



Advisory Circular

CAA-AC-ATD012

May, 2023

SURVEILLANCE AND INSPECTION OF AIR OPERATORS

1.0 PURPOSE

- 1.1 This advisory circular is issued to provide information and guidance to air operators related to continuous surveillance and inspection of airline operations by the Authority to ensure their compliance with the Licensing of Air Services Regulations and the provisions of the respective Bilateral Air Services Agreements

2.0 REFERENCES

- 2.1 The Civil Aviation Act 2013
- 2.2 The Civil Aviation (amended) Act 2016
- 2.3 The Civil Aviation (Licensing of Air Services) Regulations
- 2.4 Aeronautical Information Circular – Delegation of duties and notification of authorised inspectors

3.0 GENERAL

- 3.1 This Advisory Circular is issued by KCAA and contains information on surveillance and inspection of holders of Air Service Licences, Operating Authorizations and short term licences operating within Kenya.

4.0 GUIDANCE AND PROCEDURE

- 4.1 The operators are required at their operational offices to avail for inspection, documents including but not limited to the following:

- 4.1.1 Air Service Licence
 - 4.1.2 Air Operator certificate including operations specifications
 - 4.1.3 Approved Training Organization certificate including operations specifications
 - 4.1.4 Aircraft Registration Certificates
 - 4.1.5 Lease approval
 - 4.1.6 Evidence of submission of latest Monthly statistics
 - 4.1.7 Evidence of submission of latest audited financial Statements.
 - 4.1.8 Aircraft Insurance Certificates
 - 4.1.9 Approved Flight timetable
 - 4.1.10 Code-share approval
- 4.2 The air operator will be required to comply with the terms and conditions of the Air Service Licences and other authorizations issued by the Authority
 - 4.3 The air operator shall cooperate with the inspectors throughout the inspection exercise and shall provide the requested documents and information
 - 4.4 The air operator will be informed during the exit brief, of any inspection findings.
 - 4.5 The air operator shall be required to sign a record of findings after the inspection.
 - 4.6 Where applicable, the air operator will be formally informed of the inspection findings by the Authority

Civil Aviation Authority