

REPUBLIC OF IRAQ

REGULATIONS

*Made by the Authority with the approval of the Minister
under Act 148 of 1974 “The Civil Aviation Act“, Article 95 and Article 208*

REGULATIONS (NO. 12)

(CERTIFICATION OF AERODROME) REGULATIONS, 2008

Subpart A--General

{1} Applicability

This part prescribes rules governing the certification of aerodromes operation in Iraq serving Scheduled and unscheduled passenger-carrying operations of an air carrier.

{2} Definitions

The following are definitions of terms used in this part:

Air carrier aircraft means an aircraft that is being operated by an air carrier

Aerodrome means an area of land, excluding water that is used or intended to be used for the landing and takeoff of aircraft, including any buildings and facilities.

Aerodrome Operating Certificate means a certificate, issued under this part, for operation of an aerodrome.

Certificate holder means the holder of an Aerodrome Operating Certificate issued under this part.

Marking A symbol or group of symbols displayed on the surface of the movement area in order to convey aeronautical information.

Obstacle All fixed (whether temporary or permanent) and mobile objects, or parts thereof, that are located on an area intended for the surface movement of aircraft or that extend above a defined surface intended to protect aircraft in flight.

Movement area means the runways, taxiways, and other areas of an aerodrome that are used for taxiing, takeoff, and landing of aircraft, exclusive of loading ramps and aircraft parking areas.

Safety area means a defined area comprised of either a runway or taxiway and the surrounding surfaces that is prepared or suitable for reducing the risk of damage to aircraft in the event of an undershoot, overshoot, or excursion from a runway or the unintentional departure from a taxiway.

Safety management system A system for the management of safety at aerodromes, including the organizational structure, responsibilities, procedures, processes and provisions for the implementation of aerodrome safety policies by an aerodrome operator, which provides for control of safety at, and the safe use of, the aerodrome.

Scheduled operation means any passenger-carrying operation for compensation or hire conducted by an air carrier for which the air carrier or its representatives offers in advance the departure location, departure time, and arrival location.

Unscheduled operation means any passenger-carrying operation for compensation or hire, conducted by an air carrier for which the departure time, departure location, and arrival location are specifically negotiated with the customer or the customer's representative.

Wildlife hazard means a potential for a damaging aircraft collision with wildlife on or near an aerodrome.

Subpart B--Certification

{1} General requirements

(a) Except as otherwise authorized by the ICAA, no person may operate an aerodrome specified under this part without an Aerodrome Operating Certificate or in violation of that certificate, the applicable provisions, or the approved Aerodrome Certification Manual.

(b) Each certificate holder shall adopt and comply with an Aerodrome Certification Manual as required under subpart C.

(c) Persons required to have an Aerodrome Operating Certificate under this part shall submit their Aerodrome Certification Manual to the ICAA for approval.

{2} Application for certificate

Each applicant for an Aerodrome Operating Certificate must--

(a) Prepare and submit an application form No. CA/I..(See Appendix 1) .

(b) Submit with the application, two copies of an Aerodrome Certification Manual prepared in accordance with subpart C of this part.

{3} Inspection authority

Each applicant for, or holder of, an Aerodrome Operating Certificate must allow the ICAA to make any inspections, including unannounced inspections, or tests to determine compliance with this part.

{4} Issuance of certificate

An applicant for an Aerodrome Operating Certificate is entitled to a certificate if--

(a) The applicant provides written documentation that air carrier service will begin on a date certain.

(b) The applicant meets the provisions of Sec. (2) above.

(c) ICAA, after investigation, finds the applicant is properly and adequately equipped and able to provide a safe aerodrome operating environment in accordance with--

(1) Any limitation that the ICAA finds necessary to ensure safety in air transportation.

(2) The requirements of the Aerodrome Certification Manual, as specified under subpart C.

(3) Any other provisions of this part that the ICAA finds necessary to ensure safety in air transportation.

(d) The ICAA approves the Aerodrome Certification Manual.

{5} Duration of certificate

An Aerodrome Operating Certificate issued under this part is effective for one year unless the certificate is suspended or revoked by the ICAA, (See Appendix 2).

{6} Deviations

In emergency conditions requiring immediate action for the protection of life or property, the certificate holder may deviate from any requirement of subpart D of this part, or the Aerodrome Certification Manual, to the extent required to meet that emergency. Each certificate holder who deviates from a requirement under this section must, within 14 days after the emergency, notify the ICAA of the nature, extent, and duration of the deviation.

Subpart C--Aerodrome Certification Manual

{1} General requirements

(a) No person may operate an aerodrome subject to this part unless that person adopts and complies with an Aerodrome Certification Manual, as required under this part, that--

- (1) Has been approved by the ICAA;
- (2) Contains only those items authorized by the ICAA;
- (3) Is in printed form and signed by the certificate holder acknowledging the certificate holder's responsibility to operate the aerodrome in compliance with the Aerodrome Certification Manual approved by the ICAA; and
- (4) Is in a form that is easy to revise and organized in a manner helpful to the preparation, review, and approval processes, including a revision log. In addition, each page or attachment must include the date of the ICAA's initial approval or approval of the latest revision.

(b) Each holder of an Aerodrome Operating Certificate must--

- (1) Keep its Aerodrome Certification Manual current at all times;
- (2) Maintain at least one complete and current copy of its approved Aerodrome Certification Manual on the aerodrome, which will be available for inspection by the ICAA; and
- (3) Furnish the applicable portions of the approved Aerodrome Certification Manual to aerodrome personnel responsible for its implementation.

{2} Contents of Aerodrome Certification Manual

(a) Each certificate holder must include in the Aerodrome Certification Manual a description of operating procedures, facilities and equipment, responsibility assignments, and any other information needed by personnel concerned with operating the aerodrome in order to comply with applicable provisions of subpart D of this part and paragraph (b) of this section.

(b) The certificate holder must include in the Aerodrome Certification Manual the following elements:

Required Aerodrome Certification Manual Elements

Manual elements

1. Lines of succession of aerodrome operational responsibility.
2. Each current exemption issued to the aerodrome from the requirements of this part.
3. Any limitations imposed by the ICAA.
4. A grid map or other means of identifying locations and terrain features on and around the aerodrome that are significant to emergency operations.
5. The location of each obstruction required to be lighted or marked within the aerodrome's area of authority.
6. A description of each movement area available for all air carriers and its safety areas.
7. Procedures for avoidance of interruption or failure during construction work of utilities serving facilities or NAVAIDS that support air carrier operations.
8. A description of the system for maintaining records, as required under Sec. (1) subpart D.
9. A description of personnel training, as required under Sec. (2) subpart D.
10. Procedures for maintaining the paved areas as required under Sec. (3) subpart D.
11. Procedures for maintaining the safety areas as required under Sec. (4) subpart D.
12. A plan showing the runway and taxiway identification system, including the location and inscription of signs, runway markings, and holding position markings, as required under Sec. (5) subpart D.

13. A description of, and procedures for maintaining, the marking, signs, and lighting systems, as required under Sec. (5) subpart D.
 14. A snow and ice control plan, as required under Sec. (6) subpart D.
 15. A description of the facilities, equipment, personnel, and procedures for meeting the aircraft rescue and firefighting requirements, in accordance with Sec. (7) subpart D.
 16. Procedures for protecting persons and property during the storing, dispensing, and handling of fuel and other hazardous substances and materials, as required under Sec. (9) subpart D.
 17. A description of, and procedures for maintaining, the traffic and wind direction indicators, as required under Sec. (10) subpart D.
 18. An emergency plan as required under Sec. (11) subpart D.
 19. Procedures for conducting the self-inspection program, as required under Sec. (12) subpart D.
 20. Procedures for controlling pedestrians and ground vehicles in movement areas and safety areas, as required under Sec. (13) subpart D.
 21. Procedures for obstruction removal, marking, or lighting, as required under Sec. (14) subpart D.
 22. Procedures for protection of NAVAIDS, as required under Sec. (15) subpart D.
 23. A description of public protection, as required under Sec. (16) subpart D.
 24. Procedures for wildlife hazard management, as required under Sec. (17) subpart D.
 25. Procedures for aerodrome condition reporting, as required under Sec. (18) subpart D.
 26. Procedures for identifying, marking, and lighting construction and other unserviceable areas, as required under Sec. (19) subpart D.
 27. Arrangements for secondary power supplies, if any, and, if applicable, the particulars of any other method of dealing with partial or total system failure.
 28. Procedures for Low-Visibility Operation, as required under Sec. (20) subpart D.
 28. Procedures to establish the Safety Management System for ensuring compliance with all safety requirements and achieving continuous improvement in safety performance, as required under Sec. (21) subpart D.
 28. Any other item that the ICAA finds is necessary to ensure safety in air transportation.
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{3} Amendment of Aerodrome Certification Manual

- (a) The Aerodrome Certification Manual approved under this part, may be amended either--
 - (1) Upon application by the certificate holder or
 - (2) The ICAA determines that safety in air transportation requires the amendment.
- (b) A certificate holder must submit in writing a proposed amendment to its Aerodrome Certification Manual to the ICAA at least 30 days before the proposed effective date of the amendment.

Subpart D--Operations

{1} Records

Each certificate holder must--

- (a) Furnish upon request by the ICAA all records required to be maintained under this part.
- (b) Maintain records required under this part as follows:
 - (1) Personnel training. Twenty-four consecutive calendar months for personnel training records, as required under Sec. (2) and (11) subpart D.
 - (2) Emergency personnel training. Twenty-four consecutive calendar months for aircraft rescue and firefighting and emergency medical service personnel training records, as required under Sec. (7) subpart D.
 - (3) Aerodrome fueling agent inspection. Twelve consecutive calendar months for records of inspection of aerodrome fueling agents, as required under Sec. (8) subpart D.
 - (4) Fueling personnel training. Twelve consecutive calendar months for training records of fueling personnel, as required under Sec. (8) subpart D.
 - (5) Self-inspection. Twelve consecutive calendar months for self-inspection records, as required under Sec. (11) subpart D.
 - (6) Movement areas and safety areas training. Twenty-four consecutive calendar months for records of training given to pedestrians and ground vehicle operators with access to movement areas and safety areas, as required under Sec. (12) subpart D.
 - (7) Accident and incident. Twelve consecutive calendar months for each accident or incident in movement areas and safety areas involving an air carrier aircraft and/or ground vehicle, as required under Sec. (12) subpart D.
 - (8) Aerodrome condition. Twelve consecutive calendar months for records of aerodrome condition information dissemination, as required under Sec. (17) subpart D.
- (c) Make and maintain any additional records required by the ICAA, this part, and the Aerodrome Certification Manual.

{2} Personnel

Each certificate holder must--

- (a) Provide sufficient and qualified personnel to comply with the requirements of its Aerodrome Certification Manual and the requirements of this part.
- (b) Equip personnel with sufficient resources needed to comply with the requirements of this part.
- (c) Train all personnel who access movement areas and safety areas and perform duties in compliance with the requirements of the Aerodrome Certification Manual and the requirements of this part. This training must be completed prior to the initial performance of such duties and at least once every 12 consecutive calendar months. The curriculum for initial and recurrent training must include at least the following areas:
 - (1) Aerodrome familiarization, including aerodrome marking, lighting, and signs system.
 - (2) Procedures for access to, and operation in, movement areas and safety areas, as specified under Sec. (12) subpart D.
 - (3) Aerodrome communications, including radio communication between the air traffic control tower and personnel and procedures for reporting unsafe aerodrome conditions.
 - (4) Duties required under the Aerodrome Certification Manual and the requirements of this part.
 - (5) Any additional subject areas required under Sec.s (7), (8), (11), (12), (16), and (17), as appropriate.

(d) Make a record of all training completed by each individual in compliance with this section that includes, at a minimum, a description and date of training received. Such records shall be maintained for 24 consecutive calendar months after completion of training.

(e) As appropriate, comply with the following training requirements of this part:

- (i) Sec. (7), Aircraft rescue and firefighting: Operational requirements;
- (ii) Sec. (8), Handling and storage of hazardous substances and materials;
- (iii) Sec. (11), Self-inspection program;
- (iv) Sec. (12), Pedestrians and Ground Vehicles;
- (v) Sec. (16), Wildlife hazard management; and
- (vi) Sec. (17), Aerodrome condition reporting.

{3} Paved areas

(a) Each certificate holder must maintain, and promptly repair the pavement of, each runway, taxiway, loading ramp, and parking area on the aerodrome that is available for air carrier use as follows:

- (1) The pavement edges must not exceed 3 inches difference in elevation between abutting pavement sections and between pavement and abutting areas.
- (2) The pavement must have no hole exceeding 3 inches in depth nor any hole the slope of which from any point in the hole to the nearest point at the lip of the hole is 45 degrees or greater, as measured from the pavement surface plane, unless, in either case, the entire area of the hole can be covered by a 5-inch diameter circle.
- (3) The pavement must be free of cracks and surface variations that could impair directional control of air carrier aircraft, including any pavement crack or surface deterioration that produces loose aggregate or other contaminants.
- (4) Except as provided in paragraph (b) of this section, mud, dirt, sand, loose aggregate, debris, foreign objects, rubber deposits, and other contaminants must be removed promptly and as completely as practicable.
- (5) Except as provided in paragraph (b) of this section, any chemical solvent that is used to clean any pavement area must be removed as soon as possible, consistent with the instructions of the manufacturer of the solvent.
- (6) The pavement must be sufficiently drained and free of depressions to prevent ponding that obscures markings or impairs safe aircraft operations.

(b) Paragraphs (a)(4) and (a)(5) of this section do not apply to snow and ice accumulations and their control, including the associated use of materials, such as sand and deicing solutions.

{4} Safety areas

Each certificate holder must maintain its safety areas as follows:

- (1) Each safety area shall be cleared and graded and have no potentially hazardous ruts, humps, depressions, or other surface variations.
- (2) Each safety area must be drained by grading or storm sewers to prevent water accumulation.
- (3) Each safety area must be capable under dry conditions of supporting snow removal and aircraft rescue and firefighting equipment and of supporting the occasional passage of aircraft without causing major damage to the aircraft.
- (4) No objects may be located in any safety area, except for objects that need to be located in a safety area because of their function. These objects shall be constructed, to the extent practical, on frangibly mounted structures of the lowest practical height, with the frangible point no higher than 3 inches above grade.

{5} Marking, signs, and lighting

(a) Marking. Each certificate holder must provide and maintain marking systems for air carrier operations on the which consist of at least the following:

- (1) Runway markings meeting the specifications for takeoff and landing minimums for each runway.
- (2) A taxiway centerline.
- (3) Taxiway edge markings, as appropriate.
- (4) Holding position markings.
- (5) Instrument landing system (ILS) critical area markings.

(b) Signs.

- (1) Each certificate holder must provide and maintain sign systems for air carrier operations on the aerodrome which consist of at least the following:
 - (i) Signs identifying taxiing routes on the movement area.
 - (ii) Holding position signs.
 - (iii) Instrument landing system (ILS) critical area signs.
- (2) The signs required by paragraph (b)(1) of this section shall be internally illuminated.

(c) Lighting. Each certificate holder must provide and maintain lighting systems for air carrier operations when the aerodrome is open at night, during conditions below visual flight rules (VFR) minimums. These lighting systems must consist of at least the following:

- (1) Runway lighting that meets the specifications for takeoff and landing minimums, for each runway.
- (2) One of the following taxiway lighting systems:
 - (i) Centerline lights.
 - (ii) Centerline reflectors.
 - (iii) Edge lights.
 - (iv) Edge reflectors.
- (3) An aerodrome beacon.
- (4) Approach lighting that meets the specifications for takeoff and landing minimums, for each runway.
- (5) Obstruction marking and lighting, as appropriate, on each object within its authority that has been determined by the ICAA to be an obstruction.

(d) Maintenance. Each certificate holder must properly maintain each marking, sign, or lighting system installed and operated on the aerodrome. As used in this section, to "properly maintain" includes cleaning, replacing, or repairing any faded, missing, or nonfunctional item; keeping each item unobscured and clearly visible; and ensuring that each item provides an accurate reference to the user.

(e) Lighting interference. Each certificate holder must ensure that all lighting on the aerodrome, including that for aprons, vehicle parking areas, roadways, fuel storage areas, and buildings, is adequately adjusted or shielded to prevent interference with air traffic control and aircraft operations.

{6} Snow and ice control

(a) Each certificate holder whose aerodrome is located where snow and icing conditions occur must prepare, maintain, and carry out a snow and ice control plan.

(b) The snow and ice control plan required by this section must include, at a minimum, instructions and procedures for--

- (1) Prompt removal or control, as completely as practical, of snow, ice, and slush on each movement area;
- (2) Positioning snow off the movement area surfaces so all air carrier aircraft propellers, engine pods, rotors, and wing tips will clear any snowdrift and snow bank as the aircraft's landing gear traverses any portion of the movement area;

- (3) Selection and application of authorized materials for snow and ice control to ensure that they adhere to snow and ice sufficiently to minimize engine ingestion;
- (4) Timely commencement of snow and ice control operations; and
- (5) Prompt notification, in accordance with Sec. (17), of all air carriers using the aerodrome when any portion of the movement area normally available to them is less than satisfactorily cleared for safe operation by their aircraft.

{7} Aircraft rescue and firefighting (ARFF)

Each certificate holder must provide on the aerodrome, during air carrier operations at the aerodrome, at least the rescue and firefighting Category level of capability specified in ICAO, Annex 14 (Chapter 9).

(a) Vehicle communications. Each vehicle required under Sec. (7) must be equipped with two-way voice radio communications that provide for contact with at least--

- (1) All other required emergency vehicles;
- (2) The air traffic control tower, and
- (3) Fire stations, as specified in the aerodrome emergency plan.

(b) Vehicle marking and lighting. Each vehicle required under Sec. (7) must--

- (1) Have a flashing or rotating beacon and
- (2) Be painted or marked in colors to enhance contrast with the background environment and optimize daytime and nighttime visibility and identification.

(c) Vehicle readiness. Each vehicle required under Sec. (7) must be maintained as follows:

- (1) The vehicle and its systems must be maintained so as to be operationally capable of performing the functions required by this subpart during all air carrier operations.
- (2) Any required vehicle that becomes inoperative to the extent that it cannot perform as required by paragraph (c)(1) of this section must be replaced immediately with equipment having at least equal capabilities. If replacement equipment is not available immediately, the certificate holder must so notify the ICAA and each air carrier using the aerodrome in accordance with Sec. (17). If the required Category level of capability is not restored within 48 hours, the aerodrome operator, unless otherwise authorized by the ICAA, must limit air carrier operations on the aerodrome to those compatible with the Category corresponding to the remaining operative rescue and firefighting equipment.

(d) Response requirements.

- (1) With the aircraft rescue and firefighting equipment required under this part and the number of trained personnel that will assure an effective operation, each certificate holder must--
 - (i) Respond to each emergency during periods of air carrier operations; and
 - (ii) When requested by the ICAA, demonstrate compliance with the response requirements specified in this section.
- (2) The response required by paragraph (d)(1)(ii) of this section shall achieve the following performance criteria:
 - (i) Within 3 minutes from the time of the alarm, at least one required aircraft rescue and firefighting vehicle must reach any point of the farthest runway serving air carrier aircraft from its assigned post or reach any other specified point of comparable distance on the movement area that is available to air carriers, and begin application of extinguishing agent.
 - (ii) Within 4 minutes from the time of alarm, all other required vehicles must reach the point specified in paragraph (d)(2)(i) of this section from their assigned posts and begin application of an extinguishing agent.

(e) Personnel. Each certificate holder shall ensure the following:

- (1) All rescue and firefighting personnel are equipped in a manner authorized by the ICAA with protective clothing and equipment needed to perform their duties.

- (2) All rescue and firefighting personnel are properly trained to perform their duties in a manner authorized by the ICAA. Such personnel shall be trained prior to initial performance of rescue and firefighting duties and receive recurrent instruction every 12 consecutive calendar months. The curriculum for initial and recurrent training shall include at least the following areas:
 - (i) Aerodrome familiarization, including aerodrome signs, marking, and lighting.
 - (ii) Aircraft familiarization.
 - (iii) Rescue and firefighting personnel safety.
 - (iv) Emergency communications systems on the aerodrome, including fire alarms.
 - (v) Use of the fire hoses, nozzles, turrets, and other appliances required for compliance with this part.
 - (vi) Application of the types of extinguishing agents required for compliance with this part.
 - (vii) Emergency aircraft evacuation assistance.
 - (viii) Firefighting operations.
 - (ix) Adapting and using structural rescue and firefighting equipment for aircraft rescue and firefighting.
 - (x) Aircraft cargo hazards, including hazardous materials/dangerous goods incidents.
 - (xi) Familiarization with firefighters' duties under the aerodrome emergency plan.
 - (3) All rescue and firefighting personnel shall participate in at least one live-fire drill prior to initial performance of rescue and firefighting duties and every 12 consecutive calendar months thereafter.
 - (4) At least one individual, who has been trained and is current in basic emergency medical services, is available during air carrier operations. This individual shall be trained prior to initial performance of emergency medical services. Training shall be at a minimum 40 hours in length and cover the following topics:
 - (i) Bleeding.
 - (ii) Cardiopulmonary resuscitation.
 - (iii) Shock.
 - (iv) Primary patient survey.
 - (v) Injuries to the skull, spine, chest, and extremities.
 - (vi) Internal injuries.
 - (vii) Moving patients.
 - (viii) Burns.
 - (ix) Triage.
 - (5) A record is maintained of all training given to each individual under this section for 24 consecutive calendar months after completion of training. Such records must include, at a minimum, a description and date of training received.
 - (6) Sufficient rescue and firefighting personnel are available during all air carrier operations to operate the vehicles, meet the response times, and meet the minimum agent discharge rates required by this part.
 - (7) Procedures and equipment are established and maintained for alerting rescue and firefighting personnel by siren, alarm, or other means authorized by the ICAA to any existing or impending emergency requiring their assistance.
- (e) **Emergency access roads.** Each certificate holder must ensure that roads designated for use as emergency access roads for aircraft rescue and firefighting vehicles are maintained in a condition that will support those vehicles during all-weather conditions.

{8} Fuelling of aircraft

Each certificate holder must comply with safe fuelling procedures in accordance with the guidance on aircraft fuelling practices as contained in ICAO provisions in Aerodrome Services Manual and the Joint Inspection Group Manual.

{9} Handling and storing of hazardous substances and materials

(a) Each certificate holder who acts as a cargo handling agent must establish and maintain procedures for the protection of persons and property on the aerodrome during the handling and storing of any material regulated by The Safe Transport of Dangerous Goods by Air ICAO, (Annex 18) that is, or is intended to be, transported by air. These procedures must provide for at least the following:

- (1) Designated personnel to receive and handle hazardous substances and materials.
- (2) Assurance from the shipper that the cargo can be handled safely, including any special handling procedures required for safety.
- (3) Special areas for storage of hazardous materials while on the aerodrome.

(b) Each certificate holder must establish and maintain standards authorized by ICAA for protecting against fire and explosions in storing, dispensing, and otherwise handling fuel (other than articles and materials that are, or are intended to be, aircraft cargo) on the aerodrome. These standards must cover facilities, procedures, and personnel training and must address at least the following:

- (1) Bonding.
- (2) Public protection.
- (3) Control of access to storage areas.
- (4) Fire safety in fuel farm and storage areas.
- (5) Fire safety in mobile fuelers, fueling pits, and fueling cabinets.
- (6) Training of fueling personnel in fire safety in accordance with paragraph (e) of this section.
- (7) The fire code of the public body having jurisdiction over the aerodrome.

(c) Each certificate holder must, as a fueling agent, comply with, and require all other fueling agents operating on the aerodrome to comply with, the standards established under paragraph (b) of this section and must perform reasonable surveillance of all fueling activities on the aerodrome with respect to those standards.

(d) Each certificate holder must inspect the physical facilities of each aerodrome tenant fueling agent at least once every 6 consecutive months for compliance with paragraph (b) of this section and maintain a record of that inspection for at least 12 consecutive calendar months.

(e) The training required in paragraph (b)(6) of this section shall include at least the following:

- (1) At least one supervisor with each fueling agent shall have completed an aviation fuel training course in fire safety that is authorized by the ICAA. Such an individual shall be trained prior to initial performance of duties, or enrolled in an authorized aviation fuel training course that will be completed within 90 days of initiating duties, and receive recurrent instruction at least every 24 consecutive calendar months.
- (2) All other employees who fuel aircraft, accept fuel shipments, or otherwise handle fuel shall receive at least initial on-the-job training and recurrent instruction every 24 consecutive calendar months in fire safety from the supervisor trained in accordance with paragraph (e)(1) of this section.

(f) Each certificate holder must obtain a written confirmation once every 12 consecutive calendar months from each aerodrome tenant fueling agent that the training required by paragraph (e) of this section has been accomplished. This written confirmation must be maintained for 12 consecutive calendar months.

(g) Each certificate holder must require each tenant fueling agent to take immediate corrective action whenever the certificate holder becomes aware of noncompliance with a standard required by paragraph (b) of this section. The certificate holder must notify the ICAA immediately when noncompliance is discovered and corrective action cannot be accomplished within a reasonable period of time.

{10} Traffic and wind direction indicators

Each certificate holder shall provide and maintain the following on its aerodrome:

A wind cone that visually provides surface wind direction information to pilots. For each runway available for air carrier use, a supplemental wind cone must be installed at the end of the runway or at least at one point visible to the pilot while on final approach and prior to takeoff. If the aerodrome is open for air carrier operations at night, the wind direction indicators, including the required supplemental indicators, must be lighted.

{11} Aerodrome emergency plan

(a) Each certificate holder must develop and maintain an aerodrome emergency plan designed to minimize the possibility and extent of personal injury and property damage at the aerodrome or in its vicinity (to be determined by the airport operator) in an emergency. The plan must--

- (1) Include procedures for prompt response to all emergencies listed in paragraph (b) of this section;
- (2) Contain sufficient detail to provide adequate guidance to each person who must implement these procedures; and
- (3) To the extent practicable, provide for an emergency response for the largest air carrier aircraft.

(b) The plan required by this section must contain instructions for response to--

- (1) Aircraft incidents and accidents;
- (2) Bomb incidents, including designation of parking areas for the aircraft involved;
- (3) Structural fires;
- (4) Fires at fuel farms or fuel storage areas;
- (5) Natural disaster;
- (6) Hazardous materials/dangerous goods incidents;
- (7) Sabotage, hijack incidents, and other unlawful interference with operations;
- (8) Failure of power for movement area lighting; and
- (9) Unlawful acts not involving aircraft.

(c) The plan required by this section must or include--

- (1) To the extent practicable, provisions for medical services, including transportation and medical assistance for the maximum number of persons that can be carried on the largest air carrier aircraft that the aerodrome can be expected to serve;
- (2) The name, location, telephone number, and emergency capability of each hospital and other medical facility and the business address and telephone number of medical personnel on the aerodrome or in the communities it serves who have agreed to provide medical assistance or transportation;
- (3) The name, location, and telephone number of each rescue squad, ambulance service, military installation, and government agency on the aerodrome or in the communities it serves that agrees to provide medical assistance or transportation;
- (4) An inventory of surface vehicles that will be provided to transport injured and deceased persons to locations on the aerodrome and in the communities it serves;
- (5) A list of each hangar or other building on the aerodrome or in the communities it serves that will be used to accommodate uninjured, injured, and deceased persons;
- (6) Plans for crowd control, including the name and location of each security agency which provide assistance for the control of crowds in the event of an emergency on the aerodrome;
- (7) Procedures for removing disabled aircraft, including aerodrome equipments and capabilities; and
- (8) Procedures for action to be taken to unlawful acts.

(d) The plan required by this section must provide for--

- (1) The marshalling, transportation, and care of injured and uninjured accident survivors;
 - (2) The removal of disabled aircraft;
 - (3) Emergency alarm or notification systems; and
 - (4) Coordination of aerodrome and control tower functions relating to emergency actions, as appropriate.
- (e) The plan required by this section must contain procedures for notifying the facilities, agencies, and personnel who have responsibilities under the plan of the location of an aircraft accident, the number of persons involved in that accident, or any other information necessary to carry out their responsibilities, as soon as that information becomes available.
- (g) Each certificate holder must--
- (1) Coordinate the plan with law enforcement agencies, rescue and firefighting agencies, medical personnel and organizations, the principal tenants at the aerodrome, and all other persons who have responsibilities under the plan;
 - (2) Provide for participation by all facilities, agencies, and personnel specified in paragraph (g)(1) of this section in the development of the plan;
 - (3) Ensure that all aerodrome personnel having duties and responsibilities under the plan are familiar with their assignments and are properly trained; and
 - (4) At least once every 12 consecutive calendar months, review the plan with all of the parties with whom the plan is coordinated, as specified in paragraph (g)(1) of this section, to ensure that all parties know their responsibilities and that all of the information in the plan is current.
- (h) Each holder Certificate must hold a full-scale aerodrome emergency plan exercise at least once every 12 consecutive calendar months.

{12} Self-inspection program

- (a) Each certificate holder must inspect the aerodrome to assure compliance with this subpart according to the following schedule:
- (1) Daily, except as otherwise required by the Aerodrome Certification Manual;
 - (2) When required by any unusual condition, such as construction activities or meteorological conditions, that may affect safe air carrier operations; and
 - (3) Immediately after an accident or incident.
- (b) Each certificate holder must provide the following:
- (1) Equipment for use in conducting safety inspections of the aerodrome;
 - (2) Procedures to ensure qualified personnel perform the inspections. Such procedures must ensure personnel are trained, as specified under Sec. (2), and receive initial and recurrent instruction every 12 consecutive calendar months in at least the following areas:
 - (i) Aerodrome familiarization, including aerodrome signs, marking and lighting.
 - (ii) Aerodrome emergency plan.
 - (iii) Notice to Airmen (NOTAM) notification procedures.
 - (iv) Procedures for pedestrians and ground vehicles in movement areas and safety areas.
 - (v) Discrepancy reporting procedures; and
 - (3) A reporting system to ensure prompt correction of unsafe aerodrome conditions noted during the inspection, including wildlife strikes.
- (c) Each certificate holder must--
- (1) Prepare, and maintain for at least 12 consecutive calendar months, a record of each inspection prescribed by this section, showing the conditions found and all corrective actions taken.
 - (2) Prepare records of all training to each individual in compliance with this section that includes, at a minimum, a description and date of training received. Such records shall be maintained for 24 consecutive calendar months after completion of training.

{13} Pedestrians and ground vehicles

Each certificate holder must--

- (a) Limit access to movement areas and safety areas only to those pedestrians and ground vehicles necessary for aerodrome operations;
- (b) Establish and implement procedures for the safe and orderly access to, and operation in, movement areas and safety areas by pedestrians and ground vehicles, including provisions identifying the consequences of noncompliance with the procedures by an employee, tenant, or contractor;
- (c) When an air traffic control tower is in operation, ensure that each pedestrian and ground vehicle in movement areas or safety areas is controlled by one of the following:
 - (1) Two-way radio communications between each pedestrian or vehicle and the tower;
 - (2) An escort with two-way radio communications with the tower accompanying any pedestrian or vehicle without a radio.
- (d) Ensure that each employee, tenant, or contractor is trained on procedures required under paragraph (b) of this section, including consequences of noncompliance, prior to using the movement areas or safety areas; and
- (e) Maintain the following records:
 - (1) A description and date of training completed by each individual in compliance with this section. A record for each individual must be maintained for 24 consecutive months after the termination of an individual's access to movement areas and safety areas.
 - (2) A description and date of any accidents or incidents in the movement areas and safety areas involving air carrier aircraft, a ground vehicle or a pedestrian. Records of each accident or incident occurring must be maintained for 12 consecutive calendar months from the date of the occurrence.

{14} Obstructions

Each certificate holder must ensure that each object in each area within its authority that has been determined by the ICAA to be an obstruction is removed, marked, or lighted according to Annex 14.

{15} Protection of NAVAIDS

Each certificate holder must--

- (a) Prevent the construction of facilities on its aerodrome that would derogate the operation of an electronic or visual NAVAID and air traffic control facilities on the aerodrome;
- (b) Protect all NAVAIDS on its aerodrome against vandalism and theft; and
- (c) Prevent, insofar as it is within the aerodrome's authority, interruption of visual and electronic signals of NAVAIDS.

{16} Public protection

(a) Each certificate holder must provide--

- (1) Safeguards to prevent inadvertent entry to the movement area by unauthorized persons or vehicles; and
 - (2) Reasonable protection of persons and property from aircraft blast.
- (b) Fencing that meets the requirements of Annex 14.

{17} Wildlife hazard management

- (a) In accordance with its Aerodrome Certification Manual and the requirements of this section, each certificate holder must take immediate action to alleviate wildlife hazards whenever they are detected.
- (b) Each certificate holder must ensure that a wildlife hazard assessment is conducted when any of the following events occurs on or near the aerodrome:
- (1) An air carrier aircraft experiences multiple wildlife strikes;
 - (2) An air carrier aircraft experiences substantial damage from striking wildlife. As used in this paragraph, substantial damage means damage or structural failure incurred by an aircraft that adversely affects the structural strength, performance, or flight characteristics of the aircraft and that would normally require major repair or replacement of the affected component;
 - (3) An air carrier aircraft experiences an engine ingestion of wildlife; or
 - (4) Wildlife of a size, or in numbers, capable of causing an event described in paragraphs (b)(1), (b)(2), or (b)(3) of this section is observed to have access to any aerodrome flight pattern or aircraft movement area.
- (c) The wildlife hazard assessment required in paragraph (b) of this section must be conducted by a wildlife damage management biologist who has professional training and/or experience in wildlife hazard management at aerodromes or an individual working under direct supervision of such an individual. The wildlife hazard assessment must contain at least the following:
- (1) An analysis of the events or circumstances that prompted the assessment.
 - (2) Identification of the wildlife species observed and their numbers, locations, local movements, and daily and seasonal occurrences.
 - (3) Identification and location of features on and near the aerodrome that attract wildlife.
 - (4) A description of wildlife hazards to air carrier operations.
 - (5) Recommended actions for reducing identified wildlife hazards to air carrier operations.
- (d) The wildlife hazard assessment required under paragraph (b) of this section must be submitted to the ICAA for approval and determination of the need for a wildlife hazard management plan. In reaching this determination, the ICAA will consider--
- (1) The wildlife hazard assessment;
 - (2) Actions recommended in the wildlife hazard assessment to reduce wildlife hazards;
 - (3) The aeronautical activity at the aerodrome, including the frequency and size of air carrier aircraft;
 - (4) The views of the certificate holder;
 - (5) The views of the aerodrome users; and
 - (6) Any other known factors relating to the wildlife hazard of which the ICAA is aware.
- (e) When the ICAA determines that a wildlife hazard management plan is needed, the certificate holder must formulate and implement a plan using the wildlife hazard assessment as a basis. The plan must--
- (1) Provide measures to alleviate or eliminate wildlife hazards to air carrier operations;
 - (2) Be submitted to, and approved by, the ICAA prior to implementation; and
 - (3) As authorized by the ICAA, become a part of the Aerodrome Certification Manual.
- (f) The plan shall include at least the following:
- (1) A list of the individuals having authority and responsibility for implementing each aspect of the plan.
 - (2) A list prioritizing the following actions identified in the wildlife hazard assessment and target dates for their initiation and completion:
 - (i) Wildlife population management;
 - (ii) Habitat modification; and
 - (iii) Land use changes.
 - (3) Identification of resources that the certificate holder will provide to implement the plan.
 - (4) Procedures to be followed during air carrier operations that at a minimum includes--

- (i) Designation of personnel responsible for implementing the procedures;
 - (ii) Provisions to conduct physical inspections of the aircraft movement areas and other areas critical to successfully manage known wildlife hazards before air carrier operations begin;
 - (iii) Wildlife hazard control measures; and
 - (iv) Ways to communicate effectively between personnel conducting wildlife control or observing wildlife hazards and the air traffic control tower.
- (5) Procedures to review and evaluate the wildlife hazard management plan every 12 consecutive months or following an event described in paragraphs (b)(1), (b)(2), and (b)(3) of this section, including:
- (i) The plan's effectiveness in dealing with known wildlife hazards on and in the aerodrome's vicinity and
 - (ii) Aspects of the wildlife hazards described in the wildlife hazard assessment that should be reevaluated.
- (6) A training program conducted by a qualified wildlife damage management biologist to provide aerodrome personnel with the knowledge and skills needed to successfully carry out the wildlife hazard management plan required by paragraph (d) of this section.

{18} Aerodrome condition reporting

Each certificate holder must--

- (a) Provide for the collection and dissemination of aerodrome condition information to air carriers.
- (b) In complying with paragraph (a) of this section, use the NOTAM system, as appropriate, and other systems and procedures authorized by the ICAA.
- (c) In complying with paragraph (a) of this section, provide information on the following aerodrome conditions that may affect the safe operations of air carriers:
 - (1) Construction or maintenance activity on movement areas, safety areas, or loading ramps and parking areas.
 - (2) Surface irregularities on movement areas, safety areas, or loading ramps and parking areas.
 - (3) Snow, ice, slush, or water on the movement area or loading ramps and parking areas.
 - (4) Snow piled or drifted on or near movement areas contrary to Sec.(6).
 - (5) Objects on the movement area or safety areas contrary to Sec. (4).
 - (6) Malfunction of any lighting system, holding position signs, or ILS critical area signs required by Sec. (5).
 - (7) Unresolved wildlife hazards as identified in accordance with Sec. (16).
 - (8) Nonavailability of any rescue and firefighting capability required in Sec. (7).
 - (9) Any other condition as specified in the Aerodrome Certification Manual or that may otherwise adversely affect the safe operations of air carriers.
- (d) Each certificate holder shall prepare and keep, for at least 12 consecutive calendar months, a record of each dissemination of aerodrome condition information to air carriers prescribed by this section.

{19} Identifying, marking, and lighting construction and other unserviceable areas

Each certificate holder must--

- (1) Mark and, if appropriate, light in a manner authorized by the ICAA--
 - (i) Each construction area and unserviceable area that is on or adjacent to any movement area or any other area of the aerodrome on which air carrier aircraft may be operated;

- (ii) Each item of construction equipment and each construction roadway, which may affect the safe movement of aircraft on the aerodrome; and
 - (iii) Any area adjacent to a NAVAID that, if traversed, could cause derogation of the signal or the failure of the NAVAID; and
- (2) Provide procedures, such as a review of all appropriate utility plans prior to construction, for avoiding damage to existing utilities, cables, wires, conduits, pipelines, or other underground facilities.

{20} Low-Visibility operations

Each certificate holder must provide procedures to introduce the low-visibility operations, including the measurement and reporting of runway visual range as and when required, and the names and telephone numbers, during and after working hours, of the persons responsible for measuring the runway visual range.

{21} Safety Management System (SMS)

Each certificate holder must establish safety management system for ensuring compliance with all safety requirements and achieving continuous improvement in safety performance, the essential features being:

- a) The safety policy, insofar as applicable, on the safety management process and its relation to the operational and maintenance process;
- b) The structure or organization of the SMS, including staffing and the assignment of individual and group responsibilities for safety issues;
- c) SMS strategy and planning, such as setting safety performance targets, allocating priorities for implementing safety initiatives and providing a framework for controlling the risks to as low a level as is reasonably practicable keeping always in view the requirements of the Standards and Recommended Practices in Volume I of Annex 14 to the Convention on International Civil Aviation, and the national regulations, standards, rules or orders;
- d) SMS implementation, including facilities, methods and procedures for the effective communication of safety messages and the enforcement of safety requirements;
- e) A system for the implementation of, and action on, critical safety areas which require a higher level of safety management integrity (safety measures programme);
- f) Measures for safety promotion and accident prevention and a system for risk control involving analysis and handling of accidents, incidents, complaints, defects, faults, discrepancies and failures, and continuing safety monitoring;
- g) The internal safety audit and review system detailing the systems and programmes for quality control of safety;
- h) The system for documenting all safety-related airport facilities as well as airport operational and maintenance records, including information on the design and construction of aircraft pavements and aerodrome lighting. The system should enable easy retrieval of records including charts;
- i) Staff training and competency, including the review and evaluation of the adequacy of training provided to staff on safety-related duties and of the certification system for testing their competency; and
- j) The incorporation and enforcement of safety-related clauses in the contracts for construction work at the aerodrome.

{22} Noncomplying conditions

Unless otherwise authorized by the ICAA, whenever the requirements of subpart D of this part cannot be met to the extent that uncorrected unsafe conditions exist on the aerodrome, the certificate holder must limit air carrier operations to those portions of the aerodrome not rendered unsafe by those conditions.

Other Publications

For more information reference can be made to ICAO publications listed below.

- 1- ICAO Annexes
- 2- Aerodrome Services Manual (Doc 9137)
- 3- Aerodrome Design Manual (Doc 9157)
- 4- Aerodrome Planning Manual (Doc 9184)
- 5- Manual on Certification of Aerodrome (Doc 9774)
- 6- Safety Management System Manual (Doc 9859)
- 7- Manual of Surface Movements Guidance and control Systems (SMGCS) (Doc 9476)
- 8- World Geodetic System-1984 (WGS-84) Manual (Doc 9674)
- 9- Joint Inspection Group Manual (Fueling)

Appendix 1

Republic of Iraq
Civil Aviation Authority
Flight Safety Department



CA-I /210
Issue 1

Application for Aerodrome certificate

1- Particulars of Applicant

1.1- Aerodrome Name:

1.2- Address:

1.3- Facsimile: Postal Code:

Phone: Mobile: Email:

2- Particulars of the Aerodrome Site

2.1- Location Description:

2.2-Geographical Coordinates of the ARP: Latitude Longitude:

2.3-Ground Elevation {meters}:

2.4- Bearing and Distance from Nearest Town or Populous Area:

3- Aerodrome Operation

3.1-Is the aerodrome to be used by Public Transport Aircraft? Yes/ No

3.2-Aerodrome Operation hours:hours
If not 24 hour operations, state
Opening time: Closing time:

3.3-Type of aircraft to be operated at the aerodrome:
[a] Aero planes
[b] Helicopters

3.4- The heaviest type of aircraft in reference to item 3.3:
Aircraft type: Max. Total Weight Authorizes[kg]:

3.5- Expected number of movements per calendar month of heaviest aircraft type.
..... Per month [One movements is one take-off or one landing]

3.6- Is aircraft fuelling expected to take place at the aerodrome? Yes/ No

4- Air Traffic Management

4.1- Is the aerodrome located within controlled airspace? If yes, state [a] Vertical Limits [feet]: [b] Lateral Limit [In reference to ARP]:	Yes/ No
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5- Obstacle Control

Obstacle Limitation Surfaces: [a] Approach Slope:% [b] Take-off Slope :% [c] Transitional Slope :%

6- Documentation

6.1- Two copies of the Aerodrome Manual, prepared in accordance with the regulations are required as part of the application. 6.2- The application should be submitted to the Iraqi Civil Aviation Authority (ICAA) office. 6.3- The certificate will be issued after the appropriate fee is paid to the ICAA Office
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7- Certification

I hereby apply for a certificate to operate the Aerodrome.	
..... [Signature of Applicant] [Aerodrome Stamp]
Name:	
Position:.....	Date:/...../.....

Information

Before an aerodrome certificate is granted, the Iraqi Civil Aviation Authority will require to be satisfied that the physical conditions on the maneuvering area and its environs are acceptable, that the scale of equipment and services are adequate, and that the aerodrome is organized, staffed and other arrangements sufficient to ensure the safe operations of the aerodrome. The requirements are set out in detail in the Iraqi Civil Aviation Regulations No. 11 and ICAO relevant publications.

Appendix 2



AERODROME CERTIFICATE

CERTIFICATE NO.

NAME OF AERODROME

This Aerodrome Certificate is issued by the Director General of Iraqi Civil Aviation Authority pursuant to Article 16 of the Iraqi Civil Aviation Law No. 148 and authorizes the Operator named in the approved Aerodrome Operation Manual to operate this Aerodrome.

The Director General may suspend or cancel this Aerodrome Certificate at any time where the Aerodrome Operator fails to comply with the provisions and set forth in the Iraqi and International Regulations.

This Aerodrome Certificate will remain in effect until date: / / .

Director General
Iraqi Civil Aviation Authority
Date: / /