

ASSI Policy Statement Number: 16

Effective date of Implementation: 22 February 2005

ASSI File Reference: UK/X/J/86/02 – Policy Statements

Subject: Periodicity of Assessments

Rationale:

The Directions from DfT to CAA (“the Civil Aviation Authority (Overseas Territories) Directions 2003”) state that one of the functions of ASSI is:

“...regularly to audit aviation safety regulation in each Overseas Territory...”

The Department for Transport has advised ASSI that the periodicity of assessments may be set by ASSI at whatever interval ASSI considers appropriate for sound operational reasons ie not on financial grounds. The assessment interval has been set at annually initially. However, it is considered that this interval may be extended in due course provided the aviation safety regulation of the Overseas Territory (OT) Directorate of Civil Aviation (DCA) has been demonstrated to be of sufficient maturity. Conversely a higher frequency of assessment could be considered if circumstances necessitate.

Possible intervals could be:

- 18 months – this has the advantage that any seasonal variations in workload could be observed.
- Biennial – this has the advantages that the DCA would be given the opportunity to demonstrate an ability to plan and manage its activities over the longer term and the resources expended (workload/financial) by both ASSI and DCA would be obviated for one financial year.
- Triennial or greater – further resource gains made.

Policy Statements:

1. The frequency and manner of assessment is decided by ASSI.
2. The periodicity of assessments may be extended beyond (or reduced below) one year as considered appropriate by ASSI on operational grounds.
3. The following (not exhaustive) list of indicators must be considered prior to extending the period between Assessments:
 - Unconditional Designation to DCA for all functions for at least 1 year;
 - Legal structure in place and major revisions to Air Navigation (OT) Order (AN(OT)O) complete;
 - Main OT Aviation Requirements (OTARs) published and gazetted;
 - All legally required approvals/licences/certificates granted appropriately;
 - Suitable TPMs and other supporting documentation implemented and in use;
 - QMS implemented and assessed as satisfactory by ASSI at last assessment;
 - Adequate numbers of trained staff employed;
 - No outstanding issues with other regulatory authorities;
 - No outstanding exemptions granted to service providers;
 - MOR scheme operating effectively;
 - Communications with ASSI satisfactory outside assessments.