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| **Statement of Compliance – Chapter 7 : Cabin Safety** |
| The line items referenced in this compliance matrix have been derived from CAAT as the minimum maintenance compliance requirements for an application for  the Initial application, renewal and variation existing of an AOC.  A completed statement of compliance must be submitted by the applicant for Initial application, renewal and variation existing. Additionally, the certificate holder should maintain an up-to-date compliance matrix to assist with on-going compliance and to support certificate amendment requests.  The purpose of the statement of compliance is to speed up the certification process, ensure every applicable requirement has been addressed in the exposition and reduce the cost of certification by the quick location of required policies or procedures in the applicant’s exposition manual suite.  **All requirements have to be complied with**, but not every requirement has to be addressed in the exposition. At least the following Requirements must be included unless they are not applicable to the operation, in which case they should be annotated N/A. The intention of this statement of compliance is to assist rather than instruct the applicant in an Initial application, renewal and variation existing. If for your operation, compliance is required with a Regulation not listed in the statement of compliance, please add it to the list and identify the exposition reference.  This statement of compliance needs to be completed by every applicant for an AOC and show the exposition pages and paragraph numbers that satisfy CAATRequirements in the ***Manual References / Applicant’s Comments*** column. Where the applicant does not meet the CAAT Requirement or deems it not applicable, an explanation should be given in this column. **Please note that ticks ( √ ) are not acceptable.**  The completed statement of compliance should accompany the exposition documents and preferably be included as a component of the exposition. The applicant may submit a completed statement of compliance in a different format as long as it includes all the Requirements references identified below; however, there may be additional processing time required by the CAAT in cross-referencing requirements.  **General Manual Layout**  Electronic exposition: Is the statement of compliance included as part of the file(s)/disc? If so, is it up to date? Have you considered the methods for distributing to the CAAT and how you will manage amendments? |

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| **Details of Applicant / AOC Holder(s)** | | |
| **Instruction:** The operator shall indicate the references in the Operations Manual where the requirements are met. | | |
| **Name of Applicant / AOC holder(s):** | Click or tap here to enter text. | |
| **Date of Submission:** | Click or tap here to enter text. | |
| **List of Manuals Submitted:**  Click or tap here to enter text. | | |
| **Administration and Control of Manual** | **Manual References / Applicant’s Comments** | **CAAT Notes** |
| A statement that the manual complies with all applicable regulations and with  the terms and conditions of the applicable air operator certificate (AOC). | Click or tap here to enter text. | Click or tap here to enter text. |
| Explanations and definitions of terms and words needed for the use of the  manual. | Click or tap here to enter text. | Click or tap here to enter text. |
| Details of the person(s) responsible for the issuance and insertion of amendments  and revisions. | Click or tap here to enter text. | Click or tap here to enter text. |
| A record of amendments and revisions with insertion dates and effective dates. | Click or tap here to enter text. | Click or tap here to enter text. |
| A statement that handwritten amendments and revisions are not permitted,  except in situations requiring immediate amendment or revision in the interest of  safety. | Click or tap here to enter text. | Click or tap here to enter text. |
| A list of effective pages or paragraphs. | Click or tap here to enter text. | Click or tap here to enter text. |
| A description of the distribution system for the manuals, amendments and  revisions. | Click or tap here to enter text. | Click or tap here to enter text. |
| On every page, headers and/or footers to include:   1. Company name 2. Name of the manual 3. Effective revision and date of the page 4. Page number | Click or tap here to enter text. | Click or tap here to enter text. |
| Index (not mandatory but desirable) | Click or tap here to enter text. | Click or tap here to enter text. |

| **CAAT Requirement** | **Manual References / Applicant’s Comments** | **CAAT Notes** |
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| **1 CABIN CREW** | | |
| **1.1 Age/Medical Requirements** | | |
| 1.1.1 A cabin crew member should be at least 18 years of age and have passed an initial medical examination or assessment and been found medically fit to discharge the duties specified in the operations manual. An operator must ensure that cabin crew members remain medically fit to discharge such duties. Medical examinations or assessments are required to be renewed on an annual basis. | Click or tap here to enter text. | Click or tap here to enter text. |
| 1.1.2 The initial medical examination or assessment, and any re-assessment, of cabin crew members should be conducted by, or under the supervision of, a medical practitioner acceptable to the Authority. An operator should maintain a medical record for each cabin crew member. | Click or tap here to enter text. | Click or tap here to enter text. |
| 1.1.3 The following medical requirements are applicable to cabin crew members: | | |
| 1. Good general health; | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. Freedom from any physical or mental illness which might lead to incapacitation or inability to perform cabin crew duties; | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. Normal cardiorespiratory function; | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. Normal centre nervous system; | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. Adequate visual acuity - 6/9 with or without glasses and free from severe colour blindness which may interferes with the recognition of colour coded cabin signs; | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. Adequate hearing; | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. Normal weight (i.e. Ability to move comfortably down the aisle and to be able to exit from the smallest secondary cabin emergency exit); | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. Normal function of ear, nose and throat; and | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. Normal height (i.e. Able to stand in the aircraft, reach safety equipment and open and close overhead bins). | Click or tap here to enter text. | Click or tap here to enter text. |
| **1.2 In-Charge Cabin Crew Member** | | |
| 1.2.1 Whenever more than one cabin crew member is carried on a flight; the operator must nominate a crew-in-charge. The in-charge cabin crew member will be responsible to the Pilot-in-Command for the conduct and co-ordination of the cabin safety and emergency procedures specified in the operations manual. | Click or tap here to enter text. | Click or tap here to enter text. |
| 1.2.2 An operator shall not appoint a person to the post of in-charge cabin crew member unless that person has at least one year’s experience as an operating cabin crew member and has completed an appropriate course of training. | Click or tap here to enter text. | Click or tap here to enter text. |
| 1.2.3 An operator shall establish procedures to select the next most suitably qualified cabin crew member to operate as in- charge cabin crew member in the event of the nominated in- charge cabin crew member becoming unable to operate. Such procedures must be acceptable to the Authority and take into account the cabin crew member’s operational experience. | Click or tap here to enter text. | Click or tap here to enter text. |
| **1.3 Cabin Crew Complement** | | |
| 1.3.1 An operator shall not operate an aeroplane with a maximum approved passenger seating configuration of more than 19, when carrying one or more passengers, unless the number of cabin crew members carried on board is not less than the greatest of the following: | | |
| 1. One cabin crew member for every 50, or fraction of 50, passenger seats installed on the same deck of the aeroplane; or | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. For an aeroplane with a single aisle, one cabin crew member for each pair of directly opposing floor level exits; and for an aeroplane with more than one aisle, one cabin crew member for each floor level exit; or | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. The number of cabin crew members determined by the manufacturer during certification of the aeroplane, whether by an emergency evacuation demonstration or by analysis, except if the operator’s maximum approved passenger seating configuration is less than the manufacturer’s certificated maximum passenger seating capacity by at least 50 seats, the required cabin crew complement may be reduced by one for every whole multiple of 50 seats by which the operator’s maximum approved seating configuration falls below the manufacturer’s certificated maximum passenger seating capacity. | Click or tap here to enter text. | Click or tap here to enter text. |
| 1.3.2 In addition to the required cabin crew complement calculated in paragraph 1.3.1 above, the Authority may, at its discretion, require an operator to include additional cabin crew members for flights such as Ultra Long-Range Operations. | Click or tap here to enter text. | Click or tap here to enter text. |
| 1.3.3 Notwithstanding paragraph 1.3.1, in the event of unforeseen circumstances, when a cabin crew member is incapacitated, the operator may operate the aeroplane with one cabin crew member less than the required cabin crew complement subject to the following conditions: | | |
| 1. The flight is departing from a location where no qualified replacement is reasonably available; | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. At least one cabin crew member is required for every 50, or fraction of 50, passengers present on the same deck of the aircraft; | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. The flight shall be limited to one sector; | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. Procedures ensuring that an equivalent level of safety is achieved with the reduced number of cabin crew, in particular for the evacuation of passengers, are established in the operations manual. This may also include reseating of passengers; | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. All cabin crew are trained and made familiar with the procedures for reduced cabin crew operation; | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. If the incapacitated crew is the in-charge cabin crew member, the next most qualified cabin crew shall be appointed as the in-charge cabin crew member for that sector; and | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. A report is submitted to the Authority after completion of the flight. | Click or tap here to enter text. | Click or tap here to enter text. |
| 1.3.4 Notwithstanding paragraph 1.3.3 (c), the Authority may approve operation of the flight with reduced cabin crew for up to two consecutive sectors, subject to conditions as he thinks fit, upon his being satisfied that such operation is conducted in a safe and proper manner. | Click or tap here to enter text. | Click or tap here to enter text. |
| 1.3.5 Subject to paragraph 1.3.6, the operator need not comply with the requirements in paragraph 1.3.1 for the following types of flights: | | |
| 1. Test flights; | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. Functional check flights; | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. Base training flights; | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. Delivery flights; | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. Customer acceptance or demonstration flights; | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. Flights conducted under a Ferry Flight Authorisation; | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. Flights conducted under a Permit to Fly (note that additional conditions relating to cabin crew may be imposed in the Permit to Fly); and | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. Any other flights approved by the Authority. | Click or tap here to enter text. | Click or tap here to enter text. |
| 1.3.6 For flights described in paragraph 1.3.5, all persons carried on board shall be briefed on safety, emergency and evacuation procedures. In addition, for flights described in paragraph 1.3.5 where more than 19 persons are carried on board (excluding the flight crew), the operator shall determine the minimum number of cabin crew members required to affect a safe and expeditious evacuation of the aeroplane. At least one cabin crew shall be carried on board such flights. | Click or tap here to enter text. | Click or tap here to enter text. |
| 1.3.7 When scheduling cabin crew for flights, rostering procedures should take into account the experience of each cabin crew to ensure that there is an even spread of experienced cabin crew members on all flights. | Click or tap here to enter text. | Click or tap here to enter text. |
| **1.4 Operation on more than one type or variant** | | |
| 1.4.1 Cabin crew may operate up to three aircraft types provided that safety and emergency equipment and emergency procedures are similar. | Click or tap here to enter text. | Click or tap here to enter text. |
| 1.4.2 For the purposes of paragraph 1.4.1, variants of a particular aircraft type are considered to be different types if they are not similar in all of the following aspects: | | |
| 1. Emergency exit operation; | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. Location and type of safety and emergency equipment; and | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. Emergency procedures. | Click or tap here to enter text. | Click or tap here to enter text. |
| 1.4.3 Factors taken into consideration by the Authority to permit cabin crew to operate up to 3 aircraft types would include but not limited to the following: | | |
| 1. Additional training for the in-charge cabin crew member. | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. A minimum experience level of cabin crew comprising the minimum crew complement; | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. Restriction of the number trainee cabin crew carried on all flights; | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. Meeting a recency requirement as agreed with the Authority on all aircraft types; | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. No change fleet assignment within the same day except for flight disruptions; and | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. Arrangements made for cabin crew to review the characteristics of the aircraft type to be operated on during pre-flight crew briefing e.g. viewing of a video tape. | Click or tap here to enter text. | Click or tap here to enter text. |
| **1.5 Recency** | | |
| General requirements for cabin crew recency are stated in Chapter 6 of the AOCR. | Click or tap here to enter text. | Click or tap here to enter text. |
| **1.6 Supernumerary Flying/ Familiarisation Flights** | | |
| 1.6.1 Unless otherwise agreed by the Authority, cabin crew will normally be expected to fly in a supernumerary role on a passenger flight within a period of 30 days on successful completion of their aircraft type specific training. This is prior to operating as a fully qualified crew. Passengers may not be able to distinguish between such trainees and fully trained cabin crew and in an emergency may expect to receive guidance and assistance from anyone wearing a crew uniform. Operators shall therefore ensure that before undertaking supernumerary duties, cabin crew have successfully completed the training and checking specified in paragraphs 3, 4, 5 and 6 of AOCR Chapter 6. The supernumerary cabin crew shall not be counted as part of the minimum crew complement. | Click or tap here to enter text. | Click or tap here to enter text. |
| **1.7 Operator’s Cabin Crew Uniforms** | | |
| 1.7.1 Operators shall provide crew uniforms which readily distinguish the wearer as a member of the cabin staff. The uniform to be worn by operating cabin crew shall be such as not to impede the performance of their duties as required for the safety of passengers and flight during operations, and shall allow passengers to identify the operating cabin crew including in an emergency situation. | Click or tap here to enter text. | Click or tap here to enter text. |
| 1.7.2 Operators shall exercise care in the provision of cabin crew footwear. Appropriate footwear shall be worn during take-off, landing and emergency situations to avoid damage to slides and to offer protection to the cabin crew. | Click or tap here to enter text. | Click or tap here to enter text. |
| 1.7.3 All ornaments worn around the neck and unconcealed by clothing have the potential to snag and hamper movement. These items may be a cause of injury to the wearer. Both the restriction of movement and the risk of injury that may occur when neck chains or scarfs are worn have the potential to inhibit crews from carrying out their duties. Operators must therefore instruct crews to remove unconcealed neck ornaments when on board aircraft. If there is a requirement that ID cards must be displayed, other forms of attachment must be used, care being taken to ensure that this does not present a risk of snagging. | Click or tap here to enter text. | Click or tap here to enter text. |
| **1.8 Safety and Emergency Procedures (SEP)** | | |
| 1.8.1 On each flight, every cabin crew shall have access to a current version of every part of the Safety and Emergency Procedures **(**SEP**)** or other manuals which is relevant to his/her duties on the flight**.** | Click or tap here to enter text. | Click or tap here to enter text. |
| **1.9 Signs, Markings and Placards** | | |
| 1.9.1 The operators should ensure that signs, markings and placards include the following characteristics, in order to be deemed suitable:   1. Be legible; and 2. Be clearly visible | Click or tap here to enter text. | Click or tap here to enter text. |

| **CAAT Requirement** | **Manual References / Applicant’s Comments** | **CAAT Notes** |
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| **2 CABIN SAFETY MANAGEMENT** | | |
| **2.1 Pre-departure Procedures** | | |
| 2.1.1 Operators should establish check-in and boarding gate procedures and, where applicable, training for their traffic staff and handling agents. Emphasis should be placed on the need for these personnel to identify and resolve potential difficulties in seat allocation (see also paragraphs 2.2 and 2.3 of this chapter), excess carry-on baggage, the carriage of dangerous goods, drunken or unruly passengers, including boarding refusal, before passenger embarkation begins. This is of particular importance at overseas departure points. | Click or tap here to enter text. | Click or tap here to enter text. |
| 2.1.2 Similar instructions and training should also be given to cabin crew to deal with cabin safety related problems which may have been missed at check-in. | Click or tap here to enter text. | Click or tap here to enter text. |
| **2.2 Seat Allocation** | | |
| 2.2.1 The following types of passengers should not be seated where they could obstruct floor level emergency exits, impede the crew in their duties, obstruct access to emergency equipment or hinder aircraft evacuation: | | |
| 1. Passengers with Restricted Mobility (hereinafter referred to as “PRMs”), which shall include persons with a physical or intellectual disability and persons who are impaired due to any other cause; | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. Elderly or frail person who appear to be not capable of operating or assisting with the operation of exit; | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. Accompanied and unaccompanied children and infant; | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. Deportees or prisoners in custody; and | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. Obese passengers. | Click or tap here to enter text. | Click or tap here to enter text. |
| 2.2.2 SCPs shall be allocated seats in pre-assigned locations designated by the operator and agreed to by the Authority. | Click or tap here to enter text. | Click or tap here to enter text. |
| 2.2.3 A passenger who would not be able to use a staircase without assistance shall not be allocated a seat in the upper deck of an aircraft where the primary means of evacuation (land or ditching evacuation) from the upper deck cabin requires the use of a staircase from the upper cabin to the main deck cabin. | Click or tap here to enter text. | Click or tap here to enter text. |
| 2.2.4 Number of Passengers with Restricted Mobility (PRMs) | | |
| 1. Where PRMs are carried on a flight, the number of PRMs shall not exceed the number of Able-Bodied passengers (ABPs) capable of assisting with an emergency evacuation. | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. The maximum number of PRMs permitted to be carried on any particular flight will depend on the type and configuration of the aircraft as well as extent of the reduced mobility or disability of the PRMs seeking embarkation. The approved maximum number shall not be exceeded. | Click or tap here to enter text. | Click or tap here to enter text. |
| **2.3 Seat Allocation at Self-Help Exits** | | |
| 2.3.1 Seats which form the access route from the cabin aisle to these exits should only be allocated to passengers who appear capable of operating and/or assisting with the operation of the exit. Check-in staff shall be mindful of this requirement. | Click or tap here to enter text. | Click or tap here to enter text. |
| 2.3.2 On no account should the types of passengers listed in paragraph 2.2.1 be allocated seats which form the access route from the cabin aisle to these types of exit. Preference should be given, where possible, to seating non-operating crew at these locations. | Click or tap here to enter text. | Click or tap here to enter text. |
| **2.4 Drunken Passengers** | | |
| 2.4.1 Operators shall not permit a person to enter any aircraft when appeared to be intoxicated or drunk. | Click or tap here to enter text. | Click or tap here to enter text. |
| 2.4.2 Operators are to provide instructions, advice and training to all relevant staffs on dealing with passengers who have been drinking excessively. Such advice should include when to deny boarding rights and reiterate the pilot- in- command's prerogative to exercise the powers, as conferred by the Authority regulatory requirements to protect the safety of the aircraft and passengers. | Click or tap here to enter text. | Click or tap here to enter text. |
| 2.4.3 Drunken passengers constitute not only a possible source of annoyance to fellow passengers but also a hazard to flight safety. Potentially hazardous incidents should be reported in the incident occurrence report. | Click or tap here to enter text. | Click or tap here to enter text. |
| **2.5 Stowage of Cabin Baggage** | | |
| 2.5.1 Cabin baggage may only be stowed in approved locations. Operators should provide clear and unequivocal advice on which areas are approved. | Click or tap here to enter text. | Click or tap here to enter text. |
| 2.5.2 Overhead lockers and other stowage must be clearly placarded with weight limitations and enclosed by latched doors or load bearing nets as appropriate. Cabin crew must be made aware of the need to ensure that limitations are not exceeded. | Click or tap here to enter text. | Click or tap here to enter text. |
| 2.5.3 Under seat stowage may only be used if the seat is equipped with a restraint bar and the baggage is of a size to fit under the seat. | Click or tap here to enter text. | Click or tap here to enter text. |
| 2.5.4 Baggage must not be stowed in toilets, immediately forward or aft of bulkhead, or in such a manner that it will impede access to emergency equipment. Particular attention must be paid to maintaining the integrity of all evacuation routes. | Click or tap here to enter text. | Click or tap here to enter text. |
| **2.6 Stowage of Catering Supplies and Crew Effects** | | |
| 2.6.1 All catering supplies, blankets, pillows, newspapers, etc. are to be securely stowed in approved areas for take-off and landing. | Click or tap here to enter text. | Click or tap here to enter text. |
| 2.6.2 Similarly, crew effects, including baggage and clothing, must be stowed in approved areas. Particular care must be taken to ensure that doors and exits, including operating handles, are not obstructed nor ready access to emergency equipment precluded. | Click or tap here to enter text. | Click or tap here to enter text. |
| **2.7 Carriage of Aerosols** | | |
| 2.7.1 Advice and instructions should be provided to crew on the carriage of aerosols. In particular, the potential fire hazard posed, and how this may be obviated by careful stowage should be emphasised. | Click or tap here to enter text. | Click or tap here to enter text. |
| 2.7.2 Unless it is unavoidable, aerosols should not be used for dispensing air fresheners, insecticides or other similar agents. | Click or tap here to enter text. | Click or tap here to enter text. |
| **2.8 Portable Electronic Devices (PED)** | | |
| 2.8.1 The operator shall not permit the use of a PED on board an aircraft except as provided for in paragraphs 2.8.2 and 2.8.3. | Click or tap here to enter text. | Click or tap here to enter text. |
| 2.8.2 An operator may permit the use of a PED on board an aircraft: | | |
| 1. If the PED is an unintentionally transmitting PED or an intentionally transmitting PED with its transmitting function disabled, when the aircraft is operating at an altitude of above 10,000ft; | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. After the aircraft has exited the runway upon landing; | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. If it is a PED that has very low power consumption, such as a heart pacemaker, hearing aid or digital watch; or | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. If it is a medical PED, such as an automated external defibrillator or a portable oxygen concentrator, that has been approved for use in the aircraft. | Click or tap here to enter text. | Click or tap here to enter text. |
| 2.8.3 An operator may permit the use of a PED on board an aircraft in the following circumstances if he has obtained the approval of the Authority under paragraph 2.8.6: | | |
| 1. Unintentionally transmitting PED or intentionally transmitting PED with transmitting functions disabled, when the aircraft is operating at an altitude of 10,000ft or lower; or | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. Intentionally transmitting PED with transmitting functions in active mode when the aircraft is operating at an altitude above 10,000ft. | Click or tap here to enter text. | Click or tap here to enter text. |
| 2.8.4 Notwithstanding paragraphs 2.8.2 and 2.8.3: | | |
| 1. The operator shall not permit the use of a PED for voice communications on board an aircraft except when the aircraft has exited the runway upon landing; and | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. The operator shall not permit the use, or shall terminate any permitted use, of a PED on board an aircraft when its use may interfere, or is suspected of interfering, with the performance of the navigation and communication systems of the aircraft. | Click or tap here to enter text. | Click or tap here to enter text. |
| 2.8.5 The operator shall ensure that when any PED is used on board an aircraft | | |
| 1. The use of the PED will not interfere with the performance of the aircraft’s navigation and communications systems; | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. There are established procedures for ensuring that the use of the PED complies with paragraph 2.8; and | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. Crew members are assigned responsibilities and trained for ensuring the safe use and stowage of the PED. Should a PED initiate a fire, the cabin crew can expeditiously identify the incident, take appropriate firefighting action, and monitor the device for possible re-ignition. Operators should have dedicated resources to provide firefighting materials in the cabin and train cabin crew on how to properly respond to a PED fire. | Click or tap here to enter text. | Click or tap here to enter text. |
| 2.8.6 The Authority may grant an approval required by an operator under paragraph 2.8.3 upon an application made by the operator with the submission of the following documents: | | |
| 1. A report of the safety risk assessment and required certification tests as necessary conducted on the tolerance of the aircraft to PED radio frequency interference to ascertain that the use of the PED in the required modes will not interfere with the performance of the navigations or communications systems of the aircraft; | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. The appropriate manuals containing written procedures that include the following: | | |
| 1. The assignment of responsibilities to crew members for ensuring the safe use of PED and the appropriate actions for PED firefighting; | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. The procedures to isolate or prohibit the use of PED should interference from PED be suspected or is ascertained; and | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. The required training of the crew members. | Click or tap here to enter text. | Click or tap here to enter text. |
| 2.8.7 The operator shall inform the passengers of the permissible times, conditions and limitations for the use of PED. | Click or tap here to enter text. | Click or tap here to enter text. |
| 2.8.8 Notwithstanding any use of PED permitted by the operator, the pilot-in-command has the right to terminate the use of any PED. | Click or tap here to enter text. | Click or tap here to enter text. |
| 2.8.9 An operator shall obtain an approval from the Authority if it provides or intends to provide a PED as part of its In-Flight Entertainment or other services on board the aircraft. | Click or tap here to enter text. | Click or tap here to enter text. |
| 2.8.10 For the purpose of this paragraph: | | |
| 1. An intentionally transmitting PED means a PED that intentionally transmits electromagnetic signals; and | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. An unintentionally transmitting PED means a PED that emits electromagnetic signals as a by-product of its operation. | Click or tap here to enter text. | Click or tap here to enter text. |
| **2.9 Spillage of Drinks in Flight Deck** | | |
| 2.9.1 There is an obvious potential for a major incident to occur when such items as conductive liquids in open containers, cutlery, etc; are mishandled on aircraft flight decks. All operators are requested to review their procedures for handling drinks and other items in and around the flight deck, as appropriate. Clear advice should be given to all crew on how best to route drinks when passing them about, so as to avoid any risk of accidental spillage on to electrical equipment. | Click or tap here to enter text. | Click or tap here to enter text. |
| **2.10 Safety on the Ramp** | | |
| 2.10.1 An operator is required to provide procedures on the following: | | |
| 1. Use of air bridges and other means of embarkation/disembarkation for the purposes of evacuation of passengers. | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. Allocation of responsibilities between ground handling agent and cabin crew for passenger safety during embarkation and disembarkation to ensure their individual emergency procedures are compatible and effective. | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. Appropriate training must also be provided to all ground staff who are required to operate the aircraft door on the ramp. | Click or tap here to enter text. | Click or tap here to enter text. |
| **2.11 Use of Cabin Crew Seat by a Person Other than a Cabin Crew** | | |
| 2.11.1 The operator shall not permit a cabin crew seat to be occupied by a person  other than a cabin crew except in accordance with 2.11.2 below. | Click or tap here to enter text. | Click or tap here to enter text. |
| 2.11.2 An operator may, subject to the approval of CAAT indicated in the operator’s Operations Manual, permit a person other than a Cabin Crew to occupy a Cabin  Crew Seat for landing only if: | | |
| 1. The number of cabin crew manning emergency exits falls below the minimum cabin crew complement during flight due to unexpected crew incapacitation; or | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. During a declared emergency where the person is an able-bodied passenger displaced from a passenger seat to a cabin crew seat in order to enhance evacuation management. This person must be briefed on the necessary safety procedures, including activation of the exit door, etc., before being permitted to occupy a cabin crew seat and to assist in evacuation management. | Click or tap here to enter text. | Click or tap here to enter text. |
| **2.12 Egress and Evacuation Routes** | | |
| 2.12.1 The operator shall ensure that the passenger’s egress and evacuation routes are free of obstructions during take-off and landing. | Click or tap here to enter text. | Click or tap here to enter text. |

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| **3 SAFETY BRIEFING** | | |
| **3.1 Passenger Briefing** | | |
| 3.1.1 Passengers are to be given a pre-departure briefing, without distraction by other cabin activities. The briefing should cover all relevant points appropriate to the aircraft type and operation being undertaken. Briefings are to be given in English, and in any other language where passenger demography so requires. When audio video presentation is utilised, the audio text is to be in English, with each text accompanied by synchronised sub-titles of the language where passenger demography so requires. The following points must also be highlighted in the demonstration or video: | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. Seat belt operation; | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. Location of emergency exits, including any unserviceability; | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. Life-jacket operation, where required; and | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. Operation of drop-out oxygen, where required. | Click or tap here to enter text. | Click or tap here to enter text. |
| Passengers’ attention must be drawn to smoking restrictions; when appropriate, the  availability of infant life-jackets or flotation device; the need for children’s and  babies’s oxygen masks to be fitted after those of their accompanying elders; and  advice on wearing seat belts at all times. | Click or tap here to enter text. | Click or tap here to enter text. |
| 3.1.2 The location of floor lighting systems must be included in the briefing and, where possible, the system should be activated for a few seconds. | Click or tap here to enter text. | Click or tap here to enter text. |
| 3.1.3 Passenger’s attention should be drawn to the safety card and mention made of the instructions for operating any types of exits doors. | Click or tap here to enter text. | Click or tap here to enter text. |
| 3.1.4 Attention should also be drawn to restrictions on the use of personal electronic devices, including mobile telephones. This is to be repeated prior to landing. | Click or tap here to enter text. | Click or tap here to enter text. |
| 3.1.5 Where briefings are given by the use of a video presentation, cabin crew must monitor screens to ensure that each passenger receives a full briefing. In larger aircraft, it is preferable that cabin crew should also physically indicate the nearest available exit to the passenger during the briefing. Where passengers have not received, or cannot receive (because of location), a full briefing by video, individual briefings must be given. | Click or tap here to enter text. | Click or tap here to enter text. |
| 3.1.6 Operators should ensure that their crew drills include a procedure for passengers to be warned of impact so that they can adopt the brace position at the appropriate time before impact. | Click or tap here to enter text. | Click or tap here to enter text. |
| 3.1.7 Special personalised briefings for handicapped passengers (e.g. the blind, the hearing impaired and to a passenger who is responsible for another person on board (e.g. infants) should also be carried out). | Click or tap here to enter text. | Click or tap here to enter text. |
| 3.1.8 Prior to landing, another passenger briefing must also be carried out to cover the following: | | |
| 1. Carry-on baggage stowage; | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. Seat belt requirements; | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. The use and stowage of PEDs; and | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. Correct stowage of passenger seat features. (e.g. tray tables, armrests,  TV monitors and etc.) | Click or tap here to enter text. | Click or tap here to enter text. |
| 3.1.9 The operator shall ensure that in an emergency during flight, passengers are instructed in such emergency action as may be appropriate to the circumstances. | Click or tap here to enter text. | Click or tap here to enter text. |
| 3.1.10 The operator shall ensure that, during taxi, take-off and landing and whenever considered necessary by reason of turbulence or any emergency occurring during flight, all passengers on board an aeroplane shall be secured in their seats by means of the seat belts and/or harnesses, when provided. | Click or tap here to enter text. | Click or tap here to enter text. |
| **3.2 Passenger Safety Cards** | | |
| 3.2.1 The passenger safety briefing must be supplemented with a pictorial safety notice relevant to the type of aircraft and its safety equipment (passenger safety card). Information contained in the card must be lodged with the Authority. | Click or tap here to enter text. | Click or tap here to enter text. |
| 3.2.2 The card is to be designed and produced as an entity separate from any other literature. It should be located so that each seated passenger can readily see and identify it. A distinctive message that it contains safety information should be placed at the top of the card. | Click or tap here to enter text. | Click or tap here to enter text. |
| 3.2.3 Equipment and operating methods should be depicted pictorially, using internationally recognised symbols wherever possible. The card should include colours to draw the attention of the passengers (e.g. green for means of escape and positive instructions). Any wording should be kept to a minimum. | Click or tap here to enter text. | Click or tap here to enter text. |
| 3.2.4 Passenger safety cards must provide the following information: | | |
| 1. Seat belts and/or shoulder harnesses - instructions for fastening, adjusting and unfastening; | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. Useable exit location - routes to exits should be indicated for crash landing and ditching. This includes over wing emergency exits where the emergency escape routes from the cabin, via the wing to the ground should also be clearly depicted; | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. Exit operation - for all types of exit fitted. Illustrations should depict the operation with the direction of the movement of exits and handles clearly indicated; | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. Use of evacuation slides - depicting the correct method of use, inflation and detachment, the manual inflation handle and discarding high heeled shoes; | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. Brace positions - for all types of seat orientation and pitch in use of the aircraft; | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. Oxygen masks - instructions of locating, donning and adjusting the mask; initiating oxygen flow. Instructions should be given that masks should be fitted to children only after their guardians have fitted their own; | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. Life-jackets – location, removal from stowage, removal from container and inflation. The card must show that, excepting children, the life-jackets must not be inflated within the cabin; | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. Life-raft-location, removal, preparation for use; inflation and launching. Launching locations should be indicated. | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. Smoking restrictions; | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. PED restrictions; | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. Correct stowage of passenger’s seat features (e.g. tray tables, armrests, TV monitors and etc.); | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. Emergency floor path lighting systems; | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. Cabin baggage stowage in approved locations during taxi, take-off and landing; and | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. Use of child restraint systems for safety of infants and small children (if applicable). | Click or tap here to enter text. | Click or tap here to enter text. |

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| **4 CABIN CREW DUTIES** | | |
| **4.1 Pre-flight Briefings** | | |
| 4.1.1 Cabin crew shall be given a safety briefing prior to the commencement of any flight or a series of consecutive flights, after each full rest period. Consideration shall be given to the following: | | |
| 1. Areas dedicated to pre-flight briefings usage that afford privacy for each individual briefing shall be provided; | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. Access to the relevant safety and emergency procedures manual and current safety notices must be available; | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. Cabin crew shall answer satisfactorily at least one question on aircraft safety (e.g. emergency drills, safety and emergency equipment location and usage, etc.) or one on first aid; | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. The allocation of cabin crew to specific seats in the passenger compartment, where applicable, shall take due account of the need to ensure the conduct of safety-related duties; | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. Safety reminders that address any recent changes to safety-related issues or any perennial problems shall be given; and | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. Action to be taken by the in-charge cabin crew member, if it becomes apparent that any crew member displays inadequate knowledge of safety-related issues. | Click or tap here to enter text. | Click or tap here to enter text. |
| **4.2 Allocation of Cabin Crew Stations** | | |
| Arrangements should be made, preferably during rostering, to ensure an even spread of experienced cabin crew through the aircraft. The in- charge cabin crew members should allocate duties and positions on the day with this in mind. The in-charge cabin crew member must occupy an approved crew seat for all take-offs and landings. | Click or tap here to enter text. | Click or tap here to enter text. |
| **4.3 In**-**Charge Cabin Crew Member Seating** | | |
| When the assigned crew station of the in-charge cabin crew member does not allow immediate access to the flight deck, operators must specify drills which reflect the following: | | |
| 1. The cabin crew seated closest to the flight deck should be responsible for communicating with the flight deck crew in the event of any emergency on take-off or landing; and | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. Emergency evacuation procedures should require in-charge cabin crew member to remain at his or her station and to control and operate the emergency exits. | Click or tap here to enter text. | Click or tap here to enter text. |
| **4.4 Checking of Safety and Emergency Equipment** | | |
| 4.4.1 Cabin crew operating a flight must ensure all the safety and emergency equipment carried on board the aircraft is in working condition and that their location and complement are in accordance with the operations manual. The checking of safety and emergency equipment is also to be carried out whenever there is a change of crew. | Click or tap here to enter text. | Click or tap here to enter text. |
| **4.5 Embarkation and Disembarkation of Passengers** | | |
| 4.5.1 Instructions should be available to crews for marshalling of passengers at stations where ground handling staff are unavailable. | Click or tap here to enter text. | Click or tap here to enter text. |
| **4.6 Arming and Disarming Slides** | | |
| 4.6.1 Slides should be armed as soon as obstructions to their deployment (steps, jetties, etc.) are removed and clear. Slides should remain armed after landing until aircraft comes to complete stop and command received. Crews should be aware of the dangers of accidental deployment. | Click or tap here to enter text. | Click or tap here to enter text. |
| **4.7 Duties Prior to Take-off and Landing** | | |
| 4.7.1 Each cabin crew member assigned to emergency evacuation duties shall occupy an approved cabin seat in the passenger cabin during take-off and landing. Cabin crew should remain at their stations with their seat belts and safety harness, fastened, except when performing duties related to the safety of the aircraft and passengers. | Click or tap here to enter text. | Click or tap here to enter text. |
| 4.7.2 The operator shall not permit a cabin crew seat to be occupied during take-off and landing by a person other than a functional cabin crew member unless otherwise approved by the Authority. | Click or tap here to enter text. | Click or tap here to enter text. |
| 4.7.3 All catering and other equipment shall be stowed prior to take-off and landing. | Click or tap here to enter text. | Click or tap here to enter text. |
| 4.7.4 All items of galley electrical equipment should be switched off prior to take-off and landing. | Click or tap here to enter text. | Click or tap here to enter text. |
| 4.7.5 The operator shall ensure that at any time when the aircraft is on the ground, provision for the safety and rapid evacuation of the passengers in an emergency is maintained. | Click or tap here to enter text. | Click or tap here to enter text. |
| **4.8 Cabin Lights and Window Shades for Take-off and Landing** | | |
| 4.8.1 The dimming of interior cabin lights particularly when taking-off and landing at night and stowing of passengers’ window shade in the open position (when applicable) for take-off and landing shall be carried out. | Click or tap here to enter text. | Click or tap here to enter text. |
| **4.9 Refueling Operations with Passengers on Board** | | |
| 4.9.1 When operators wish to refuel aircraft with passengers on board, instructions should be issued to crews. Instructions should cover at least the following points: | | |
| 1. Aircraft steps and jetties and cabin crew positions; | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. Smoking prohibition; | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. Briefing to passengers on restrictions on use of electrical equipment, no smoking rule, etc.; | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. Slide arming and clearance area; | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. Ensure seat belt signs are off to facilitate sudden evacuation; and | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. Ensure cabin safety lighting is switched on. | Click or tap here to enter text. | Click or tap here to enter text. |
| **4.10 Flight Crew and Cabin Crew Liaison** | | |
| 4.10.1 Operator's instructions should be clear on the need for good liaison to exist between flight and cabin crew. | Click or tap here to enter text. | Click or tap here to enter text. |
| 4.10.2 A means must be established for the conduct of liaison. Such liaison should extend until after the aircraft has arrived at its final destination where, for instance, cabin safety equipment defects may need to be attended to. | Click or tap here to enter text. | Click or tap here to enter text. |
| **4.11 Carry-on Baggage** | | |
| 4.11.1 The operator shall ensure that all baggage carried onto an aeroplane and taken into the passenger cabin is adequately and securely stowed. | Click or tap here to enter text. | Click or tap here to enter text. |
| **4.12 Child Restraint Systems** | | |
| 4.12.1 The operator should ensure that babies under two years of age and small children are best protected and secured in a child restraint system appropriate for their weight and height and tailored to be suitable for the operator’s safe operations. Information on policies and procedures related to the use of such devices should be provided to parents, cabin crew and ground personnel. | Click or tap here to enter text. | Click or tap here to enter text. |

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| **5 SAFETY, EMERGENCY AND SURVIVAL EQUIPMENT** | | |
| **5.1 Provision of Oxygen Equipment** | | |
| 5.1.1 The amount of oxygen to be carried and the number of passengers for whom suitable masks must be made available vary with operating altitude, attainable rate of descent and Minimum Safe Altitude (MSA). | Click or tap here to enter text. | Click or tap here to enter text. |
| 5.1.2 Information and instructions must be provided by the operator to his operating staff to ensure that flights may be conducted in accordance with the relevant legislation. Any aircraft which is not correctly equipped must be appropriately restricted in its use, e.g. by imposition of operating altitude or route restrictions, until such time as an appropriate scale of oxygen and equipment is fitted or repairs effected.  Note: Information on the dangers of explosion caused by the proximity of any oxygen equipment, including therapeutic oxygen, to any naked flame or incipient fire must be stressed. | Click or tap here to enter text. | Click or tap here to enter text. |
| 5.1.3 The Operator shall establish the procedures to ensure the use of cabin crew and passenger oxygen in the event of loss of pressurisation. | Click or tap here to enter text. | Click or tap here to enter text. |
| 5.1.4 Where a Pre-Recorded Announcement facility is fitted, operators should review post decompression procedures and public address announcements to ensure that passengers receive information relevant to the use of the oxygen system as soon as possible after a decompression. | Click or tap here to enter text. | Click or tap here to enter text. |
| **5.2 Re-stowage of Oxygen Masks** | | |
| 5.2.1 It is recommended that cabin crew do not attempt to re-stow oxygen masks after deployment. Damage to the equipment and possibly cabin crew injury may result. Re-stowage of such equipment should be undertaken by maintenance personnel only. | Click or tap here to enter text. | Click or tap here to enter text. |
| **5.3 Waste Containment** | | |
| 5.3.1 All receptacles for towels, paper and other waste are to be constructed of materials resistant to fire as required by the relevant airworthiness requirements. | Click or tap here to enter text. | Click or tap here to enter text. |
| 5.3.2 Waste bags do not need to be approved by the Authority. It is, however, the responsibility of the operator to control the quality of their waste bags in order that resistance to fire is maintained. The fire containment must be demonstrated with a test. | Click or tap here to enter text. | Click or tap here to enter text. |
| 5.3.3 Waste bags may only be stowed in toilet compartments during the final phases of flight, provided that they contain low density waste such as paper and plastic cups. | Click or tap here to enter text. | Click or tap here to enter text. |

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| **6 ABNORMAL AND EMERGENCY PROCEDURES** | | |
| **6.1 Turbulence** | | |
| 6.1.1 If turbulence is forecast, the Pilot-in-Command should brief the cabin crew member prior to departure. | Click or tap here to enter text. | Click or tap here to enter text. |
| 6.1.2 When turbulence is encountered, the Pilot-in-Command should direct appropriate action via the in-charge cabin crew member. | Click or tap here to enter text. | Click or tap here to enter text. |
| 6.1.3 If in-flight service is to be discontinued, whenever possible, without imperiling personal safety, cabin crew should undertake to ensure that service equipment are secured and passengers are seated with their seatbelts fastened. | Click or tap here to enter text. | Click or tap here to enter text. |
| 6.1.4 Cabin crew should take their seats and fasten their seat harness as soon as possible. | Click or tap here to enter text. | Click or tap here to enter text. |
| **6.2 Cabin Fires** | | |
| 6.2.1 Cabin crew must continually survey the aircraft cabin and galley areas for potential and existing fires. | Click or tap here to enter text. | Click or tap here to enter text. |
| 6.2.2 Additionally, a frequent check of toilet areas must be undertaken,  ensuring in particular that smoke sensors remain unblocked. These  checks should be conducted every 20-30 minutes. | Click or tap here to enter text. | Click or tap here to enter text. |
| 6.2.3 On detecting a fire and/or smoke, the flight crew must be informed immediately of its location, source and severity and be kept informed as the situation develops. | Click or tap here to enter text. | Click or tap here to enter text. |
| 6.2.4 After a fire has been extinguished, the area around it must be monitored for potential re-ignition. | Click or tap here to enter text. | Click or tap here to enter text. |
| **6.3 Oven Fires** | | |
| 6.3.1 Oven fires can be caused by a variety of factors, and the dangers of which would be minimized by thorough inspections of ovens both for cleanliness and for the presence of foreign objects. | Click or tap here to enter text. | Click or tap here to enter text. |
| 6.3.2 The primary hazard from an oven fire occurs when the door of a heated oven is opened. The introduction of outside oxygen can cause a flash fire. In dealing with an oven fire or oven overheat, the following procedure are recommended: | | |
| 1. Isolate the electrics and keep the door closed. In most incidents, the fire will self-extinguish; | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. Monitor the situation. Have a fire extinguisher, fire gloves and Protective Breathing Equipment (PBE) at hand; and | Click or tap here to enter text. | Click or tap here to enter text. |
| 1. If the situation worsens, or it is thought that fire still exist in the oven, open the oven door just enough to insert the nozzle of the fire extinguisher. Insert the nozzle of the fire extinguisher and discharge a small amount of the extinguisher; consideration should be given to donning PBE and fire gloves prior to opening the oven door. Close the oven door and monitor the oven. Repeat this procedure if necessary. | Click or tap here to enter text. | Click or tap here to enter text. |
| **6.4 Precaution on the Use of Therapeutic Oxygen** | | |
| 6.4.1 The use of therapeutic oxygen whilst fire-fighting is extremely hazardous since therapeutic oxygen may itself feed the fire, thus resulting in severe injuries to the crew member wearing the equipment. Additionally, therapeutic oxygen equipment only provides a low supplemental oxygen flow which will afford little relief in a smoke-laden atmosphere. | Click or tap here to enter text. | Click or tap here to enter text. |
| **6.5 Pressurised Cabins - Use of Exits** | | |
| 6.5.1 Problems can occur if an exit is forced open when the aeroplane has not been fully depressurised. The exit will rapidly open, with the associated danger that the person operating the exit may be ejected from the cabin with possible serious consequences Residual pressurisation may result from system malfunction or incorrect application of procedures. | Click or tap here to enter text. | Click or tap here to enter text. |
| 6.5.2 Prevention of accidents and incidents involving aeroplane pressurisation requires correct actions to be taken by both flight deck crew and cabin crew. Operators are required to ensure flight deck crew and cabin crew are able to recognise any indication that the aeroplane is pressurised and that any attempt to open the exits should only be made when complete depressurisation has been achieved. Indication of a pressurisation problem might be evident by system design or by abnormally high operating loads on the exit handle. | Click or tap here to enter text. | Click or tap here to enter text. |

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| **Applicant / AOC Holder(s) Declaration** | | | |
| I declare the information given in this submission is true in every respect. | | | |
| Signature | Click or tap here to enter text.  Name | Click or tap here to enter text.  Position in company | Click or tap to enter a date.  Date (Day / Month / Year) |

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| --- | --- | --- | --- |
| **CAAT Assessment Use** | | | |
| **CAAT’s Comments, Notes and Recommendations:** | | | |
| Click or tap to enter a date.  Date received | Click or tap here to enter text.  Assessed by (Name/Signature) | Click or tap here to enter text.  CAAT Inspector Function | Click or tap to enter a date.  Assessment Date (Day / Month / Year) |