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## IMPORTANT INFORMATION ABOUT 2020/21 CHARGES

On 20 March 2020 the CAA published details of the charges applicable on and from 6 April 2020. The charges schemes can be found here: [CAA Schemes of Charges](#).

The CAA recognises the enormous impact that the COVID-19 pandemic is having on the aviation and aerospace industries. For this reason, we delayed the increase to our scheme of charges until 30 September 2020.

Due to the ongoing challenges faced by the sector, the CAA Board reviewed the decision at the end of September and agreed to a further delay to any increase in charges until 31 December 2020. This has now been extended for the final three months of FY20/21 ending on 31 March 2021.

This announcement was sent to all stakeholders by SkyWise alert:

### ***CAA charge proposal delay***

The CAA recognises the enormous impact that the COVID-19 pandemic is having on the aviation and aerospace industries. For this reason, we delayed the increase to our scheme of charges until 30 September 2020. Due to the ongoing challenges faced by the sector, the CAA Board reviewed the decision at the end of September and agreed to a further delay to any increase in charges until 31 December 2020. This has now been extended for the final three months of FY20/21 ending on 31 March 2021.

*For more information on finances please see the CAA website.*

This document provides detailed information about how the reduction affects those activities under the **Air Operator Certification Scheme UK Official Record Series 5 No. 359 (UKORS5 No. 359)**. In the period 6 April 2020 to 31 March 2021, the amounts set out in this document will be used by the CAA to calculate charges payable in respect of such certificates. The following section/paragraph numbering follows the same as contained within UKORS5 No. 359.

## 2 CHARGES INDEX

The following Charges Index sets out the charge headings under this document 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>	<b>3</b>
3.1	Grant of an AOC or PAOC	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	Charge on application for variation of an AOC or PAOC	5
3.2.1	Application	5
3.2.2	Basic charge	5
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	Charges for declared balloon operators (see paragraph 5.2)	9
3.2.10	Charges for PAOC operators	9
3.2.11	Change of name	9
<b>4</b>	<b>AOC/PAOC ONGOING CHARGES</b>	<b>9</b>
4.1	Annual charges	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	11
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
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)	12
4.2	Variable charges	13
<b>5</b>	<b>OTHER CHARGES</b>	<b>13</b>
5.1	<b>Other applications</b>	13
5.1.1	Extended Twin Engine Operations (ETOPS)	13

(Continued)

Section/ Paragraph	Title	Page No.
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 Alternative Training Qualification Programmes (ATQP)	15
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	Alternative Means of Compliance	17
5.1.9	Copies of documents	17
5.1.10	Additional charge where functions are performed outside of the United Kingdom	17
5.2	<b>Declared balloon operators</b>	18
5.2.1	Initial balloon operator declaration	18
5.2.2	Variation of a balloon operator declaration	18
5.2.3	Annual continuation charge for a declared balloon operator	18
5.2.4	Variable charge	19
5.3	<b>CAA Invoice payment terms</b>	19
6	<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 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 nth additional aircraft types, determined by reference to Column 3 of Table 1.*

**Table 1**

<b>Category of aircraft</b>	<b>Heaviest type</b>	<b>Additional type</b>
Column 1	Column 2	Column 3
Single engine aeroplanes	£6,878	£1,448
Aeroplanes not above 5,700 kg	£10,136	£1,991
Aeroplanes between 5,700 kg and 40,000 kg	£18,281	£4,706
Aeroplanes above 40,000 kg	£22,625	£6,878
Single engine helicopters	£7,421	£1,991
Multi-engine helicopters operating onshore	£9,231	£2,172
Multi-engine helicopters operating offshore	£14,661	£3,258
Airships	£9,231	£2,172
Any aircraft type where grant of a PAOC is sought	£6,335*	£543*

\* 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 £181. 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 £181

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**

<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 40,000 kg	101	26
Aeroplanes above 40,000 kg	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) £282; or
- b) £94 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) £636; or
- b) £212 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** – refer to section 5.2

## 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 a CAA or EASA Type Certificate Data Sheet (TCDS) (aeroplanes) or under a CAA or 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	£3,801	£1,448	£543
Aeroplanes not above 5,700 kg	£5,792	£1,629	£543
Aeroplanes between 5,700 kg and 40,000 kg	£10,860	£2,172	£724
Aeroplanes above 40,000 kg	£12,489	£2,172	£724
Single engine helicopters	£3,258	£2,172	£724
Multi-engine helicopters operating onshore	£3,801	£2,534	£905
Multi-engine helicopters operating offshore	£5,430	£3,258	£1,086
Airships	£5,249	n/a	n/a
Any aircraft type operated under a PAOC	£3,258*	(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 £181. 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 £181

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**

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 40,000 kg	60	12	4
Aeroplanes above 40,000 kg	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 £1,267; plus
- b) £181 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 £53,300 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.

- 3.2.4.2 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 £3,620 plus payment of £181 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 £37,320 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 £1,810 plus a payment of £181 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 £21,330 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 £89,600. Charges will be invoiced by the CAA in arrears to the applicant and will be payable on demand.



### 3.2.9 **Charges for Declared Balloon Operators** – refer to section 5.2

#### 3.2.10 **Charges 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	£1,629
Application to operate on a specified route outside the operating region or regions	3	£543

- 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 £172.

## 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 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 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 40,000 kg	A1	0-4 aircraft	£45,364	£6,915*
	A2	5-19 aircraft	£58,730	£6,915*
	A3	20-44 aircraft	£106,832	£6,915*
	A4	45-149 aircraft	£185,666	£6,915*
	A5	150 or more aircraft	£311,124	£6,915*
Aeroplanes between 5,700 kg and 40,000 kg	B1	0-4 aircraft	£22,735	£2,315
	B2	5-9 aircraft	£39,259	£2,315
	B3	10-24 aircraft	£48,626	£2,315
	B4	25 or more aircraft	£93,148	£2,315
Aeroplanes not above 5,700 kg	C2	0-4 aircraft	£12,841	£778
	C3	5 or more aircraft	£18,314	£778
Multi-engine helicopters operating offshore	D1	0-19 aircraft	£28,102	£5,831
	D2	20 or more aircraft	£72,940	£5,831
Multi-engine helicopters operating onshore	E1	0-10 aircraft	£8,630	£1,757
	E2	11-14 aircraft	£16,841	£1,757
	E3	15 or more aircraft	£23,788	£1,757
Single engine helicopters or airships	F1	0-20 aircraft	£9,472	£1,105
	F2	21 or more aircraft	£15,683	£1,105

\* If in the previous 12 months commencing 1 April and ending 31 March, cargo tonne (1,000 kg) kilometres flown exceed available seat-kilometres flown, this charge will be reduced by £1,305 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 £8,630, plus

ii) Number of aircraft multiplied by £1,757.

##### 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 40,000 kg, the charge for each aircraft operated pursuant to the AOC or PAOC (irrespective of their MTWA) is:
  - i) 2.57 pence for every 1,000 available seat-kilometres flown by that aircraft; and
  - ii) 12.55 pence for every 1,000 cargo tonne (1,000 kg) 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 (1,000 kg) 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**

<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	£19,068	£9,534

#### 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**

<b>Application type</b>	<b>Description of aircraft weight</b>	<b>Application charge per aircraft</b>	<b>Charge per month of the lease 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 15,000 kg and operated pursuant to an AOC	£3,560	N/A
	Exceeding 15,000 kg and operated pursuant to an AOC	£3,560	£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 15,000 kg and operated pursuant to an AOC	£890	N/A
	Exceeding 15,000 kg and operated pursuant to an AOC	£890	£7 per 500 kg (or part thereof) of MTWA
Extension of existing leasing arrangements	Not exceeding 15,000 kg	£890	N/A
	Exceeding 15,000 kg and operated pursuant to an AOC	£890	£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.OPS.110, Annex III of the EASA Air Operations Regulation and Regulation 17 of the Operation of Air Services in the Community Regulations 2009.

**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 15,000 kg and operated pursuant to an AOC	£3,560
	Exceeding 15,000 kg and operated pursuant to an AOC	£3,560
Additional aircraft to be included in an existing leasing arrangement (by way of addition or substitution)	All aircraft excepting those exceeding 15,000 kg and operated pursuant to an AOC	£890
	Exceeding 15,000 kg and operated pursuant to an AOC	£890
Extension of existing leasing arrangements	All aircraft excepting those exceeding 15,000 kg and operated pursuant to an AOC	£890
	Exceeding 15,000 kg and operated pursuant to an AOC	£890

- 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, at £181 per hour, 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 £46,850 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.OPS.110, Annex II 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 £32,840.

- 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 £4,876.
- c) If the total cost of the investigations by the CAA under sub-paragraphs 5.1.3 a) or b) exceeds the application charge, at £181 per hour, 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 £46,850 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 £655.

#### 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 £7,630.

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(This Note is not part of the Scheme)

<sup>1</sup> 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

## 5.1.6 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, or in respect of the provision of company training programmes and training instructor approvals, or for the renewal of an existing approval, application and annual continuation 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 continuation charge on 1 April
Column 1	Column 2	Column 3	Column 4
Non-expiring permission or approval	Dangerous goods in normal circumstances	£1,995	£1,995
Permission, approval or exemption	Dangerous goods in other than normal circumstances	£125 per hour of CAA investigation (minimum 1 hour)	£125
Non-expiring permission or approval	Munitions of war	£691	£691
Specific expiring permission, approval or exemption	Munitions of war	£69	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	£1,208	£862
Training of acceptance staff only	£1,208	£862
Training of both shippers and cargo agents and acceptance staff	£1,808	£1,384
Training in connection with radioactive materials	£452	£214
<b>Other</b> Examination pass certificate number	<b>Charge</b> £7.39 per number	

**Table 12**

Training instructor approvals (non-expiring)	Application charge
Column 1	Column 2
Training instructor approval – technical knowledge – examination (part 1)	£131
Training instructor approval – competence in implementing training examination (part 2)	£432

### 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	£3,810	£3,810
Non-expiring approval of procedures for the acceptance of lithium batteries in mail into air transport	£635	N/A
Exemption for dangerous goods in other than normal circumstances	£181 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	£2,538	£1,269

**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 £1,684.

#### 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 of the EASA Air Operations Regulation that would allow the establishment of compliance with implementing rules made under the Basic EASA Regulation (EC), the applicant shall pay to the CAA a charge of £506. Should the CAA review exceed three hours, the applicant shall pay to the CAA additional charges of £181 per hour for each of the excess hours expended by the CAA in dealing with the application or part thereof. These additional charges shall be determined and invoiced by the CAA having regard to the expense thereby incurred, but not exceeding £10,530 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 £30.

#### 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 £53,300 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](#).

## 5.2 Declared Balloon Operators

### 5.2.1 Initial balloon operator declaration

When a balloon operator makes a declaration to the CAA under Regulation (EU) 2018/395, to make an initial balloon operator declaration, the applicant shall pay to the CAA a charge as specified in Column 2 of Table 18.

**Table 18**

Application type	Charge
Column 1	Column 2
Initial balloon operator declaration	£317

### 5.2.2 Variation of a balloon operator declaration

When an application is made for the variation of a Balloon operator declaration, the applicant shall pay to the CAA a charge of the amount specified in Column 2 of Table 19 appropriate to the type of variation applied for.

**Table 19**

Type of variation	Charge
Column 1	Column 2
Variation of a Balloon operator declaration	£181

### 5.2.3 Annual continuation charge for a declared balloon operator

A fixed annual continuation charge in accordance with Table 20 shall be payable by the declared balloon operator to the CAA on 1 April. The CAA will raise an invoice on the balloon operators in respect of the annual continuation charge which will be payable on demand.

**Table 20**

Total passenger capacity	Annual continuation charge
Column 1	Column 2
Not exceeding 10 passengers	£1,139
11 to 20 passengers	£1,306
21 to 30 passengers	£1,466
31 to 40 passengers	£1,629
41 to 50 passengers	£1,809
51 to 60 passengers	£1,987
61 to 70 passengers	£2,165
Exceeding 70 passengers	£2,343

#### 5.2.4 **Variable charge**

No variable charge is payable.

#### 5.3 **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.

### **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 operator declaration' has the same meaning as in Regulation (EU) 2018/395 as amended;
- 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 (EU) No. 2018/1139 on common rules in the field of civil aviation as amended from time to time as retained in UK domestic law by section 3 of the European Union (Withdrawal) Act 2018, and as may be amended by regulations made under sections 8(1), 9(1) and 23(1) of, and paragraph 21 of Schedule 7 to, that Act;
- g) 'CAA' means the Civil Aviation Authority;
- h) 'Cargo tonne (1,000 kg) kilometres' means the product obtained by multiplying the number of tonnes (1,000 kg) of revenue load (freight and mail) carried on each flight stage by the stage distance flown measured in kilometres;
- i) 'Charge year' means the 12-month period relating to the current annual charge following the commencement date of the Scheme of Charges;
- j) 'Dry lease' means an agreement under which the aircraft is operated under the AOC of the lessee;
- k) '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), as retained in UK domestic law by section 3 of the European Union (Withdrawal) Act 2018, and as may be amended by regulations made under sections 8(1), 9(1) and 23(1) of, and paragraph 21 of Schedule 7 to, that Act;
- l) '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);
- m) 'MTWA' means maximum total weight authorised;

- n) '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;
- o) '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;
- p) '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;
- q) '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;
- r) '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;
- s) 'Technical Instructions' has the same meaning as in the Air Navigation (Dangerous Goods) regulations 2002 (as amended, consolidated or replaced from time to time);
- t) '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;
- 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, as retained in UK domestic law by section 3 of the European Union (Withdrawal) Act 2018, and as may be amended by regulations made under sections 8(1), 9(1) and 23(1) of, and paragraph 21 of Schedule 7 to, that Act;
- y) '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;
- 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 253 to 255 of the Order, under the EASA Air Operations Regulation, as retained in UK domestic law by section 3 of the European Union (Withdrawal) Act 2018, and as may be amended by regulations made under sections 8(1), 9(1) and 23(1) of, and paragraph 21 of Schedule 7 to, that Act.

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

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(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)

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.