**Patikros lapas specialiąjam kuro pildymui**

*Special refueling approval checklist*

|  |  |
| --- | --- |
| **Oro vežėjas**  *Operator* |  |
| **SVV leidimo ir revizijos nr.**  *OM-A issue and revision no.* |  |
| **SVV revizijos data**  *OM-A revision date* |  |
| **Oro vežėjo kontaktinis asmuo dėl klausimų susijusių su specialiojo degalų papildymo leidimo patvirtinimu (vardas, pavardė, el. paštas, telefonas)**  *Operator`s contact person regarding questions associated with special refuelling approval (name, surname, email, telephone)* |  |

|  |
| --- |
| **Papildomi užrašai/komentarai**  *Additional notes/comments***:** |

**Vežėjo deklaracija**

Mes, žemiau pasirašę, patvirtiname, kad įmonė vykdo TKA išduotame vežėjo pažymėjime nurodytą veiklą ir parengė skrydžių vykdymo vadovą (toliau SVV) laikantis visų jai taikomų Reglamento (EU) Nr. 2018/1139 IV priedo, Reglamento 965/2012 I, III, IV ir V priedų bei EASA paskelbtų priimtinų atitikties užtikrinimo priemonių (AMC) ir aiškinamosios medžiagos (GM) su visais paskutiniais jų pakeitimais reikalavimų.

**Operator’s Compliance Statement**

I, the undersigned, declare that the intended Revision/Amendment – as submitted to TCA – has been established in accordance with all applicable regulations and the relevant acceptable means of compliance (AMC) and guidance material (GM).

Before submitting the Revision, its content has been thoroughly evaluated internally for compliance with applicable regulations by our internal quality assurance processes as defined in OM A, Chapter 3. We ensure further that the submitted Revision/Amendment complies with the scope of the AOC.

**Oro vežėjo autorizuoto asmens (arba Atsakingo vadovo)**

*Authorised person (or The Accountable Manager)*

Vardas, Pavardė:

*Name, surname*:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parašas:

*Signature*: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

| **No.** | **Reference** | **Requirement** | **Specific requirements/expectations** | **Operators eval. /OM reference\*** | **TCA Eval\*\*** | **Remarks/ Inspector code\*\*** |
| --- | --- | --- | --- | --- | --- | --- |
|  | **General** | | | | | |
|  | **CAT.OP.MPA.200(b)(c)** | Special refuelling or defuelling shall only be conducted if the operator:  (1) has performed a risk assessment;  (2) has developed procedures; and  (3) has established a training programme for its personnel involved in such operations. | - Check that the operator’s application contains the required elements. |  | 🞏 N/A  🞏 C  🞏 NC  🞏 R  🞏 N/R |  |
|  | **Risk assessment** | | | | | |
|  | **ORO.GEN.200(a)(3)** | The operator has established a risk assessment for the related operations. | - Check that the risk assessment has been performed based on the risk management process established by the operator as part of its management system.  - Check that the operator has adequately identified and assessed the risks associated with the type(s) of special refuelling involved. |  | 🞏 N/A  🞏 C  🞏 NC  🞏 R  🞏 N/R |  |
|  | **Training** | | | | | |
|  | **CAT.OP.MPA.200(a)** | The operator shall establish a training programme for its personnel involved in such operations.  Refuelling with engine(s) running:  Appropriate training should be provided to flight crew and maintenance/ground operations personnel that are involved in refuelling with one engine running, as well as to cabin crew, if present on board. | - Check the adequacy and the scope of the proposed training programmes. |  | 🞏 N/A  🞏 C  🞏 NC  🞏 R  🞏 N/R |  |
|  | **Procedures** | | | | | |
|  | **CAT.OP.MPA.200(a)** | Procedures:  These procedures should be specified in the OM. | - Check that the procedures for the operations in the scope of the approval are included in the OM. |  | 🞏 N/A  🞏 C  🞏 NC  🞏 R  🞏 N/R |  |
|  | **Refuelling with engine(s) running** | | | | | |
|  | **CAT.OP.MPA.200(a)** | Limitations:  Refuelling with an engine running should only be conducted:  (1) when there are no other sources of electrical or pneumatic power to start the engine if shut down;  (2) in accordance with the specific procedures established by the type certificate (TC) holder of the aeroplane;  (3) with aeroplanes that use JET A, JET A-1 or TS-1 fuel types or any other fuel type that has a flash point above 38 °C and is approved by the operators’ competent authority;  (4) with no passengers embarking, on board, or disembarking;  (5) with permission from the aerodrome operator; and  (6) in the presence of the aerodrome rescue and firefighting services (RFFSs). |  |  | 🞏 N/A  🞏 C  🞏 NC  🞏 R  🞏 N/R |  |
|  | **CAT.OP.MPA.200(a)** | Dispatch conditions:  To reduce the likelihood of conducting refuelling with an engine running, the operator should include in the MEL an operational procedure for dispatch criteria in case of an unserviceable APU, if applicable, to prevent a flight from being dispatched to an aerodrome where no suitable ground support equipment is available. |  |  | 🞏 N/A  🞏 C  🞏 NC  🞏 R  🞏 N/R |  |
|  | **CAT.OP.MPA.200(a)** | Training:  Appropriate training should be provided to flight crew and maintenance/ground operations personnel that are involved in refuelling with one engine running, as well as to cabin crew, if present on board. |  |  | 🞏 N/A  🞏 C  🞏 NC  🞏 R  🞏 N/R |  |
|  | **Refuelling/defuelling with passengers embarking, on-board or disembarking** | | | | | |
|  | **CAT.OP.MPA.200(a)** | Limitations:  When refuelling/defuelling with passengers on board, ground servicing activities and work inside the aeroplane, such as catering and cleaning, should be conducted in such a manner that they do not create a hazard and allow emergency evacuation through those aisles and exits that are intended for emergency evacuation. | - The deployment of integral aeroplane stairs or the opening of emergency exits are not necessarily a prerequisite to refuelling. |  | 🞏 N/A  🞏 C  🞏 NC  🞏 R  🞏 N/R |  |
|  | **CAT.OP.MPA.200(a)** | Procedures:  Operational procedures should specify that at least the following precautions are taken:  (1) one qualified person should remain at a specified location during refuelling/defuelling operations with passengers on board, and be capable of using emergency procedures for fire protection and firefighting, communications, as well as for initiating and directing an evacuation;  (2) two-way communication should be established and remain available through the aeroplane’s intercommunications system, or other suitable means, between the ground crew that supervises the refuelling and the qualified personnel on board the aeroplane; all involved personnel should remain within easy reach of the intercommunications system;  (3) crew, personnel, and passengers should be warned that refuelling/defuelling will take place;  (4) the ‘FASTEN SEAT BELT’ signs should be off;  (5) ‘NO SMOKING’ signs should be on, together with interior lighting to allow the identification of emergency exits;  (6) passengers should be instructed to unfasten their seat belts and refrain from smoking;  (7) the minimum required number of cabin crew should be on board and prepared for an immediate emergency evacuation;  (8) if fuel vapour is detected inside the aeroplane, or any other hazard arises, refuelling/defuelling should be stopped immediately;  (9) the ground area beneath the exits that are intended for emergency evacuation, as well as slide deployment areas, should be kept clear where stairs are not in position for use in the event of evacuation; and  (10) provision is made for a safe and rapid evacuation. | Note 1: In the case an operator is applying for an AltMoC to AMC6 CAT.OP.MPA.200, special attention should be put on any change to the criteria related to the ground crew supervising and the qualified person on-board.  - Check that the operator has considered the aerodromes specific procedures established in accordance with ADR.OPS.D.060, as some aerodromes may have specific requirements. Check that any additional requirement has been taken into account in the operator’s procedures (either in all cases or for the specific aerodrome). |  | 🞏 N/A  🞏 C  🞏 NC  🞏 R  🞏 N/R |  |
|  | **Refuelling or defueling with wide-cut fuel** | | | | | |
|  | **CAT.OP.MPA.200(a)** | Refuelling/defuelling with wide-cut fuel should be conducted only if the operator has established appropriate procedures, taking into account the high risk of using wide-cut fuel types. | - Check that specific procedures have been established. |  | 🞏 N/A  🞏 C  🞏 NC  🞏 R  🞏 N/R |  |

**TKA rekomendacija tvirtinti leidimą arba pakeitimus**

*TCA Recommendation for approval:*

|  |  |
| --- | --- |
| ***Dokumento DVS registracijos nr.***  *DVS document registration nr.* |  |

|  |  |  |
| --- | --- | --- |
|  | **Inspektorius rekomenduojantis tvirtinti leidimą** (*vardas, pavardė, parašas (elektroninis parašas pripažįstamas tinkamu)*)  *Inspector (Name/signature)* | **Data**  *Date* |
| **SPS inspektorius (-iai)**  *Flight operations inspector (FOI)* |  |  |
| **Kiti**  *Others* |  |  |