

**Safety Attribute Inspection (SAI) Data Collection Tool
3.1.8 Carriage of Cargo (OP)**

ELEMENT SUMMARY INFORMATION

Purpose of This Element (Certificate Holder's responsibility):

- To ensure that cargo handling and carrying operations are conducted safely.

Objective (FAA oversight responsibility):

- To determine if the Certificate Holder's Carriage of Cargo process meets all applicable requirements of the Federal Aviation Regulations and FAA policies.
- To determine if the Certificate Holder's Carriage of Cargo process incorporates the System Safety Attributes.
- To identify any shortfalls in the Certificate Holder's Carriage of Cargo process.

Specific Instructions:

- Intentionally left blank

SUPPLEMENTAL INFORMATION

Specific Regulatory Requirement(s) (SRRs):

- SRRs:
 - 121.135(a)(1)
 - 121.135(b)(1)
 - 121.135(b)(2)
 - 121.135(b)(3)
 - 121.198(a)
 - 121.198(a)(1)
 - 121.198(a)(2)
 - 121.198(b)
 - 121.198(b)(1)
 - 121.198(b)(2)
 - 121.198(b)(3)
 - 121.198(b)(4)
 - 121.198(c)
 - 121.198(d)
 - 121.198(e)
 - 121.198(f)
 - 121.198(g)
 - 121.285(a)

121.285(b)
121.285(b)(8)
121.285(c)
121.285(c)(1)
121.285(c)(2)
121.285(c)(3)
121.285(c)(4)
121.285(c)(5)
121.285(d)
121.287
121.309(c)
121.583(a)
121.583(a)(1)
121.583(a)(2)
121.583(a)(3)
121.583(a)(4)(i)
121.583(a)(4)(ii)
121.583(a)(4)(iii)
121.583(a)(4)(iv)
121.583(a)(4)(v)
121.583(a)(4)(vi)
121.583(a)(4)(vii)
121.583(a)(4)(viii)
121.583(a)(5)
121.583(a)(6)
121.583(a)(7)
121.583(a)(8)
121.583(b)
121.583(b)(1)
121.583(b)(2)
121.583(b)(3)
121.583(c)
121.583(c)(1)
121.583(c)(2)
121.583(c)(3)
121.583(c)(4)
121.583(c)(5)
121.583(d)
121.583(e)

Related CFR(s) & FAA Policy/Guidance:

- Related CFRs:
 - 121.135(b)(16)
 - 121.135(b)(20)
 - 121.285(a)
 - 121.285(b)(2)
 - 121.285(b)(4)
 - 121.285(b)(5)

121.309(a)
121.309(c)(2)

- FAA Policy/Guidance:
FSAW 97-21

SAI SECTION 1 – PROCEDURES ATTRIBUTE

Objective: Procedures, instructions and information contained in Certificate Holder's manual are documented methods for accomplishing a process. Policies contained in the Certificate Holder's manual should establish the Certificate Holder's compliance posture. Policies may not be stand-alone statements but may be imbedded within procedures, instructions or information regarding a particular regulatory requirement. The questions in this section of the data collection tool are designed to assist the inspector in determining if the Certificate Holder's manual has documented or prescribed methods of accomplishing the process requirements that provide answers to the associated who, what, when, where and how type questions. This section of the data collection tool contains policy questions, procedural questions and instructional or informational questions pertaining to various types of Certificate Holder requirements such as actions, prohibitions or resources (i.e., personnel, facilities, equipment, technical data, etc.).

Tasks

To meet this objective, the inspector must accomplish the following tasks:

- 1 Review the information listed in the Supplemental Information section of this data collection tool.
- 2 Review the duties and responsibilities for management and other personnel identified by the Certificate Holder who accomplish the Carriage of Cargo process.
- 3 Review the Certificate Holder's manual to ensure that it contains policies, procedures, instructions and information necessary for the Carriage of Cargo process.

Questions

To meet this objective, the inspector must answer the following questions:

1. Does the Certificate Holder's manual content meet the specific regulatory and FAA policy requirements for a Carriage of Cargo process:

<p>1.1 Does the Certificate Holder's manual contain general policies for the Carriage of Cargo process that comply with the specific regulatory requirements? SRRs: 121.135(b)(1); 121.198(d); 121.198(e); 121.198(f); 121.198(g); 121.285(a); 121.287; 121.583(a); 121.583(d); 121.583(e); 121.285(b); 121.285(c); 121.583(c); 121.583(b); 121.309(c); 121.285(d)</p> <p><i>Related Design JTI's:</i></p> <ol style="list-style-type: none"> 1. Check that the Certificate Holder's manual has a policy that no person may operate an aircraft under this part, part 121 of this chapter, in violation of an air carrier operating certificate, operating certificate, or appropriate operations specifications issued under this part. <p><i>Sources:</i> 119.5(l); 121.135(b)(1) <i>Interfaces:</i> 1.3.14-aw; 1.1.2-op; 1.3.7-aw; 1.1.1-aw; 1.3.17-aw; 1.1.2-aw</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
<p>1.2 Does the Certificate Holder's manual cite the regulatory requirements listed in the Supplemental Information section of this SAI? SRRs: 121.135(b)(3)</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
<p>1.3 Does the Certificate Holder's manual contain the duties and responsibilities for personnel who will accomplish the Carriage of Cargo process? SRRs: 121.135(b)(2)</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain

<p>1.4 Does the Certificate Holder's manual include instructions and information for personnel to meet the requirements of the Carriage of Cargo process? SRRs: 121.135(a)(1)</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
<p>1.5 When operating any of the airplanes identified in 14 CFR Part 121.198(a)(1) &(2), does the Certificate Holder's manual specify that those airplanes may be operated (for cargo service only) at increased zero fuel and landing weights, subject to the requirements of 14 CFR 121.198(b) – (g)? SRRs: 121.198(a); 121.198(b)(1); 121.198(b)(2); 121.198(b)(3); 121.198(b)(4); 121.198(c); 121.198(d); 121.198(e); 121.198(f); 121.198(g); 121.198(a)(1); 121.198(a)(2); 121.198(b)</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
<p>1.6 Does the Certificate Holder's manual specify that when carrying cargo in a passenger compartment, a cargo bin may not obscure any passenger's view of the "seat belt" sign, "no smoking" sign, or any required exit sign, unless an auxiliary sign or approved means for passenger notification is provided? SRRs: 121.285(b)(8)</p> <p><i>Related Design JTI's:</i></p> <ol style="list-style-type: none"> 1. Check that the Certificate Holder's manual system has instructions and information to personnel to ensure that no bin will be installed in a position that obscures any passenger's view of the "seat belt" sign, "no smoking" sign, or any required exit sign, unless an auxiliary sign or other approved means for proper notification of the passenger is provided. <i>Sources:</i> 121.285(b)(8); 121.135(a)(1) <i>Interfaces:</i> 1.1.2–aw; 1.3.1–aw; 1.3.2–aw; 1.1.1–aw; 1.1.2–op 	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
<p>1.7 For operations where cargo is carried aft of a bulkhead or divider in any passenger compartment, does the Certificate Holder's manual specify that the cargo must be loaded as follows: SRRs: 121.285(c)</p>	
<p>1.7.1 It is properly secured by a safety belt or other tie–down having enough strength to eliminate the possibility of shifting under all normally anticipated flight and ground conditions? SRRs: 121.285(c)(1)</p> <p><i>Related Design JTI's:</i></p> <ol style="list-style-type: none"> 1. Check that the Certificate Holder's manual system contains instructions and information to personnel that when cargo, is carried aft of a bulkhead or divider in any passenger compartment, ensure it is properly secured by a safety belt or other tiedown having enough strength to eliminate the possibility of shifting under all normally anticipated flight and ground conditions. <i>Sources:</i> 121.285(c)(1); 121.135(a)(1) <i>Interfaces:</i> 1.3.1–aw; 1.3.2–aw; 1.1.1–aw; 1.1.2–op; 1.1.2–aw 2. Check that the Certificate Holder's manual system contains instructions and information to personnel for cargo, carried aft of a bulkhead or divider in any passenger compartment, ensure it is restrained to the load factors in Sec. 25.561(b)(3). The Certificate Holder is responsible for providing acceptable data to ensure safety 	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable

<p>belt or tiedown devices will meet the load factors in Sec. 25.561(b)(3). <i>Sources:</i> 121.285(c)(1); 121.135(a)(1) <i>Interfaces:</i> 1.3.1-aw; 1.1.1-aw; 1.3.2-aw; 1.1.2-aw; 1.1.2-op</p>	
<p>1.7.2 It is packaged or covered in a manner to avoid possible injury to passengers and passenger compartment occupants? SRRs: 121.285(c)(2)</p> <p><i>Related Design JTI's:</i></p> <ol style="list-style-type: none"> 1. Check that the Certificate Holder's manual system contains instructions and information to personnel that cargo may be carried aft of a bulkhead or divider in any passenger compartment, provided the cargo is restrained to the load factors in Sec. 25.561(b)(3) and is covered in a manner to avoid possible injury to passengers and passenger compartment occupants. <i>Sources:</i> 121.285(c)(2); 121.135(b)(24) <i>Interfaces:</i> 1.1.2-op; 1.1.1-aw; 1.3.2-aw; 1.3.1-aw; 1.1.2-aw 	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
<p>1.7.3 Its load on seats or the floor structure remains under the load limitation for those components? SRRs: 121.285(c)(3)</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
<p>1.7.4 Its location does not restrict access to or use of any required emergency or regular exit, or of the aisle in the passenger compartment? SRRs: 121.285(c)(4)</p> <p><i>Related Design JTI's:</i></p> <ol style="list-style-type: none"> 1. Check that the Certificate Holder's manual system has instructions and information to personnel to ensure that no cargo carried in passenger compartment, aft of a bulkhead or divider, is installed so that it does not restrict access to any required emergency exit, or of the aisle in the passenger compartment. <i>Sources:</i> 121.285(c)(4); 121.135(a)(1) <i>Interfaces:</i> 1.1.1-aw; 1.1.2-aw; 1.3.2-aw; 1.3.1-aw; 1.1.2-op 	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
<p>1.7.5 It is positioned to not obscure any passenger's view of the "seat belt" sign, "no smoking" sign, or required exit sign, unless an auxiliary sign or other approved means for proper notification of the passenger is provided? SRRs: 121.285(c)(5)</p> <p><i>Related Design JTI's:</i></p> <ol style="list-style-type: none"> 1. Check that the Certificate Holder's manual system has instructions and information to personnel to ensure that cargo loaded in the passenger compartment, aft of a bulkhead or divider, does not obscure any passenger's view of the "seat belt" sign, "no smoking" sign, or required exit sign, unless an auxiliary sign or other approved means for proper notification of the passenger is provided. <i>Sources:</i> 121.285(c)(5); 121.135(a)(1) <i>Interfaces:</i> 1.1.2-aw; 1.1.1-aw; 1.3.2-aw; 1.3.1-aw; 1.1.2-op 	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable

<p>1.8 For operations where cargo is carried aft of a bulkhead or divider in any passenger compartment, does the Certificate Holder's manual specify that cargo must be restrained to specified load factors. SRRs: 121.285(c)</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
<p>1.9 Does the Certificate Holder's manual specify that when carrying cargo in a passenger compartment, a cargo bin may not restrict access or use of any required emergency exit, or of the aisle in that compartment? SRRs: 121.285(c)(5)</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
<p>1.10 Does the Certificate Holder's manual specify that when cargo is carried in cargo compartments that are designed to require the physical entry of a crewmember to extinguish any fire that may occur during flight, the cargo must be loaded so as to allow a crewmember to effectively reach all parts of the compartment with the contents of a hand fire extinguisher? SRRs: 121.287</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
<p>1.11 Does the Certificate Holder's manual authorize the following persons, but no others, to be carried aboard an airplane without complying with the passenger-carrying airplane requirements in 14 CFR Part 121: SRRs: 121.583(a)</p>	
<p>1.11.1 A crewmember? SRRs: 121.583(a)(1)</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
<p>1.11.2 A company employee? SRRs: 121.583(a)(2)</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
<p>1.11.3 An FAA air carrier inspector, or an authorized representative of the National Transportation Safety Board, who is performing official duties? SRRs: 121.583(a)(3)</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
<p>1.11.4 A person necessary for the safety of the flight? SRRs: 121.583(a)(4)(i)</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
<p>1.11.5 A person necessary for the safe handling of animals? SRRs: 121.583(a)(4)(ii)</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
<p>1.11.6 A person necessary for the safe handling of hazardous materials whose carriage is governed by regulations in 49 CFR Part 175? SRRs: 121.583(a)(4)(iii)</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
<p>1.11.7 A person necessary for the security of valuable or confidential cargo? SRRs: 121.583(a)(4)(iv)</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable

1.11.8A person necessary for the preservation of fragile or perishable cargo? SRRs: 121.583(a)(4)(v)	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
1.11.9A person necessary for experiments on, or testing of, cargo containers or cargo handling devices? SRRs: 121.583(a)(4)(vi)	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
1.11.10A person necessary for the operation of special equipment for loading or unloading cargo? SRRs: 121.583(a)(4)(vii)	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
1.11.11A person necessary for the loading or unloading of outsize cargo? SRRs: 121.583(a)(4)(viii)	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
1.11.12Persons described in paragraph (a)(4) of this section, when traveling to or from their assignment? SRRs: 121.583(a)(5)	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
1.11.13A person performing duty as an honor guard accompanying a shipment made by or under the authority of the United States? SRRs: 121.583(a)(6)	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
1.11.14A military courier/route supervisor/cargo contract coordinator or a flight crewmember of another military cargo contract air carrier or commercial operator, carried by a military cargo contract air carrier or commercial operator in operations under a military cargo contract, if that carriage is specifically authorized by the appropriate armed forces? SRRs: 121.583(a)(7)	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
1.11.15A dependent of an employee of the Certificate Holder when traveling with the employee on company business to or from outlying stations not served by adequate regular passenger flights? SRRs: 121.583(a)(8)	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
1.12Does the Certificate Holder state in its manual that it may operate an airplane carrying a person covered by 14 CFR Section 121.583(a) only if: SRRs: 121.583(b)	
1.12.1All persons have unobstructed access from their seat to the pilot compartment or to a regular or emergency exit? SRRs: 121.583(b)(1)	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
1.12.2The pilot in command has a means of notifying each person when smoking is prohibited? SRRs: 121.583(b)(2)	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
1.12.3The pilot in command has a means of notifying each person when safety belts must be fastened? SRRs: 121.583(b)(2)	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable

<p>1.12.4 The airplane has an approved seat with an approved safety belt for each person and the seat must be located so that the occupant is not in a position to interfere with the flight crewmembers performing their duties? SRRs: 121.583(b)(3)</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
<p>1.13 Does the Certificate Holder who carries persons covered by 14 CFR Part 121.583(a) have in its operations manual procedures for the appropriate crewmember to orally brief before each takeoff the persons carried the following: SRRs: 121.583(d); 121.583(c)</p>	
<p>1.13.1 Smoking? SRRs: 121.583(c)(1)</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
<p>1.13.2 The use of seat belts? SRRs: 121.583(c)(2)</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
<p>1.13.3 The location and operation of emergency exits? SRRs: 121.583(c)(3)</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
<p>1.13.4 The use of oxygen and emergency oxygen equipment? SRRs: 121.583(c)(4)</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
<p>1.13.5 For extended overwater operations, the location of life rafts, and the location and operation of life preservers, including a demonstration of the method of donning and inflating a life preserver? SRRs: 121.583(c)(5)</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
<p>1.14 Does the Certificate Holder, who carries passengers covered by 14 CFR Part 121.583(a), have procedures for the safe carriage of these people? SRRs: 121.583(d)</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
<p>1.15 Does the Certificate Holder's manual specify that the pilot in command may authorize a person covered by 14 CFR Part 121.583(a) to be admitted to the crew compartment of the airplane? SRRs: 121.583(e)</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
<p>1.16 Does the Certificate Holder's Carriage of Cargo process comply with the related requirements of 14 CFR Part 121.135(b)? Related CFRs: 121.135(b)(16); 121.135(b)(20)</p> <p><i>Related Design JTI's:</i></p> <ol style="list-style-type: none"> 1. Check that the Certificate Holder's manual system has instructions and procedures to ensure each baggage and cargo compartment, and each ballast location's placard stating any limitations on contents, including weight, that are necessary under the loading requirements are installed and properly maintained. <i>Sources:</i> 25.1557(a); 121.135(b)(16); 121.135(b)(20) <i>Interfaces:</i> 1.1.1-aw; 1.3.17-aw; 1.1.2-aw; 1.3.2-aw; 1.3.1-aw; 1.1.2-op; 1.3.14-aw 2. 	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable

<p>Check that the Certificate Holder's manual system contains methods and procedures that for the weight and center of gravity limitations established under ^a5.1519, including; Loading instructions necessary to ensure loading of the airplane within the weight and center of gravity limits, and to maintain the loading within these limits in flight, The weight distribution limitations established under ^a5.1519, must be presented either in the Airplane Flight Manual or in a separate weight and balance control and loading document that is incorporated by reference in the Airplane Flight Manual. Are appropriate for the operation <i>Sources:</i> 25.1583(c)(2); 121.135(b)(20) <i>Interfaces:</i> 2.1.5-aw; 2.1.1-op; 2.1.4-aw; 2.1.2-op; 1.3.7-aw; 2.1.3-op; 1.3.14-aw; 2.1.1-aw; 2.1.2-aw; 1.3.17-aw; 2.1.3-aw; 2.1.5-op; 2.1.4-op</p> <p>3. Check that the Certificate Holder's manual has methods and procedures to ensure that the Operation Specifications contain appropriate authorizations to ensure that the air carrier conducts cargo carriage operations in accordance with the limitations listed under the approved Weight &Balance and Cargo Loading document. <i>Sources:</i> 119.5(l); 121.135(b)(20) <i>Interfaces:</i> 1.1.2-op; 1.3.7-aw; 1.3.14-aw; 1.1.1-aw; 1.3.17-aw; 1.1.2-aw</p> <p>4. Check that the Certificate Holder's manual has contains methods and procedures that ensure adequate cargo handling for maintaining the aircraft weight and center of gravity within the approved limits as well as procedures which ensure all Weight &Balance limitations are adhered to within the approved limits. These procedures are authorized by the FAA under Operations Specifications, Paragraph E096. <i>Sources:</i> 119.5(l); 121.135(b)(20) <i>Interfaces:</i> 1.3.17-aw; 1.1.1-aw; 1.1.2-aw; 1.1.2-op; 1.3.14-aw</p>	
<p>1.17 Does the Certificate Holder's Carriage of Cargo process comply with the related requirements of 14 CFR Part 121.285? Related CFRs: 121.285(a); 121.285(b)(2); 121.285(b)(4); 121.285(b)(5) <i>Related Design JTI's:</i></p> <p>1. Check that the Certificate Holder's manual has a policy that except as provided in paragraph (b), (c), or (d) or this section, the Certificate Holder may carry cargo in the passenger compartment of an airplane. <i>Sources:</i> 121.285(a)</p> <p>2. Check that the Certificate Holder's manual system includes instructions and information to personnel to ensure that only approved bins are used to carry cargo in the passenger compartment. The bin must contain instructions necessary to ensure proper weight distribution and the maximum weight of the cargo must be conspicuously marked on the bin. <i>Sources:</i> 121.285(b)(2); 121.135(a)(1) <i>Interfaces:</i> 1.1.2-op; 1.1.1-aw; 1.3.2-aw; 1.1.2-aw; 1.3.1-aw</p> <p>3. Check that the Certificate Holder's manual system includes instructions and information to personnel to ensure that cargo bins</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable

<p>installed in the passenger compartment are properly attached to the seat tracks or to the floor structure of the airplane. The method of attachment must be in accordance with OEM instruction or other approved data. <i>Sources:</i> 121.285(b)(4); 121.135(a)(1) <i>Interfaces:</i> 1.1.2-aw; 1.1.1-aw; 1.3.1-aw; 1.3.2-aw; 1.1.2-op</p> <p>4. Check that the Certificate Holder's manual system has instructions and information to personnel to ensure that no bin, used for the carriage of cargo within the passenger compartment, is installed that would restrict access to any required emergency exit, or aisle in the passenger compartment. <i>Sources:</i> 121.285(b)(5); 121.135(a)(1) <i>Interfaces:</i> 1.1.2-aw; 1.1.1-aw; 1.3.1-aw; 1.1.2-op; 1.3.2-aw</p>	
<p>1.18 Does the Certificate Holder's Carriage of Cargo process comply with the related requirements of 14 CFR Part 121.309? Related CFRs: 121.309(a); 121.309(c)(2)</p> <p><i>Related Design JTI's:</i></p> <p>1. Check that the Certificate Holder's manual has a policy that no person may operate an airplane unless it is equipped with the emergency equipment listed in this section and in Sec. 121.310. <i>Sources:</i> 121.309(a); 121.135(b)(1) <i>Interfaces:</i> 1.1.2-op; 1.1.2-aw; 1.3.2-aw; 1.1.1-aw; 1.3.1-aw</p> <p>2. Check that the Certificate Holder's manual system has instructions and information that at least one hand fire extinguisher conveniently located for use in each Class E cargo compartment that is accessible to crewmembers during flight. Each fire extinguisher must be approved. <i>Sources:</i> 121.309(c)(2); 25.851(a)(5); 121.135(a)(1) <i>Interfaces:</i> 1.3.1-aw; 1.3.2-aw; 1.1.2-op; 1.1.2-aw; 1.1.1-aw</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
<p>1.19 Does the Certificate Holder's Carriage of Cargo process comply with the guidance contained in FAA Flight Standards Information Bulletin FSAW 97-21?</p> <p><i>Related Design JTI's:</i></p> <p>1. Check that the Certificate Holder's manual system contains instructions and information to personnel that the airworthiness of the aircraft includes cargo containers, pallets, and any other restraint system installed on the aircraft. <i>Sources:</i> FSAW 97-21 Paragraph A <i>Interfaces:</i> 4.2.1-aw; 1.3.1-aw; 1.1.1-aw; 1.3.14-aw</p> <p>2. Check that the Certificate Holder's manual system has instructions and information to personnel that if maintenance is required on any of the TC or STC cargo containers or restraint devices, it must be accomplished in accordance with the appropriate regulations. <i>Sources:</i> FSAW 97-21 Paragraph 3A <i>Interfaces:</i> 1.3.1-aw; 1.1.1-aw</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain

SAI SECTION 1 – PROCEDURES ATTRIBUTE –Drop Down Menu
1. No procedures, policy, instructions or information specified.
2. Procedures or instructions and information do not identify (who, what, when, where, how).
3. Procedures, policy or instructions and information do not comply with CFR.
4. Procedures, policy or instructions and information do not comply with FAA policy and guidance.
5. Procedures, policy or instructions and information do not comply with other documentation (e.g., manufacturer's data, Jeppesen's Charts, etc.).
6. Procedures, policy or instructions and information unclear or incomplete.
7. Documentation quality (e.g., unreadable or illegible).
8. Procedures, policy or instructions and information inconsistent across Certificate Holder manuals (FOM – Flight Operations Manual to GMM – General Maintenance Manual, etc.).
9. Procedures, policy or instructions and information inconsistent across media (e.g., paper, microfiche, electronic).
10. Resource requirements incomplete (personnel, facilities, equipment, technical data).
11. Other.

SAI SECTION 2 – CONTROLS ATTRIBUTE

Objective: Controls are checks and restraints designed into a process to ensure a desired result. The questions in this section of the data collection tool are designed to assist the inspector in determining if checks and restraints are designed into the process to ensure the desired result is achieved. Controls should be written into the manual system to ensure that the most important manual policies, procedures or instructions and information will be complied with.

Controls may be in the form of "administrative controls" which are secondary or supplemental written procedures. Like written procedures, administrative controls also need to provide answers to the associated who, what, when, where and how type questions. Controls may also be in the form of "engineered controls" such as automated features or mechanical actions or devices (i.e., safety devices, warning devices, etc.).

Tasks

To meet this objective, the inspector must accomplish the following tasks:

- 1 Review the control questions below.
- 2 Review the Certificate Holder's policies, procedures, instructions and information to gain an understanding of the controls that it has documented.

Questions

To meet this objective, the inspector must answer the following questions:

2. Are the following controls built into the Carriage of Cargo process:
 - 2.1 Is there a control in place to ensure that the Certificate Holder complies with the provisions of 14 CFR Part 121.285(b),(c), or (d) if cargo is carried anywhere in the passenger compartment of an airplane?

	<input type="checkbox"/> Yes
	<input type="checkbox"/> No, Explain
	<input type="checkbox"/> Not Applicable
 - 2.2 Is there a control in place to ensure that if cargo is carried anywhere in the passenger compartment, it is carried in an approved cargo bin?

	<input type="checkbox"/> Yes
	<input type="checkbox"/> No, Explain
	<input type="checkbox"/> Not Applicable
 - 2.3 Is there a control in place to ensure that if cargo is carried anywhere in the passenger compartment, it is carried in a bin that does not restrict access to or the use of any required emergency exit, or the aisle in the passenger compartment?

	<input type="checkbox"/> Yes
	<input type="checkbox"/> No, Explain
	<input type="checkbox"/> Not Applicable
 - 2.4 Is there a control in place to ensure that if cargo is carried anywhere in the passenger compartment, the cargo bin has suitable safeguards provided within it to prevent the cargo from shifting under emergency landing conditions?

	<input type="checkbox"/> Yes
	<input type="checkbox"/> No, Explain
	<input type="checkbox"/> Not Applicable
 - 2.5 Is there a control in place to ensure that if cargo is carried in the passenger compartment, the bin is positioned so that it does not obscure any passenger's view of the "seat belt" sign, "no smoking" sign, or any other required exit sign, unless an auxiliary sign or other approved means of notification is provided?

	<input type="checkbox"/> Yes
	<input type="checkbox"/> No, Explain
	<input type="checkbox"/> Not Applicable
 - 2.6 Is there a control in place to ensure that if cargo is carried aft of a bulkhead/divider in the passenger compartment, the cargo is restrained by a safety belt or other tie-down having enough strength to eliminate the possibility of shifting under normally anticipated flight and ground conditions?

	<input type="checkbox"/> Yes
	<input type="checkbox"/> No, Explain
	<input type="checkbox"/> Not Applicable

2.7 Is there a control in place to ensure that if cargo is carried aft of a bulkhead/divider in the passenger compartment, the cargo is packaged or covered to avoid possible injury to passengers and passenger compartment occupants?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
2.8 Is there a control in place to ensure that if cargo is carried anywhere in the passenger compartment, the cargo is restricted to load limitations that do not exceed the limitation for the seats or the floor structure?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
2.9 Is there a control in place to ensure that if cargo is carried anywhere in the passenger compartment, it is positioned to not restrict access to or use of any required emergency or regular exit, or the aisle?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
2.10 Is there a control in place to ensure that if cargo is carried in the passenger compartment, its location is such that it does not obscure any passenger's view of the "seat belt" sign, "no smoking" sign, or required exit sign, unless an auxiliary sign and/or other approved means for proper notification of the passenger is provided?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
2.11 Is there a control in place to ensure that crewmembers are trained to secure cargo, if appropriate, in a passenger seat?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
2.12 Is there a control in place to ensure that crewmembers are trained to identify proper packaging of cargo, to avoid possible injury to passengers, if cargo is carried in the cabin?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
2.13 Is there a control in place to ensure that the Certificate Holder operates its aircraft with the emergency equipment listed in 14 CFR Sections 121.309(a) and 121.310?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
2.14 Is there a control in place to ensure that the Certificate Holder carries only persons authorized in accordance with 14 CFR Part 121.583(a)(1–8) on its aircraft?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
2.15 Is there a control in place to ensure that the Certificate Holder requires that all persons it carries have an unobstructed access to the pilot compartment or a regular/emergency exit from their seat per 14 CFR Part 121.583(a)?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
2.16 Is there a control in place to ensure that the Certificate Holder requires that the pilot in command of its aircraft has a means of notifying each person when smoking is prohibited and when safety belts must be fastened per 14 CFR Part 121.583(a)?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
2.17 Is there a control in place to ensure that the Certificate Holder requires that each airplane has an approved seat for each person and that the seat must be located so that the occupant is not in a position to interfere with flight crewmembers performing their duties per 14 CFR Part 121.583(a)?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
2.18 Is there a control in place to ensure that the Certificate Holder ensures that people it carries are orally briefed before takeoff concerning smoking, seat belt use, location and operation of emergency exits, and the use of oxygen and emergency oxygen	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain

equipment per 14 CFR Part 121.583(a)?	
2.19 Is there a control in place to ensure that if the Certificate Holder is conducting extended overwater operations, it briefs the people it is carrying on the location and operation of life preservers including a demonstration of the method of donning and inflating a life preserver per 14 CFR Part 121.583(a)?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
2.20 Is there a control in place to ensure that cargo is accepted in accordance with the Certificate Holder's procedures?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
2.21 Is there a control in place to ensure that cargo is stored in accordance with the Certificate Holder's procedures?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
2.22 Is there a control in place to ensure that cargo is loaded and secured in accordance with the Certificate Holder's procedures?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
2.23 Is there a control in place to ensure that cargo is unloaded in accordance with the Certificate Holder's procedures?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
2.24 Is there a control in place to ensure that COMAT is carried in accordance with the Certificate Holder's cargo handling procedures?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
2.25 Does the Certificate Holder have a documented method for assessing the impact of any changes made to the controls in the Carriage of Cargo process?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain

SAI SECTION 2 – CONTROLS ATTRIBUTE –Drop Down Menu
1. No controls specified.
2. Documentation for the controls do not identify (who, what, when, where, how).
3. Controls incomplete.
4. Controls could be circumvented.
5. Controls could be unenforceable.
6. Resource requirements incomplete (personnel, facilities, equipment, technical data).
7. Other.

SAI SECTION 3 – PROCESS MEASUREMENT ATTRIBUTE

Objective: Process measurements are used by the Certificate Holder to measure and assess its processes to identify and correct problems or potential problems and to make improvements to the processes. The questions in this section of the data collection tool are designed to assist the inspector in determining if the Certificate Holder measures or assesses information to identify, analyze and document potential problems with the process. Process measurements are basically a Certificate Holder's internal evaluation or auditing of the most important policies, procedures or instructions and information associated with an element.

To prevent the duplication of work that would otherwise occur, Process Measurements are most commonly addressed through a combination of auditing features contained in both the Certificate Holder's Safety Program/Internal Evaluation Program (for Operations and Cabin Safety related issues) and the auditing function of the Continuous Analysis & Surveillance System (for Airworthiness or Maintenance/Inspection related issues). The Director of Safety and the Quality Assurance Department often work in conjunction to accomplish this function for the Certificate Holder. This approach simply requires amendment of the Safety Program/Internal Evaluation Program audit forms or checklists and the Continuous Analysis & Surveillance System audit forms or checklists to include the specific process measurements for each element.

Tasks

To meet this objective, the inspector must accomplish the following tasks:

- 1 Review the process measurement questions below.
- 2 Review the Certificate Holder's policies, procedures, instructions and information to gain an understanding of the process measurements that it has documented.

Questions

To meet this objective, the inspector must answer the following questions:

3. Does the Certificate Holder's Carriage of Cargo process include the following process measurements:

3.1 Process measurements that would reveal if the Certificate Holder failed to comply with the provisions of 14 CFR Part 121.285(b),(c), or (d) if cargo is carried anywhere in the passenger compartment of an airplane?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
3.2 Process measurements that would reveal if cargo carried anywhere in the passenger compartment was not carried in an approved cargo bin?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
3.3 Process measurements that would reveal if cargo carried anywhere in the passenger compartment was carried in a bin that restricted access to or use of any required emergency exit, or the aisle in the passenger compartment?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
3.4 Process measurements that would reveal (for cargo carried anywhere in the passenger compartment) if the cargo bin did not have suitable safeguards provided within it to prevent the cargo from shifting under emergency landing conditions?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
3.5 Process measurements that would reveal (for cargo carried in the passenger compartment) if the bin was positioned so that it obscured any passenger's view of the "seat belt" sign, "no smoking" sign, or any other required exit sign, unless an auxiliary sign or other approved means of notification was provided?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable

3.6 Process measurements that would reveal (for cargo carried aft of a bulkhead/divider in the passenger compartment) if the cargo was restrained by a safety belt or other tie-down that did not have enough strength to eliminate the possibility of shifting under normally anticipated flight and ground conditions?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
3.7 Process measurements that would reveal (for cargo carried aft of a bulkhead/divider in the passenger compartment) if the cargo was not packaged or covered to avoid possible injury to passengers and passenger compartment occupants?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
3.8 Process measurements that would reveal if cargo carried anywhere in the passenger compartment was not restricted to load limitations that did not exceed the limitation for the seats or the floor structure?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
3.9 Process measurements that would reveal if cargo carried anywhere in the passenger compartment was positioned to restrict access to or use of any required emergency or regular exit, or the aisle?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
3.10 Process measurements that would reveal if cargo carried in the passenger compartment was in a location that obscured any passenger's view of the "seat belt" sign, "no smoking" sign, or required exit sign, unless an auxiliary sign and/or other approved means for proper notification of the passenger was provided?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
3.11 Process measurements that would reveal if crewmembers were not trained to secure cargo, if appropriate, in a passenger seat?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
3.12 Process measurements that would reveal if crewmembers were not trained to identify proper packaging of cargo, to avoid possible injury to passengers, if cargo was carried in the cabin?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
3.13 Process measurements that would reveal if the Certificate Holder failed to operate its aircraft with the emergency equipment listed in 14 CFR Sections 121.309(a) and 121.310?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
3.14 Process measurements that would reveal if the Certificate Holder carried any persons other than those authorized in accordance with 14 CFR Part 121.583(a)(1-8) on its aircraft?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
3.15 Process measurements that would reveal if the Certificate Holder failed to require that all persons it carries have unobstructed access to the pilot compartment or a regular/emergency exit from their seat per 14 CFR Part 121.583(a)?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
3.16 Process measurements that would reveal if the Certificate Holder failed to require that the pilot in command of its aircraft has a means of notifying each person when smoking is prohibited and when safety belts must be fastened per 14 CFR Part 121.583(a)?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
3.17 Process measurements that would reveal if the Certificate Holder failed to require that each airplane has an approved seat for each person and that the seat must be located so that the occupant is not in a position to interfere with flight crewmembers performing their duties per 14 CFR Part 121.583(a)?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable

3.18 Process measurements that would reveal if the Certificate Holder failed to ensure that people carried by it were orally briefed before takeoff concerning smoking, seat belt use, location and operation of emergency exits, and the use of oxygen and emergency oxygen equipment per 14 CFR Part 121.583(a)?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
3.19 Process measurements that would reveal if the Certificate Holder conducting extended overwater operations failed to brief people it is carrying on the location and operation of life preservers, including a demonstration of the method of donning and inflating a life preserver per 14 CFR 121.583(a)?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
3.20 Process measurements that would reveal if cargo was not accepted in accordance with the Certificate Holder's procedures?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
3.21 Process measurements that would reveal if cargo was not stored in accordance with the Certificate Holder's procedures?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
3.22 Process measurements that would reveal if cargo was not loaded and secured in accordance with the Certificate Holder's procedures?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
3.23 Process measurements that would reveal if cargo was not unloaded in accordance with the Certificate Holder's procedures?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
3.24 Process measurements that would reveal if COMAT was not carried in accordance with the Certificate Holder's cargo handling procedures?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
3.25 Does the Certificate Holder document its process measurement methods and results?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
3.26 Does the organization that conducts the process measurements have direct access to the person with responsibility for the Carriage of Cargo process?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain

SAI SECTION 3 – PROCESS MEASUREMENT ATTRIBUTE –Drop Down Menu
1. No process measurements specified.
2. Documentation for the process measurements does not identify (who, what, when, where, how).
3. Inability to identify negative findings.
4. No provisions for implementing corrective actions.
5. Ineffective follow-up to determine effectiveness of corrective actions.
6. Resources requirements (personnel, facilities, equipment, technical data).
7. Other.

SAI SECTION 4 – INTERFACES ATTRIBUTE

Objective: Interfaces are used by the Certificate Holder to identify and manage the interactions between processes. The questions in this section of the data collection tool are designed to assist the inspector in determining whether or not interactions between the procedures, policies or instructions and information associated with other independent processes within the Certificate Holder's organization are documented. Written procedures, policies or instructions and information that are interrelated and located in different manuals within the Certificate Holder's manual system need to be consistent and complement each other. For the interfaces to be effectively managed, it is not only important to identify what the interfaces are, but it is imperative to document the specific location of the interfaces within the Certificate Holder's manual system.

Tasks

To meet this objective, the inspector must accomplish the following tasks:

- 1 Review the interfaces associated with the Carriage of Cargo process that have been identified along with the individual questions in the Procedures Section (1) of this data collection tool.
- 2 Review the Certificate Holder's policies, procedures, instructions and information to gain an understanding of the interfaces that it has documented.

Questions

To meet this objective, the inspector must answer the following questions:

NOTE: ALL EXPLANATIONS IN THE DROP DOWN MENU FOR "NO" ANSWERS MUST INCLUDE THE INDIVIDUAL QUESTION NUMBER FROM THE PROCEDURES SECTION (1) OF THIS DATA COLLECTION TOOL AND THE ELEMENT NUMBER(S) OF THE INTERFACE(S) THAT WERE NOT ADDRESSED.

4. Does the Certificate Holder's manual:

- | | |
|--|--|
| 4.1 Properly address the interfaces that are identified along with the individual questions in the Procedures Section (1)? | <input type="checkbox"/> Yes
<input type="checkbox"/> No, Explain |
| 4.2 Document a method for assessing the impact of any changes to the associated interfaces within the Carriage of Cargo process? | <input type="checkbox"/> Yes
<input type="checkbox"/> No, Explain |
| 4.3 List any additional interfaces identified during the accomplishment of this SAI. | |

SAI SECTION 4 – INTERFACES ATTRIBUTE –Drop Down Menu
1. No interfaces specified.
2. The following interfaces not identified within the Certificate Holder's manual system:
3. Interfaces listed are inaccurate.
4. Specific location of interfaces not identified within the manual system.
5. Other

SAI SECTION 5 – MANAGEMENT RESPONSIBILITY & AUTHORITY ATTRIBUTE

Objective: The questions in this section of the data collection tool address the responsibility and authority of the process. They are designed to assist the inspector in determining if there is a clearly identifiable, qualified and knowledgeable person who is responsible for the process, is answerable for the quality of the process and has the authority to establish and modify the process. (The person with the authority may or may not be the person with the responsibility.)

Tasks

To meet this objective, the inspector must accomplish the following tasks:

- 1 Identify the person who has overall responsibility for the Carriage of Cargo process.
- 2 Identify the person who has overall authority for the Carriage of Cargo process.
- 3 Review the duties and responsibilities of the person(s), documented in the Certificate Holder's manual.
- 4 Review the appropriate organizational chart.

Questions

To meet this objective, the inspector must answer the following questions:

5. Are the following aspects of the Management Responsibility and Authority Attributes addressed in the Carriage of Cargo process:

5.1 Does the Certificate Holder's manual clearly identify who is responsible for the quality of the Carriage of Cargo process?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain Name/Title: <input type="text"/>
5.2 Does the Certificate Holder's manual clearly identify who has authority to establish and modify the policies, procedures, instructions and information for the Carriage of Cargo process?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain Name/Title: <input type="text"/>
5.3 Does the Certificate Holder's manual include the duties and responsibilities of those who manage the work required by the Carriage of Cargo process? SRRs: 121.135(b)(2)	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
5.4 Does the Certificate Holder's manual include instructions and information for those who manage the work required by the Carriage of Cargo process? SRRs: 121.135(a)(1)	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
5.5 Does the Certificate Holder's manual clearly and completely document the authority for this position?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
5.6 Does the Certificate Holder's manual clearly and completely document their qualification standards for the person having responsibility for the Carriage of Cargo process?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
5.7 Does the Certificate Holder's manual clearly and completely document their qualification standards for the person having authority to establish and modify the Certificate Holder's policies, procedures, instructions and information for the Carriage of Cargo process?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
5.8 Does the Certificate Holder's manual clearly and completely document the procedures for delegation of authority for the Carriage of Cargo process?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain

SAI SECTION 5 – MANAGEMENT RESPONSIBILITY & AUTHORITY ATTRIBUTE –Drop Down Menu
1. Not documented.
2. Documentation unclear.
3. Documentation incomplete.
4. Other.