



Public Authority for Civil Aviation

# **CAR-15**

## **Civil Aviation Regulation**

### **Appointment of Authorised**

### **Persons and**

### **Review of Decisions**

Effective: 31<sup>st</sup> October 2019

Approved by: HE Dr. Mohamed bin Nasser Al-Zaabi (CEO)

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**Corrigendum of Amendments**

No.	Ref	Description
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## **Glossary of Terms or Abbreviations**

The following terms or acronyms may be used in any manual or document published by PACA. Reproduction in part or whole is allowed without prior approval. The Document Control Office reserves the rights to include such a listing in any PACA manual or document prior to publishing.

AC	Advisory Circular
AD	Airworthiness directive
ADREP	Accident/incident data reporting (ICAO)
AELS	Aircraft emergency locator system
AFS	Aeronautical fixed service, (ICAO DOC 8400)
AFIZ	Aeronautical Flight Information Zone
A/G	Air ground (radio)
AGA	Aerodromes, air routes and ground aids, (ICAO Doc 8400).
AGL	Above ground level, (ICAO DOC 8400)
AGL	Aerodrome or aeronautical ground lighting; i.e. any light specifically provided as an aid to air navigation, other than a light displayed on an aircraft.
AIB	Accident investigation board
AIM	Aeronautical Information Management
AIS	Aeronautical Information Services
ALoSP	Acceptable level of safety performance
AMC	Acceptable means of compliance
AME	Aircraft maintenance engineer
AMO	Approved maintenance organization`
AMS	Aircraft maintenance schedule
ANS	Air navigation service
AOC	Air operator certificate
ASB	Alert service bulletin
ATC	Air traffic control
ATM	Air traffic management
ATS	Air traffic service(s)
CAA	Civil Aviation Authority
CBA	Cost-benefit analysis
CEO	Chief executive officer
CFIT	Controlled flight into terrain
Cir	Circular
CM	Condition monitoring
CMA	Continuous monitoring approach
CMC	Crisis management centre
CMT	Crisis management team
CNS	Communications, navigation and surveillance
CP	Command post
CRM	Crew resource management
CVR	Cockpit voice recorder
D&M	Design and manufacturing
DGR	Dangerous goods regulation
DMS	Document management system
DOA	Design organization approval
EAD	Emergency airworthiness directive
ECCAIRS	European Coordination Centre for Accident and Incident Reporting Systems
EDTO	Extended diversion time operation
EI	Effective Implementation

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ELT	Emergency locator transmitter
ELT(AF)	Emergency locator transmitter (Aircraft, fixed)
EMC	Emergency management centre
EMS	Environmental management system
ERP	Emergency response plan
FDR	Flight data recorder
FDM	Flight Data Monitoring
FIR	Flight information region
FL	Flight level
FMS	Flight management system
FRMS	Fatigue risk management systems
FTL	Flight time limitation
FTM	Fleet technical management
GAQ	Gap analysis questionnaire
GM	Guidance material
H	Hazard
HF	Human factors
HIRA	Hazard identification and risk assessment
HIRM	Hazard identification and risk mitigation
IATA	International Air Transport Association
ICAO	International Civil Aviation Organization
IFSD	In-flight shutdown
ILS	Instrument landing system
IMC	Instrument meteorological conditions
ISO	International Organization for Standardization
ISTARS	Integrated Safety Trend and Reporting System
LEI	Lack of effective implementation
LOC-I	Loss of control in flight
LOFT	Line-oriented flight training
LOS	Loss of separation
LOSA	Line operations safety audit
LSI	Line station inspection
MCM	Maintenance control manual
MDR	Mandatory defect report
MEDA	Maintenance error decision aid
MEL	Minimum equipment list
MFF	Mixed fleet flying
MOR	Mandatory occurrence report
MPD	Maintenance planning document
MRM	Maintenance resource management
MRO	Maintenance & repair organization
MOA	Maintenance organisation approval
MTOM	Maximum take-off mass
MTOW	Maximum take-off weight
OEM	Original equipment manufacturer
OHSMS	Occupational health and safety management system
OPS	Operations
OPM	Office Procedures Manual
ORP	Organization risk profile
OSC	Organization safety culture

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OSHE	Occupational safety, health and environment
OTSB	Oman Transport Safety Board
PANS-OPS	Procedures for Air Navigation Services – Aircraft Operations
PMI	Principal Maintenance Inspector
POA	Production organization approval
POI	Principal Operations Inspector
QA	Quality assurance
QC	Quality control
QM	Quality management
QMS	Quality management system
RAIO	Regional accident and incident investigation organization
RSOO	Regional safety oversight organization
SA	Safety assurance
SAG	Safety action group
SAR	Search and Rescue
SARPs	Standards and Recommended Practices (ICAO)
SB	Service bulletin
SCF-NP	System component failure — non-powerplant
SD	Standard deviation
SDCPS	Safety data collection and processing system
SeMS	Security management system
SHEL	Software/hardware/environment/liveware
SM	Safety management
SMM	Safety management manual
SMP	Safety Management Panel
SMS	Safety management system(s)
SOPs	Standard operating procedures
SPI	Safety performance indicator
SPM	Safety performance monitoring
SPT	Safety performance trend
SRB	Safety review board
SRC	Safety review committee
SRM	Safety risk management
SSO	Safety services office
SSP	State safety programme
STDEVP	Population standard deviation
TBD	To be determined
TOR	Terms of reference
UC	Ultimate consequence
UE	Unsafe event
USOAP	Universal Safety Oversight Audit Programme (ICAO)
VRS	Voluntary Reporting System
WIP	Work in progress

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**FOREWORD**

- (a) This regulation defines the requirements applicable to the appointment of Authorised Persons and the review process applicable to decisions made by those authorised persons. These compliance requirements of the Civil Aviation Regulation have been issued by the Public Authority for Civil Aviation of Oman (hereinafter referred as PACA or “the Authority”) under the provisions of the Civil Aviation Law of the Sultanate of Oman.
- (b) This CAR has been modelled upon similar regulations implemented by other member states and includes the subject matter endorsed within the ICAO Annexes.
- (c) CAR-15 prescribes the requirements for:
  - (1) The appointment of persons, to be an authorised person for PACA to oversight particular provisions within the Civil Aviation Regulations of Oman;
  - (2) The review of decisions made by authorised persons;
- (d) Amendments to the text in CAR-15 in revised editions are issued as a complete amendment of pages contained within.
- (e) The editing practices used in this document are as follows:
  - (1) ‘Shall’ is used to indicate a mandatory requirement and may appear in CARs.
  - (2) ‘Should’ is used to indicate a recommendation
  - (3) ‘May’ is used to indicate discretion by the Authority, or the industry as appropriate.
  - (4) ‘Will’ indicates a mandatory requirement and is used to advise of action incumbent on the Authority.

***Note: The use of the male gender implies the female gender and vice versa.***

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## **SUBPART A - GENERAL**

### **CAR 15.001 Applicability**

CAR-15 prescribes the requirements applicable to:

- (1) The appointment of persons, to be an authorised person representing or acting on behalf of PACA to oversight particular provisions within the Civil Aviation Regulations of Oman;
- (2) The review of decisions made by PACA;

### **CAR 15.005 Appointment of Authorised Persons**

Under the provisions granted within the Civil Aviation Law of Oman, PACA may appoint a person, or the persons included in a class of persons:

- (1) authorised to perform the duties of the Authority in the oversight of Civil Aviation Regulations or a particular provision within a CAR.
- (2) PACA may appoint a person, only if PACA is satisfied that the person meets the qualification and experience requirements to be an authorised person.
- (3) PACA may appoint a class of persons, only if PACA is satisfied that each person included in the class has the qualifications and experience to be an authorised person.
- (4) An appointment may be made subject to conditions stated in the instrument of appointment.

### **CAR 15.010 Proof of and Validity Authorisation**

- (1) Persons granted permission to oversight Civil Aviation Regulations under the provisions of CAR-15.005 paragraphs (1) and (2) are required to carry proof of authorisation at all times whilst conducting their duties as designated in the permission granted.
- (2) Any permission granted by PACA under this regulation will be valid for a maximum period of five (5) years from date of issue.
- (3) Revalidation requests for a permission must be submitted not less than sixty (60) days and not more than ninety (90) days prior to the expiry date of validity of that permission.

### **CAR 15.015 Sultanate of Oman and PACA are not Liable in Certain Cases**

- (1) Neither the Sultanate of Oman nor PACA is liable in negligence or otherwise for any loss or damage incurred by anyone because of, or arising out of, the design, construction, restoration, repair, maintenance or operation of a limited category aircraft or an experimental aircraft, or any act or omission of PACA done or made in good faith in relation to any of those things.
- (2) Limit on Liability of Authorised Persons of the Authority:

An appointed authorised person of the Authority, is not personally liable by virtue of any report or finding made or expressed in good faith or made known in the course of their duties where such is issued pertaining to the permissions granted.

### **CAR 15.020 Terminology**

**Authorised Person:** means an accredited person who may be one of the following:

- (a) an authorised inspector;
- (b) an accredited representative;
- (c) an examiner;
- (d) an instructor;
- (e) the holder of an approval under regulations CAR FCL-1 or CAR OPS-1;
- (f) a limited category organisation.

**Civil Aviation Authorisation:** means an authorisation or permission granted to a person, company, or corporation by PACA, or any other recognised national authority, allowing those stated within the authorisation to conduct that specific civil aviation activity.

**Director General:** Means the Director General of Civil Aviation Regulation

**Safety Regulations Department:** Means a group of people representing the relevant Authority Departments for the purpose of drafting, implementing, oversighting and reviewing of new or existing CAR.

### **CAR 15.025 Authorisation Procedures**

Persons granted authorisation under the provisions of this regulation will ensure the standards and processes being applied, includes the following:

- (1) Procedures manuals have been approved by PACA outlining the duties to be conducted within the specification of the authorisation granted;
- (2) The amendment processes applicable to all approved documentation including amendments to the regulations applicable to the authorisation granted.

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**SUBPART B — REVIEW OF DECISIONS**

**CAR 15.100 General**

An application may be made to the Appeals Tribunal for the review of a decision by PACA as mentioned in Table 15-01 for:

- (1) The review of a decision of PACA pertaining to the denial, variation or limitation of grant for an authorisation; or
- (2) The suspension, revocation or cancellation of a civil aviation authorisation.

**CAR 15.105 Review of Decisions**

(1) Table 15-01: Review of Decisions

<b>Item</b>	<b>Decision...</b>
1	Under a provision of these Regulations: (a) declining to grant or issue an authorisation; or (b) cancelling or suspending an authorisation otherwise than on the application of the authorisation-holder; or (c) limiting or varying an authorisation otherwise than on the application of the authorisation-holder; or (d) declining to vary an authorisation
2	Under a provision of these Regulations imposing a condition on, or varying a condition of, an authorisation otherwise than on the application of the authorisation-holder
2A	Declining to cancel the registration of an aircraft
3	Declining to grant an exemption
4	Declining to consider an application for a type certificate
4A	(a) to assign a permit index number to the aircraft; or (b) to decline to assign a new permit index number requested by the aircraft's registered operator
5	Under CAR-39 refusing to issue an instrument of approval or exclusion
6	Under CAR-39 refusing to revoke or amend an Oman airworthiness directive
6A	Under CAR-M directing that an authorisation issued by a continuing airworthiness management organisation to a pilot license holder be changed or cancelled
7	Under CAR-47 refusing approval to place a design, mark or symbol on an aircraft
8	Under CAR-47 refusing approval to display different markings
9	Under CAR-47 refusing approval to attach an aircraft identification plate other than in accordance with regulation CAR-47
10	Under CAR-47 refusing to amend the Oman Civil Aircraft Register and issue a certificate of registration
11	Under regulation CAR-47. cancelling the registration of an aircraft
12	Under CAR-FCL 3 refusing to appoint a person as a DAME or DAO
13	Under CAR-FCL 3 cancelling the appointment of a person as a DAME or DAO
14	Under CAR-119 refusing to approve a standard operations manual
15	under CAR-119 refusing to accept: (a) an application for an AOC submitted later than required under regulation CAR-119;

<b>Item</b>	<b>Decision...</b>
	(b) a manual or schedule of differences that is submitted later than required under CAR-119; or (c) an application for the variation of an AOC submitted later than required under CAR-119.
16	Under CAR-119 declining to approve a proposed amendment to an operations manual
17	Under CAR-119 decliningrefusing to approve a proposed amendment to a schedule of differences
18	Under CAR-119 declining to approve a proposed amendment to a standard operations manual
19	Under CAR-139 designating, or declining to designate, an aerodrome as an aerodrome to which A-SMGCS applies
20	Under CAR-139: (a) declining to register an aerodrome; or (b) suspending or cancelling the registration of an aerodrome

***Decisions made by other decision-makers***

- (2) Applications may be made to the Appeals Tribunal for review of a decision mentioned in paragraph (4) that is made:
  - (a) under a provision of the Civil Aviation Regulations; and
  - (b) by a person mentioned in paragraph (3) who may make the decision under the provision.
- (3) For paragraph (2)(b), the persons are the following:
  - (a) an authorised person;
  - (b) an examiner;
  - (c) an instructor;
  - (d) the holder of an approval under regulations CAR FCL-1 or CAR OPS-1;
  - (e) a limited category organisation.
- (4) For paragraph (2), the decisions are the following:
  - (a) a decision declining to grant or issue an authorisation;
  - (b) a decision varying an authorisation otherwise than on the application of the authorisation-holder;
  - (c) a decision refusing to vary an authorisation;
  - (d) a decision imposing a condition on, or varying a condition of, an authorisation otherwise than on the application of the authorisation-holder;
  - (e) a decision to suspend, revoke or cancel an authorisation or permission granted by PACA.

**CAR 15.110 Disclosure of Personal Information**

- (1) PACA may, in the circumstances set out in this regulation, disclose personal information that is in PACA’s possession or under its control.
- (2) The information that may be released concerning an individual or company who holds a civil aviation authorisation is as follows:
  - (a) the person’s or company name;
  - (b) the person’s or company address;
  - (c) details of each civil aviation authorisation that the person or company holds.

- (3) PACA may also disclose details of any enforcement action against individuals or a company when it is believed to be justified, in the interests of protecting consumers or the public.

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