



Appendix A

PROSPECTIVE OPERATOR'S PRE-ASSESSMENT STATEMENT

(Volume I, Chapter 4, refers)

FORM-AOC-006		
PRE-ASSESSMENT STATEMENT		
(To be completed by an applicant for an air operator certificate (AOC). See attachment B to this Part for instructions on completion of this statement.)		
Section 1A. To be completed by all applicants		
1. Company registered name and trading name if different. Address of the company: mailing address; telephone; fax and e-mail.	2. Address of the principal place of business, including telephone, fax and e-mail. Secondary business address: Type of operation:	
3. Proposed start-up date:	4. Requested designator for aircraft operating agency in order of performance: a) b) c)	
5. Management and key staff personnel		
Name	Title	Telephone, fax and e-mail
Section 1B. Proposals for maintenance (to be completed by all applicants as appropriate)		
6. <input type="checkbox"/> Air operator intends to perform its maintenance as an AMO (AMO approval is a separate activity). <input type="checkbox"/> Air operator intends to arrange for the maintenance and inspections of aircraft and associated equipment to be performed by others (complete 7 and 11).		
7. Air operator proposed types of operation: <input type="checkbox"/> Passenger and cargo <input type="checkbox"/> Cargo Only <input type="checkbox"/> Scheduled Operations <input type="checkbox"/> Charter Flight Operations		
Section 1C. To be completed by air operator applicants		
8. Aircraft data (provide a copy of the lease agreement for all leased aircraft) a) Number of aircraft by type and model. Aircraft nationality and registration mark where available.	b) Number of passengers seats and/or cargo payload capacity	9. Geographic area(s) of intended operations and proposed route structure:



Section 1D. To be completed by all applicants		
10. Additional information that provides a better understanding of the proposed operation or business (attach additional sheets, if necessary):		
11. Proposed training (aircraft and/or flight simulation training device):		
Section 1E. The signature and the information contained in this form denote and intent to apply for an AOC.		
Signature:	Date: (day/month/year)	Name and title:
Section 2. To be completed by CCAA		
Received by (name and office):	Date received: (day/month/year)	
Date forwarded to the CCAA (day/month/year):	For: <input type="checkbox"/> Action <input type="checkbox"/> Information Only	
Remarks:		
Section 3. To be completed by the CCAA		
Received by:	Pre-application number:	
Date (day/month/year):		
Local office assigned responsibility for designation of the CCAA project manager and the certification team:	Date forwarded to local office for initiation of the formal certification or approval process: (day/month/year)	
Remarks:		

Appendix B

**INSTRUCTIONS FOR THE COMPLETION OF THE PROSPECTIVE OPERATOR'S
PRE-ASSESSMENT STATEMENT AS SET OUT IN ATTACHMENT A**

All sections are to be completed.



Section 1A.

1. Enter the official name and mailing address, telephone, fax and e-mail address of the company. Include any other name under which business is conducted if different from the official company name.
2. This address shall be the physical location where the primary activities are based. It is where the offices of management required by legislation are located. If the address is the same as under item 1, enter "same". Include secondary business addresses and identify the type of operation conducted at such addresses.
3. Enter the estimated date when operations or services are intended to commence.
4. This information will be used to assign a company identification number, known as a designator for aircraft operating agency. You may indicate up to three, three-letter identifiers, such as ABC, XYZ. If all choices have already been allocated to other operators or maintenance organizations, another identifier will be allocated.
5. Enter the names, titles, telephone numbers and other contact details of management and key staff personnel.

Section 1B.

6. Indicate whether the applicant air operator intends to perform maintenance as an AMO or intends to contract out all or part of its maintenance, or perform its maintenance using CCAR Part 6 as an equivalent system.
7. The proposed type of air operation will be indicated. Check all applicable boxes.

Section 1C.

8. Data for all aircraft to be used to be provided. Provide a copy of the lease agreement for all leased aircraft.
 - a) Indicate number and types of aircraft by make, model and series, and indicate individual aircraft nationality and registration marks; and
 - b) Number of passenger seats and/or cargo payload capacity.
9. Indicate geographic area(s) of intended operation and proposed route structure.

Section 1D.

10. Provide any information that would assist the CCAA personnel in understanding the type and scope of the operation or business to be performed by the applicant. If an air operator intends to contract out maintenance and inspection of its aircraft and/or associated equipment, identify the AMO selected and list the maintenance and inspections that the contracting organization will perform. Provide copies of all maintenance contracts where applicable.
11. Identify the type of aircraft and/or flight simulation training devices, including flight simulators, to be used and the training to be provided.

Section 1E.



12. Signature of the pre-assessment statement by the accountable manager denotes an intent to seek certification as an air operator.

Section 2.

The application is to be forwarded by the receiving office to the CCAA with all available information and a recommendation on the action to be taken.

Section 3.

Where certification or approval action is to be continued, the CCAA will designate a PM and a certification team.