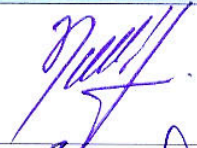

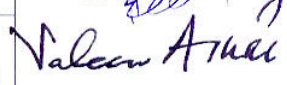






PROCEDURE FOR VERIFICATION OF AERODROME DATA AND ITS PUBLICATION

STANDARD OPERATING PROCEDURE

VERSION : 2.0
DATE OF IMPLEMENTATION : 15-01-2015
OFFICE OF PRIME INTEREST : Aerodrome Standards
(Directorate of Airspace and Aerodrome Regulations)

	NAME	DESIGNATION	SIGNATURE
PREPARED BY	MUHAMMAD NADEEM IQBAL KHAN	Sr. Joint Director Aerodrome Standards & Certification	
REVIEWED BY	LIAQUAT ALI SHAHZAD	Sr. Addl. Director Aerodrome Standards	 
	MUHAMMAD SALEEM ATHAR	Director Airspace & Aerodrome Regulations	
VERIFIED BY	NADIR SHAFI DAAR	Director SQMS / Management Representative	
APPROVED BY	MANZAR JAMAL	Principal Director (Regulatory)	
TYPE OF DOCUMENT	STANDARD OPERATING PROCEDURE (SOP).		
STATUS OF DOCUMENT	CONTROLLED		

A. PURPOSE:

The aim of this procedure is to ensure accuracy and integrity of information/data obtained due to any changes in the physical condition of the aerodrome that may affect the safety of aircraft before publishing it in the Aeronautical Information Publications (AIP).

B. SCOPE:

This Standard Operating Procedure (SOP) is applicable to all functions and employees of Pakistan CAA.

C. CORE RESPONSIBILITIES:

- C1. The Director General CAA has the overall responsibility for ensuring that procedures are established and resources provided to report changes to aerodrome physical characteristics, the OLS, or any other change that may affect the safety of aircraft operations.
- C2. The Directorate of Airspace and Aerodrome Regulations (DAAR) is responsible for checking the accuracy and integrity of data provided by the aerodrome operators. DAAR is also responsible for documenting, reporting and advising Aeronautical Information Services (AIS) of any such permanent changes to aerodrome information.

D. DESCRIPTION:

D1. LEGISLATION, STANDARDS AND TECHNICAL REFERENCES:

Rule 60-A of CARs, 1994 and ANO-001-DRAS-2.0 of Aerodrome Certification requires aerodrome operators to provide up to date information on aerodrome. The regulation requires the aerodrome operator to notify CAA immediately of any changes in aerodrome information or in the serviceability of aerodrome facilities. It is carried out through the Aeronautical Information Publications (AIP) and Notices to Airmen (NOTAM).

D2. REPORTING PROCEDURES:

- D2.1 Generally, the aerodrome operator will report any changes in aerodrome conditions due to accidents, incidents, constructions work, maintenance work, deviation from standards found during daily inspections and safety related reports from other sources. For reference a flowchart for the process is provided in Appendix A.
- D2.2 Any situation that may have an immediate effect on the safety of aircraft operations will be reported in the first instance to ATS unit by radio or telephone along with information to DGCAA. Confirmation by NOTAM, if applicable, will follow as soon as possible.
- D2.3 The information passed on to the HQCAA is directed to DAAR by Director General for necessary action.
- D2.4 All the aeronautical information/data will be verified for its accuracy and integrity according to the ICAO Standards stipulated in annexes and special consideration will be given to ANO-005-DRAN-1.1 "Units of Measurement" and ANO-007-DRAN-2.0 "Aeronautical Information Services" . Appendix 7 and 8 of ANO-007-DRAN-2.0 shall be the basis for Aeronautical Data Quality Requirements. Apart from these verifications, the data thus obtained are sorted out under the following broad headings:

- D2.4.1 Geodetic data
- D2.4.2 General engineering data
- D2.4.3 Meteorological data

D2.5 DAAR then minutely verifies the accuracy and integrity of the data provided by the aerodrome operator. All the information in the aerodrome manual and the changes proposed by the aerodrome operator related to the geodetic survey are confirmed only after verifying the accuracy of data from the Survey of Pakistan, Government of Pakistan. Similarly the information related to the meteorology is confirmed only after verifying the accuracy of data from the Department of Meteorology. Regarding general engineering data, e.g. width of the taxiway, runway length, runway edge light intensity, etc. are confirmed by measuring physically the dimensions of infrastructures or unit by the DAAR.

D2.6 DAAR after verification of the data proposed by the aerodrome operator shall initiate and coordinate the process of publication of the aeronautical information/data in the AIP, the NOTAMs or any other official publications.

E. EVIDENCES (ACRONYMS / RECORDS / REFERENCES):

E1. ACRONYMS:

AIP	:	AERONAUTICAL INFORMATION PUBLICATION
AIS	:	AERONAUTICAL INFORMATION SERVICE
CAA	:	CIVIL AVIATION AUTHORITY
CAAO	:	CIVIL AVIATION AUTHORITY ORDER
DAAR	:	DIRECTOR AIRSPACE & AERODROME REGULATIONS
HQCAA	:	HEADQUARTERS CIVIL AVIATION AUTHORITY

E2. RECORDS:

Nil

E3. REFERENCES:

E3.1 Rule 60-A of CARs, 1994

E3.2 ANO-001-DRAS-2.0

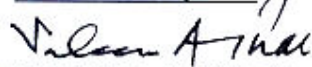
IMPLEMENTATION:

This Standard Operating Procedure supersede the previous SOP dated 30th April 2011 and shall be implemented with effect from 15th January 2015.



(MANZAR JAMAL)
Principal Director
(Regulatory)

Dated: 23 January 2015



(MUHAMMAD SALEEM ATHAR)
Director Airspace & Aerodrome Regulations

Dated: 23 January 2015

File No. HQCAA/1117/522/ARAS/II

APPENDIX 'A'

FLOWCHART

