

Working Arrangement between the  
European Aviation Safety Agency (EASA)  
and  
the Bosnia and Herzegovina Ministry of  
Communication and Transport -  
Directorate of Civil Aviation

on collection and exchange of information  
on the safety of aircraft using Community  
airports and airports of Bosnia and  
Herzegovina

The European Aviation Safety Agency (EASA) and the Bosnia and Herzegovina Ministry of Communication and Transport - Directorate of Civil Aviation, hereinafter referred to as 'the parties',

Having regard to the Commission Regulation (EC) No 768/2006 of 19 May 2006 implementing Directive 2004/36/EC of the European Parliament and of the Council as regards the collection and exchange of information on the safety of aircraft using Community airports and the management of the information system,

Bearing in mind the need for the continuation of the SAFA programme developed by the European Civil Aviation Conference and the current process of transition from the JAA system to the European Aviation Safety Agency,

Noting that the European Aviation Safety Agency shall liaise with other National Aviation Authorities so as to maintain the Pan-European dimension of the SAFA Programme and may ensure, through the relevant agreements, the involvement of third countries in order to facilitate the improvement of civil aviation safety throughout Europe,

Considering that it is in the interest of the parties to have the largest sampling basis to allow the appropriate authorities to make safety decisions as regard foreign aircraft using airports in their territories,

Have agreed as follows:

## **1. Purpose**

To lay down working procedures for the collection and for the exchange of information on the safety of aircraft using airports located in the territories of the EU Member States and of those States where Commission Regulation (EC) No 768/2006 applies and in the territory of Bosnia and Herzegovina.

## **2. Nature and form of the exchange of information**

2.1. The information/data subject to this Arrangement is the following:

(a) important safety information accessible, in particular, through:

- pilot reports,
- maintenance organisation reports,
- incident reports,
- other organisations,
- complaints;

(b) information on action taken subsequent to a ramp inspection, such as:

- aircraft grounded,
- aircraft or operator banned,
- corrective action required,
- contacts with the operator's competent authority;

(c) follow-up information concerning the operator, such as:

- corrective action implemented,
- recurrence of discrepancy;

(d) information contained in ramp inspection reports.

2.2. This information shall be kept, using the appropriate report form containing the items described, in the form set out in Annex 1 to this Arrangement, or any other form as decided by the European Commission in accordance with its implementing powers of Directive 2004/36/CE.

2.3. Whenever information concerning aircraft deficiencies is given voluntarily, the reports shall be disidentified regarding the source of such information.

### **3. Implementing actions**

3.1. The Bosnia and Herzegovina Directorate of Civil Aviation will:

- provide without delay, by electronic means, the above mentioned data using software compatible with the one used by EASA;
- allow that EASA takes into account the data received from the Bosnia and Herzegovina Directorate of Civil Aviation when establishing EASA's yearly report in accordance with article 5 of Commission Regulation (EC) No 768/2006.

3.2. EASA will:

- provide the Bosnia and Herzegovina Directorate of Civil Aviation with the necessary instructions for software compatibility;
- collect and store the information/data received from the Bosnia and Herzegovina Directorate of Civil Aviation in the centralised database;
- take all necessary means to guarantee the security of the information/data stored in the centralised database;
- provide the Bosnia and Herzegovina Directorate of Civil Aviation with direct access to the centralised database;
- provide the Bosnia and Herzegovina Directorate of Civil Aviation with the result of EASA's analyses related to aircraft registered in Bosnia and Herzegovina or operated under the control of the authority of Bosnia and Herzegovina;
- provide the Bosnia and Herzegovina Directorate of Civil Aviation with the yearly reports established in accordance with article 5 of Commission Regulation No 768/2006;
- provide the Bosnia and Herzegovina Directorate of Civil Aviation with the manual of ramp inspection procedures, including updates

thereof, when adopted by the Commission in accordance with article 4 of Commission Regulation No 768/2006;

- provide the Bosnia and Herzegovina Directorate of Civil Aviation with the training programmes it has developed and facilitate the Bosnia and Herzegovina Directorate of Civil Aviation involvement in training courses and workshops for inspectors; and
- involve the Bosnia and Herzegovina Directorate of Civil Aviation as much as possible in inspectors' exchange programmes.
- transfer the data of aircraft to be subject to the 'SAFA alarming and follow-up function' to Eurocontrol.

#### **4. Confidentiality**

(a) The Bosnia and Herzegovina Directorate of Civil Aviation shall, in accordance with its national legislation, take the necessary measures to ensure appropriate confidentiality of the information received by it under the present Arrangement. It shall use this information solely, for the exercise of its responsibilities related to the improvement of civil aviation safety.

(b) The national legislation referred to in paragraph 4.a, as well as the internal rules and procedures of the Bosnia and Herzegovina Directorate of Civil Aviation implementing such legislation have been notified to EASA ultimately upon signature of this Arrangement. The Bosnia and Herzegovina Directorate of Civil Aviation will promptly inform EASA of any changes in such legislation or rules and procedures.

(c) Where the Bosnia and Herzegovina Directorate of Civil Aviation receives a request for a document in its possession, originating from EASA, unless it is clear that the document may or may not be disclosed, the Bosnia and Herzegovina Directorate of Civil Aviation will consult with EASA in order to take a decision that is consistent with paragraph 4.a of this Arrangement.

(d) EASA shall, in accordance with Community legislation, take the necessary measures to ensure appropriate confidentiality of the information received by it under the present Arrangement. EASA shall use this information for the purpose of the Directive 2004/36/EC and other relevant safety Community legislation.

#### **5. Regulatory co-operation**

The parties agree to:

- (a) advise each other, as practicable, of proposed significant changes to the applicable standards and procedures regarding the collection and the exchange of information on the safety of aircraft using airports located in the territories of the EU Member States and associated Members and in the territory of Bosnia and Herzegovina;

- (b) offer each other an opportunity to comment on the intended changes;  
and
- (c) inform each other of the manner any such comments have been taken into account.

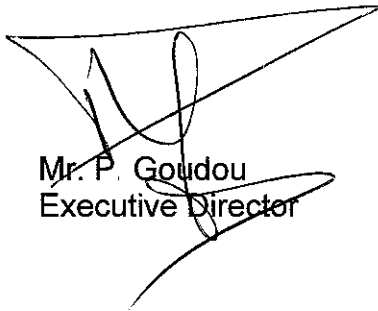
**6. Date of application, amendment and termination**

- (a) This Arrangement shall apply from the 1<sup>st</sup> January 2007.
- (b) This Arrangement may be amended in writing by mutual consent of the Parties.
- (c) This Arrangement shall continue to apply until terminated by either EASA or the Bosnia and Herzegovina Ministry of Communication and Transport - Directorate of Civil Aviation. Such termination shall be effected by sixty day's written notification.

Signed in Paris on 6 December 2006

**European Aviation Safety Agency  
(EASA)**


By



Mr. P. Goudou  
Executive Director

**Bosnia and Herzegovina Ministry of  
Communication and Transport -  
Directorate of Civil Aviation**

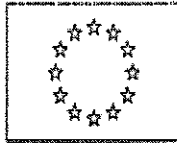
By



Mr. Djordje Ratkovica  
Director General of the Directorate of Civil  
Aviation of Bosnia and Herzegovina

**Annex 1**

***Forms as enclosed in ANNEX I and II to Directive 2004/36/CE]***



National Aviation Authority (Name)

(State)

SAFA

Standard Report

<sup>1</sup> No: \_\_\_\_\_

<sup>2</sup> Source: \_\_\_\_\_ SR

<sup>3</sup> Date: \_\_\_\_\_

<sup>4</sup> Place: \_\_\_\_\_

<sup>5</sup> (Unused)

<sup>6</sup> Operator: \_\_\_\_\_

<sup>7</sup> AOC number: \_\_\_\_\_

<sup>8</sup> State: \_\_\_\_\_

<sup>9</sup> Route: from \_\_\_\_\_

<sup>10</sup> Flight number: \_\_\_\_\_

<sup>11</sup> Route: to \_\_\_\_\_

<sup>12</sup> Flight number: \_\_\_\_\_

<sup>13</sup> Chartered by Operator\*: \_\_\_\_\_

<sup>14</sup> Charterer's State: \_\_\_\_\_

\* (where applicable)

<sup>15</sup> Aircraft Type \_\_\_\_\_

<sup>16</sup> Registration mark \_\_\_\_\_

<sup>17</sup> Construction number \_\_\_\_\_

<sup>18</sup> Flight crew: State of licensing: \_\_\_\_\_

<sup>19</sup> Remarks: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

<sup>20</sup> Action taken: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

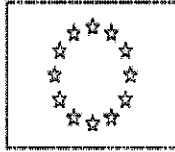
<sup>21</sup> (Unused)

<sup>22</sup> National Coordinator's name \_\_\_\_\_

<sup>23</sup> Signature \_\_\_\_\_

## ANNEX II

- I The ramp inspection should cover all or a selection of the following aspects, according to the time available
  1. Check for presence and validity of the documents necessary for international flights such as: registration certificate, log book, certificate of airworthiness, crew licences, radio licence, list of passengers and freight
  2. Check that flight crew composition and qualifications comply with the requirements of Annex 1 and Annex 6 to the Chicago Convention (ICAO annexes).
  3. Check of operational documentation (flight data, operational flight plan, technical log) and of flight preparation necessary to show that the flight is prepared in accordance with ICAO Annex 6
  4. Check for presence and status of items required for international navigation in accordance with ICAO Annex 6.
    - Air operator certificate
    - Noise and Emission Certificate
    - Operation manual (including Minimum Equipment List) and flight manual
    - Safety equipment
    - Security cabin equipment
    - Equipment necessary for the specific flight including radio communication and radio navigation equipment
    - Flight data recorders.
  5. Check that the condition of the aircraft and its equipment (including damage and repairs) ensures continuous compliance with ICAO Annex 8 standards.
- II. An inspection report must be drawn up after the ramp inspection and must include standard general information described above and a list of items checked, together with an indication of any deficiencies found for each of these items and/or any specific remark that may be necessary.



National Aviation Authority (Name)

(State)

SAFA

Ramp Inspection Report

<sup>1</sup>No: \_\_\_\_\_

<sup>2</sup> Source: RI

<sup>3</sup> Date: \_\_\_\_\_

<sup>4</sup> Place: \_\_\_\_\_

<sup>5</sup> Local time: \_\_\_\_\_

<sup>6</sup> Operator: \_\_\_\_\_

<sup>7</sup> AOC number: \_\_\_\_\_

<sup>8</sup> State: \_\_\_\_\_

<sup>9</sup> Route: from \_\_\_\_\_

<sup>10</sup> Flight number: \_\_\_\_\_

<sup>11</sup> Route: to \_\_\_\_\_

<sup>12</sup> Flight number: \_\_\_\_\_

<sup>13</sup> Chartered by Operator\* \_\_\_\_\_

<sup>14</sup> Charterer's State: \_\_\_\_\_

\* (where applicable)

<sup>15</sup> Aircraft Type \_\_\_\_\_

<sup>16</sup> Registration mark \_\_\_\_\_

<sup>17</sup> Construction number \_\_\_\_\_

<sup>18</sup> Flight crew: State of licensing: \_\_\_\_\_

<sup>19</sup> Remarks:

Code / Std / Remark

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

<sup>20</sup> Action taken:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

<sup>21</sup> Inspectors' names:

This report represents an indication of what was found on this occasion and must not be construed as a determination that the aircraft is fit for the intended flight

<sup>22</sup> National Coordinator's name \_\_\_\_\_

<sup>23</sup> Signature \_\_\_\_\_

(State)

Item	Checked	Remark
<b>A Flight Deck</b>		
<b>General</b>		
1. General condition	1 <input type="checkbox"/>	1 <input type="checkbox"/>
2. Emergency exit	2 <input type="checkbox"/>	2 <input type="checkbox"/>
3. Equipment	3 <input type="checkbox"/>	3 <input type="checkbox"/>
<b>Documentation</b>		
4. Manuals	4 <input type="checkbox"/>	4 <input type="checkbox"/>
5. Checklists	5 <input type="checkbox"/>	5 <input type="checkbox"/>
6. Radio navigation charts	6 <input type="checkbox"/>	6 <input type="checkbox"/>
7. Minimum equipment list	7 <input type="checkbox"/>	7 <input type="checkbox"/>
8. Certificate of registration	8 <input type="checkbox"/>	8 <input type="checkbox"/>
9. Noise certificate (where applicable)	9 <input type="checkbox"/>	9 <input type="checkbox"/>
10. AOC or equivalent	10 <input type="checkbox"/>	10 <input type="checkbox"/>
11. Radio licence	11 <input type="checkbox"/>	11 <input type="checkbox"/>
12. C of A	12 <input type="checkbox"/>	12 <input type="checkbox"/>
<b>Flight data</b>		
13. Operational flight plan	13 <input type="checkbox"/>	13 <input type="checkbox"/>
14. Load distribution	14 <input type="checkbox"/>	14 <input type="checkbox"/>
<b>Safety Equipment</b>		
15. Hand fire extinguishers	15 <input type="checkbox"/>	15 <input type="checkbox"/>
16. Life jackets / flotation device	16 <input type="checkbox"/>	16 <input type="checkbox"/>
17. Harness	17 <input type="checkbox"/>	17 <input type="checkbox"/>
18. Oxygen equipment	18 <input type="checkbox"/>	18 <input type="checkbox"/>
19. Flash light	19 <input type="checkbox"/>	19 <input type="checkbox"/>
<b>Flight crew</b>		
20. Flight crew	20 <input type="checkbox"/>	20 <input type="checkbox"/>
<b>Journey log book /technical log or equivalent</b>		
21. Journey log book	21 <input type="checkbox"/>	21 <input type="checkbox"/>
22. Maintenance release	22 <input type="checkbox"/>	22 <input type="checkbox"/>
23. Deferred defect rectification	23 <input type="checkbox"/>	23 <input type="checkbox"/>
24. Preflight inspection	24 <input type="checkbox"/>	24 <input type="checkbox"/>

Item	Checked	Remark
<b>B. Safety / Cabin</b>		
1. General internal condition	1 <input type="checkbox"/>	1 <input type="checkbox"/>
2. Cabin attendant's seat	2 <input type="checkbox"/>	2 <input type="checkbox"/>
3. First aid kit / emergency medical kit	3 <input type="checkbox"/>	3 <input type="checkbox"/>
4. Hand fire extinguishers	4 <input type="checkbox"/>	4 <input type="checkbox"/>
5. Life jackets / flotation devices	5 <input type="checkbox"/>	5 <input type="checkbox"/>
6. Seat belts	6 <input type="checkbox"/>	6 <input type="checkbox"/>
7. Emergency exit lighting and marking torches	7 <input type="checkbox"/>	7 <input type="checkbox"/>
8. Slides / life-rafts (as required)	8 <input type="checkbox"/>	8 <input type="checkbox"/>
9. Oxygen supply (crew and passengers)	9 <input type="checkbox"/>	9 <input type="checkbox"/>
10. Safety instructions	10 <input type="checkbox"/>	10 <input type="checkbox"/>
11. Sufficient number of cabin crew members	11 <input type="checkbox"/>	11 <input type="checkbox"/>
12. Access to emergency exits	12 <input type="checkbox"/>	12 <input type="checkbox"/>
13. Safety of passenger baggage	13 <input type="checkbox"/>	13 <input type="checkbox"/>
14. Sufficient seat capacity	14 <input type="checkbox"/>	14 <input type="checkbox"/>
<b>C. Aircraft Condition</b>		
1. General external condition	1 <input type="checkbox"/>	1 <input type="checkbox"/>
2. Doors and hatches	2 <input type="checkbox"/>	2 <input type="checkbox"/>
3. Flight controls	3 <input type="checkbox"/>	3 <input type="checkbox"/>
4. Wheels and tyres	4 <input type="checkbox"/>	4 <input type="checkbox"/>
5. Undercarriage	5 <input type="checkbox"/>	5 <input type="checkbox"/>
6. Wheel well	6 <input type="checkbox"/>	6 <input type="checkbox"/>
7. Intake & exhaust nozzle	7 <input type="checkbox"/>	7 <input type="checkbox"/>
8. Fan blades	8 <input type="checkbox"/>	8 <input type="checkbox"/>
9. Propellers	9 <input type="checkbox"/>	9 <input type="checkbox"/>
10. Obvious repairs	10 <input type="checkbox"/>	10 <input type="checkbox"/>
11. Obvious unrepaired damage	11 <input type="checkbox"/>	11 <input type="checkbox"/>
12. Leakage	12 <input type="checkbox"/>	12 <input type="checkbox"/>
<b>D. Cargo</b>		
1. General condition of cargo compartment	1 <input type="checkbox"/>	1 <input type="checkbox"/>
2. Dangerous goods	2 <input type="checkbox"/>	2 <input type="checkbox"/>
3. Security of cargo on board	3 <input type="checkbox"/>	3 <input type="checkbox"/>