



Form No. FOD.F.325a
 Version No. 17
 Issue Date: 26/02/2021
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**PART NCC or PART SPO
 DECLARATION FORM**

PLEASE REFER TO THE SUBMISSION INSTRUCTIONS AT SECTION 9

DECLARATION

in accordance with Commission Regulation (EU) No 965/2012 (Air Operations)

Section 1 - Operator

- (a) Name: _____
- (b) Place in which the operator has its principal place of business or, the place in which the operator is established or residing: _____
- (c) Place from which the operations are directed: _____
- (d) Name of Accountable Manager: _____
- (e) Contact details of the accountable manager: _____

Section 2 - Continuing airworthiness management organisation ⁽¹⁾ in accordance with Commission Regulation (EU) No 1321/2014 (continuing airworthiness of aircraft) or equivalent organisation (third country registered aircraft only).

- (a) Name of organisation: _____
- (b) Address of the organisation: _____
- (c) Organisation Approval Reference (as per EASA Form 14 or third country equivalent): _____

Second Continuing airworthiness management organisation information, if required.

- (a) Name of organisation: _____
- (b) Address of the organisation: _____
- (c) Organisation Approval Reference (as per EASA Form 14 or third country equivalent): _____

Section 3 - Aircraft operation ⁽²⁾

Starting date of operation:		Or applicability date of the Change Declaration:	
Type(s) of operation ⁽³⁾ :	Part-NCC: <input type="checkbox"/> passenger <input type="checkbox"/> cargo <input type="checkbox"/>	Part-SPO: <input type="checkbox"/> (specify which type of activity - see GM1 SPO.GEN.005)	

ENTER ALL AIRCRAFT TYPES AND REGISTRATIONS OPERATED (Use additional sheets if required)

Aircraft MSN	Aircraft Type	Registration ⁽⁴⁾	Include full model and series number	Main Base

Note 1: If an SPO aircraft is subject to wet lease or dry lease, **prior approval** from the IAA is **required prior to Declaration (ORO.SPO.100)**.

Note 2: A revised Declaration must be submitted when an aircraft is added or removed from operation.

Section 4 – Where applicable, details of specific approvals held (tick as appropriate and **attach copies** of specific approvals including specific approvals granted by a third country, to the declaration, if applicable.

- PBN: MNPS: RVSM: LVO: ETOPS: DG:
- HHO: HEMS: SET-IMC: HOFO:



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Section 5 - High Risk Commercial Specialised Operations Authorisation held: YES: NO:

Where applicable, details of High Risk Commercial Specialised Operations Authorisation held (attach copies of authorisations, if applicable: e.g. banner towing, parachuting, HESLO etc.)

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Section 6 - Alternative Means of Compliance (AltMoC): YES: NO:

Where applicable, list of alternative means of compliance with references to the associated Acceptable Means of Compliance (AMCs) they replace stating which Authority has approved the AltMoC. (Attach AltMoC to the declaration)

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Section 7 - Statements

(a) The operator complies, and will continue to comply, with the essential requirements set out in Annex V to Regulation (EU) 2018/1139 of the European Parliament and of the Council and with the requirements of Regulation (EU) No 965/2012.

(b) The management system documentation including the operations manual comply with the requirements of Annex III (Part-ORO), Annex V (Part-SPA), Annex VI (Part-NCC) or Annex VIII (Part-SPO) to Regulation (EU) No 965/2012 and;

All flights will be carried out in accordance with the provisions of operations manual as required by point ORO.GEN.110(b) of Annex III to that Regulation.

(c) All aircraft operated hold a valid certificate of airworthiness in accordance with Commission Regulation (EU) No 748/2012 or meet the specific airworthiness requirements applicable to aircraft registered in a third country and subject to a lease agreement.

(d) All flight crew members hold a license in accordance with Annex 1 to Commission Regulation (EU) No 1178/2011 as required by point ORO.FC.100(c) of Annex III to Regulation (EU) No 965/2012 and, cabin crew members and task specialists, where applicable, are trained in accordance with Subpart CC and Subpart TC of Annex III to Regulation (EU) No 965/2012.

(e) Industry Standards (Ref: AMC1 ARO.GEN.305(b);(c);(d);(d1)) (If applicable)

The operator has implemented and demonstrated conformance to an officially recognised industry standard.

Reference of the standard: _____

Certification body: _____

Date of the last conformance audit: _____

(f) The operator will notify to the competent authority any changes in circumstances affecting its compliance with the essential requirements set out in Annex V to Regulation (EU) 2018/1139 and with the requirement of Regulation (EU) No 965/2012 as declared to the competent authority through this declaration and any changes to the information and lists of AltMoC included in and annexed to this declaration, as required by point ORO.GEN.120(a) of Annex III to Regulation (EU) No 965/2012.

The operator confirms that the information disclosed in this declaration is correct.

Name of Accountable Manager: _____ Signature _____ Date _____



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Section 8 – Company Information

Company Registration Office (CRO) No.

Company Address

Workplace Address (if different to above)

ACCOUNTABLE MANAGER DETAILS

Phone contact

Email Contact

- (1) Information about the organisation responsible for the continuing airworthiness management includes the name of the organisation, the address and the approval reference
- (2) If there is not enough space to list the information in the space on the declaration, the information shall be listed in a separate annex. The annex shall be dated and signed.
- (3) "Type(s) of operation" refers to the type of operations conducted with this aircraft, e.g. non-commercial operations or specialised operations such as aerial photography flights, aerial advertising flight, news media flights, television and movie flights, parachute operations, skydiving, maintenance check flights.
- (4) If the aircraft is also registered with an AOC holder, specify the AOC number of the AOC holder.

Section 9 - Declaration Submission Instructions:

1. The Declaration Form must include all aircraft types and aircraft registrations operated at the time the Declaration is made.
2. A new Declaration Form must be submitted when any of the information in Sections 1 to 8 changes.
3. The fully Completed Declaration Form must be sent by email to ncc-spodeclaration@iaa.ie
4. An automated reply will be issued confirming receipt only of the application. For further queries please contact FOD Administration at 00 353 1 6718655.
5. CESSATION OF OPERATIONS CERTIFICATION

In the event that the NCC/SPO operator intends to cease all aircraft operations, please submit a Closing Declaration, with Section 1 details and the following cessation of operations certification completed to ncc-spodeclaration@iaa.ie. (There is no charge for the Closing Declaration).

I hereby certify that the operator named at section 1 of this form, no longer operates any aircraft in NCC/SPO operations.

Operator Name: _____

Date: _____

Signed: _____
(Accountable Manager)



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 Appendix 1:

PAYMENT FORM

The initial fee for the processing of each Declaration is €150.

The fee for any Change/Variation of the above Declaration is €25.00. Please complete this Declaration Form in full to notify any changes to the initial Declaration.

There is no charge for the Closing Declaration.

(Full details of fees charged by the IAA are published in the [Irish Aviation Authority \(Fees\) Order.](#))

I am paying by:-

CREDIT CARD **DEBIT CARD** **LASER**

(please specify)

Please note that we do not accept **AMERICAN EXPRESS** or **DINERS CARD**.

If paying by credit or debit card please complete the information required below (in block capitals). **Note:** All credit card details are destroyed upon completion of the transaction.

Name of Card holder (as stated on the card) _____

Card Number

Valid from: / Expiry Date /

Security Code (last 3 digits on signature strip on reverse of card)

Address of Card holder, if different from applicant _____

NOTE: On completion, please submit this Application Form to ncc-spodeclaration@iaa.ie
 An automated reply will be issued confirming receipt only of the application.
 For further queries please contact FOD Administration at 00 353 16718655

END