, the inspecting authority should consider grounding of the aircraft. In such a case, the inspecting authority must immediately undertake the relevant communication in accordance with ARO.RAMP.140(b).

44) a new GM1 ARO.RAMP.140(d)(4) has been inserted:

GM1 ARO.RAMP.140(d)(4) Grounding of aircraft

LIFTING OF A GROUNDING

Aircraft with a permit to fly issued by a competent authority of an EASA State of registry do not need permission from other EASA Member States to be overflown.

45) a new GM1 ARO.RAMP.145(b) has been inserted:

GM1 ARO.RAMP.145(b) Reporting

IMPORTANT SAFETY INFORMATION

(a) Safety-related information should be verified by the reporting authority, as far as possible, before insertion in the centralised database pursuant to ARO.RAMP.110. However, credible safety information received voluntarily (e.g. whistleblower reports) which can be verified by means of ramp inspections should also be reported.

(b) If available, any relevant information contained in documents and pictures should be attached to the 'Standard report' available in the centralised database.

(c) Significant safety-related occurrences where, in addition to the follow-up required by occurrence reporting requirements, ramp checks of an aircraft or operator are desirable include (among others):

(1) ATC reports on level-busts;

(2) communication failure or difficulties;

(3) non-standard take-off lengths;

(4) information received from maintenance organisations with regard to lack of AD compliance or maintenance work performed incorrectly;

(5) reports from the general public/whistleblower concerning perceived unsafe situations;

(6) reports from airport personnel on observed unsafe practices; or

(7) factual information concerning accidents and serious incidents which occurred in Member States' airspace.

46) a new GM1 ARO.RAMP.160(a) has been inserted:

GM1 ARO.RAMP.160(a) Information to the public and protection of information

PROTECTION OF INFORMATION FROM RAMP INSPECTIONS

In accordance with their national legislation on freedom of information, Member States can disclose information from ramp inspections that they have conducted. When a request for access to information regarding a ramp inspection conducted by another State is made, the Member State receiving the request should forward it to the inspecting State and inform the requester accordingly.