



CAA Scheme of Charges **No:** 319
(Air Operator and Police Air Operator Certification) **Publication date:** 17 March 2017
Commencement date: 01 April 2017

The Civil Aviation Authority, pursuant to Section 11 of the Civil Aviation Act 1982 and after consulting with the persons who, in its opinion, are likely to be affected by the Scheme or such of those persons as it thinks fit, 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 and the EASA Air Operations Regulation, with respect to the certification of operators of aircraft;
- ii) the granting of permissions, approvals and exemptions required under the Order, EU-OPS, the EASA Air Operations Regulation and 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 1982 in connection with safeguarding the health of persons on board aircraft.

1 REVOCATION

- 1.1 The Scheme of Charges published by the CAA on 17 May 2016 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Scheme were an enactment and as if the Scheme of 17 May 2016 revoked by paragraph 1.1 above was an enactment thereby repealed.

2 CHARGES INDEX

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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 as specified in Columns 2 and 3.

- b) The charge is calculated using the formula: Charge (£) = £a + (£b1 + £b2 + £bn) 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 1st to *n*th 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	£6,574	£1,384
Aeroplanes not above 5,700 kg	£9,688	£1,903
Aeroplanes between 5,700 kg and 40 tonnes	£17,473	£4,498
Aeroplanes above 40 tonnes	£21,625	£6,574
Single engine helicopters	£7,093	£1,903
Multi-engine helicopters operating onshore	£8,823	£2,076
Multi-engine helicopters operating offshore	£14,013	£3,114
Airships	£8,823	£2,076
Any aircraft type where grant of a PAOC is sought	£6,055*	£519*

* 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 £173. If the total cost of any investigations made by the CAA exceeds the basic charge for the application, a charge of such amount as may be decided and invoiced by the CAA, having regard to the expenses incurred by it in making the investigations, the additional charge payable on demand shall not exceed a maximum per year, or part of the year, in which the investigations are carried out, of four times the total basic charge for the application by reference to Tables 1 and 2. Any excess hour charges will be invoiced by the CAA in arrears to the applicant and will be payable on demand.
- 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 £173

and

$$\text{Total standard hours} = d + (e_1 + e_2 + \dots + e_n) \text{ hours}$$

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 1st to nth additional aircraft types, determined by reference to Column 3 of Table 2.

Table 2

Category of aircraft	First type (Standard hours)	Additional type (Standard hours)
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 their 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.

NOTE 1: A variation application will always have to be made to the CAA to add an aircraft type/variant/model to an AOC/PAOC. A variation application charge as shown in Column 2 of Table 3, will only apply if the additional aircraft type/variant/model required to be approved by the CAA does not already fall under an EASA Type Certificate Data Sheet (TCDS) (aeroplanes) or under an EASA Type Rating and Licence Endorsement (helicopters) relating to aircraft already approved by the CAA to operate under the AOC/PAOC, otherwise, no charge will be payable.

Table 3

Category of aircraft	Additional aircraft types	New region/ substantive region or route	Temporary region or route
Column 1	Column 2	Column 3	Column 4
Single engine aeroplanes	£3,633	£1,384	£519
Aeroplanes not above 5,700 kg	£5,536	£1,557	£519
Aeroplanes between 5,700 kg and 40 tonnes	£10,380	£2,076	£692
Aeroplanes above 40 tonnes	£11,937	£2,076	£692
Single engine helicopters	£3,114	£2,076	£692
Multi-engine helicopters operating onshore	£3,633	£2,422	£865
Multi-engine helicopters operating offshore	£5,190	£3,114	£1,038
Airships	£5,017	n/a	n/a
Any aircraft type operated under a PAOC	£3,114*	(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 expended by the CAA in excess of the standard hours is £173. If the total cost of any investigations made by the CAA exceeds the basic charge for the application, a charge of such amount as may be decided and invoiced by the CAA having regard to the expenses incurred by it in making the investigations, the additional charge payable on demand shall not exceed a maximum per year, or part of the year, in which the investigations are carried out, of twice the total basic charge for the application by reference to Tables 3 and 4. Any excess hour charges will be invoiced in arrears to the applicant and will be payable on demand.

d) The additional charge is calculated using the following formula:

$$\text{Additional charge (£)} = (c \text{ hours} - \text{total standard hours}) \times \text{£r/hour}$$

where

c = Total CAA hours expended by the CAA in dealing with the application; and

r = CAA charge rate per hour, being £173

and

Total standard hours = $(d1 + d2 + dn) + (e1 + e2 + en) + (f1 + f2 + fn)$ 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

Category of aircraft	Additional aircraft types (standard hours)	New region/ substantive region or route (standard hours)	Temporary region or route (standard hours)
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 take over the operations of another AOC/PAOC holder, the applicant shall pay:

a) an initial charge of £1,211; plus

- b) £170 per hour for each hour expended by the CAA in the application in excess of 7 hours per application. If the total of any investigations made by the CAA exceeds the initial charge, 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 £50,750 for any year or part of the year during which the investigations are carried out. Any excess hour charges will be invoiced by the CAA in arrears to the applicant and will be payable on demand.

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 the charges under paragraph 3.2.4.1). Only new aircraft types to those already approved under the AOCs/PAOCs subject to the merger/takeover will be liable to a possible variation charge – see new note under paragraph 3.2.2.

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 be also 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, reduced by 75% 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). The total excess hour charge will be limited to a maximum per year, or part of the year, in which the investigations are carried out, of twice the total basic charge for the application by reference to Tables 3 and 4. Any excess hour charges will be invoiced by the CAA in arrears to the applicant and will be payable on demand.

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

Where an application is made by 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 £3,460 plus payment of £173 for each hour in excess of 20 hours spent by the CAA investigating and processing the application. If the total cost of any investigations made by the CAA exceeds the initial charge, 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 £35,520 for any year, or part of the year, during which the investigations are carried out. Any excess hour charges will be invoiced by the CAA in arrears to the applicant and will be payable on demand.

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 £1,730 plus a payment of £173 for each hour in excess of 10 hours spent by the CAA investigating and processing the application. If the total cost of any investigations made by the CAA exceeds the initial charge, 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 £20,300 for any year, or part of the year, during which the investigations are carried out. Any excess hour charges will be invoiced by the CAA

in arrears to the applicant and will be payable on demand.

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

When applying for the grant of an AOC/PAOC or for the variation of such a certificate, being in either case an application to add an additional aircraft type to the certificate, 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 £85,300. Any excess hour charges will be invoiced by the CAA in arrears to the applicant and will be payable on demand.

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

Type of variation	Standard hours	Charge
Column 1	Column 2	Column 3
Variation of operating region or regions	9	£1,557
Application to operate on a specified route outside the operating region or regions	3	£519

- 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 2 and Schedule 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

- a) 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.
- b) 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.
- c) 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%.

- d) 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

- a) 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.
- b) 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 of the assessment year 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 of the assessment year for an operator with a Type A Operating Licence and on 31 May and 31 October of the assessment year for an operator not holding a Type A Operating Licence during the assessment year. Where the average total of aircraft fleet numbers includes a $\frac{1}{2}$, 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 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 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 assessment date the aircraft is under maintenance or is otherwise taken out of service then for the purpose of this section 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 (according to the category of operator and number of aircraft in columns 1 and 3) 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	£43,178	£6,582*
	A2	5-19 aircraft	£55,901	£6,582*
	A3	20-44 aircraft	£101,684	£6,582*
	A4	45-149 aircraft	£176,719	£6,582*
	A5	150 or more aircraft	£296,133	£6,582*
Aeroplanes between 5,700 kg and 40 tonnes	B1	0-4 aircraft	£21,639	£2,204
	B2	5-9 aircraft	£37,367	£2,204
	B3	10-24 aircraft	£46,283	£2,204
	B4	25 or more aircraft	£88,660	£2,204
Aeroplanes not above 5,700 kg	C2	0-4 aircraft	£12,222	£741
	C3	5 or more aircraft	£17,432	£741
Multi-engine helicopters operating offshore	D1	0-19 aircraft	£26,748	£5,550
	D2	20 or more aircraft	£69,425	£5,550
Multi-engine helicopters operating onshore	E1	0-10 aircraft	£8,214	£1,673
	E2	11-14 aircraft	£16,029	£1,673
	E3	15 or more aircraft	£22,641	£1,673
Single engine helicopters or airships	F1	0-20 aircraft	£9,016	£1,052
	F2	21 or more aircraft	£14,927	£1,052

* 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 £1,242 per aircraft.

NOTE 2: 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 3: 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 2 and Schedule 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 £8,214, plus
 - ii) Number of aircraft multiplied by £1,673.

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 4: 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) 2.28 pence for every 1,000 available seat-kilometres flown by that aircraft; and
 - ii) 11.17 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 ETOPS approval under SPA.ETOPS.100 ETOPS of Subpart F of Annex V of the EASA Air Operations Regulation 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

Application type	First type included in application	Each additional type included in application
Column 1	Column 2	Column 3
Grant of permission	£18,148	£9,074

5.1.2 Aircraft leasing – dry leasing

- a) Subject to paragraph c) on making an application for approval to dry lease out 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 as specified in columns 3 and 4 of 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

Application type	Description of aircraft weight	Application charge per aircraft	Charge per month of the lease or part thereof applied for
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	£3,388	N/A
	Exceeding 15 tonnes and operated pursuant to an AOC	£3,388	£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	£847	N/A
	Exceeding 15 tonnes and operated pursuant to an AOC	£847	£7 per 500 kg (or part thereof) of MTWA
Extension of existing leasing arrangements	Not exceeding 15 tonnes	£847	N/A
	Exceeding 15 tonnes and operated pursuant to an AOC	£847	£7 per 500 kg (or part thereof) of MTWA

- b) i) Subject to paragraph c) 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 ARO.AOC.110 of Annex III of the EASA Air Operations Regulation and Regulation 17 of the Operation of Air Services in the Community Regulations 2009.

Table 9

Application type	Description of aircraft weight	Application charge
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	£3,388
	Exceeding 15 tonnes and operated pursuant to an AOC	£3,388
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	£847
	Exceeding 15 tonnes and operated pursuant to an AOC	£847
Extension of existing leasing arrangements	All aircraft excepting those exceeding 15 tonnes and operated pursuant to an AOC	£847
	Exceeding 15 tonnes and operated pursuant to an AOC	£847

- ii) Subject to paragraph c) 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 19 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 £44,600 for any year, or part of the year, during which the investigations are carried out. Any excess hour charges will be invoiced by the CAA in arrears to the applicant and will be payable on demand.

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) decide whether to issue an approval under ARO.AOC.110 of Annex III of 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 £31,260.

- 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 CAA¹, the new applicant shall pay to the CAA a charge of £4,641.
- 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 £44,600 for any year, or part of the year, during which the investigations are carried out. Any excess hour charges will be invoiced by the CAA in arrears to the applicant and will 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 175 of the Order or under ARO.OPS.235 of Annex II and ORO.FTL.125(b) of Annex III of the EASA Air Operations Regulation, the applicant shall pay to the CAA a charge of £624.

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 ORO.FC.A.245 of Annex III of the EASA Air Operations Regulation for the training and checking requirements of flight crew, the applicant shall pay to the CAA a charge of £7,262.

5.1.6 Dangerous goods and munitions of war

- 5.1.6.1 When a person applies for an approval under 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

(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

programmes and training instructor approvals, or for the renewal of an existing approval, application and annual renewal charges are payable to the CAA by the applicant, as specified in Tables 10, 11 and 12.

Table 10

Nature of permission, approval or exemption	Nature of goods carried	Application charge	Annual renewal charge on 1 April
Column 1	Column 2	Column 3	Column 4
Non-expiring permission or approval	Dangerous goods in normal circumstances	£1,899	£1,899
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	£658	£658
Specific expiring permission, approval or exemption	Munitions of war	£65	n/a

Table 11

Company training programme 2-year approval type	Application charge	Renewal charge
Column 1	Column 2	Column 3
Training shippers and cargo agents only	£1,150	£821
Training of acceptance staff only	£1,150	£821
Training of both shippers and cargo agents and acceptance staff	£1,644	£1,318
Training in connection with radioactive materials	£411	£204
Other Examination pass certificate number	Charge £7.04 per number	

Table 12

Training instructor approvals (non-expiring)	Application charge
Column 1	Column 2
Training instructor approval – technical knowledge – examination (part 1)	£125
Training instructor approval – competence in implementing training examination (part 2)	£411

5.1.6.2 **Approval of procedures of the Royal Mail, or a Universal Service Operator, for controlling or preventing the delivery of mail containing Dangerous Goods in an aircraft**

On making application for approval of the procedures of the Royal Mail or a Universal Service Operator in respect of controlling or preventing the delivery of mail containing dangerous goods for carriage in an aircraft in accordance with the Air Navigation (Dangerous Goods) Regulations 2002 and the Technical Instructions, 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

Nature of approval or exemption	Application charge	Annual continuation charge payable on 1 April
Column 1	Column 2	Column 3
Non-expiring approval of procedures for controlling the introduction of dangerous goods in mail into air transport	£3,630	£3,630
Non-expiring approval of procedures for the acceptance of lithium batteries in mail into air transport	£605	N/A
Exemption for dangerous goods in other than normal circumstances	£173 per hour of CAA investigation (minimum 1 hour)	N/A

Table 14

Company training programme 2-year approval	Application charge	Renewal charge
Column 1	Column 2	Column 3
Training programme	£2,414	£1,207

NOTE 5: A Universal Service Operator is a person designated as such under section 35 of the Postal Services Act 2011. The Royal Mail is currently so designated.

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 £1,603.

5.1.8 **Alternative means of compliance**

When making an application for the CAA to review an alternative means of compliance (AltMOC) for an organisation or person under ARO.GEN.120 (d) of Annex II and ORO.GEN.120 of Annex III of the EASA Air Operations Regulation that would allow the establishment of compliance with implementing rules made under Regulation (EC) No. 216/2008, the applicant shall pay to the CAA a charge of £482. Should the CAA review exceed three hours, the applicant shall pay to the CAA additional charges of £173 per hour for the excess hours incurred or part thereof. These additional charges shall be determined and invoiced by the CAA having regard to the expense thereby incurred, but not exceeding £10,020 in any year or part of a year in which the investigations are carried out. All charges (other than the charge payable on application) are payable on demand.

5.1.9 **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.

5.1.10 **Additional charge where functions are performed outside of the United Kingdom**

An additional charge will be payable where, in connection with any function in respect of which a charge is specified in this 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 person is normally stationed.

The applicant or holder shall pay 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 by it.

The additional charge shall not exceed, for each employee of the CAA or each person appointed to act on behalf of the CAA, a maximum of £50,750 per function in respect of which a charge is specified in this Scheme, 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 he is normally stationed. The charge is payable on demand.

For the purpose of this section the United Kingdom, the Isle of Man and the Channel Islands shall be treated as one country.

NOTE 6: The additional charge shall include overseas travel time for which the appropriate rates can be found on the [CAA UK Official Record Series 5 web page](#).

5.1.11 CAA Invoice payment terms

All CAA invoices are payable on demand with the exception of the monthly variable charge deposit invoices (see section 4.2 above) which are payable by the end of the month to which the charge relates.

5.2 Balloon AOC operators

5.2.1 Grant of an AOC

When an application is made for the grant² 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	£1,629
11 to 20 passengers	£1,863
21 to 30 passengers	£2,096
31 to 40 passengers	£2,328
41 to 50 passengers	£2,584
51 to 60 passengers	£2,838
61 to 70 passengers	£3,092
Exceeding 70 passengers	£3,345

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.

(This Note is not part of the Scheme)

² 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.

Table 17

Total passenger capacity	Charge
Column 1	Column 2
Not exceeding 10 passengers	£1,084
11 to 20 passengers	£1,243
21 to 30 passengers	£1,396
31 to 40 passengers	£1,551
41 to 50 passengers	£1,722
51 to 60 passengers	£1,891
61 to 70 passengers	£2,060
Exceeding 70 passengers	£2,230

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 101 of the Order or under the 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) 'Dry lease' means an agreement under which the aircraft is operated under the AOC of the lessee;
- j) 'EASA Air Operations Regulation' means Commission Regulation (EU) No 965/2012 of 5 October 2012 laying down technical requirements and administrative procedures related to air operations pursuant to Regulation (EC) No 216/2008 of the European Parliament and of the Council (as amended from time to time);
- k) '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).
- l) 'MTWA' means maximum total weight authorised;

- m) '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 Organisation'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;
- n) 'Police Air Operator's Certificate' or 'PAOC' means a certificate granted pursuant to Article 134 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;
- o) 'The Order' means the Air Navigation Order 2016 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;
- p) '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;
- q) '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;
- r) 'Technical Instructions' has the same meaning as in the Air Navigation (Dangerous Goods) regulations 2002 (as amended, consolidated or replaced);
- s) 'Standard hours' means time spent by the CAA on an application which the basic application charge covers according to the specific aircraft category or type to which the application relates;
- t) 'Substantive operating region or route' means one which is not temporary;
- u) 'Temporary operating region or route' means one which is valid for a period of four months or less;
- v) '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;
- w) '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;
- x) 'Type B Operating Licence' means an operating licence granted under one of the two Regulations referred to in w) above that is required for aircraft with less than 20 seats;
- y) 'Wet lease' means an agreement under which the aircraft is operated under the AOC of the lessor.
- z) 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;
- aa) 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;

- ab) 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 253 to 255 of the Order, 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 will come into operation on 1 April 2017.

(This note is not part of the Scheme.)

Reference to the CAA Refund Policy may be made at www.caa.co.uk/ors5

The latest version of this document is available in electronic format at 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.