

**Checklista för granskning av SOP enligt SPO.OP.230, AMC1 SPO.OP.230 och AMC2 SPO.OP.230**

Sökande:			
Verksamhetsform:			
		<b>SPO.OP.230 Operativa standardförfaranden</b> <small>(Förordning (EU) Nr 379/2014)</small>	<b>Kommentar/OK</b>
		<p>a) Innan en specialiserad flygverksamhet påbörjas ska operatören göra en riskbedömning där verksamhetens komplexitet bedöms för att <b>fastställa</b> de inneboende <b>farorna</b> och <b>riskerna</b> samt <b>riskreducerande åtgärder</b>.</p> <p>b) Operatören ska på grundval av riskbedömningen fastställa operativa standardförfaranden (SOP) som är lämpade för den specialiserade verksamheten och det luftfartyg som ska användas, med beaktande av kraven i kapitel E. SOP ska ingå i drifthandboken eller vara ett separat dokument. SOP ska regelbundet ses över och uppdateras vid behov.</p> <p>c) Operatören ska säkerställa att specialiserad flygverksamhet genomförs i enlighet med SOP.</p>	
		<b>AMC1 SPO.OP.230</b> <small>(ED decision 2014/018/R)</small>	
(a)		SOPs should be developed to a standard format in accordance with AMC2 SPO.OP.230 (SOP template) and taking into account the results of the risk assessment process.	
(b)		SOPs should be based on a systematic risk assessment to ensure that the risks associated with the task are acceptable. The risk assessment should describe the activity in detail, <b>identify</b> the relevant <b>hazards</b> , <b>analyse</b> the <b>causes and consequences</b> of accidental events and establish methods to treat the associated risk.	
		<b>AMC2 SPO.OP.230</b> <small>(ED decision 2022/012/R)</small>	
<b>(a)</b>		<b>Nature and complexity of the activity:</b>	
	(1)	The nature of the activity and exposure. The nature of the flight and the risk exposure (e.g. low height) should be described.	
	(2)	The complexity of the activity. Detail should be provided on how demanding the activity is with regard to the required piloting skills, the crew composition, the necessary level of experience, the ground support, safety and individual protective equipment that should be provided for persons involved.	



(3)	<p>The operational environment and geographical area. The operational environment and geographical area over which the operation takes place should be described:</p> <ul style="list-style-type: none"> <li>(i) congested hostile environment: aircraft performance standard, compliance with rules of the air, mitigation of third party risk;</li> <li>(ii) mountain areas: altitude, performance, the use/non-use of oxygen with mitigating procedures;</li> <li>(iii) sea areas: sea state and temperature, risk of ditching, availability of search and rescue, survivability, carriage of safety equipment;</li> <li>(iv) desert areas: carriage of safety equipment, reporting procedures, search and rescue information; and</li> <li>(v) other areas.</li> </ul>	
(4)	<p>The application of risk assessment and evaluation. The method of application of (a)(1) to (a)(3) to the particular operation so as to minimise risk should be described. The description should reference the risk assessment and the evaluation on which the procedure is based. The SOPs should:</p> <ul style="list-style-type: none"> <li>(i) contain elements relevant to the operational risk management performed during flight;</li> <li>(ii) contain limitations, where required, such as weather, altitudes, speeds, power margins, masses, landing site size; and</li> <li>(iii) list functions required to monitor the operation. Special monitoring requirements in addition to the normal functions should be described in the SOPs.</li> </ul>	
<b>(b)</b>	<b>Aircraft and equipment:</b>	
(1)	<p>The aircraft.</p> <p>The category of aircraft to be used for the activity should be indicated (e.g. helicopter/aeroplane, single/multi-engined, other-than complex motor-powered/complex motor-powered, classic tail rotor/Fenestron/no tail rotor (NOTAR) equipped). In particular, for helicopters, the necessary level of performance certification (Category A/B) should be specified.</p>	



	(2)	<p>Equipment. All equipment required for the activity should be listed. This includes installed equipment certified in accordance with Part-21 as well as equipment approved in accordance with other officially recognised standards.</p> <p>A large number of activities require, in addition to the standard radio communication equipment, additional air-to-ground communication equipment. This should be listed and the operational procedure should be defined.</p>	
<b>(c)</b>		<b>Crew Members:</b>	
	(1)	<p>The crew composition, including the following, should be specified:</p> <ul style="list-style-type: none"> <li>(i) minimum flight crew (according to the appropriate manual); and</li> <li>(ii) additional flight crew</li> </ul>	
	(2)	<p>In addition, for flight crew members, the following should be specified:</p> <ul style="list-style-type: none"> <li>(i) selection criteria (initial qualification, flight experience, experience of the activity);</li> <li>(ii) initial training (volume and content of the training); and</li> <li>(iii) recent experience requirement and/or recurrent training (volume and content of the training).</li> </ul>	
	(3)	<p>If the operator specifies a crew composition of more than one pilot, the following should apply:</p> <ul style="list-style-type: none"> <li>(i) the SOPs should ensure that the pilot flying and pilot monitoring functions are possible from either pilot's seat throughout the flight; and</li> <li>(ii) the operator should adapt the SOPs to the specified crew composition.</li> </ul>	
		<p>The criteria listed in (c)(2)(i) to (c)(2)(iii) should take into account the operational environment and the complexity of the activity and should be detailed in the training programmes.</p>	
<b>(d)</b>		<b>Task specialists:</b>	
	(1)	<p>Whenever a task specialist is required, his/her function on board should be clearly defined. In addition, the following should be specified:</p> <ul style="list-style-type: none"> <li>(i) selection criteria (initial background, experience of the activity);</li> <li>(ii) initial training (volume and content of the training); and</li> <li>(iii) recent experience requirement and/or recurrent training (volume and content of the training).</li> </ul>	
		<p>The criteria listed in (d)(1) should take into account the specialisation of the task specialist and should be detailed in the training programmes.</p>	



	(2)	There is a large number of activities for which task specialists are required. This chapter should detail the following for such personnel: (i) specialisation; (ii) previous experience; and (iii) training or briefing.	
		Briefing or specific training for task specialists referred to in (d)(2) should be detailed in the training programmes.	
<b>(e)</b>		<b>Performance:</b>	
		This chapter should detail the specific performance requirements to be applied, in order to ensure an adequate power margin.	
<b>(f)</b>		<b>Normal Procedures:</b>	
	(1)	Operating procedures. The operating procedures to be applied by the flight crew, including the coordination with task specialists.	
	(2)	Ground procedures. The procedures to be applied by the task specialists should be described, e.g. loading/unloading, cargo hook operation.	
<b>(g)</b>		<b>Emergency Procedures:</b>	
	(1)	Operating procedures. The emergency procedures to be applied by the flight crew, the coordination with the task specialist and coordination between the flight crew and task specialists should be described.	
	(2)	Ground procedures. The emergency procedures to be applied by the task specialists (e.g. in the case of a forced landing) should be specified.	
<b>(h)</b>		<b>Ground Equipment:</b>	
		This chapter should detail the nature, number and location of ground equipment required for the activity, such as:	
	(1)	refuelling facilities, dispenser and storage;	
	(2)	firefighting equipment;	
	(3)	size of the operating site (landing surface, loading/unloading area); and	
	(4)	ground markings.	
<b>(i)</b>		<b>Records:</b>	
		It should be determined which records specific to the flight(s) are to be kept, such as task details, aircraft registration, pilot-in-command, flight times, weather and any remarks, including a record of occurrences affecting flight safety or the safety of persons or property on the ground.	