



CIVIL AVIATION AUTHORITY FLIGHT STANDARDS DIRECTORATE

Pre-requisites for Submission of Formal AOC Application

AOC formal application shall be considered complete upon meeting the following pre-requisites.

No.	Pre-requisite / documents / required	Yes	No	Will be provided by date
1.	Copy of the Operator's Licence			
2.	Copy of third party insurance			
3.	Fee deposit voucher			
4.	Copy of Aircraft Lease Agreement (if any)			
5.	Copy of all the contractual agreements (Maintenance Agreements)			
6.	Organizational Chart with the resume of Key Management Personnel			
7.	Exposition Manual / Maintenance control Manual (02 copies)			
8.	Aircraft Maintenance Manuals (02 copies)			
9.	C of A (all aircrafts)			
10.	C or R (all aircrafts)			
11.	C of noise abatement (all aircrafts)			
12.	List of crew with their details			
13.	Copy of licenses / certificates of flight crew / Cabin crew			
14.	Operations Manual (02 copies)			
	a) Flight Operations Manual or BOM (02 copies)			
	b) Aircraft Flight Manual or AOM (02 copies)			
	c) Cabin Crew Manual			
	d) Flight Despatch Manual			
	e) Training Manual			
	f) Weight & Balance Manual			
	g) MEL & MMEL			
	h) Route Manual			
	i) Flight Safety Manual			
	j) Security Manual			
	k) Dangerous Goods Manual			
15.	Compliance statement			

The above mention pre-requisites have been met., YES NO

Agreed by (Sign) Designation.