



**AUTORITATEA AERONAUTICĂ CIVILĂ
A REPUBLICII MOLDOVA**

AMC&GM-OPS-RAMP

**Mijloace acceptabile de punere în conformitate
(AMC) și Materiale de îndrumare (GM)**

la

**Cerințele tehnice referitoare la operațiunile
aeriene**

**Inspecții la platformă efectuate în cazul
aeronavelor operatorilor aflați sub supravegherea
reglementată a altui stat (subpartea RAMP)**



ORDIN

cu privire la aprobarea amendamentului nr.01 la Cerințele tehnice referitoare la operațiunile aeriene (CT-OPS subpartea RAMP) ediția 02 și amendamentului nr.01 la Mijloacele acceptabile de punere în conformitate și materialele de îndrumare la CT-OPS subpartea RAMP ediția 01

nr. 36/GEN din 07.09.2020

Monitorul Oficial nr.234/837 din 11.09.2020

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În temeiul art.7 alin.(3) subp.1) lit.d) din [Codul aerian al Republicii Moldova nr.301/2017](#) și punctului 10 subp.1) lit.d.) din Regulamentul cu privire la organizarea și funcționarea Autorității Aeronautice Civile, aprobat prin [Hotărârea Guvernului Republicii Moldova nr.133/2019](#), întru executarea atribuțiilor ce îi revin Autorității Aeronautice Civile în calitate de autoritate administrativă de certificare, supraveghere și control în domeniul aviației civile, în scopul asigurării modificării Formularului Proof of Ramp Inspection,

ORDON:

1. Se aprobă amendamentul nr.01 la Cerințele tehnice referitoare la operațiunile aeriene – Inspecțiile la platformă efectuate în cazul aeronavelor operatorilor aflați sub supravegherea reglementară a altui stat (CT-OPS subpartea RAMP) ediția 02 și amendamentul nr.01 la Mijloacele acceptabile de punere în conformitate și materialele de îndrumare (AMC&GM) la CT-OPS subpartea RAMP ediția 01, conform anexei la prezentul ordin.

2. Autoritatea Aeronautică Civilă va pune la dispoziția tuturor persoanelor interesate anexa la prezentul ordin prin publicarea pe pagina web oficială www.caa.md, la compartimentul „Cadrul Normativ/Cerințe tehnice” și la compartimentul „Cadrul normativ/AMC”.

3. Prezentul ordin intră în vigoare la data publicării în Monitorul Oficial al Republicii Moldova.

DIRECTOR

Eugeniu COȘTEI

Nr.36/GEN. Chișinău, 7 septembrie 2020.



ORDIN

**cu privire la aprobarea ediției 01 a mijloacelor acceptabile de punere
în conformitate și materialelor de îndrumare la Cerințele tehnice
referitoare la operațiunile aeriene (CT-OPS subpartea RAMP)**

nr. 06/GEN din 24.02.2020

Monitorul Oficial nr.87-93/309 din 20.03.2020

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În temeiul art.7 alin.(3) subp.1) lit.d) din [Codul aerian al Republicii Moldova nr.301/2017](#) și punctului 10 subp.1) lit.d.) din [Hotărârea Guvernului Republicii Moldova nr.133/2019](#) cu privire la organizarea și funcționarea Autorității Aeronautice Civile, întru executarea atribuțiilor ce îi revin Autorității Aeronautice Civile în calitate de autoritate administrativă de certificare, supraveghere și control în domeniul aviației civile, în scopul asigurării implementării [Hotărârii Guvernului nr.831/2018](#) privind aprobarea Regulamentului privind procedurile administrative referitoare la operațiunile aeriene și Cerințelor tehnice referitoare la operațiunile aeriene,

ORDON:

1. Se aprobă ediția 01 a mijloacelor acceptabile de punere în conformitate (AMC) și materialelor de îndrumare (GM) la Cerințele tehnice referitoare la operațiunile aeriene – Inspekțiile la platformă efectuate în cazul aeronavelor operatorilor aflați sub supravegherea reglementară a altui stat (subpartea RAMP), conform anexei la prezentul ordin.

2. Autoritatea Aeronautică Civilă va pune la dispoziția tuturor persoanelor interesate anexa la prezentul ordin prin publicarea pe pagina web oficială www.caa.md, la compartimentul Cadrul Normativ/AMC&GM.

3. Prezentul ordin intră în vigoare la data publicării în Monitorul Oficial al Republicii Moldova, cu excepția punctelor AMC1 ARO.RAMP.106, GM1 ARO.RAMP.106, GM2 ARO.RAMP.106 și GM3 ARO.RAMP.106, care intră în vigoare din data de 14.08.2020.

4. Autoritatea Aeronautică Civilă va elabora și aproba procedura privind modul de desfășurare a testului de alcoolemie asupra echipajului de zbor și de cabină până la data intrării în vigoare a punctelor AMC1 ARO.RAMP.106, GM1 ARO.RAMP.106, GM2 ARO.RAMP.106 și GM3 ARO.RAMP.106.

DIRECTOR

Eugeniu COȘTEI

Nr.06/GEN. Chișinău, 24 februarie 2020.



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**GM1 ARO.RAMP.005 Scope**
RAMP INSPECTION MANUAL

Additional guidance and provisions which are referenced in this document may be found in the internal procedure (Ramp Inspection Manual) established by the Civil Aviation Authority of the Republic of Moldova (further on – the CAA)

AMC1 ARO.RAMP.100(b) General
SUSPECTED AIRCRAFT

In determining whether an aircraft is suspected of not being compliant with the applicable requirements, the following should be taken into account:


- (a) information regarding poor maintenance of, or obvious damage or defects to an aircraft;
- (b) reports that an aircraft has performed abnormal manoeuvres that give rise to serious safety concerns in the airspace of EU states and non-EU states that participate in the Ramp Inspection Programme;
- (c) a previous ramp inspection that has revealed deficiencies indicating that the aircraft does not comply with the applicable requirements and where the CAA suspects that these deficiencies have not been corrected;
- (d) lists, referred to in ARO.RAMP.105, indicating that the operator or the state of the operator has been suspected of non-compliance;
- (e) evidence that the State in which an aircraft is registered is not exercising proper safety oversight; or
- (f) concerns about the operator of the aircraft that have arisen from occurrence reporting information and non-compliance recorded in a ramp inspection report on any other aircraft used by that operator;
- (g) information received from EASA Third-Country Operator (TCO) monitoring activities; or
- (h) any relevant information collected pursuant to ARO.RAMP.110.

AMC1 ARO.RAMP.100(c) General
ANNUAL RAMP INSPECTION PROGRAMME

- (a) The CAA should establish an annual ramp inspection programme and determine the number of inspections for the upcoming calendar year.
- (b) To establish the annual ramp inspection programme, the CAA should consider layer 1 and layer 2 operators.
- (c) For layer 1 operators, the annual ramp inspection programme should meet the target numbers of inspections as assigned by EASA for EU states and non-EU states that participate in the Ramp Inspection Programme.

The assigned targets for layer 1 operators may be exceeded in the following cases:

- (1) operators recently considered in the lists provided by EASA as per ARO.RAMP.105(a); or

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(2) safety reasons that were not identified in the annual programme.

The CAA should keep records of the reasons leading to such over-inspections on layer 1 operators.

- (d) For layer 2 operators, the total planned number of inspections as defined in the annual ramp inspection programme should not be less than the layer 2 operators target assigned by the EASA for EU states and non-EU states that participate in the Ramp Inspection Programme.
- (e) The annual ramp inspection programme should take seasonal traffic patterns into account and, as far as possible, evenly distribute the inspections over the year.
- (f) The CAA should ensure that the annual ramp inspection programme leaves appropriate time and resources to enable the inspections of aircraft operated by layer 2 operators suspected of not being compliant with the applicable requirements.
- (g) The CAA should ensure that layer 2 operators, including unforeseen ones which cannot be a part of the established annual programme, receive inspections proportionate to the traffic pattern in the state. The following priority criteria should be considered before deciding to inspect the aircraft:
- (1) prioritised ramp inspections as per ARO.RAMP.105(a);
 - (2) aircraft suspected of not being compliant with the applicable requirements; and
 - (3) inspection of an operator which was not inspected in accordance with ARO.RAMP in any state in the previous 12 months;
- (h) The CAA should amend the annual ramp inspection programme as necessary to the extent possible:
- (1) when new targets are assigned by EASA;
 - (2) when new layer 2 operators start operations; or
 - (3) following the identification of a significant increase of the safety risks level as per ARO.RAMP.100(c)(1).

AMC1 ARO.RAMP.106 Alcohol testing
 GENERAL — ALCOHOL TESTING METHODOLOGY

- (a) If alcohol testing is carried out by RAMP inspectors under the RAMP Inspection Programme, the following alcohol testing methodology should be used to ensure accurate testing results.
- (1) The alcohol test should be carried out with an appropriate and approved testing device in accordance with national requirements on alcohol testing of individuals.
 - (2) The ramp inspector that carries out the alcohol test should be adequately trained and qualified.
 - (3) After an initial positive alcohol test, a further confirmation test should be carried out in accordance with national requirements on alcohol testing of individuals.
 - (4) Testing procedures should specify the following:

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- (1) Handling of test results, in order to determine a true positive test.
- (2) The process to be followed in case of a confirmed positive test result, including how to inform the crew member concerned about the actual testing result.

(b) Initial alcohol test

- (1) The initial alcohol test should be carried out using a breath alcohol analyser to ensure that initial alcohol testing is non-invasive.
 - (2) The breath alcohol concentration (BrAC), measured by a breath alcohol analyser during the initial alcohol test, should not exceed a level equivalent to 0.2 grams of blood alcohol concentration (BAC) per litre of blood or the lower of the national statutory limits, whichever is the lower.
- (c) During a confirmation alcohol test, the BAC should not exceed a level equivalent to 0.2 grams per litre of blood or the lower of the national statutory limits, whichever is the lower.
- (d) In case of a positive alcohol test following a confirmation alcohol test or in case of a refusal by the crew member to cooperate during an alcohol test, the CAA should inform the crew member concerned, as well as the competent authority and the authority responsible for the crew concerned.
- (e) A refusal by a crew member to cooperate during an alcohol test should be regarded in the same way as a positive test and as such should be regarded as a refusal to grant access in accordance with ORO.GEN.140.
- (f) The CAA should provide information on its alcohol testing procedures in an easily accessible format.

GM1 ARO.RAMP.106 Alcohol testing

CONDUCT OF THE ALCOHOL TEST

- (a) An alcohol test may be carried out at any time during a ramp inspection.
- (b) In order to ensure sufficient time in case of a confirmation test, following an initial test, the alcohol test should, where possible, be carried out at the start of the inspection.
- (c) At all times when carrying out an alcohol test, the inspector should ensure a testing environment as discreet as possible.

GM2 ARO.RAMP.106 Alcohol testing

GUIDANCE ON CARRYING OUT A CONFIRMATION ALCOHOL TEST

- (a) The written information after a positive confirmation test provided to the crew member concerned contains information on the time and date of the alcohol test, the equipment used, as well as the actual result of the alcohol test.
- (b) A further confirmation test may be carried out at least 15 minutes, but not more than 30 minutes, after the completion of the initial test. During this time, the inspector should observe that the flight and cabin crew member does not eat or drink or ingest something into their mouth, in order to prevent any accumulation of alcohol in the mouth from leading to an artificially high reading.



GM3 ARO.RAMP.106 Alcohol testing
INFORMATION ON ALCOHOL TESTING

The information by the CAA on its alcohol testing procedures should include information on the applicable national statutory limit.

AMC1 ARO.RAMP.110 Collection of information
COLLECTION OF INFORMATION

The information should include:

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

- (1) pilot reports;
- (2) maintenance organisation report;
- (3) incident reports;
- (4) reports from other organisations, independent from the CAA;
- (5) complaints; and
- (6) information received from whistle-blowers (such as, but not limited to, ground handling or maintenance personnel) regarding poor maintenance, obvious damage or defects, incorrect loading, etc.
- (7) Reports received from pilots and maintenance organizations reports shall be filled in, according to Annex no.2 to this document. Reports received from passengers shall be filled in, according to Annex no.3 to this document. The forms of the reports are placed on CAA web site www.caa.md/reporting_form.

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

- (1) aircraft grounded;
- (2) aircraft or operator banned from the Member State pursuant to article 6 of Regulation (EC) no. 2111/2005 of the European Parliament and of the Council;
- (3) corrective action required;
- (4) contacts with the operator's competent authority; and
- (5) restrictions on flight operations.

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

- (1) implementation of corrective action(s); and
- (2) recurrence of non-compliance.


AMC1 ARO.RAMP.115 (a)(b) Qualification of ramp inspectors
ELIGIBILITY CRITERIA



- (a) The candidate should be considered eligible to become a ramp inspector provided he/she meets the following criteria:
- (1) has good knowledge of the English language attested by a certificate, unless English was used as a medium of instruction during secondary or higher education; and
 - (2) relevant education or training and appropriate recent work experience (over the previous 5 years) in accordance with one of the following items:
 - (i) has successfully completed 3 years of post-secondary education followed by 2 years aeronautical experience in the field of aircraft operations and/or maintenance, and/or personnel licensing;
 - (ii) has or has had a commercial/airline transport pilot licence and carried out such duties;
 - (iii) has or has had a flight engineer licence and carried out such duties;
 - (iv) has been a cabin crew member and carried out such duties in commercial air transport;
 - (v) has been licensed as maintenance personnel and exercised the privileges of such a licence;
 - (vi) has successfully completed professional training in the field of air transport of dangerous goods, followed by experience in this field; or
 - (vii) has successfully completed post-secondary aeronautical education with a duration of at least 3 years, followed by aeronautical experience.

AMC2 ARO.RAMP.115(a)(b) Qualification of ramp inspectors
QUALIFICATION PROCESS

- (a) The CAA should ensure that its inspectors meet, at all times, the qualification criteria with regard to training and recent experience.
- (b) The CAA or any ramp inspection training organisation (RITO) approved in accordance with ARO.RAMP.120(a) may provide the initial theoretical and practical training.
- (c) The senior ramp inspectors delivering the on-the-job training may be appointed by the CAA.
- (d) The initial theoretical and practical training, as well as the on-the-job training as per ARO.RAMP.115(b)(2), should be completed within 12 months. If the qualification of the candidate is not completed within 12 months, the entire process should be re-initiated.
- (e) The CAA should issue a formal qualification statement, including the inspection privileges, for each candidate who has successfully completed the initial theoretical, practical, and on-the-job-training, as demonstrated by:
 - (1) for theoretical and practical trainings, a satisfactory evaluation by the CAA or by the RITO which has delivered the training;
 - (2) for on-the-job training, the positive assessment, made by the senior ramp inspectors who have provided the training, of the candidate's ability to effectively perform ramp inspections in an operational environment;

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- (3) a final assessment of the inspector's competency performed at the end of the initial training process by the competent authority.

AMC3 ARO.RAMP.115(a)(b) Qualification of ramp inspectors

INITIAL THEORETICAL AND PRACTICAL TRAINING

- (a) The initial theoretical and practical training for ramp inspectors should be developed on the basis of the syllabi, as established in the Ramp Inspection Manual of the CAA.
- (b) The duration of the initial theoretical training should be no less than 3 training days, except for cases when previous training can be credited to the candidate, following an assessment made by the CAA. In case of an integrated training course, intended to transfer both technical and specific ramp inspection knowledge, the duration of the course should be extended accordingly.
- (c) The duration of the initial practical training should be not less than 1 day. CAA may decide to lengthen or shorten the training taking into account the level of expertise of the candidate.

AMC4 ARO.RAMP.115(a)(b) Qualification of ramp inspectors

ON-THE-JOB TRAINING

- (a) The on-the-job training (OJT) should be conducted within the scope defined by ARO.RAMP.005.
- (b) The content of the OJT should be established on the basis of the list of elements to be covered, which is included in the Ramp Inspection Manual of the CAA.
- (c) The CAA should ensure that only the candidates that have successfully completed the initial theoretical and practical trainings are undertaking the OJT.
- (d) The OJT should comprise 2 phases:
- (1) Observation:
- During this phase, the candidate should accompany and observe a senior ramp inspector performing a series of ramp inspections (including the preparation of the inspection and post-inspection activities such as reporting).
- The senior inspector should also provide details on applicable follow-up activities.
- (2) Under supervision:
- During this phase, the candidate should perform ramp inspections under the supervision and guidance of a senior ramp inspector.
- (e) The duration of the OJT should be customised to the individual training needs of each candidate. As a minimum, the OJT should include at least 6 observed ramp inspections and 6 ramp inspections performed under the supervision of a senior ramp inspector, over a period of maximum of 6 months. Notwithstanding (a), up to 3 of these observed ramp inspections and 3 of these inspections under supervision may be performed on national operators, as long as they are performed in accordance with ARO.RAMP.

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- (f) The OJT should cover in each phase all inspection items that the inspector will be privileged with, and it should be delivered by senior ramp inspectors who are privileged with the same items.
- (g) The OJT should be documented by the senior ramp inspectors who have provided the training, using OJT forms detailing the training content.
- (h) Certain OJT items may be replaced by alternative training using representative examples when no operational environment is required (e.g. documents, dangerous goods).

AMC5 ARO.RAMP.115(a)(b) Qualification of ramp inspectors
EXTENSION OF THE RAMP INSPECTOR PRIVILEGES

- (a) The CAA may extend the privileges of a ramp inspector provided that the following conditions are met:
 - (1) the relevant knowledge of the ramp inspector has been satisfactorily complemented by additional theoretical and/or practical training relevant to the scope of the extension; and
 - (2) the ramp inspector has received OJT on the new inspection items that will be added to his/her privileges.
- (b) The CAA should determine the necessary number of ramp inspections of the OJT on a case-by-case basis, taking into account both the complexity and the criticality of the new items to be covered during this training, as well as the inspector's aeronautical education and practical knowledge.
- (c) Certain OJT items may be replaced by alternative training using representative examples when no operational environment is required (e.g. document inspections, dangerous goods).

AMC6 ARO.RAMP.115(a)(b) Qualification of ramp inspectors
RECENT EXPERIENCE AND REQUALIFICATION

- (a) The minimum number of inspections to be performed by a ramp inspector to meet the recent experience requirement should be 12 per calendar year.
- (b) Up to half of these ramp inspections may be performed on national operators, as long as they are performed in accordance with ARO.RAMP.
- (c) In the calendar year during which the ramp inspector is qualified, the minimum number of inspections to meet the recent experience requirement should be determined on a pro rata basis.
- (d) When qualification is lost as a result of failure to perform the minimum number of inspections, the ramp inspector may be requalified by the CAA after having performed at least half of the missing inspections under supervision of a senior inspector within the following calendar year. These inspections under supervision should not be counted for the recent experience requirements for that calendar year. Up to half of these inspections may be performed on national operators, as long as they are performed in accordance with ARO.RAMP.
- (e) If the ramp inspector cannot regain the qualification following the process described in (d), he/she should perform a complete OJT during the calendar year that follows.

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(f) If the ramp inspector fails to regain the qualification following the process described in (e), the conditions for initial qualification should apply.

AMC7 ARO.RAMP.115(a)(b) Qualification of ramp inspectors
 RECURRENT TRAINING

- (a) The CAA should ensure that all ramp inspectors undergo recurrent training at least once every 3 calendar years.
- (b) In addition, the CAA should ensure that additional training is provided to all ramp inspectors when information is received from EASA about the necessity for ad hoc training. In developing such training, the CAA should take into account any EASA instructions related to the training content and the associated timeframe for implementation. This ad-hoc training may be considered as recurrent training.
- (c) Recurrent training should be delivered by the CAA, by a ramp inspection training organisation approved in accordance with ARO.RAMP.120(a) or by EASA.
- (d) The recurrent training should cover at least the following elements:
 - (1) regulatory and procedural developments;
 - (2) operational practices;
 - (3) articulation with other processes and regulations; and
 - (4) standardisation and harmonisation issues including those communicated by EASA.

AMC8 ARO.RAMP.115(a)(b) Qualification of ramp inspectors
 SENIOR RAMP INSPECTORS

- (a) The CAA may appoint senior ramp inspectors provided the appointees meet the qualification criteria established by the CAA. These qualification criteria should contain at least the following requirements:
 - (1) the appointee has been a qualified ramp inspector over the 36 months prior to his/her appointment;
 - (2) during the period under (1), the appointee has performed a minimum of 72 ramp inspections, with no less than 24 ramp inspections during each of the three 12-month segments prior to the appointment; and
- (b) Senior ramp inspectors should maintain their seniority only if performing at least 24 ramp inspections during each calendar year. Up to 6 of these ramp inspections may be performed on national operators, as long as they are performed in accordance with ARO.RAMP.
- (c) For the calendar year during which the senior inspector was appointed, the recent experience requirements should be applied on a pro rata basis.
- (d) When seniority is lost, but not the ramp inspector qualification, as a result of failure to perform the minimum number of ramp inspections, it can be regained if:

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- (1) the inspector performs 2 ramp inspections under the supervision of a senior ramp inspector; or
- (2) the inspector performs the missing number of ramp inspections.

These inspections should be performed within the following year and should not be counted for the recent experience requirements for that year.

The above provision should not be used for two consecutive years.

- (e) If the senior ramp inspector cannot regain his/her seniority following the provisions under (d), the conditions under (a)(2) apply.
- (f) For each appointed senior ramp inspector, the competent authority should establish, based on his/her experience, the privileges for which he/she may deliver OJT.

AMC1 ARO.RAMP.120 (a) Approval of training organisations

APPROVAL OF A RAMP INSPECTION TRAINING ORGANISATION BY THE CAA


- (a) When evaluating the ramp inspection training organisation's capability to deliver training the CAA should verify that the training organisation:

- (1) Has established a detailed description of:

- (i) the organisational structure;
- (ii) the facilities and office accommodation;
- (iii) the instructional equipment;
- (iv) the instructor recruitment and maintenance of their continuing competence;
- (v) the record keeping system;
- (vi) the process for the development of the training course material and its continuous update; and
- (vii) additional means and methods used to fulfil its tasks,

The documents and information specified above may be included into an organisation manual.

- (2) Has developed the training course materials adequate for all types of training to be delivered;
- (3) Ensures compliance with its own procedures on adequate control of the training development, preparation, delivery process and records keeping, as well as compliance with the legal requirements. The training organisation should evaluate the effectiveness of the training provided, based upon written feedbacks collected from course participants after each training delivery.
- (4) Conducts the training in English with the aim to train trainees in the jargon used during ramp inspections;

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(b) The CAA should issue the approval for an unlimited duration.

AMC1 ARO.RAMP.120(a) Approval of training organisations
 OVERSIGHT OF APPROVED RAMP INSPECTION TRAINING ORGANISATION

- (a) The oversight programme of ramp inspection training organisations should be developed taking into account the scope of the approval, the size of the organisation, and the results of past certification and/or oversight activities.
- (b) An oversight cycle not exceeding 24 months should be applied. The oversight planning cycle may be extended to a maximum of 48 months if the CAA has established that during the previous 24 months:
- (1) all corrective actions have been implemented within the time period accepted or extended by the competent authority; and
 - (2) no level 1 findings as described in ARO.GEN.350 have been issued.

AMC1 ARO.RAMP.120(a)(4) Approval of training organisations
 TRAINING INSTRUCTORS

- (a) The CAA should verify that:
- (1) the training organisation has a sufficient number of instructors with at least adequate:
 - (i) aviation knowledge and experience;
 - (ii) knowledge of the EU Ramp Inspection Programme;
 - (iii) knowledge of training delivery techniques; and
 - (iv) English language communication skills.
- (b) Instructors delivering training on inspection items and/or delivering practical training should:
- (1) have been a qualified ramp inspector for 36 months before being nominated as instructors and have performed a minimum of 72 ramp inspections during this period;
 - (2) have conducted at least 24 inspections as qualified ramp inspectors in the calendar year prior to the year in which the training is delivered; and
 - (3) deliver training only on those inspection items which they are entitled to inspect;
- (c) Notwithstanding (a), for the delivery of the theoretical and practical training on Dangerous Goods, the CAA may accept instructors who are certified in accordance with the Technical Instructions for the latest effective edition of the Safe Transport of Dangerous Goods by Air (ICAO Doc 9284-AN/905), provided that they possess adequate English language communication skills.

AMC1 ARO.RAMP.125 Conduct of Ramp Inspections &
ARO.RAMP.130 Categorisation of findings
 INSPECTION INSTRUCTIONS ON THE CATEGORISATION OF FINDINGS

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Inspectors should follow the inspection instructions as defined in the Ramp Inspection Manual of the CAA on the categorisation of findings established by EASA for inspections performed on aircraft used by operators under regulatory oversight of another state.

AMC1 ARO.RAMP.125(b) Conduct of ramp inspections

GENERAL

- (a) The CAA should put in place appropriate procedures to allow the inspecting team unrestricted access to the aircraft to be inspected. In this respect ramp inspectors should possess adequate credentials.
- (b) The inspection should start as soon as possible and be as comprehensive as possible within the time and resources available. This means that if only a limited amount of time or resources is available, not all inspection items but a reduced number of them, may be verified. According to the time and resources available for a ramp inspection, the items that are to be inspected should be selected accordingly, in conformity with the objectives of the ramp inspection programme. Items not being inspected may be inspected during a next inspection.
- (c) During the inspection, ramp inspectors should verify the rectification of previously identified non-compliances. Whenever the time available does not permit a full inspection, the items affected by such non-compliances should be prioritised over other items.
- (d) Ramp inspectors should not open by themselves any hatches, doors or panels, which are not intended to be operated by passengers during normal operations, nor should they operate or interfere with any aircraft controls or equipment. When such actions are required for the scope of the inspection, the ramp inspectors should request the assistance of the operator's personnel (flight crew, cabin crew, ground crew).
- (e) During an inspection prior to departure, the CAA should inform the operator of any potential non-compliance with manufacturer's standards after the crew has confirmed that the pre-flight inspection has been performed.
- (f) The items to be inspected should be selected from the Proof of Inspection (POI) (Annex no.1).
- (g) Items which have been inspected, as well as any possible findings and observations, should be recorded on the POI and in the ramp inspection tool.

AMC1 ARO.RAMP.125(c) Conduct of ramp inspections

PROOF OF INSPECTION

- (a) On completion of the ramp inspection, information about its results should be provided to the pilot-in-command/commander or, in his/her absence, to another member of the flight crew or a representative of the operator, using the Proof of Inspection (POI) form (Annex no.1) also established in the Ramp Inspection Manual of the CAA, regardless of whether or not findings have been identified. When completing the Proof of Inspection (POI), the following should be taken into account:
 - (1) Only the remarks mentioned in the POI should be reported as findings in the final ramp inspection report. Any other relevant information which was not included in the POI should only be reported in the final report as a general remark under 'G' or in the additional information box.
 - (2) When handing over the POI to the pilot-in-command/commander or operator representative, the inspector should ask him/her to sign the POI whilst explaining that



the signature does in no way imply acceptance of the listed findings. The signature only confirms that the POI has been received by the pilot-in-command/operator representative, and that the aircraft has been inspected on the date and at the place indicated. A refusal to sign by the recipient should be recorded in the document.

- (b) POIs may be completed electronically, including the required signatures, and may be printed on site or delivered electronically (e.g. by e-mail).

AMC1 ARO.RAMP.135(a) Follow-up actions on findings
FOLLOW-UP ACTIONS FOR CATEGORY 2 OR 3 FINDINGS

- (a) Exceptionally, where multiple category 2 findings have been raised and the accumulation of these findings or their interaction justifies corrective action before the flight takes place, the class of action may be increased to the actions foreseen by ARO.RAMP.135(b).
- (b) When communicating findings to the operator, the CAA should:
- (1) use the ramp inspection tool as the primary communication channel with the operator and limit communication via other channels;
 - (2) request evidence of corrective actions taken, or alternatively the submission of a corrective action plan followed by evidence that planned corrective actions have been taken;
 - (3) inform the operator's competent authority and the operator no later than 15 calendar days after the inclusion of the report in the ramp inspection tool in order to permit appropriate action to be taken, as well as to confirm to the operator the findings raised;
 - (4) upload in the ramp inspection tool information on actions taken and responses provided by the operator following the RAMP inspection and send a communication to the operator only if the operator's actions have not been satisfactory;
 - (5) give the operator a period of 30 calendar days to reply. If the operator does not react to the initial communication within this period, a second request should be sent, including a period of another 30 calendar days to reply whilst copying the operator's competent authority. If the second attempt is also unsuccessful, the operator's competent authority should be requested to encourage the operator to reply. The inspecting authority should indicate in such request that no reaction from the operator could be interpreted as a 'lack of ability and/or willingness of an operator to address safety deficiencies' under Regulation (EC) No 2111/2005.

AMC1 ARO.RAMP.135(b) Follow-up actions on findings
CLASSES OF ACTIONS FOR CATEGORY 3 FINDINGS

- (a) Whenever restrictions on the aircraft flight operation (Class 3a action) have been imposed, the CAA should conduct appropriate verification of adherence to such restrictions.
- (b) Whenever the operator is required to take corrective actions before departure (Class 3b action), inspectors should verify that the operator has taken such actions. Depending on the circumstances, this verification may take place after the departure.
- (c) Whenever a category 3 finding is raised, the aircraft should be grounded only (Class 3c action) if the crew refuses to take the necessary corrective actions or to respect imposed restrictions on the aircraft flight operation. However, grounding might be appropriate if an operator refuses



to grant access in accordance with ORO.GEN.140. The CAA should then ensure that the aircraft will not depart as long as the reasons for the grounding remain. Any records of communication undertaken pursuant to ARO.RAMP.140(b), as well as other evidences, should be collected and kept as evidential material.

- (d) If inspectors have imposed any restrictions and/or corrective actions, these should be mentioned in the ramp inspection report.

AMC1 ARO.RAMP.145 Safety reports
IMPORTANT SAFETY INFORMATION

- (a) When the CAA receives safety-related information that could be of interest to the entire RAMP community, it should create a 'safety report' and insert it into the ramp inspection tool pursuant to ARO.RAMP.110.
- (b) Safety-related information should be verified, as far as possible, before insertion in the ramp inspection tool.
- (c) If available, any relevant information contained in documents and pictures should be attached to the 'safety report'.



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Annex no.1 [in accordance with Order no.36/GEN of 07.09.2020]

Proof of Ramp Inspection									
Date:		Local Time Start:		Local Time End:		Place:			
Operator:			State:		AOC No:				
Route from:			Flight No:		Route to:				
SAFA Type of operation:			Chartered by Operator:		Aircraft configuration :				
CAT: <input type="checkbox"/> GA: <input type="checkbox"/> HO: <input type="checkbox"/>			(where applicable)		Pax <input type="checkbox"/> Freight <input type="checkbox"/> Combi <input type="checkbox"/>				
Aircraft type:			Registration mark:		Construction No:				
Flight crew state of licensing:				2 nd state of licensing:					
Alcohol test: <input type="checkbox"/> Yes <input type="checkbox"/> No				Number of crew tested: <input type="checkbox"/> Flight crew <input type="checkbox"/> Cabin crew					

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Item	Description	Check	Remarks	Item	Description	Check	Remarks	Item	Description	Check	Remarks				
A Flight Deck				Flight Crew				C Aircraft Condition							
1	General Condition			20	Flight crew license			1	General external condition						
2	Emergency Exit			Journey Log Book/ Technical Log or equivalent				2	Door and hatches						
3	Equipment			21	Journey Log Book, or equivalent			3	Flight controls						
Documentation				22	Maintenance release			4	Wheels, tyres and brakes						
4	Manuals			23	Defect notification and rectification			5	Undercarriage, skids/floats						
5	Checklists			24	Pre - flight inspection			6	Wheel well						
6	Radio Navigation Charts			B Safety / Cabin				7	Power plant and pylon						
7	Minimum Equipment List			1	General Internal Condition			8	Fan blades, Propellers, Rotors (main & tail)						
8	Certificate of registration			2	Cabin attendant's station & crew rest area			9	Obvious repairs						
9	Noise certificate (where applicable)			3	First Aid Kit/ Emergency medical kit			10	Obvious un - repaired damage						
10	AOC or equivalent			4	Hand fire extinguishers			11	Leakage						
11	Radio license			5	Life jackets / Flotation devices			D Cargo							
12	Certificate of Airworthiness (C of A)			6	Seat belt and seat condition			1	General condition of cargo compartment						
Flight data				7	Emergency exit, lighting / marking, independent portable light			2	Dangerous Goods						
13	Flight preparation			8	Slides/ Life - Rafts (as required), ELT			3	Safety of cargo on board						
14	Weight and balance			9	Oxygen supply (Cabin Crew and Passengers)			E General							
Safety Equipment				10	Safety Instructions			1	General						
15	Hand fire extinguishers			11	Cabin crew members										
16	Life jackets / flotation device			12	Access to emergency exits										
17	Harness			13	Safety of passenger baggage's										
18	Oxygen equipment			14	Seat capacity										
19	Independent portable light														

Class of Action	Item	Std ¹	Cat ²	Findings Description
(3d) Immediate operating ban				
(3c) Aircraft grounded by (name CA)				
(3b) Corrective actions before Flight required				
(3a) Restriction on aircraft operation				
(2) Information to Authority and Operator				
(1) Information to PIC / operator representative				
(0) No Findings				

Inspector (s) name or number:

¹ Inspection Standards: E=EASA, I=ICAO, M=Manufacturer, N=National, O=Other ² Findings Category: G=General, 1=Minor, 2=Significant, 3=Major

Corrective Action Information (where applicable)	
PIC / operator representative (comments / feedback)	Name _____ Signature _____

(*) Signature by any member of the crew or another representative of the inspected operator does in no way imply acceptance of the listed findings but simply a confirmation that the aircraft has been inspected on the date and at the place indicated on this document.
This report represents an indication of want was found on this occasion and must not be construed as a determination that the aircraft is fit for the intended flight.
Data submitted in this report can be subject to change upon entering into the centralised database.




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Annex no.2

<h1>REPORTING FORM</h1> <h2>Formularul de raportare</h2>		 <p>AUTORITATEA AERONAUTICĂ CIVILĂ CIVIL AVIATION AUTHORITY Republic of Moldova Chisinau, Airport, MD-2026 www.caa.md e-mail.: safa@caa.gov.md tel.: +373 22 823651 fax.: +373 22 529181</p>	
<p>Flight crew <i>Personal navigant</i></p> <input type="checkbox"/>			
<p>Maintenance staff <i>Personal de întreținere</i></p> <input type="checkbox"/>			
1.Date: <i>Data:</i>	2.Time: <i>Ora:</i>	3.Place: <i>Locul:</i>	
4.Operator: <i>Operator:</i>		5.State: <i>Statul:</i>	6. Aircraft type: <i>Tipul aeronavei:</i>
7.Route from: <i>Destinația din:</i>	8.Route to: <i>Destinația spre:</i>	9.Aircraft configuration: <i>Configurația aeronavei:</i>	10.Registration mark: <i>Însemnele de înmatriculare:</i>
11. Non-compliance: <i>Neconformitatea:</i>			
12.Detailed description: <i>Descriere detaliată:</i>			
13. Date: <i>Data:</i>	14.Name: <i>Numele:</i>	15. Function: <i>Funcția:</i>	16. Signature: <i>Semnătura:</i>
_____	_____	_____	_____
<p>This form shall be filled in and sent to the Civil Aviation Authority Acest formular va fi completat și expediat în adresa Autorității Aeronautice Civile</p> <p>Signature is required if the form is sent on paper Semnătura este necesară dacă formularul este expediat pe suport de hârtie</p>			

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Annex no.3

PASSANGER SAFETY

Sesizare a pasagerilor

Date received by CAA: <i>Data primirii de către AAC:</i>	CAA No: <i>AAC nr.:</i>
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The information contained in the "Reporter identifications" fields is not mandatory. Please entry these fields only if you desire to receive a personal reply or permit us to contact you for more information.

Informația conținută în câmpul „Identificarea raportorului” nu este obligatorie. Vă rugăm să completați aceste câmpuri numai în cazul în care doriți un răspuns personal sau pentru a permite să vă contactăm ulterior pentru detalii suplimentare.

Reporter identification / Identificarea raportorului:

Name: <i>Prenume:</i>		Surname: <i>Nume:</i>	
Address: <i>Adresa:</i>		Telephone number: <i>Numărul de telefon:</i>	
E-mail: <i>E-mail:</i>	Post code, city: <i>Cod poștal, oraș:</i>	Country: <i>Țara:</i>	

Information concerning the flight / Informații despre zbor:

Airline: <i>Compania aeriană:</i>
Ticket number: <i>Numărul biletului:</i>
Airport of departure: <i>Aeroport de plecare:</i>
Date of flight: <i>Data zborului:</i>
Flight number: <i>Numărul zborului:</i>
Place of occurrence: <i>Locul evenimentului:</i>
Airport of arrival: <i>Aeroportul de sosire:</i>
Time of occurrence: <i>Ora la care a avut evenimentul:</i>

Description of the occurrence / Detalii privind evenimentul
--

The information on this form will be used only for the purpose for which you have provided it. The information shall not be used for any other purpose and shall not be disclosed without consent.

Informația cuprinsă în formular va fi folosită doar în scopul în care a fost furnizată. Informația nu va fi folosită în alte scopuri și nu va fi dezvăluită fără acordul raportorului.

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