




APPENDIX – A

Form No. : CAA/OP/001

 APPLICATION FOR PERMISSION TO ESTABLISH AIR SERVICES OPERATIONS IN SRI SLANKA		For office use only Serial Number:	
<p>The undersigned applies for the permission pursuant to Air Navigation Regulations to establish Air Services Operations in Sri Lanka as herein described and certified that the facts stated in this application are complete, accurate and timely and that the copies of any documents to the application are true copies.</p>			
Particulars of the Applicant			
i. Name of the airline:		ii. If a partnership/ registered company or corporation; Registration Number: xxxx Date of Registration:	
iii. Business Name:			
iv. Trade Name:			
v. Name of Chief Executive Officer & Title	Nationality	Brief description of business experience in air transportation	
vi. Name of Directors		Nationality	Brief description of business experience in air transportation
1.			
2.			
3.			
4.			
5.			
vii. Mailing address (Head Office):		Tel.	
		Fax	
		e-mail	
		AFTN	
viii. Mailing address (Main Flight Operations Base):		Tel.	
		Fax	
		e-mail	
		AFTN	
ix. Principle place of business (if different from vii & viii):		Tel.	
		Fax	
		e-mail	
		AFTN	



x. Evidence of the present corporate existence of the applicant: (Please attach copies of any Act, Memorandum and Articles of Association, Certificate of Incorporation or other instrument form which company or corporation derives powers and functions.)						
xi. Nationality / ownership and control: (Please attach proof of the nationality of the interests holding substantial ownership and effective control of the applicant, having due regard to any existing intergovernmental air transport agreement under which the operating permission is being sought by the applicant)						
xii. Class of Operation	Scope of Operation					
Private						
Aerial Work						
	Domestic			International		
	Passengers	Cargo	Mail	Passengers	Cargo	Mail
Charter						
Regular Transport Operation						
xiii. Proposed Routes: (Please indicate proposed destinations, alternates, weekly frequencies and place(s) where the 5 th freedom traffic rights are sought)						
xiv. Particulars of connecting services: (Please furnish particulars regarding agreements with other carriers for Code-sharing, Block Seat arrangements etc.)						



Economical Data (refer appendix L)

i. Fares and rates:
 (Please furnish particulars of all fares and rates applicable to be charged on the service proposed, including particulars of any surface transport, accommodation or other such services which will be covered by such fares and freight rates.)

ii. documents to be provided:

- Applicant business plan
- The method of financing

iii. Financial status:
 (Please attach following documents)
 Details of the financial structure of the organization
 Proof for the paid up capital / capital contribution
 Certified copy of the applicant’s last balance sheet
 Certified copy of the profit & loss account
 Cash flow account for the preceding two years
 If the applicant has not yet engaged in the business of air transportation, particulars of plans for financing the proposed operations
 Investors (if any) and nature of their contribution

iv. Insurance:
 (Please attach a concise statement of present and/ or proposed insurance coverage and limits for employees, passenger liability, cargo and liability to third parties for injury or damages)

Operational Details

i. Nominated Accountable Manager:

Name	Qualifications	Experience

ii. Organizational Structure and Nominated Post Holders of the company:

Position	Name	Qualifications	Experience
Head of Flight Operations			
Head of CAMO			
Head of Training			
Head of Ground Operations			
Head of Airline Security			
Head of Quality/ Compliance Monitoring			
Head of Safety Management System			
Chief Pilots of Each Fleet			
Head of Cabin Crew			



iii. Aircraft details:	
Type of aircraft	
Year of Manufacture	
Serial number	
Registration number	
Type of engines	
Maximum seating capacity	
MTOW	
Design service goal	
Flight cycles	
Crew Requirement	
Communication equipment available	
Navigation equipment available	
Surveillance and safety equipment available	
iv. Method of acquisition of aircraft: owned <input type="checkbox"/> dry lease <input type="checkbox"/> wet lease <input type="checkbox"/>	
v. Hangar and parking facilities available:	
vi. Places of proposed operations and facilities and service available:	
vii. Training programmes for operational staff including particulars of simulators intended to be used for training: (Please attach training programmes)	
viii. Training, Testing and checking arrangements for operational staff:	
ix. Preflight preparations , facilities for Flight-Following and Dispatch Procedures:	



x. Line stations, staff and procedures, arrangement, facilities and services available for flight dispatch:

xi. Proposed Flight Schedule :

xii. Scheme for flight time, flight duty period, duty period and rest periods for fatigue management of flight and cabin crew members:

xiii. Minimum number of flight crew and method of proposed recruitment:

xiv. Special approvals required:

ETOPS/EDTO CAT II/ CAT III RNP
RVSM MNPS Transport of Dangerous Goods

Maintenance arrangements :

(Please provide following information)
The maintenance management exposition
CAME
The operator's aircraft maintenance programmes
The aircraft technical log
Where appropriate, the technical specification(s) of the maintenance contract(s) between the operator and any approved maintenance organization
The number of aircraft

Manuals :

(Please provide following manuals in English language)
Operations Manual (MEL, CDL as applicable, Aircraft Performance Manual, Mass and Balance Control Manual, Ground Handling Manual, Dangerous Goods Manual, Passenger Briefing Card, Aircraft search procedure checklist, Dispatch Manual, Safety & Emergency Procedures Manual)
Safety Management Systems Manual including a description of the flight safety documents system
Aviation Security Program
Maintenance Control Manual (Continuing Airworthiness Management Exposition - CAME)



Maintenance Programme including maintenance Schedules MMEL Training Manual for maintenance personnel Aircraft Flight Manual
Schedule of Events
(Please complete Annex 1)
Training proposals for CAA Inspectors
(The applicant shall provide complete training (type courses) for at least two Flight Operations Inspectors and two Airworthiness Inspectors at its own expenses, if the applicant intends operating aircraft which are not familiar to CAA Inspectors)
Contracted Services
(Please provide details of facilities, services and equipment or personnel , which the applicant has contracted)
Line Station Management
(Please provide details as to how the applicant intends maintaining and operating its line stations)



Accident Victim Relief Programme
Programme for removal of disabled aircraft from the active runway
Additional information
(Please supply any other information, which the applicant deems necessary and suitable in support of the application)
Nature & description of aircraft livery :
(Please attach a color photograph)

Names & Signatures of the Board of Directors

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NOTE: FORWARD APPLICATION AND SUPPORTING

DOCUMENTATION TO: Director-General of Civil Aviation and

**Chief Executive Officer
Civil Aviation Authority of Sri Lanka
P.O. Box 56, No. 152/1,
Minuwangoda Road, Katunayake.**