**AIRCRAFT OPERATIONS DIVISION**

**CAA OF LATVIA**

**RVSM OPERATIONAL APPROVAL CHECKLIST**

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| *OPERATOR:*  *EVALUATION REFERENCE No:*  *DATE AND PLACE OF EVALUATION:*  *LV CAA AUTHORISED PERSONNEL INVOLVED:* |

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| **CAA or applicant’s**  **reference to document/Date/No** | **Reference to SPA.RVSM.105, AMC1 SPA.RVSM.105, AMC2 SPA.RVSM.105, SPA.RVSM.110, SPA.RVSM.115, AMC1 SPA.RVSM.110(a)** | **Performance of evaluation (indicate tasks & planned/performed dates)** | **CAA responsible executive/Name** | **Status** |
|  | The RVSM airworthiness approval has been obtained. | Review the documentation that shows that the aircraft has RVSM airworthiness approval. This should include an aircraft flight manual (AFM) amendment or supplement. |  |  |
|  | Training programme for the flight crew members involved in RVSM operations has been established. | Check that the operator has submitted training syllabi for initial and recurrent training programmes together with other relevant material. Verify that the material shows that the operating practices, procedures and training items, related to RVSM operations in airspace that requires State operational approval, are incorporated. |  |  |
|  | Operating procedures have been established. | Check that the established procedures specify:   1. the equipment to be carried, including its operating limitations and appropriate entries in the MEL; 2. flight crew composition and experience requirements; 3. flight planning; 4. pre-flight procedures; 5. procedures prior to RVSM airspace entry; 6. in-flight procedures; 7. post-flight procedures; 8. incident reporting; 9. specific regional operating procedures. |  |  |
|  | Flight planning. | Verify that the flight planning provisions related to the conditions that may affect operation in RVSM airspace have been established, such as:   * airframe is approved for RVSM operations; * reported and forecast weather on the route of flight; * minimum equipment requirements pertaining to height-keeping and alerting systems; and * any airframe or operating restriction related to RVSM operations. |  |  |
|  | Pre-flight procedures. | Verify that the pre-flight procedure contains actions that should be accomplished:   * Review of technical logs and forms to determine the condition of equipment required for flight in the RVSM airspace. Maintenance action has been taken to correct defects to required equipment, if required. * External inspection of aircraft condition of static sources and the condition of the fuselage skin near each static source and any other component that affects altimetry system accuracy. * Setting of aircraft altimeters and their display (QNH and QFE). * Required equipment for flight in RVSM airspace. Any indications of malfunction should be resolved. |  |  |
|  | Prior to RVSM airspace entry. | Check that the provisions of operating equipment at entry into RVSM airspace are established:   * Two primary altitude measurement systems. A cross-check between the primary altimeters should be made. A minimum of two will need to agree within ±60 m (±200 ft). Failure to meet this condition will require that the altimetry system be reported as defective and air traffic control (ATC) notified; * One automatic altitude-control system; * One altitude-alerting device; and * Operating transponder.   Check that the provisions to avoid entering RVSM airspace with failed equipment have been established. |  |  |
|  | In-flight procedures. | Check that the following practices have been incorporated into flight crew training and procedures:   * Flight crew should comply with any aircraft operating restrictions. * Promptly setting the sub-scale on all primary and standby altimeters to 1013.2 hPa / 29.92 in Hg when passing the transition altitude, and rechecking for proper altimeter setting when reaching the initial cleared flight level. * In level cruise particular care is taken to ensure that ATC clearances are fully understood and followed. The aircraft should not intentionally depart from cleared flight level without a positive clearance from ATC unless the crew are conducting contingency or emergency manoeuvres. * When changing levels, the aircraft should not be allowed to overshoot or undershoot the cleared flight level by more than 45 m (150 ft). * Use of the automatic altitude-control system provisions has been established. * Cross-check provisions between the primary altimeters have been established (before entering RVSM airspace, the initial altimeter cross-check of primary and standby altimeters should be recorded). * Altimetry system is selected for the input to the altitude reporting transponder transmitting information to ATC. * If the pilot is notified by ATC of a deviation from an assigned altitude exceeding ±90 m (±300 ft) then the pilot should take action to return to cleared flight level as quickly as possible. |  |  |
|  | Contingency procedures after entering RVSM airspace. | * Notification of ATC of contingencies (equipment failures, weather). * Notification of ATC when encountering greater than moderate turbulence. * If unable to notify ATC and obtain an ATC clearance prior to deviating from the cleared flight level, the pilot should follow any established contingency procedures for the region of operation and obtain ATC clearance as soon as possible. |  |  |
|  | Post-flight procedures. | * Provisions on making technical log entries against malfunctions in height-keeping systems have been established. * Information that should be recorded is specified. |  |  |
|  | Crew training. | Check that the following items are also included in flight crew training programmes:   * knowledge and understanding of standard ATC phraseology; * importance of crew members cross-checking to ensure that ATC clearances are promptly and correctly complied with; * use and limitations in terms of accuracy of standby altimeters in contingencies; use of correction cards; such correction data should be available on the flight deck; * problems of visual perception of other aircraft at 300 m (1 000 ft) planned separation during darkness, when encountering local phenomena such as northern lights, for opposite and same direction traffic, and during turns; * characteristics of aircraft altitude capture systems that may lead to overshoots; * relationship between the aircraft's altimetry, automatic altitude control and transponder systems in normal and abnormal conditions; and * any airframe operating restrictions, if required for the specific aircraft group, related to RVSM airworthiness approval. |  |  |
|  | Manuals and checklists. | * Check that the appropriate manuals and checklists have been revised that include information/guidance on SOPs. * Manuals contain a statement of the airspeeds, altitudes and weights considered in RVSM aircraft approval, including identification of any operating limitations or conditions established for that aircraft type. |  |  |
|  | Past performance. | * Verify that relevant operating history, where available, is included in the application. * Check that any required changes have been made in training, operating or maintenance practices to improve poor height-keeping performance. |  |  |
|  | Minimum equipment list | Verify that the minimum equipment list, adapted from the master minimum equipment list, includes items pertinent to operating in RVSM airspace. |  |  |
|  | Compliance with the RVSM equipment requirements. | Check the provided IDE statement of compliance. |  |  |
|  | Compliance with RVSM height-keeping errors reporting requirements. | Check that the established procedures for monitoring and reporting height-keeping errors specify:   1. Reporting of recorded or communicated occurrences of height-keeping errors caused by malfunction of aircraft equipment or of operational nature, equal to or greater than:  * a total vertical error (TVE) of ± 90 m (± 300 ft); * an altimetry system error (ASE) of ± 75 m (± 245 ft); and * an assigned altitude deviation (AAD) of ± 90 m (± 300 ft).  1. Reports of such occurrences that shall be sent to the competent authority within 72 hours. Reports shall include an initial analysis of causal factors and measures taken to prevent repeat occurrences. 2. Immediate action to rectify the conditions that caused the errors and provide follow-up reports, if requested by the competent authority. |  |  |
|  | Plan for participation in verification/monitoring programmes. | * Verify that the plan for participation in any applicable verification/monitoring programme has been established. * Review the operator’s established monitoring provisions of aircraft height keeping performance in the airspace, where a numerical target level of safety is prescribed. |  |  |
|  | Demonstration flight(s). | Verify that all relevant procedures are applied effectively by flight crew during the demonstration flight(s). |  |  |

**OI REPORT**

OI NAME/SIGNATURE DATE

**POI COMMENTS**

POI NAME/SIGNATURE DATE

**INFORMATION TO THE OPERATOR**

POI NAME/SIGNATURE DATE