



**CAA Scheme of Charges**

**No:** 279

**(Air Operator and Police Air Operator  
Certification)**

**Publication Date:** 30 January 2013

**Commencement Date:** 01 April 2013

---

The Civil Aviation Authority, pursuant to Section 11 of the Civil Aviation Act 1982 and after consulting with the Secretary of State, hereby makes a Scheme for determining the charges to be paid to the CAA in connection with the performance by the CAA of:

- i) the functions conferred on it by or under the Order and EU-OPS or implementing rules made by the European Commission under the Basic EASA Regulation, with respect to the certification of operators of aircraft;
- ii) the granting of permissions, approvals and exemptions required under the Order, EU-OPS or implementing rules made by the European Commission under the Basic EASA Regulation or under the Operation of Air Services in the Community Regulations 2009 in connection with the operation of aircraft and the carriage of dangerous goods; and
- iii) the functions conferred on it by or under the Civil Aviation Act 2006 in connection with safeguarding the health of persons on board aircraft.

**1 REVOCATION**

- 1.1 The Scheme of Charges published by the CAA on 30 January 2012 determining the charges to be paid to the CAA in connection with the performance by the CAA of functions with respect to the certification of operators of aircraft and the granting of permissions, approvals and exemptions in connection with the carriage of dangerous goods is hereby revoked.
- 1.2 Section 16(1) of the Interpretation Act 1978 (which relates to the effect of repeals) shall apply to this Scheme as if this Scheme were an enactment and as if the Scheme of 30 January 2012 revoked by paragraph 1.1 above was an enactment thereby repealed.

---

The latest version of this document is available in electronic format at [www.caa.co.uk/ors5](http://www.caa.co.uk/ors5), where you may also register for e-mail notification of amendments. Details for purchasing paper copy can be found at the same web address.

## 2 CHARGES INDEX

The following Charges Index sets out the charge headings under this Scheme and refers to the page where each section commences:

<b>Section/ Paragraph</b>	<b>Title</b>	<b>Page No.</b>
<b>3</b>	<b>AOC/PAOC APPLICATION CHARGES</b>	
3.1	<b>Grant of an AOC or PAOC</b>	3
3.1.1	Application	3
3.1.2	Basic charge	3
3.1.3	Additional charge	4
3.1.4	Charge for A-A AOC	5
3.1.5	Charge for Restricted A-B AOC	5
3.1.6	Charge for Balloon operators (see paragraph 5.2.1)	5
3.2	<b>Charge on application for variation of an AOC or PAOC</b>	5
3.2.1	Application	5
3.2.2	Basic charge	6
3.2.3	Additional charge	6
3.2.4	AOC/PAOC operators under merger/takeover	7
3.2.5	Change / extension of an AOC/PAOC operation to include cargo or passenger services	8
3.2.6	Search and Rescue operations and/or Fire and Rescue Service operations	8
3.2.7	Transition from VFR to IMC operations	8
3.2.8	New type of aircraft – additional charge	8
3.2.9	Charge for Balloon operators (see paragraph 5.2.2)	8
3.2.10	Charge for PAOC operators	8
3.2.11	Change of name	9
<b>4</b>	<b>AOC/PAOC ONGOING CHARGES</b>	
4.1	<b>Annual charges</b>	9
4.1.1	Annual charges for all AOCs plus those PAOCs not held by Police/Public Authorities	9
4.1.1.1	Annual charge to be paid	9
4.1.1.2	Calculation of annual target charge	9
4.1.1.3	Concession on the calculation of the annual target charge	11
4.1.1.4	Calculation of restriction on annual charges actually payable	12
4.1.2	Annual charges for PAOCs held by Police/Public Authorities only	12
4.1.2.1	Annual charge to be paid – Police Authority or Public Authority PAOCs	12

**(Continued)**

<b>Section/ Paragraph</b>	<b>Title</b>	<b>Page No.</b>
4.1.2.2	Calculation of annual target charge for PAOCs held by a Police Authority or by a Public Authority	12
4.1.2.3	Calculation of restriction on annual charges actually payable (PAOCs held by a Police Authority or by a Public Authority)	13
4.2	<b>Variable charges</b>	13
<b>5</b>	<b>OTHER CHARGES</b>	
5.1	<b>Other applications</b>	13
5.1.1	Extended Twin Engine Operations (ETOPS)	13
5.1.2	Aircraft leasing – 'dry' leasing	13
5.1.3	Aircraft leasing – 'wet' leasing	15
5.1.4	Flight time limitations	15
5.1.5	Approval of Alternate Training Qualification Programmes (ATQP)	16
5.1.6	Dangerous goods and munitions of war	16
5.1.7	Aerodrome survey for approval to handle explosives/munitions of war	17
5.1.8	Copies of documents	17
5.1.9	Additional charge where functions are performed abroad	17
5.2	<b>Balloon AOC operators</b>	18
5.2.1	Grant of an AOC	18
5.2.2	Variation of an AOC	18
5.2.3	Renewal of an AOC	18
5.2.4	Variable charge	19
<b>6</b>	<b>DEFINITIONS</b>	19

### **3 AOC/PAOC APPLICATION CHARGES**

#### **3.1 Grant of an AOC or PAOC**

##### **3.1.1 Application**

Applicants for the grant of an AOC or PAOC must pay for the investigations required by the CAA. Except for certain applications described in paragraphs 3.1.4 to 3.1.6, when alternative charges apply, an applicant must pay an Application charge. The Application charge comprises:

- a) a Basic charge; and
- b) in certain cases an additional charge.

##### **3.1.2 Basic charge**

- a) The Basic charge is payable when the application is submitted and is determined by reference to the aircraft type(s) included in the application. Each aircraft type fits within a category specified in Column 1 of Table 1, which determines the appropriate charges specified in Columns 2 and 3.

- b) The charge is calculated using the formula:

$$\text{Charge (£)} = \text{£}a + (\text{£}b_1 + \text{£}b_2 + \text{£}b_n)$$

where:

*a* = Basic charge for the heaviest aircraft type in the applicant's application, determined by reference to Column 2 of Table 1; and

*b* = Charge for each additional aircraft type in the same application for the 1<sup>st</sup> to *n*<sup>th</sup> additional aircraft types, determined by reference to Column 3 of Table 1.

**Table 1**

Category of aircraft	Heaviest type	Additional type
Column 1	Column 2	Column 3
Single engine aeroplanes	£6,663	£1,332
Aeroplanes not above 5,700 kg	£9,860	£1,864
Aeroplanes between 5,700 kg and 40 tonnes	£17,858	£4,664
Aeroplanes above 40 tonnes	£22,123	£6,663
Single engine helicopters	£7,198	£1,864
Multi-engine helicopters operating onshore	£9,062	£2,130
Multi-engine helicopters operating offshore	£14,392	£3,198
Airships	£9,062	£2,130
Any aircraft type where grant of a PAOC is sought	£6,126*	£532*

\* If the PAOC applicant already holds an AOC, this charge will be reduced by 50%.

### 3.1.3 Additional charge

- a) An additional charge is payable for the grant of an AOC or PAOC if the number of hours expended by the CAA in dealing with the application exceeds the standard number of hours for that application.
- b) Each aircraft type fits within a category specified in Column 1 of Table 2, which determines the standard hours for that application specified in Columns 2 and 3 of Table 2.
- c) The additional charge payable for each hour expended by the CAA in excess of the standard hours is £172 and will be invoiced in arrears to the applicant, payable before the AOC or PAOC is granted.
- d) The additional charge is calculated using the following formula:  

$$\text{Additional charge (£)} = (c \text{ hours} - \text{total standard hours}) \times \text{£}r/\text{hour}$$
where  
*c* = Total hours expended by the CAA in dealing with the application; and  
*r* = CAA charge rate per hour, being £172  
and  

$$\text{Total standard hours} = d + (e_1 + e_2 + e_n) \text{ hours}$$
where  
*d* = The standard hours for the heaviest aircraft type in the application, determined by reference to Column 2 of Table 2; and  
*e* = The standard hours for each additional aircraft type in the same application for the 1<sup>st</sup> to *n*<sup>th</sup> additional aircraft types, determined by reference to Column 3 of Table 2.

**Table 2**

<b>Category of aircraft</b>	<b>First type (Standard hours)</b>	<b>Additional type (Standard hours)</b>
Column 1	Column 2	Column 3
Single engine aeroplanes	38	8
Aeroplanes not above 5,700 kg	56	11
Aeroplanes between 5,700 kg and 40 tonnes	101	26
Aeroplanes above 40 tonnes	125	38
Single engine helicopters	41	11
Multi-engine helicopters operating onshore	51	12
Multi-engine helicopters operating offshore	81	18
Airships	51	12
Any aircraft type where grant of a PAOC is sought	35	3

**3.1.4 Charge for A-A AOC**

When an application is made for the grant of an A-A AOC for aircraft where the MTWA does not exceed 5,000 kg, the charge shall be the greater of:

- a) £270; or
- b) £90 for each month of validity applied for.

**3.1.5 Charge for Restricted A-B AOC**

When an application is made for the grant of a Restricted A-B AOC, the applicant shall pay a charge that is the greater of:

- a) £606; or
- b) £202 for each month of validity applied for.

A Restricted A-B AOC is one which is subject to restrictions which include:

- Day Visual Flight Rules (VFR) only;
- Only single-engine piston aircraft to operate under the AOC;
- All aircraft MTWA on the AOC fleet is less than 2,000 kg;
- A-B operations restricted to points within mainland UK.

**3.1.6 Charge for Balloon operators**

When an application is made for the grant of a Balloon AOC, the relevant charge in paragraph 5.2.1 is payable.

For the purposes of this Scheme, 'grant' will apply to new applications and to applications from previous Balloon AOC holders where the previously held certificate has lapsed for more than 6 months.

**3.2 Charge on application for variation of an AOC or PAOC****3.2.1 Application**

Except for certain applications described in paragraphs 3.2.4 to 3.2.10, where different charges apply, an applicant applying for a variation of its AOC or PAOC must pay an Application charge for the investigation required by the CAA before the AOC or PAOC will be varied. The Application charge comprises:

- a) a Basic charge (under paragraph 3.2.2); and
- b) in certain cases, an additional charge (under paragraph 3.2.3).

### 3.2.2 Basic charge

The basic charge is payable when the application is submitted and is determined by reference to the aircraft type(s) included in the application and the type of variation. Each aircraft type contained in the application fits within a category specified in Column 1 of Table 3, which determines the appropriate charges specified in Columns 2, 3 and/or 4 for the following types of variation:

Column 2: Specification of an additional aircraft type on an AOC or PAOC;

Column 3: Change of substantive operating region(s) or any substantive route;

Column 4: Addition or amendment of a temporary operating region or route concerning each aircraft type within the application.

**Table 3**

Category of aircraft	Additional aircraft type	New region/substantive region or route	Temporary region or route
Column 1	Column 2	Column 3	Column 4
Single engine aeroplanes	£3,733	£1,332	£444
Aeroplanes not above 5,700 kg	£5,729	£1,598	£532
Aeroplanes between 5,700 kg and 40 tonnes	£10,660	£2,131	£710
Aeroplanes above 40 tonnes	£12,262	£2,131	£710
Single engine helicopters	£3,198	£2,131	£710
Multi-engine helicopters operating onshore	£3,733	£2,398	£800
Multi-engine helicopters operating offshore	£5,332	£3,197	£1,065
Airships	£5,065	n/a	n/a
Any aircraft type operated under a PAOC	£3,198*	(Refer to paragraph 3.2.10)	

\* This charge will be reduced by 50% if:

- a) the PAOC application is made simultaneously with an application for the variation of an AOC in respect of the same aircraft type(s); or
- b) the PAOC applicant also holds an AOC already specifying the relevant aircraft type(s).

### 3.2.3 Additional charge

- a) An additional charge is payable for the variation of an AOC or PAOC where the number of hours expended by the CAA in dealing with the application exceeds the standard number of hours for that application.
- b) The additional charge is dependent on the aircraft type(s) included in the application and the type of variation. Each aircraft type fits within a category specified in Column 1 of Table 4, which determines the appropriate standard hours specified in Columns 2, 3 and/or 4 of Table 4 for the following types of variation:
  - i) Column 2: Specification of additional aircraft types on an AOC;
  - ii) Column 3: Change of substantive operating region(s) or any substantive route;
  - iii) Column 4: Addition or amendment of a temporary operating region or route.

- c) The additional charge payable for each hour in excess of the standard hours is £172 and will be invoiced in arrears to the AOC or PAOC applicant and is payable before the variation is granted.
- d) The additional charge is calculated using the following formula:  
*Additional charge (£) = (c hours – total standard hours) x £r/hour*  
 where  
*c = Total CAA hours expended by the CAA in dealing with the application; and*  
*r = CAA charge rate per hour, being £172*  
 and  
*Total standard hours = (d<sub>1</sub> + d<sub>2</sub> + d<sub>n</sub>) + (e<sub>1</sub> + e<sub>2</sub> + e<sub>n</sub>) + (f<sub>1</sub> + f<sub>2</sub> + f<sub>n</sub>) hours*  
 where  
*d = The standard hours for each category of aircraft affected by the additional types within the variation application, determined by reference to Column 2 of Table 4;*  
*e = The standard hours for each category of aircraft affected by the addition of a new operating region or a change to the substantive operating region(s) or any substantive route specified in the variation application, determined by reference to Column 3 of Table 4; and*  
*f = The standard hours for each category of aircraft affected by an addition or amendment to a temporary operating region or a temporary route, determined by reference to Column 4 of Table 4.*

**Table 4**

<b>Category of aircraft</b>	<b>Additional aircraft types (Standard hours)</b>	<b>New region/ substantive region or route (Standard hours)</b>	<b>Temporary region or route (Standard hours)</b>
Column 1	Column 2	Column 3	Column 4
Single engine aeroplanes	21	8	3
Aeroplanes not above 5,700 kg	32	9	3
Aeroplanes between 5,700 kg and 40 tonnes	60	12	4
Aeroplanes above 40 tonnes	69	12	4
Single engine helicopters	18	12	4
Multi-engine helicopters operating onshore	21	14	5
Multi-engine helicopters operating offshore	30	18	6
Airships	29	n/a	n/a
Any aircraft type operated under a PAOC	18	(Refer to paragraph 3.2.10)	

### 3.2.4 **AOC/PAOC operators under merger/takeover**

3.2.4.1 Subject to paragraph 3.2.4.2, where an AOC/PAOC holder applies to merge its operations with or takeover the operations of another AOC/PAOC holder, the applicant shall pay:

- a) an initial charge of £1,204; plus
- b) £172 per hour for each hour expended by the CAA in the application in excess of 7 hours per application.

3.2.4.2 Where existing variation charges would otherwise apply under paragraphs 3.2.1, 3.2.2, 3.2.3 or 3.2.10 then these shall be charged and payable under those paragraphs (in addition to those charges under paragraph 3.2.4.1).

3.2.5 **Change / extension of an AOC / PAOC operation to include cargo or passenger services**

3.2.5.1 Where an existing AOC/PAOC holder applies to extend or change its operations from:

- a) passenger to cargo, or passenger to include cargo, then the applicant shall pay an initial charge equivalent to 25% of the additional aircraft type variation charge specified in Column 2 of Table 3 according to the heaviest aircraft type in the combined fleet; or
- b) cargo to passenger, or cargo to include passenger, then the applicant shall pay a charge equivalent to 50% of the additional aircraft type variation charge specified in Column 2 of Table 3 according to the heaviest aircraft type in the combined fleet.

3.2.5.2 The charges under sub-paragraphs 3.2.5.1 a) or b) will also be subject to an additional charge based upon any excess hours incurred as explained under paragraph 3.2.3 and referring to the hours in excess of the standard hours specified in Column 2 of Table 4, adjusted by 25% to relate to the charge under sub-paragraph 3.2.5.1 a), or by 50% to relate to the charge under sub-paragraph 3.2.5.1 b).

3.2.6 **Search and Rescue operations and/or Fire and Rescue Service operations**

Where an application is received from an operator wishing to vary its AOC to allow Search and Rescue operations and/or Fire and Rescue Service operations to be conducted, the applicant shall pay an initial charge of £3,448 plus payment of £172 for each hour in excess of 20 hours per application.

3.2.7 **Transition from VFR to IMC operations**

When an application is made for the variation of an AOC/PAOC to transition operations from Visual Flight Rules (VFR) to permit operations under Instrument Meteorological Conditions (IMC), the applicant shall pay an initial charge of £1,723 plus payment of £172 for each hour in excess of 10 hours per application.

3.2.8 **New type of aircraft – additional charge**

When applying for the grant of an AOC or PAOC or for the variation of such a certificate, being in either case an application to add an additional aircraft type to the certificate that the CAA has not previously granted, the applicant shall pay, in addition to any other charge payable by virtue of this Scheme, a charge of such amount as may be decided and invoiced by the CAA having regard to the expense incurred by it in training a Member or employee of the CAA to act as pilot in command of that type of aircraft, but not exceeding £85,100.

3.2.9 **Charge for Balloon operators**

When an application is made for the variation of a Balloon AOC, the relevant charge in paragraph 5.2.2 is payable to the CAA.

3.2.10 **Charge for PAOC operators**

- a) When an application is made for the variation of a PAOC, the type of variation determines the appropriate charge specified in Column 3 of Table 5, to be paid by the applicant.



**Table 5**

<b>Type of variation</b>	<b>Standard hours</b>	<b>Charge</b>
Column 1	Column 2	Column 3
Variation of operating region or regions	9	£1,597
Application to operate on a specified route outside the operating region or regions	3	£532

- b) An additional charge calculated in accordance with paragraph 3.2.3 is payable to the CAA where the number of hours expended by the CAA in dealing with the application exceeds the standard number of hours for that application specified in Column 2 of Table 5.

### 3.2.11 **Change of name**

When an application is made for the variation of an AOC or PAOC to change the company name or trading name of the holder where the legal entity is unchanged, the applicant shall pay to the CAA a charge of £164.

## **4 AOC/PAOC ONGOING CHARGES**

### 4.1 **Annual charges**

#### 4.1.1 **Annual charges for all AOCs plus those PAOCs not held by Police/Public Authorities**

Section 4.1.1 relates to all AOCs and to PAOCs held by any person apart from a Police Authority (as defined in article 255(1) of the Order, or a Public Authority (as defined in Section 3 of the Freedom of Information Act 2000).

##### 4.1.1.1 **Annual charge to be paid**

- The holder of an AOC (other than an A-A AOC, Restricted A-B AOC or a Balloon AOC) or PAOC which is in force or in suspension on 1 April shall pay an annual charge, payable on that date, to the CAA.
- The charge is determined by reference to the heaviest aircraft type included under the AOC or PAOC and the total number of aircraft in the fleet, regardless of aircraft weight, operated under the AOC or PAOC.
- Where a charge for the same year is payable by the holder for an AOC as well as for a PAOC then the annual charge for the PAOC shall be reduced by 80%.
- The holder of an AOC or PAOC which is in force or in suspension on 1 April shall pay to the CAA an annual charge in accordance with paragraph 4.1.1.2. For those AOC or PAOC operators in the annual charge category reference bands C2, E1 or F1 (see Table 6), the operator shall pay to the CAA an annual charge determined by first calculating the annual target charge in accordance with paragraph 4.1.1.2 and then applying the restriction calculated in accordance with paragraph 4.1.1.4, subject to the applicability of paragraph 4.1.1.3.

##### 4.1.1.2 **Calculation of annual target charge**

- The annual target charge is calculated by reference to the heaviest aircraft type included under the AOC or PAOC as referred to in Column 1 of Table 6 and the total average number of aircraft (regardless of weight) operated under the AOC or PAOC during the 12 months preceding 1 April for which the annual charge relates, (the assessment year) as referred to in Column 3 of Table 6.
- For the purposes of this charge this will be deemed to be the heaviest aircraft type for that year reported to the CAA's Consumer Protection Group on 30 June and 31 December for an operator with a Type A Operating Licence and on 31 May and 31 October for an operator with a Type B Operating Licence during the assessment year.

- c) The total average number of aircraft will be deemed to be the average of the number reported to the CAA's Consumer Protection Group on 30 June and 31 December for an operator with a Type A Operating Licence and on 31 May and 31 October for an operator with a Type B Operating Licence during the assessment year. Where the average total of aircraft fleet numbers includes a ½, the total would be rounded down to the nearest whole number.
- d) For the purposes of this charge the dates referred to in sub-paragraphs b) and c) are called the "assessment dates".
- e) Where an AOC/PAOC is under suspension on just one of the assessment dates referred to under 4.1.1.2 b), then the heaviest aircraft type operating under the AOC/PAOC on the assessment date where the AOC/PAOC is not under suspension will be used to calculate the heaviest aircraft type. The total number of aircraft operated under the AOC/PAOC on that date will be used as the number of aircraft in the fleet for the year.
- f) Where an AOC/PAOC is under suspension on both of the appropriate assessment dates referred to under 4.1.1.2 b), then the heaviest aircraft type approved under the AOC/PAOC on the assessment dates will be used to calculate the operator charge under Column 4 and no separate per aircraft charge under Column 5 will be applicable.
- g) Should the AOC/PAOC not be in existence on the first of the two appropriate assessment dates then the heaviest aircraft type and number of aircraft will be determined from the data reported as at the second assessment date.
- h) Should the AOC/PAOC not be in existence until after the appropriate second assessment date, the annual charge for the following year shall be based upon a declaration made by the operator of aircraft used under the AOC/PAOC as at 31 March in the assessment year or, if no aircraft are operating on that date, on the heaviest aircraft type on the AOC/PAOC, in order to determine the appropriate operator charge element of the annual charge to levy.
- i) Where an AOC/PAOC holder merges with or takes over one or more other AOC/PAOC holders during the assessment year, such that one or more of the AOC/PAOC holders will not be subjected to an annual charge, the annual charge for the continuing AOC/PAOC holder shall be based upon the following:
  - i) Merged/taken over before the first appropriate assessment date – average of returns submitted for both assessment dates;
  - ii) Merged/taken over between the first and the second appropriate assessment date – the return received for only the second assessment date;
  - iii) Merged/taken over after the second appropriate assessment date – a special declaration of aircraft operated under the AOC/PAOC provided by the operator as at 31 March prior to the year to which the annual charge relates.
- j) If an aircraft is normally operated under an AOC/PAOC but on the date of assessment the aircraft is under maintenance or is otherwise taken out of service then this aircraft will be deemed to be operating under the AOC/PAOC as at the assessment date.
- k) The annual target charge is:
  - i) that specified in the appropriate line in Column 4 of Table 6 plus
  - ii) the amount specified in the appropriate line in Column 5 multiplied by the total number of aircraft operated under the AOC or PAOC irrespective of their MTWA (as detailed in paragraph 4.1.1.2 above).

**Table 6**

Category of operator	Charge ref.	Number of aircraft	Target charge per operator	Target charge per aircraft
Column 1	Column 2	Column 3	Column 4	Column 5
Aeroplanes above 40 tonnes	A1	0-4 aircraft	£43,100	£6,570*
	A2	5-19 aircraft	£55,800	£6,570*
	A3	20-44 aircraft	£101,500	£6,570*
	A4	45-149 aircraft	£176,400	£6,570*
	A5	150 or more aircraft	£295,600	£6,570*
Aeroplanes between 5,700 kg and 40 tonnes	B1	0-4 aircraft	£21,600	£2,200
	B2	5-9 aircraft	£37,300	£2,200
	B3	10-24 aircraft	£46,200	£2,200
	B4	25 or more aircraft	£88,500	£2,200
Aeroplanes not above 5,700 kg	C2	0-4 aircraft	£12,200	£740
	C3	5 or more aircraft	£17,400	£740
Multi-engine helicopters operating offshore	D1	0-19 aircraft	£26,700	£5,540
	D2	20 or more aircraft	£69,300	£5,540
Multi-engine helicopters operating onshore	E1	0-10 aircraft	£8,200	£1,670
	E2	11-14 aircraft	£16,000	£1,670
	E3	15 or more aircraft	£22,600	£1,670
Single engine helicopters or airships	F1	0-20 aircraft	£9,000	£1,050
	F2	21 or more aircraft	£14,900	£1,050

\* If in the previous 12 months commencing 1 April and ending 31 March, cargo tonne-kilometres flown exceed available seat-kilometres flown, this charge will be reduced by £1,240 per aircraft.

**NOTE:** Band C1 is used for CAA analysis purposes only and relates to A-A and Restricted A-B Operators that are not subject to the annual AOC charges.

#### 4.1.1.3 Concession on the calculation of the annual target charge

Where an AOC holder confirms to the CAA by 30 April in the charge year, that the fleet numbers operated were reduced by 25% or greater compared to the average number of aircraft used in the calculation of the annual charge (paragraph 4.1.1.2) during the assessment year and such reduction took place before the start of the charge year and there are no plans to increase the number of fleet aircraft during the charge year, then the annual charge payable by the AOC holder shall be calculated on the basis of the reduced fleet numbers. The confirmation shall be in the form of a signed declaration from the AOC holder to the CAA as determined by the CAA. The calculation of restriction on annual charges (paragraph 4.1.1.4) will not be applicable on any charge calculated following receipt of such a confirmation and therefore in these cases the full target charge will be payable.

#### 4.1.1.4 **Calculation of restriction on annual charges actually payable**

Where (under paragraph 4.1.1.1) an AOC / PAOC holder is in the annual charge category reference bands C2, E1 and F1 (see Table 6), a concession will apply, subject to the applicability of paragraph 4.1.1.3, with annual charges being capped to increase by no more than £1,000 per aircraft when compared with the annual charge for the previous annual charge year.

**NOTE:** With regard to sub-paragraph 4.1.1.4, where an operator changes its fleet size or moves band classification year-on-year, the annual charges will be based on the corresponding revised target charges as specified in Table 6.

#### 4.1.2 **Annual Charges for PAOCs held by Police/Public Authorities only**

The following references to a 'PAOC' under paragraphs 4.1.2.1 to 4.1.2.3 below relate to a PAOC held by a Police Authority (as defined in article 255(1) of the Order) or a Public Authority (as defined in Section 3 of the Freedom of Information Act 2000).

##### 4.1.2.1 **Annual charge to be paid – Police Authority or Public Authority PAOCs**

- a) The holder of a PAOC held by a Police Authority or by a Public Authority which is in force or in suspension on 1 April for which the annual charge relates (the annual charge year), shall pay an annual charge determined by first calculating the annual target charge in accordance with paragraph 4.1.2.2 and then applying the restriction calculated in accordance with paragraph 4.1.2.3, payable on that date, to the CAA.
- b) The charge is determined by reference to the total number of bases and the total number of aircraft in the fleet, regardless of aircraft weight or type, operated under the PAOC.

##### 4.1.2.2 **Calculation of annual target charge for PAOCs held by a Police Authority or by a Public Authority**

- a) Determine the number of bases operated under the Police Authority or a Public Authority.  
For the purposes of this charge the location of all bases will be reported by the Police Authority or Public Authority to the CAA as at 31 December prior to the annual charge year.
- b) Determine the number of aircraft (regardless of weight or type) operated under the Police Authority or Public Authority PAOC.  
For the purposes of this charge this will be deemed to be the average number of aircraft reported to the CAA on 31 May and on 31 October prior to the annual charge year. Where the average total of aircraft fleet numbers includes a 1/2, the total would be rounded down to the nearest whole number.
- c) Where the activities of a PAOC operated by a Police Authority or by a Public Authority or are transferred to a separate PAOC operated by a Police Authority or by a Public Authority after the dates of declaration in a) and b) above, then for the purposes of calculating the annual target charge the number of bases and aircraft will be adjusted such that the number used for calculation purposes would be as if the transfer had taken place before 31 December prior to the annual charge year.
- d) If an aircraft is normally operated under a PAOC but on the date of assessment the aircraft is under maintenance or is otherwise taken out of service then this aircraft will be deemed to be operating under the PAOC as at the assessment date.
- e) The annual target charge is:
  - i) Number of bases multiplied by £8,200, plus
  - ii) Number of aircraft multiplied by £1,670.

#### 4.1.2.3 **Calculation of restriction on annual charges actually payable (PAOCs held by a Police Authority or by a Public Authority)**

- a) For those PAOC operators in the annual charge category reference bands C2, E1 and F1 (see Table 6), a concession will apply with annual charges being capped to increase by no more than £1,000 per aircraft when compared with the annual charge for the previous annual charge year.

**Note:** With regard to sub-paragraph 4.1.2.3, where an operator changes its fleet size or moves band classification year-on-year, the annual charges will be based on the corresponding revised target charges as specified in Table 6.

#### 4.2 **Variable charges**

The holder of an AOC or a PAOC, to whom sub-paragraph a) applies, shall pay a periodic variable charge to the CAA in accordance with the following:

- a) Where the holder of an AOC or PAOC specifies one or more aircraft types with MTWAs exceeding 40 tonnes, the charge for each aircraft operated pursuant to the AOC or PAOC (irrespective of their MTWA) is:
- i) 2.56 pence for every 1,000 available seat-kilometres flown by that aircraft; and
  - ii) 12.59 pence for every 1,000 cargo tonne-kilometres flown by that aircraft.
- b) The charge is payable upon demand by the CAA for each month during any part of which an AOC or PAOC has been in force or suspended.
- c) The CAA may require an AOC or PAOC holder to pay a deposit on the last day of each month in respect of which a charge under this paragraph is payable. The deposit is calculated as the amount that would be payable for the month if the AOC or PAOC holder had operated the same number of available seat-kilometres and cargo tonne-kilometres as operated in the corresponding month of the previous year.

### 5 **OTHER CHARGES**

#### 5.1 **Other applications**

##### 5.1.1 **Extended Twin Engine Operations (ETOPS)**

When an application is made for the grant of an approval under OPS 1.246 of EU-OPS, the applicant shall pay to the CAA in respect of each aircraft type applied for, a charge specified in Column 2 and Column 3 of Table 7:

**Table 7**

<b>Application type</b>	<b>First type included in application</b>	<b>Each additional type included in application</b>
Column 1	Column 2	Column 3
Grant of permission	£18,116	£9,058

##### 5.1.2 **Aircraft leasing – dry leasing**

- a) When making an application for approval to dry lease out a UK registered aircraft to be operated under a foreign AOC for public transport or commercial air transport, the applicant shall pay to the CAA a charge specified in Table 8, for the investigations required by the CAA in order to ensure the oversight responsibilities under ICAO Annex 6 are agreed between the UK and the State of the Operator.

**Table 8**

<b>Application type</b>	<b>Description of aircraft weight</b>	<b>Application charge per aircraft</b>	<b>Charge per month or part thereof applied for</b>
Column 1	Column 2	Column 3	Column 4
UK registered aircraft to be operated by a foreign operator for public transport or commercial air transport	All aircraft excepting those exceeding 15 tonnes and operated pursuant to an AOC	£3,384	–
	Exceeding 15 tonnes and operated pursuant to an AOC	£3,384	£7 per 500 kg (or part thereof) of MTWA
Additional aircraft to be included in an existing leasing arrangement (by way of addition or substitution)	All aircraft excepting those exceeding 15 tonnes and operated pursuant to an AOC	£846	–
	Exceeding 15 tonnes and operated pursuant to an AOC	£846	£7 per 500 kg (or part thereof) of MTWA
Extension of existing leasing arrangements	Not exceeding 15 tonnes	£846	–
	Exceeding 15 tonnes and operated pursuant to an AOC	£846	£7 per 500 kg (or part thereof) of MTWA

- b) i) When making an application for a foreign registered aircraft to be operated by a UK AOC holder for the purposes of public transport or commercial air transport, other than an application referred to under paragraph 5.1.2 b) ii), the applicant shall pay to the CAA a charge as specified in Column 3 of Table 9, for the investigations required by the CAA, in order to issue an approval under OPS 1.165 of EU-OPS or the EASA Air Operations Regulation and Regulation 17 of the Operation of Air Services in the Community Regulations 2009.
- ii) When making an application for a foreign registered aircraft to be operated on an AOC of a Channel Islands or Isle of Man operator, a Balloon operator or an A-A AOC operator, for the purposes of public transport or commercial air transport, the applicant shall pay to the CAA a charge as specified in Column 3 of Table 9, for the investigations required by the CAA in order to issue a Direction in accordance with Article 249 of the Order.
- c) If the total cost of the investigations by the CAA under sub-paragraphs 5.1.2 a) or b) exceeds the application charge then the applicant shall pay to the CAA a charge of such amount as may be decided and invoiced by the CAA having regard to the expense incurred by it in making the investigations but not exceeding £44,500 for any year, or part of the year, during which the investigations are carried out.

**Table 9**

<b>Application type</b>	<b>Description of aircraft weight</b>	<b>Application charge</b>
Column 1	Column 2	Column 3
Foreign registered aircraft to be operated by a UK AOC operator for public transport or commercial air transport	All aircraft excepting those exceeding 15 tonnes and operated pursuant to an AOC	£3,384
	Exceeding 15 tonnes and operated pursuant to an AOC	£3,384
Additional aircraft to be included in an existing leasing arrangement (by way of addition or substitution)	All aircraft excepting those exceeding 15 tonnes and operated pursuant to an AOC	£846
	Exceeding 15 tonnes and operated pursuant to an AOC	£846
Extension of existing leasing arrangements	All aircraft excepting those exceeding 15 tonnes and operated pursuant to an AOC	£846
	Exceeding 15 tonnes and operated pursuant to an AOC	£846

### 5.1.3 Aircraft leasing – wet leasing

- a) When making an application for a foreign registered aircraft and its flight crew to be operated under a wet lease on behalf of the holder of an AOC for the purposes of public transport or commercial air transport, and the CAA deems it necessary to investigate the lessor in order to:
- i) advise the Department for Transport (DfT) that the CAA is satisfied that all safety standards equivalent to those imposed by Community or national law are met in accordance with Article 13(3) of Regulation (EC) No. 1008/2008; or
  - ii) issue an approval under OPS 1.165 of EU-OPS, the EASA Air Operations Regulation or Regulation 17 of the Operation of Air Services in the Community Regulations 2009; as appropriate,
- the applicant shall pay to the CAA a charge of £31,200.
- b) When a UK operator (other than the applicant referred to in a) above) applies for an approval to 'wet' lease a foreign registered aircraft and its flight crew from a foreign operator that has been audited by the CAA,<sup>1</sup> the new applicant shall pay to the CAA a charge of £4,632.
- c) If the total cost of the investigations by the CAA under sub-paragraphs 5.1.3 a) or b) exceeds the application charge then the applicant shall pay to the CAA a charge of such amount as may be decided and invoiced by the CAA having regard to the expense incurred by it in making the investigations but not exceeding £44,500 for any year, or part of the year, during which the investigations are carried out. The charge shall be payable on demand.

### 5.1.4 Flight time limitations

When an application is made for the approval of an amendment to or a replacement of a scheme approved under Article 145 of the Order or under EU-OPS, the applicant shall pay to the CAA a charge of £623.

---

(This Note is not part of the Scheme)

1. The new applicant will need to be briefed on any additional responsibilities that result from the approval conditions issued by the CAA and will be required to satisfy the CAA that it has the resources and procedures to meet these responsibilities

### 5.1.5 **Approval of Alternative Training Qualification Programmes (ATQP)**

When an application is made by an AOC holder for the grant of an approval of an ATQP, under EU-OPS (OPS 1.978) or the EASA Air Operations Regulation for the training and checking requirements of flight crew, the applicant shall pay to the CAA a charge of £7,249.

### 5.1.6 **Dangerous goods and munitions of war**

5.1.6.1 When a person applies for an approval under EU-OPS, the EASA Air Operations Regulation or the Air Navigation (Dangerous Goods) Regulations 2002, in respect of the carriage of dangerous goods and munitions of war and in respect of the provision of company training programmes and training instructor approvals, charges are payable to the CAA by the applicant as specified in Tables 10, 11 and 12.

**Table 10**

<b>Nature of permission, approval or exemption</b>	<b>Nature of goods carried</b>	<b>Application charge</b>	<b>Annual renewal charge on 1 April</b>
Column 1	Column 2	Column 3	Column 4
Non-expiring permission or approval	Dangerous goods in normal circumstances	£1,896	£1,896
Permission, approval or exemption	Dangerous goods in other than normal circumstances	£119 per hour of CAA investigation (minimum 1 hour)	£119
Non-expiring permission or approval	Munitions of war	£657	£657
Specific expiring permission, approval or exemption	Munitions of war	£65	n/a

**Table 11**

<b>Company training programme 2-year approval type</b>	<b>Application charge</b>	<b>Renewal charge</b>
Column 1	Column 2	Column 3
Training shippers and cargo agents only	£1,148	£820
Training of acceptance staff only	£1,148	£820
Training of both shippers and cargo agents and acceptance staff	£1,641	£1,316
Training in connection with radioactive materials	£410	£204
<b>Other</b>	<b>Charge</b>	
Examination pass certificate number	£7.03 per number	

**Table 12**

<b>Training instructor approvals (non-expiring)</b>	<b>Application charge</b>
Column 1	Column 2
Training instructor approval – technical knowledge – examination (part 1)	£125
Training instructor approval – competence in implementing training examination (part 2)	£410



### 5.1.6.2 Dangerous Goods carried by a UK Designated Postal Operator

On making application for approval of the procedures of a UK Designated Postal Operator in respect of the carriage of dangerous goods in accordance with the Air Navigation (Dangerous Goods) Regulations 2002, and in respect of the provision of approved company training programmes, charges are payable to the CAA by the applicant as specified in Tables 13 and 14.

**Table 13**

<b>Nature of approval or exemption</b>	<b>Application charge</b>	<b>Annual continuation charge payable on 1 April</b>
Column 1	Column 2	Column 3
Non-expiring approval of procedures for controlling the introduction of dangerous goods in mail into air transport	£3,612	£3,612
Non-expiring approval of procedures for the acceptance of lithium batteries in mail into air transport	£602	N/A
Exemption for dangerous goods in other than normal circumstances	£172 per hour of CAA investigation (minimum 1 hour)	N/A

**Table 14**

<b>Company training programme 2-year approval</b>	<b>Application charge</b>	<b>Renewal charge</b>
Column 1	Column 2	Column 3
Training programme for the Designated Postal Operator	£2,408	£1,204

### 5.1.7 Aerodrome survey for approval to handle explosives/munitions of war

When an application is made by an aerodrome for its aerodrome to be surveyed by the CAA in order to approve that aerodrome to handle explosives/munitions of war, the applicant shall pay to the CAA a charge of £1,600.

### 5.1.8 Copies of documents

When applying for the issue by the CAA of a copy or replacement of an AOC or a PAOC document, the applicant shall pay to the CAA a charge of £22.

### 5.1.9 Additional charge where functions are performed abroad

Where, in connection with any function in respect of which a charge is specified in the Scheme, the CAA deems it necessary for a Member or employee of the CAA or any other person appointed to act on behalf of the CAA to travel outside the country in which such a person is normally stationed (for which purpose the United Kingdom, the Isle of Man and the Channel Islands shall be treated as one country) the applicant shall pay to the CAA on demand, in addition to the appropriate charge specified in this Scheme, a charge of such amount as may be decided and invoiced by the CAA having regard to the expense thereby incurred (or to be incurred) by it but not exceeding, in respect of each Member or employee of the CAA or each person appointed to act on behalf of the CAA, £13,260 per week, or part thereof, during which each such Member or employee or any other person appointed to act on behalf of the CAA is absent from the country in which such a person is normally stationed.

## 5.2 Balloon AOC operators

### 5.2.1 Grant of an AOC

When an application is made for the grant<sup>2</sup> of a Balloon AOC, the applicant shall pay to the CAA a charge of the amount specified in Column 2 of Table 15, appropriate to the total passenger capacity specified in the application.

**Table 15**

Total passenger capacity	Charge
Column 1	Column 2
Not exceeding 10 passengers	£1,626
11 to 20 passengers	£1,859
21 to 30 passengers	£2,092
31 to 40 passengers	£2,324
41 to 50 passengers	£2,580
51 to 60 passengers	£2,833
61 to 70 passengers	£3,086
Exceeding 70 passengers	£3,339

### 5.2.2 Variation of an AOC

When an application is made for the variation of a Balloon AOC, the applicant shall pay to the CAA a charge of the amount specified in Column 2 of Table 16 appropriate to the type of variation applied for.

**Table 16**

Type of variation	Charge
Column 1	Column 2
Specification of an additional balloon group	£165
Variation of operating region or regions	£165

### 5.2.3 Renewal of an AOC

When an application is made for the renewal of a Balloon AOC, the applicant shall pay to the CAA a charge of the amount specified in Column 2 of Table 17 appropriate to the total passenger capacity specified in the certificate.

**Table 17**

Total passenger capacity	Charge
Column 1	Column 2
Not exceeding 10 passengers	£1,082
11 to 20 passengers	£1,241
21 to 30 passengers	£1,393
31 to 40 passengers	£1,548
41 to 50 passengers	£1,719
51 to 60 passengers	£1,888
61 to 70 passengers	£2,057
Exceeding 70 passengers	£2,226

(This Note is not part of the Scheme)

- For the purposes of this Scheme, 'grant' will apply to new applications and to applications from previous Balloon AOC holders where the previously held certificate has lapsed for more than 6 months.

#### 5.2.4 **Variable charge**

No variable charge is payable.

## **6 DEFINITIONS**

6.1 For the purpose of this Scheme:

- a) 'A-A AOC' means an AOC that authorises only flights beginning and ending at the same aerodrome, within the United Kingdom, by an aircraft the MTWA of which does not exceed 5,000 kg;
- b) 'Air Operator's Certificate' or 'AOC' means a certificate granted pursuant to Article 12 of the Order or under EU-OPS or under EASA air operations Regulation certifying that the holder of the certificate is competent to secure that aircraft operated by him on flights for the purpose of public transport or commercial air transport are operated safely;
- c) 'Available seat-kilometres' means the product obtained by multiplying the number of seats available for sale on each flight stage by the stage distance flown measured in kilometres;
- d) 'Balloon AOC' means an AOC that authorises only flights by balloon;
- e) 'Bases' means a site from which a Police Authority PAOC holder or a Public Authority PAOC holder operates flights for the purpose of police operations;
- f) 'Basic EASA Regulation' means Commission Regulation (EC) No. 216/2008 on common rules in the field of civil aviation as amended from time to time;
- g) 'Cargo tonne-kilometres' means the product obtained by multiplying the number of tonnes of revenue load (freight and mail) carried on each flight stage by the stage distance flown measured in kilometres;
- h) 'Charge year' means the 12 month period relating to the current annual charge following the commencement date of the Scheme of Charges.
- i) 'Designated Postal Operator' means any governmental or non-governmental entity officially designated by the Member State to operate postal services and to fulfil the related obligations arising from the acts of the Universal Postal Union (UPU) Convention on its territory;
- j) 'Dry lease' means an agreement under which the aircraft is operated under the AOC of the lessee;
- k) 'EASA Air Operations Regulation' refers to rules for air operations as amended from time to time made under the Basic EASA Regulation;
- l) 'EU-OPS' means Annex 3 to Commission Regulation (EC) No. 3922/91 as added by Commission Regulation (EC) No. 859/2008;
- m) 'Mainland UK' in connection with a Restricted A-B AOC means the United Kingdom of Great Britain and Northern Ireland (not including the Crown Dependencies of the Channel Island Bailiwicks of Jersey and Guernsey, and the Isle of Man).
- n) 'MTWA' means maximum total weight authorised;
- o) 'normal circumstances' in the context of charges for the carriage of dangerous goods and munitions of war, means circumstances in which dangerous goods may, in accordance with the current edition of the International Civil Aviation Organization's Technical Instructions for the Safe Transport of Dangerous Goods by Air, be carried in the category of aircraft (i.e. passenger aircraft or cargo aircraft) in which they are to be carried without an exemption;

- p) 'Police Air Operator's Certificate' or 'PAOC' means a certificate granted pursuant to Article 13 of the Order certifying that the holder of the certificate is competent to secure that aircraft operated by him on flights for the purpose of police operations are operated as safely as is appropriate having regard to the particular purposes of a flight;
- q) 'The Order' means the Air Navigation Order 2009 and any reference to an Article or Part of that Order shall, if that Order be amended or revoked, be taken to be a reference to the corresponding provisions of the Air Navigation Order for the time being in force;
- r) 'Renewal' of an Air Operator's Certificate means the grant of such a certificate to a person who has previously held such a certificate which is the same in all significant respects and which previously held certificate expired no more than six months before the date of the application for the new certificate;
- s) 'Restricted A-B AOC' means an AOC which is subject to restrictions which include:
- day Visual Flight Rules (VFR) only;
  - only single-engine piston aircraft to operate under the AOC;
  - all aircraft MTWA on the AOC fleet is less than 2,000 kg;
  - A-B operations restricted to points within mainland UK;
- t) 'Standard hours' means those hours for which the basic application charge covers according to the specific aircraft type to which the application relates;
- u) 'Substantive operating region or route' means one which is not temporary;
- v) 'Temporary operating region or route' means one which is valid for a period of four months or less;
- w) 'Total passenger capacity' means (in relation to balloons) the sum of all the individual balloon capacities – as declared in the applicant's AOC Operations Manual as 'Max. No. of Occupants' less a flight crew of one person for each balloon;
- x) 'Type A Operating Licence' means an operating licence granted under Council Regulation (EC) No. 2407/92 of 23 July 1992 on licensing of air carriers or under Regulation (EC) No. 1008/2008 of the European Parliament and of the Council of 24 September 2008 on common rules for the operation of air services in the Community, that is required for aircraft with 20 or more seats;
- y) 'Type B Operating Licence' means an operating licence granted under one of the two Regulations referred to in s) above that is required for aircraft with less than 20 seats;
- z) 'Wet lease' means an agreement under which the aircraft is operated under the AOC of the lessor.
- aa) References to types of aircraft specified in an application for an Air Operator's Certificate or a Police Air Operator's Certificate or for the variation of an Air Operator's Certificate or a Police Air Operator's Certificate are references to the types of aircraft which the applicant wishes to be specified in the certificate;
- ab) References to flights made pursuant to an Air Operator's Certificate are references to flights made for the purpose of public transport or commercial air transport and flights made by an aircraft for the purpose of positioning the aircraft whether made before or after a flight for the purpose of public transport or commercial air transport;

ac) References to periods during which an Air Operator's Certificate is in suspension mean periods during which the certificate is provisionally suspended or suspended pursuant to Article 228 of the Order, under EU-OPS or under the EASA air operations Regulation.

6.2 All other expressions used in this Scheme shall, unless the context otherwise requires, have the same respective meanings as in the Order.

## **7 COMMENCEMENT**

This Scheme shall come into operation on 01 April 2013.

---

(This note is not part of the Scheme.)

Reference to the **CAA Refund Policy** may be made at [www.caa.co.uk/ors5](http://www.caa.co.uk/ors5)