



The certification process

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Aerodrome Certification

Bangkok, Thailand, 20 to 24 of January 2020

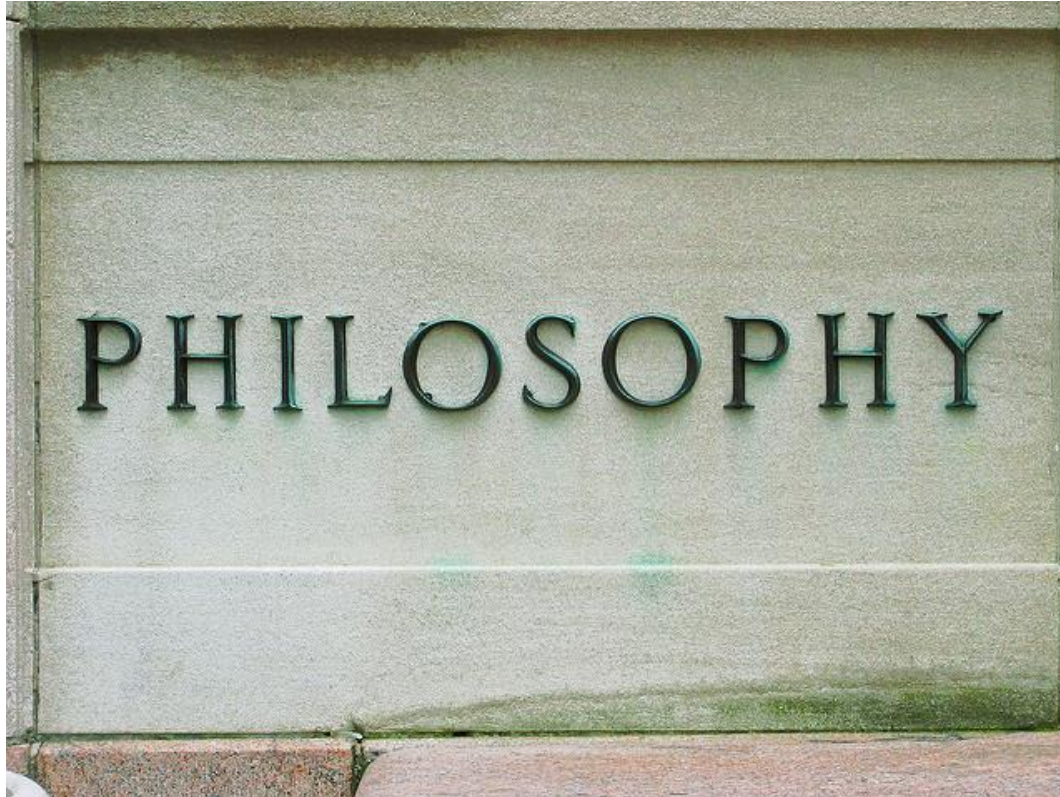
EU-South East Asia Aviation Partnership Project (EU-SEA APP)

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Airport Oversight Philosophy



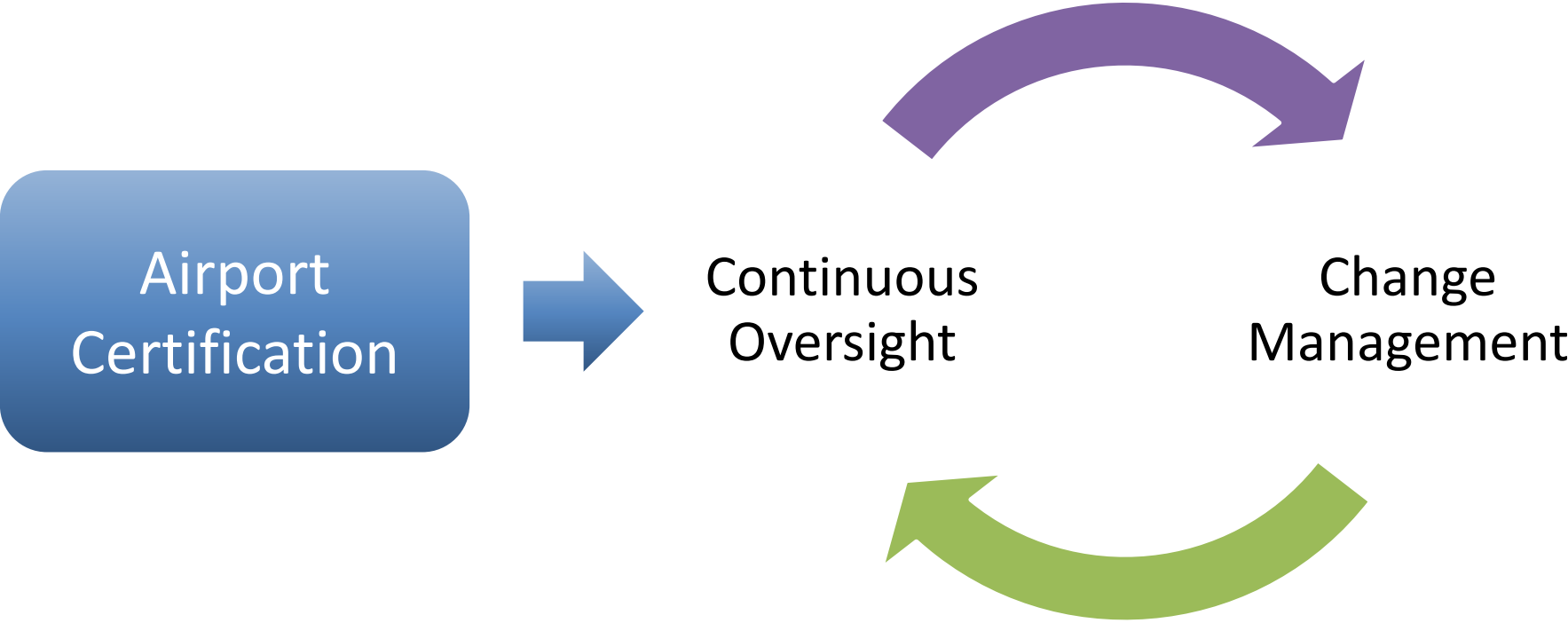
Airport Oversight Philosophy

→ According to the ICAO principles and the European Regulation in the field of airports:



3 steps philosophy

Airport Oversight Philosophy



Airport Oversight Philosophy

Airport Certification



Continuous Oversight

Change Management



New!

With EASA regulation:
Certificates are issued with
unlimited duration



Airport Oversight Philosophy

The Airport Certification should be the

STARTING POINT



Airport Oversight Philosophy

What could we expect from the
Certification Process?



- Infrastructure
- Equipment



- Management System
- Procedures
- Resources
- Personnel



Airport Oversight Philosophy

The **ongoing oversight** is opportunity to check if:



The airport manual procedures are **effectively implemented**



- ✓ Personnel training
- ✓ Aerodrome works
- ✓ Aerodrome emergency planning (exercises and drills)

Airport Oversight Philosophy

The airport is a **living being**



- Infrastructure
- Equipment

- Management System
- Procedures
- Resources
- Personnel

Airport Oversight Philosophy



Planning of the certification process

→ Starting Point

→ Deadline

→ Human Resources

→ Actions

Planning of the certification process

Starting Point

Planning of the certification process

- Since 2009, Spain had national regulation (based on ICAO annex 14) regarding aerodrome certification.
- In 2014, the European regulation came into force.
- The scope of national regulation and the scope of the European regulation were similar, yet not exactly the same.
- Aerodromes out of the scope of the European regulation have been kept under the national regulation.

Planning of the certification process



31 Dec 2014

35

aerodromes had to be
certificated under European
regulation

Planning of the certification process



31 Dec 2014

17
aerodromes were
certificated under Spanish
regulation (RD 862/2009)

Planning of the certification process



31 Dec 2014

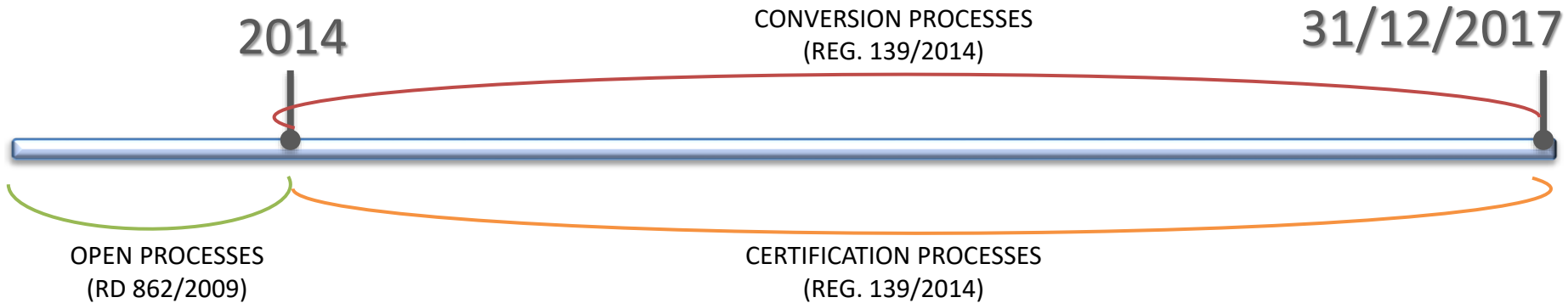
Starting Point:
need to plan
Certification of 18 Airports
Conversion of 17 Airports

Planning of the certification process

Deadline

Planning of the certification process

*Certificates issued by the Competent Authority prior to **31 December 2014** on the basis of national legislations shall remain valid until they are issued in accordance with this Article, or if no such certificates are issued, **31 December 2017***



*Competent Authorities involved in the certification and oversight of aerodromes, aerodrome operators and apron management service providers shall comply with the requirements laid down in Annex II to this Regulation before **31 December 2017**.*

Planning of the certification process

Human Resources

Planning of the certification process

Human Resources Available for the Certification Program



Safety Oversight:

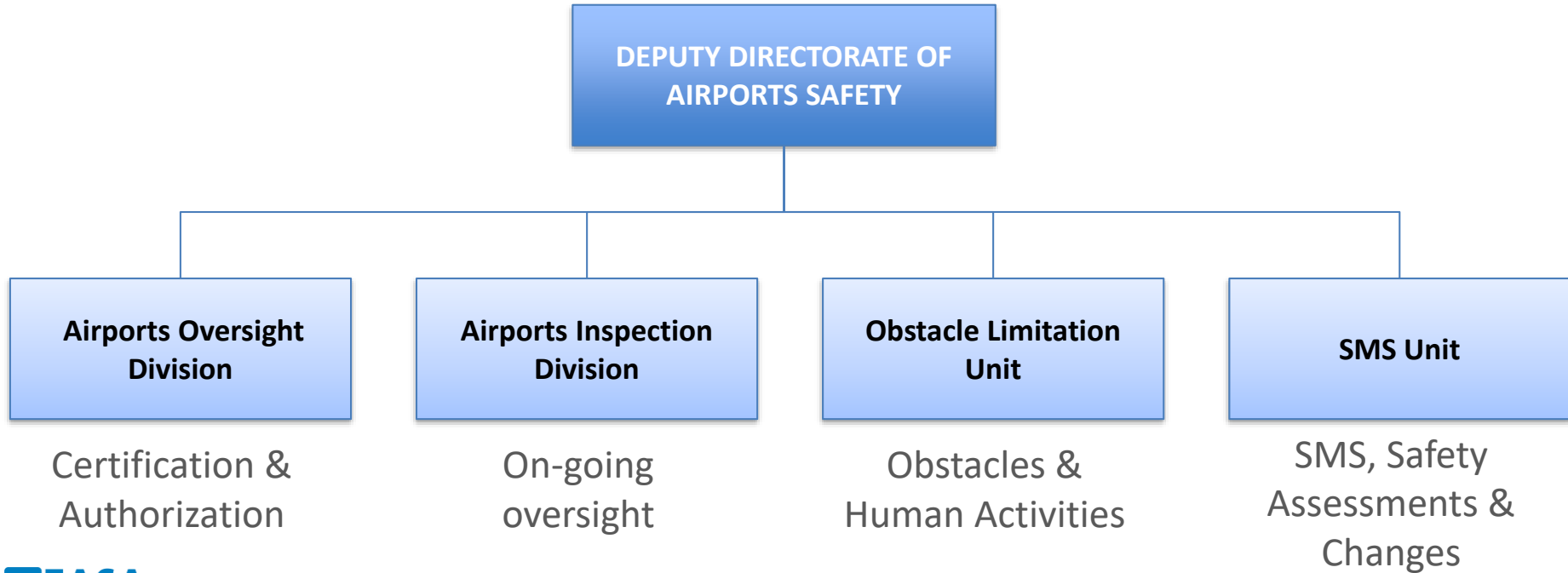
Airports

Air Navigation

AESA has 4 Directorates,
one of them is the **Directorate of
Airports and Air Navigation Safety**

Planning of the certification process

Human Resources Available for the Certification Program



Planning of the certification process

Human Resources Available for the Certification Program



Staff dedicated to the Certification Processes:



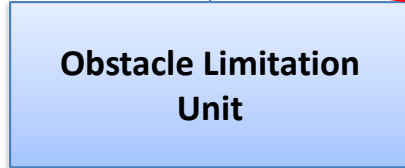
Airports Oversight Division

Certification & Authorization



Airports Inspection Division

On-going oversight



Obstacle Limitation Unit

Obstacles & Human Activities



SMS Unit

SMS, Safety Assessments & Changes

Planning of the certification process

Human Resources Available for the Certification Program

**Airports Oversight
Division**



21 inspectors dedicated to the
Aerodrome Manual + CS



7 inspectors dedicated to the
Emergency Response Plan

SMS Unit



9 inspectors dedicated to the
SMS + Safety Assessments

Planning of the certification process

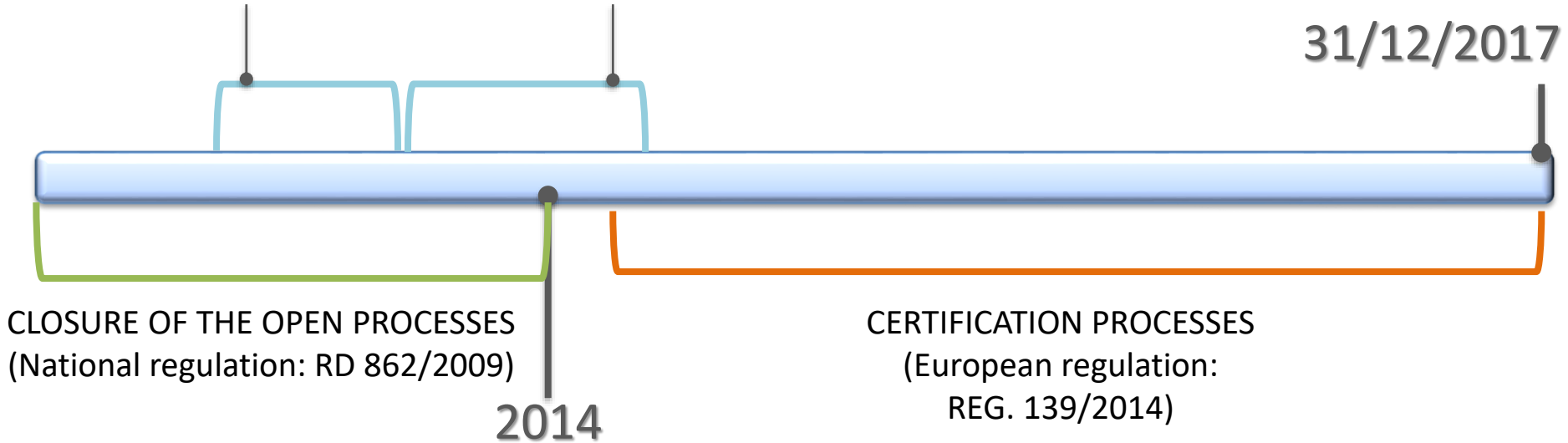
Actions

Planning of the certification process

Time period to adapt the existing certification procedure to Reg. 139/2014

Time period to plan the certification processes

31/12/2017



Planning of the certification process

Certification Procedure



Airports Oversight Division

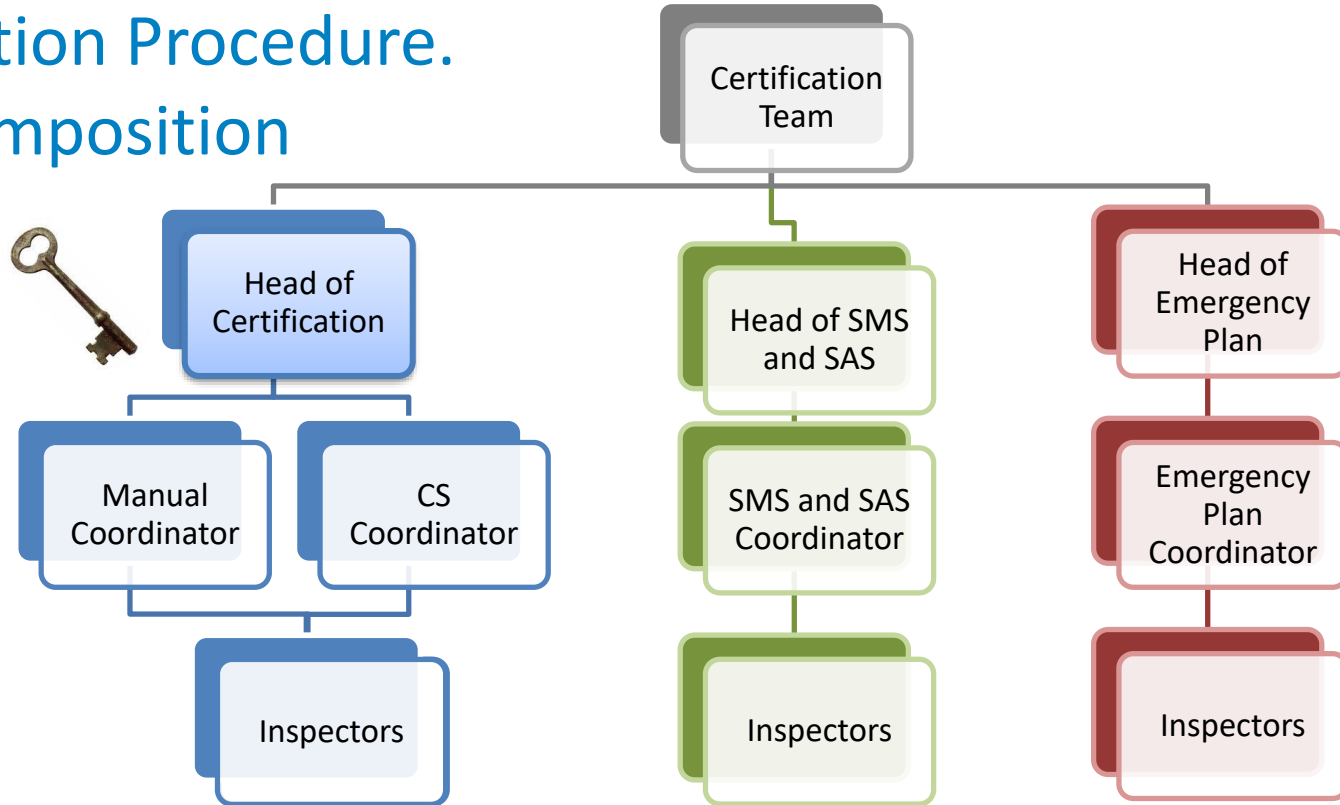
SMS Unit

Airports Oversight Division

Planning of the certification process

Certification Procedure.

Team composition



Planning of the certification process

Certification Procedure. Developing procedures

Authority procedures



One procedure for certification and conversion of certificates

Planning of the certification process

Certification Procedure. Developing procedures

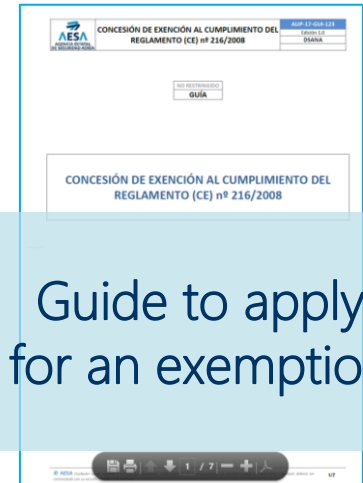
Procedures for aerodrome operators



Certification procedure



Conversion procedures



Guide to apply for an exemption

Planning of the certification process

Certification Procedure. Developing guidance material

Guidance material for aerodrome operators

How to provide the initial documentation

Certification Specifications (CS) y and Vol II (Helicopters)

Aerodrome Manual

SMS

GM for Safety management system
GM for Aeronautical safety studies
GM for Change management

Aerodrome Manual

General GM
Specific GM for LVP, TRA, training

Emergency Response Plan

GM

Planning of the certification process

Certification Procedure. Issuing certificates

Issuance of certificates
ADR.AR.C.035

- (b) The Competent Authority shall issue either:
- (1) a single aerodrome certificate; or
 - (2) two separate certificates, one for the aerodrome and one for the aerodrome operator.



VS



Planning of the certification process

Certification Procedure. Issuing certificates

Issuance of certificates
ADR.AR.C.035

GM1 ADR.AR.C.035(e) Issuance of certificates

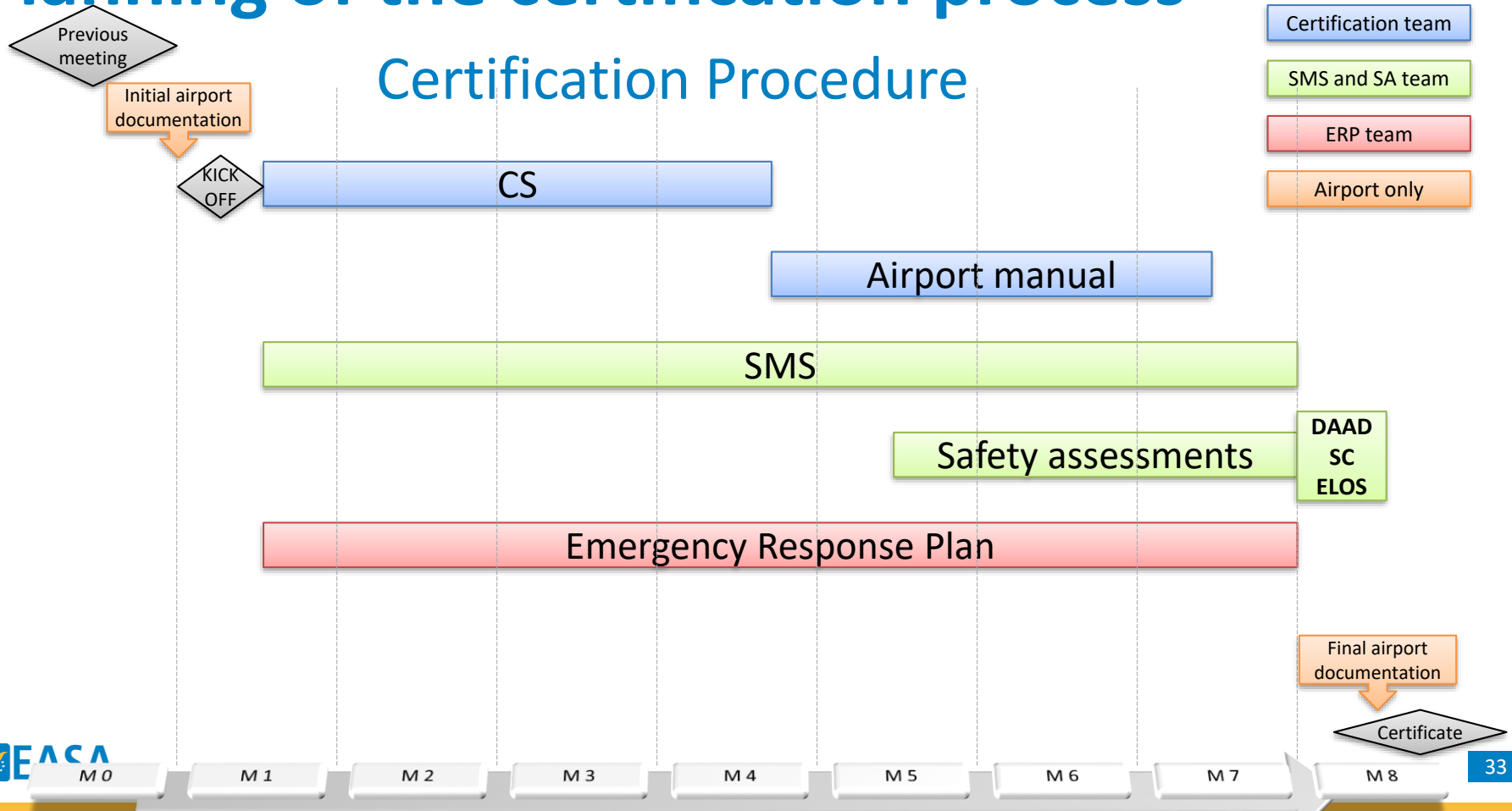
ED Decision 2014/012/R

MODEL FOR THE TERMS OF THE CERTIFICATE TO BE ATTACHED TO THE CERTIFICATES

TERMS OF THE CERTIFICATE	
Certificate reference: [STATE CODE] ¹ :	
Aerodrome name — ICAO location indicator ² :	
Conditions to operate ³ :	
Runway — declared distances ⁴ :	
Types of approaches ⁵ :	
Aerodrome reference code ⁶ :	
Scope of aircraft operations with a higher aerodrome reference code letter ⁷ :	
Provision of apron management services ⁸ :	
Rescue and firefighting level of protection ⁹ :	
Other ¹⁰	

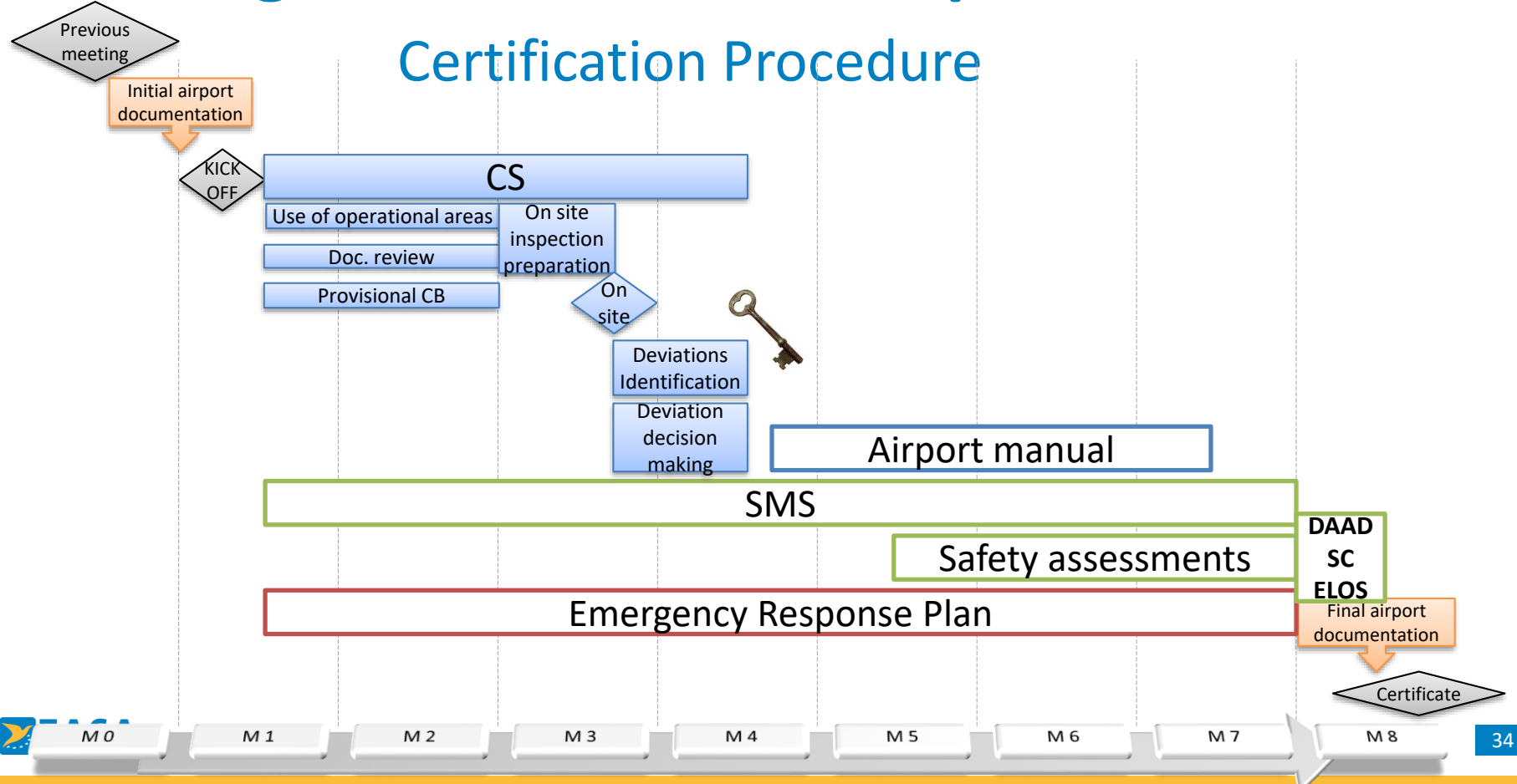
Planning of the certification process

Certification Procedure



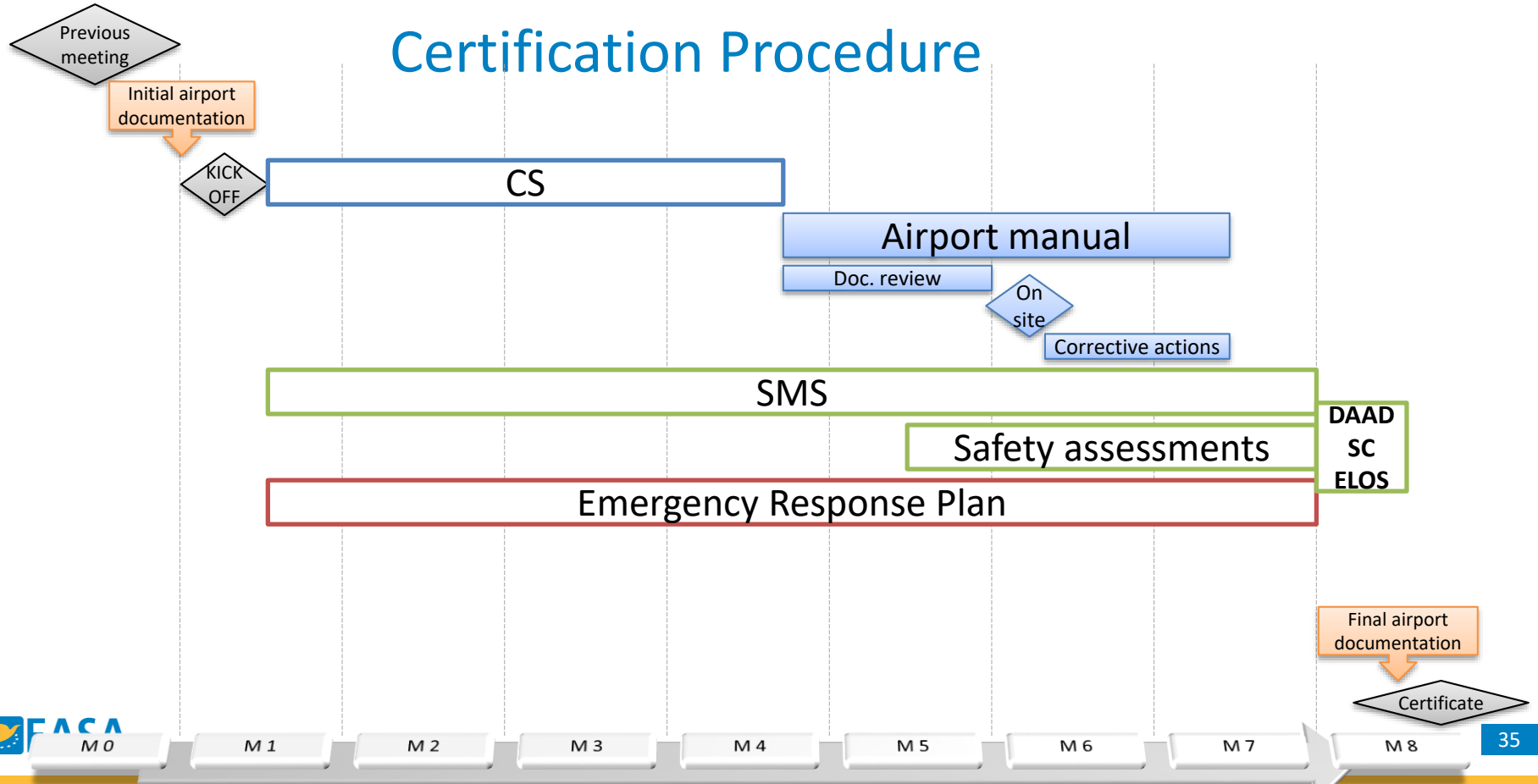
Planning of the certification process

Certification Procedure



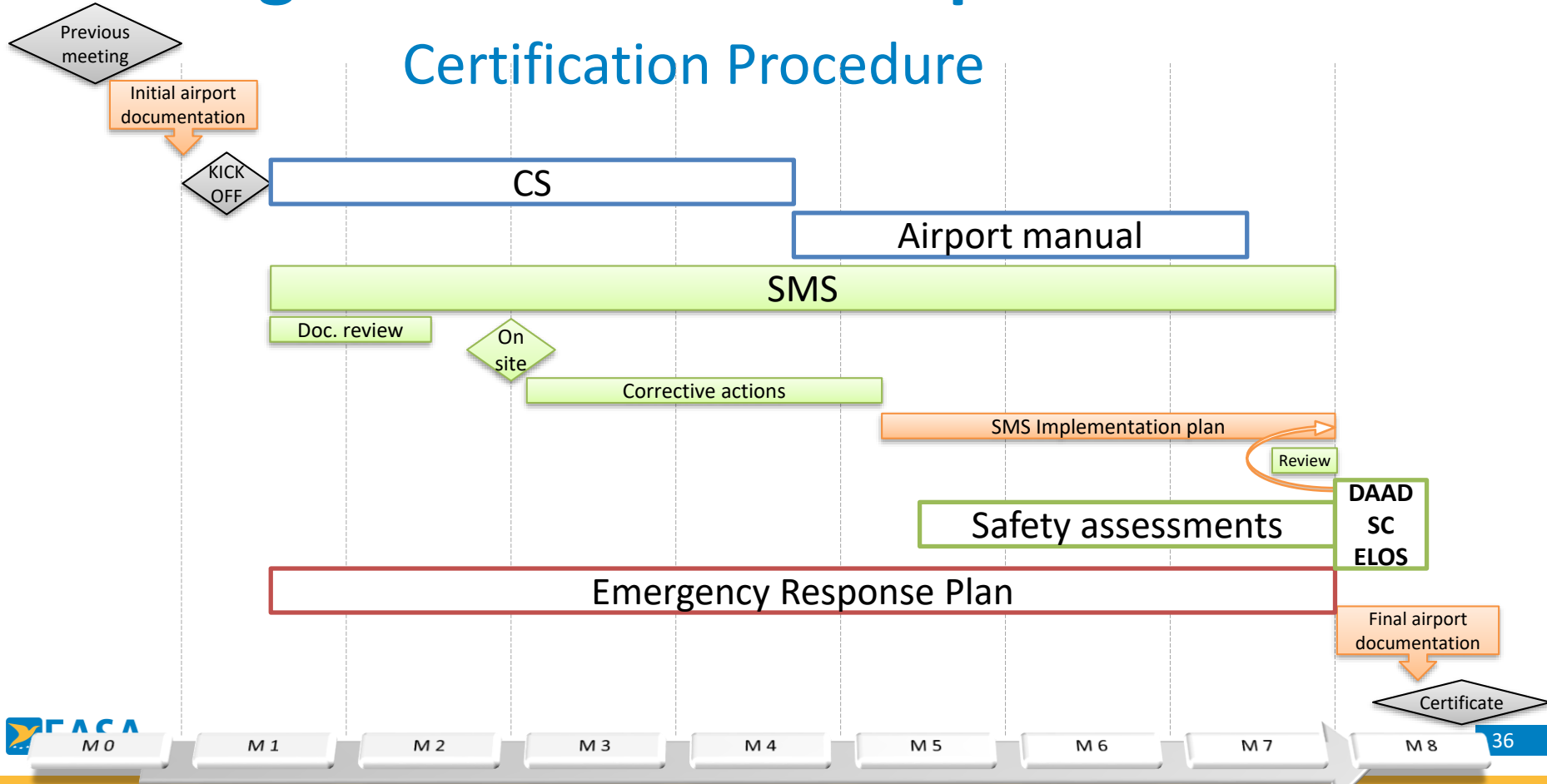
Planning of the certification process

Certification Procedure



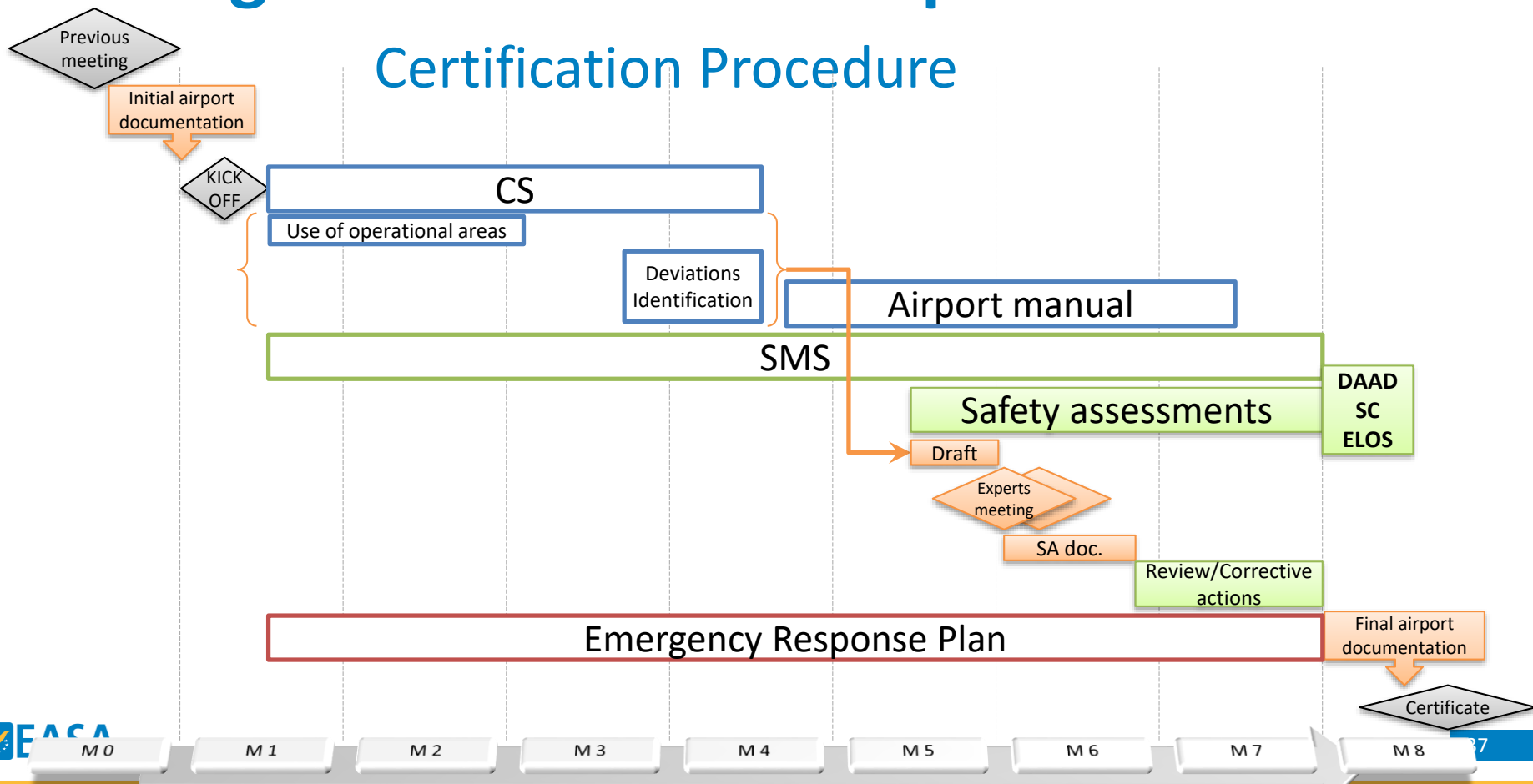
Planning of the certification process

Certification Procedure



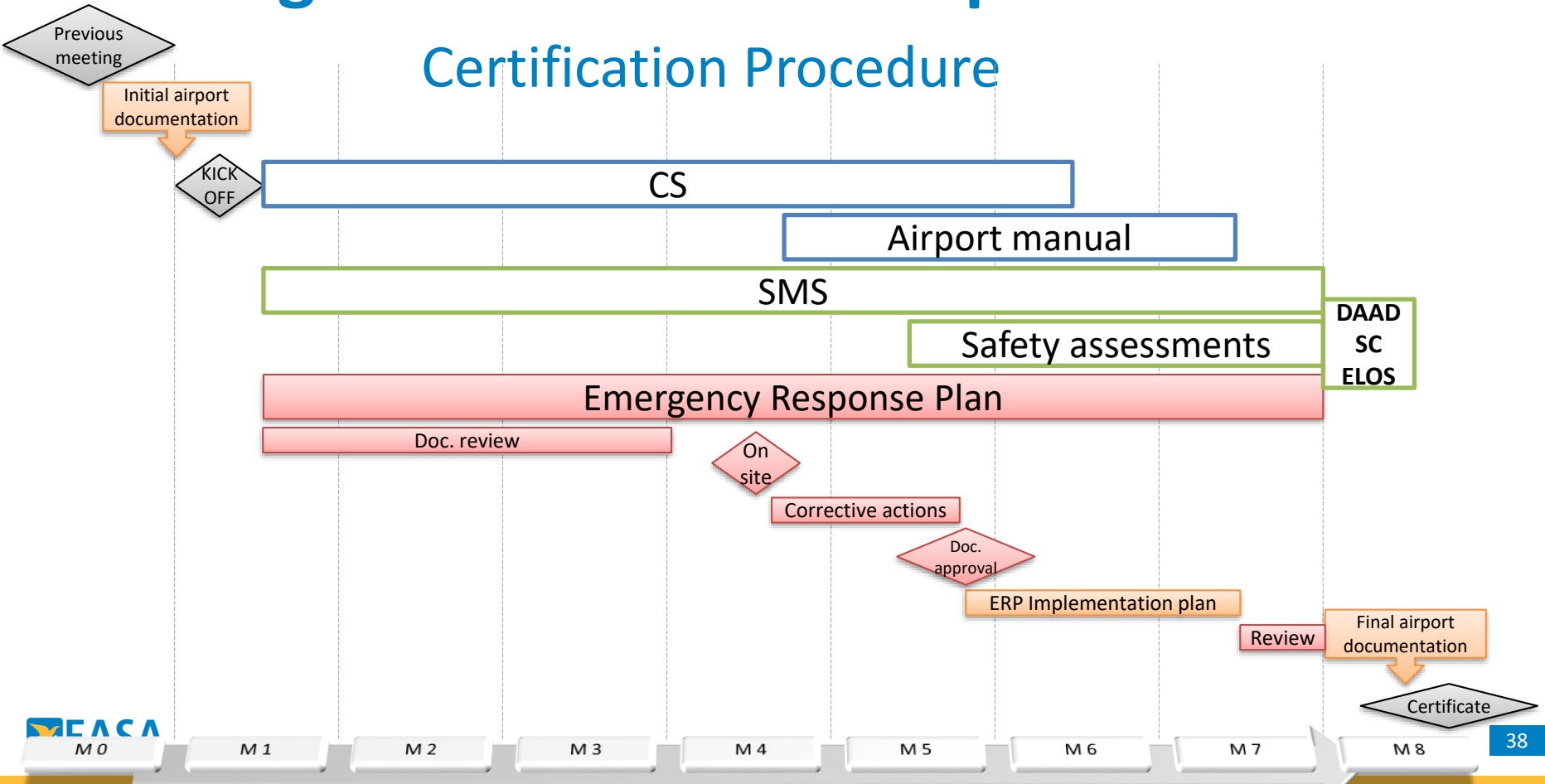
Planning of the certification process

Certification Procedure



Planning of the certification process

Certification Procedure



Planning of the certification process

Planning of a process



CERTIFICATION PROCEDURE

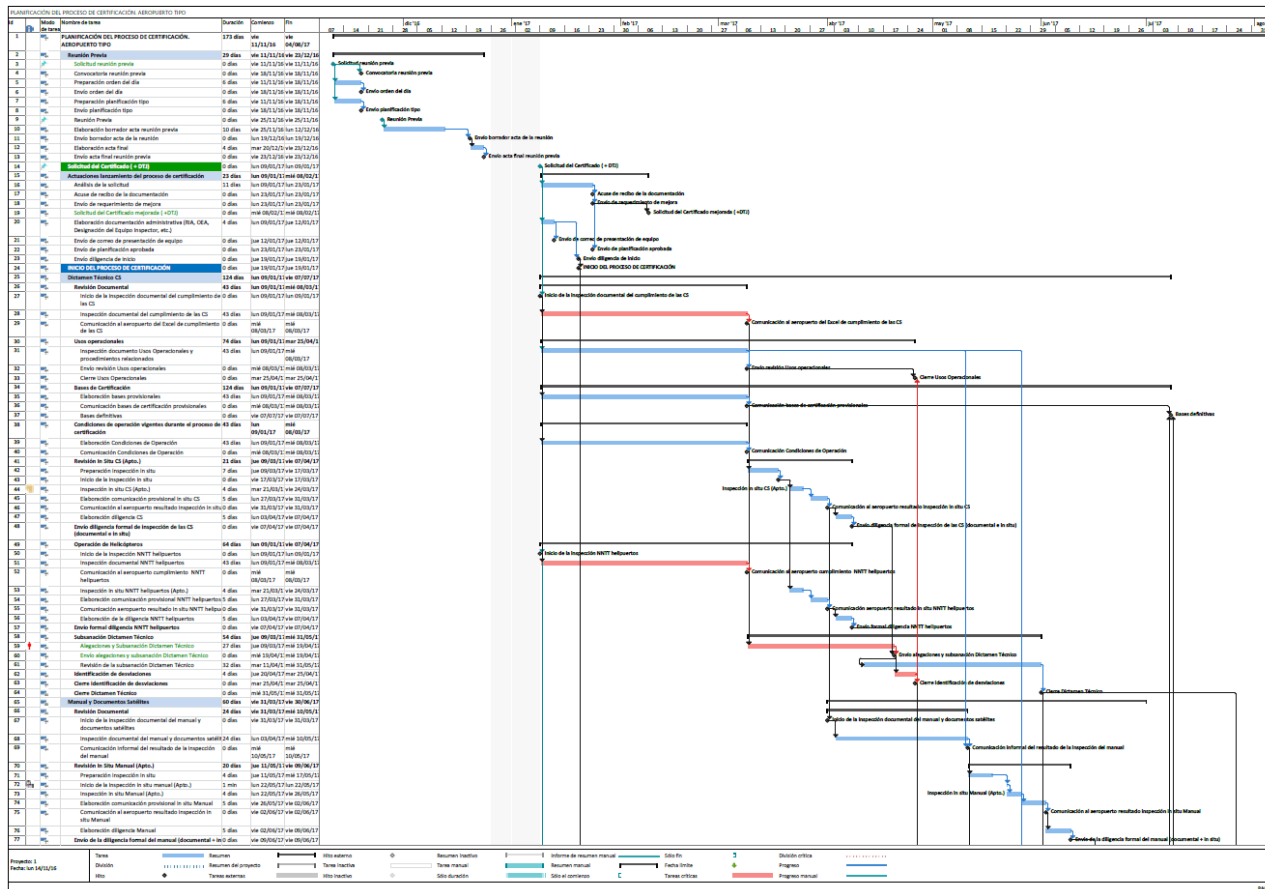


ACTIVITIES
ORDER
PERIODS
RESOURCES...



Planning of the certification process

Planning of a process

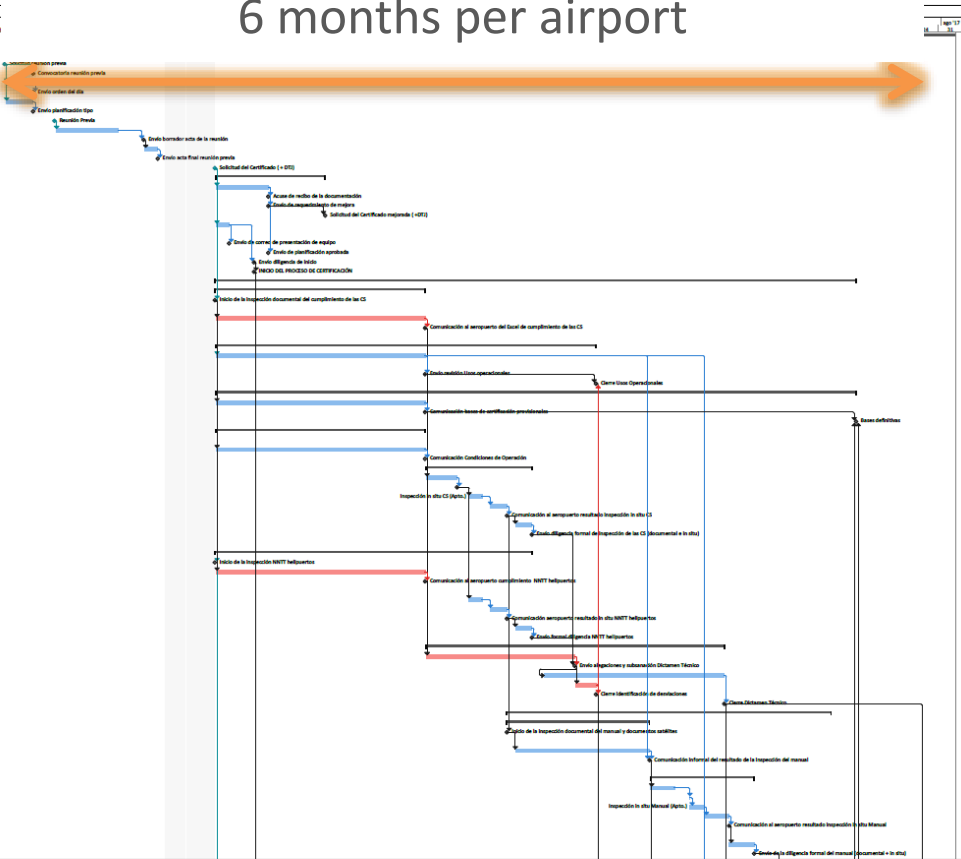


Planning of the certification process

Planning of a process

6 months per airport

Nº	Tarea	Responsable	Duración	Inicio	Fin
PLANIFICACION DEL PROCESO DE CERTIFICACION ABIERTO TIPO					
1	Inicio del proceso de certificación		173 días	13/11/16	04/08/17
2	Reunión Previa		20 días	14/11/16	03/12/16
3	Solicitud reunión previa		0 días	14/11/16	14/11/16
4	Conexión reunión previa		0 días	14/11/16	14/11/16
5	Preparación orden del día		0 días	14/11/16	14/11/16
6	Envío orden del día		0 días	14/11/16	14/11/16
7	Preparación planificación tipo		0 días	14/11/16	14/11/16
8	Envío planificación tipo		0 días	14/11/16	14/11/16
9	Reunión Previa		0 días	20/11/16	20/11/16
10	Elaboración borrador acta de reunión		12 días	20/11/16	02/12/16
11	Envío borrador acta de la reunión		0 días	13/12/16	13/12/16
12	Elaboración acta final		4 días	14/12/16	18/12/16
13	Envío acta final reunión previa		0 días	14/12/16	14/12/16
14	Inicio del proceso de certificación		214 días	14/12/16	04/08/17
15	Análisis de la solicitud		11 días	14/12/16	25/12/16
16	Acceso de acceso de la documentación		0 días	14/12/16	14/12/16
17	Envío de requerimiento de mejora		0 días	14/12/16	14/12/16
18	Solicitud del certificado respuesta (CER)		2 días	14/12/16	16/12/16
19	Elaboración documentación administrativa (SEA, DEA, Designación del Equipo Inspección, etc.)		4 días	14/12/16	18/12/16
20	Envío de correo de presentación de solicitud		0 días	14/12/16	14/12/16
21	Envío de planificación aprobada		0 días	14/12/16	14/12/16
22	Envío diligencias de inicio		0 días	14/12/16	14/12/16
23	Envío diligencias de inicio		0 días	14/12/16	14/12/16
24	Inicio del proceso de certificación		0 días	14/12/16	14/12/16
25	Inicio del proceso de certificación		124 días	14/12/16	14/03/17
26	Revisión Documental		40 días	14/12/16	24/01/17
27	Inicio de la inspección documental del cumplimiento de 0 días de las CS		0 días	14/12/16	14/12/16
28	Inspección documental del cumplimiento de 0 días de las CS		43 días	14/12/16	26/01/17
29	Comunicación al aeropuerto del final de cumplimiento de las CS		0 días	08/01/17	08/01/17
30	Una operadora		74 días	08/01/17	19/03/17
31	Inspección documental (Plan Operaciones y procedimientos relacionados)		14 días	08/01/17	22/01/17
32	Envío solicitud (Plan Operaciones)		0 días	08/01/17	08/01/17
33	Clarificación Operaciones		0 días	25/01/17	25/01/17
34	Base de Certificación		124 días	08/01/17	09/03/17
35	Elaboración bases previas		43 días	08/01/17	20/02/17
36	Comunicación bases de certificación previas		0 días	08/01/17	08/01/17
37	Bases definitivas		0 días	09/01/17	09/01/17
38	Condiciones de operación algunas durante el proceso de certificación		0 días	09/01/17	09/01/17
39	Elaboración Condiciones de Operación		43 días	08/01/17	20/02/17
40	Comunicación Condiciones de Operación		0 días	08/01/17	08/01/17
41	Revisión de las CS (Plan)		21 días	08/01/17	29/01/17
42	Preparación Inspección in situ		7 días	08/01/17	15/01/17
43	Inicio de la inspección in situ		0 días	15/01/17	15/01/17
44	Inspección in situ (CS (Plan))		4 días	15/01/17	19/01/17
45	Elaboración comunicación preliminar in situ CS		1 día	17/01/17	18/01/17
46	Comunicación al aeropuerto resultado inspección in situ		1 día	18/01/17	19/01/17
47	Elaboración diligencias CS		1 día	08/01/17	09/01/17
48	Envío diligencias formal de inspección de las CS (documentación in situ)		0 días	09/01/17	09/01/17
49	Operación de Helipuerto		64 días	08/01/17	01/03/17
50	Inicio de la inspección NNTT Helipuerto		0 días	14/12/16	14/12/16
51	Inspección documental NNTT Helipuerto		43 días	14/12/16	26/01/17
52	Comunicación al aeropuerto cumplimiento NNTT Helipuerto		0 días	08/01/17	08/01/17
53	Inspección in situ NNTT Helipuerto (Appt.)		4 días	14/12/16	18/12/16
54	Elaboración comunicación preliminar NNTT Helipuerto (Appt.)		1 día	17/12/16	18/12/16
55	Comunicación al aeropuerto resultado in situ NNTT Helipuerto (Appt.)		0 días	18/12/16	18/12/16
56	Elaboración de la diligencia NNTT Helipuerto		0 días	02/01/17	02/01/17
57	Envío formal diligencia NNTT Helipuerto		0 días	02/01/17	02/01/17
58	Subsección Documentos Técnico		14 días	08/01/17	22/01/17
59	Algunas y subsección Documentos Técnico		17 días	08/01/17	25/01/17
60	Envío algunas y subsección Documentos Técnico		0 días	14/01/17	14/01/17
61	Revisión de la subsección Documentos Técnico		12 días	14/01/17	26/01/17
62	Modificación de documentación		4 días	20/01/17	24/01/17
63	Envío identificación de devoluciones		0 días	20/01/17	20/01/17
64	Clave Documentos Técnico		0 días	20/01/17	20/01/17
65	Manual y Documentos Suficientes		40 días	14/12/16	24/02/17
66	Revisión Documental		24 días	14/12/16	08/01/17
67	Inicio de la inspección documental del manual y documentos suficientes		0 días	14/12/16	14/12/16
68	Inspección documental del manual y documentos suficientes		24 días	14/12/16	08/01/17
69	Comunicación informal del resultado de la inspección del manual		0 días	08/01/17	08/01/17
70	Revisión in Situ Manual (Appt.)		20 días	14/12/16	03/02/17
71	Preparación inspección in situ		1 día	14/12/16	15/12/16
72	Inicio de la inspección in situ manual (Appt.)		1 día	14/12/16	15/12/16
73	Inspección in situ Manual (Appt.)		1 día	14/12/16	15/12/16
74	Elaboración comunicación preliminar in situ Manual		1 día	14/12/16	15/12/16
75	Comunicación al aeropuerto resultado inspección in situ Manual		0 días	15/12/16	15/12/16
76	Elaboración diligencia Manual		1 día	15/12/16	16/12/16
77	Envío de la diligencia formal del manual (documentación in situ)		0 días	16/12/16	16/12/16



Planning of the certification process

Certification Procedure. Main Issues

INFRASTRUCTURE REQUIREMENTS (CERTIFICATION SPECIFICATIONS)

- The airport is a “living being” and is always changing. However, the airport manager needs to make an effort in order to define a “*still image*” during the certification process. Unexpected changes in the infrastructure may result in the necessity of a new deviation identification, which almost always involves serious delays.
- There are differences between the documents that support the CS compliance (plans, technical documents, etc.) and the real situation. This results in double-check work to define the real status of the infrastructures after on-site inspections. Again, having a well-developed document managing and control system will save a lot of time and efforts.

Planning of the certification process

Certification Procedure. Main Issues

AERODROME MANUAL

- **Operational procedures** meet all the requirements after the documental inspection. However, during the on-site inspection it is detected that the airport operator does not exactly as described in such procedures, even though the real operation does comply with IR's and AMC's.

It is quite important for the airport manager to ensure that procedures show the real operation of the airport, since the certificate is issued according to what is written in the aerodrome manual, and the continuous oversight will be carried out based on those procedures.

Planning of the certification process

Certification Procedure. Main Issues

AERODROME MANUAL

- One aspect which is sometimes overlooked by the AO is the **documental management system**. The lack of a well-developed documental control can create difficulties when distributing the most updated information to the personnel, even though when the job of keeping the procedures up to date has been done.
- The **Aerodrome Manual is not understood as a whole thing**. Instead, the personnel seem to feel really involved just in the areas of their responsibility, not being fully aware of what the others are doing. Safety is a responsibility of all the personnel involved in operation, and everyone has to know which part of the machinery represents as well as how the complete machine works.

Planning of the certification process



The certification process

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