



U.S. Department
of Transportation

**Federal Aviation
Administration**

InFO

Information for Operators

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Flight Standards Service
Washington, DC

http://www.faa.gov/other_visit/aviation_industry/airline_operators/airline_safety/info

An InFO contains valuable information for operators that should help them meet certain administrative, regulatory, or operational requirements with relatively low urgency or impact on safety.

Subject: ICAO Standardized Certified True Copy of Air Operator Certificates

Purpose: This InFO supersedes InFO 08051, dated 10/22/2008. It describes the International Civil Aviation Organization (ICAO) requirement to carry a standardized certified true copy of the Air Operator Certificates (AOC) on board any aircraft operated internationally. It also outlines the steps certificate holders should take to ensure they are in compliance with this ICAO requirement.

Background: ICAO has amended Annex 6 to require air operators to carry onboard their aircraft a standardized certified true copy of their AOCs when operating internationally. See the following ICAO document for more information:

<http://www.icao.int/fsix/Library/Annex%206-Part%20I%20-%20AOC%20Template%20en.pdf>

Discussion: To enable certificate holders to fulfill this ICAO requirement, the Federal Aviation Administration (FAA) has made an ICAO standardized AOC available as template A999 in WebOPSS. (A sample template A999 is attached to this InFO.) Much of the data contained in the AOC will be pre-loaded from WebOPSS. Some of the data must be entered by the principal operations inspector (POI) or the certificate holder. This standardized ICAO AOC is in addition to the FAA Operating Certificate or Air Carrier Certificate as described in Order 8900.1, Volume 2, Chapter 1, Section 4. Certificate holders must carry this ICAO AOC on board their aircraft when operating internationally in order to be in compliance with Annex 6.

Recommended Action: A certificate holder who flies or intends to fly internationally should request Template A999 in WebOPSS from its POI, so that it may be issued before January 1, 2010. The certificate holder should then work with its POI to properly fill in the information on the template.

The AOC will be digitally signed when the POI issues it, fulfilling the ICAO requirement for a certified true copy. The certificate holder may print a copy for each aircraft it operates internationally and place it on board or, if the air carrier has the capability, carry it electronically on board so that it is accessible to a foreign Civil Aviation Authority during an inspection.

Point of Contact: Any questions regarding this InFO should be directed to the Air Transportation Division, AFS-200 at (202) 267-8166.

Sample Template A999, ICAO-Formatted Air Operator Certificate

| AIR OPERATOR CERTIFICATE | | |
|--|--|---|
| ³ | State of the Operator ¹ | ³ |
| | Issuing Authority ² | |
| AOC # ⁴ : | Operator Name ⁶ Dba Trading Name ⁷ Operator Address ⁹ : | Operational Points of Contact: ⁸ Contact details, at which operational management can be contacted without undue delay, are listed in _____ ¹¹ . |
| Expiration Date: ⁵ | Telephone ¹⁰ : Fax: E-mail: | |
| This certificate certifies that _____ ¹² is authorized to perform commercial air operations, as defined in the attached operations specifications, in accordance with the Operations Manual and the _____ ¹³ . | | |
| Date of Issue ¹⁴ : | Name ¹⁵ : Title: | |

CERTIFICATION STATEMENT

I hereby certify that the attached is a true copy of the [title of the AOC] issued at [place] on [date] by the FAA.

Signed at [place] on [date]

[Digital signature of FAA official]
 [Title]

Notes:

1. Autofilled.
2. Autofilled.
3. For use of the State of the Operator.
4. Unique AOC number, as issued by the State of the Operator.
5. Autofilled.
6. Insert the operator's registered name.
7. Operator trading name, if different. Insert "DBA" before the trading name (for "Doing business as").
8. The contact details include the telephone and fax numbers, including the country code, and the e-mail address (if available) at which operational management can be contacted without undue delay for issues related to flight operations, airworthiness, flight and cabin crew competency, dangerous goods and other matters as appropriate.
9. Operator principal place of business address.
10. Operator principal place of business telephone and fax details, including the country code. E-mail to be provided if available.
11. Insertion of the controlled document, carried on board, in which the contact details are listed, with the appropriate paragraph or page reference. E.g.: "Contact details ... are listed in the Operations Manual, Gen/Basic, Chapter 1, 1.1"; or "... are listed in the Operations Specifications, page 1"; or "... are listed in an attachment to this document".
12. Operator registered name.
13. Insert "14 CFR".
14. Issuance date of the AOC (dd-mm-yyyy).
15. Title and name of the Authority representative. An official digital signature stamp is applied to the Certification Statement on the AOC.