



CIVIL AVIATION AUTHORITY OF NEPAL
ANNUAL SURVEILLANCE PROGRAMME (2012-2013)

Airworthiness Inspection Division

As a part of State Safety Program (SSP), all approved organizations have been scheduled to be inspected by the CAA Nepal on regular basis to assess their performance as per the scope of their approval. The frequency, duration and depth of surveillance depend on the size of the organization and level of its operations. This document is reference document to the public and stakeholders to plan their activities accordingly. Civil Aviation Authority may not be issuing separate request letter for auditing the organization as this document supports the surveillance planning of the organization. The following points are to be considered for surveillance of organizations.

a) There are six groups and each consists of minimum of two officers who will be carrying out the audit.

Group 1 (G1) Raju Shrestha (RS) Ritesh Raj Pant (RRP)	Group 2 (G2) Raju Shrestha (RS) Bharat Parajuli (BRP)	Group 3 (G3) Raju Shrestha (RS) Prabakar Chandra Mallik (PCM)
Group 4 (G4) Prabakar Chandra Mallik (PCM) Ritesh Raj Pant (RRP)	Group 5 (G5) Prabakar Chandra Mallik (PCM) Bharat Parajuli (BRP)	Group 6 (G6) Bharat Parajuli (BRP) Ritesh Raj Pant (RRP)

- b) Based on the availability of the group members, the group will perform the assigned safety audits. However, the group members may be changed if the group member(s) is not in a position to take up the audit.
- c) Mr. Bidhan Shrestha will assist various Group.
- d) The Chief of Airworthiness will Supervise and overview the audit.
- e) Organizations are required to plan their activities in accordance with this program.
- f) There will not be separate letter issued for auditing.
- g) The organizations are required to position the responsible post holders or responsible personnel during the CAA Nepal Audit.

- h) The group will carry out audit based on the reference checklist. However, the group may follow industry recommended practices as well.
- i) The operators are required to extend the co-operations while the CAA Nepal groups are conducting the audit.
- j) CAA Nepal may prepone or postpone the audit based on the circumstances.
- k) The auditing team will issue discrepancy letter soon after the audit. The discrepancies are classified as Level 1 or Level 2 depending upon seriousness. Level 1 discrepancy has to be rectified immediately. Level 2 findings are to be rectified not later than one month period, unless and until accepted by the Chief of Airworthiness Inspection Division.
- l) Post holders/ Responsible manager / Accountable manager shall return the document with proposed date for the rectification and closure of the discrepancies.



CIVIL AVIATION AUTHORITY OF NEPAL

ANNUAL SURVEILLANCE PROGRAMME (2011-2012)

Airworthiness Inspection Division

Name of Organization	2012					2013						
	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	July
1. NEPAL AIRLINES												
Facility Requirements (NCAR 145.A.25)	G1				G3				G6			
Personnel Requirements (NCAR 145.A.30)	G1				G3				G6			
Certifying and Support Staff (NCAR 145.A.35)	G1				G3				G6			
Equipment, Tools and Material ; Acceptance of Components (NCAR 145.A.40 ; 42)		G2				G5				G4		
Maintenance Data (NCAR 145.A.45)	G1				G3				G6			
Production Planning (NCAR 145.A.47)	G1				G3				G6			
Certification of Maintenance ; Maintenance Records (NCAR 145.A.50; 55)	G1				G3				G6			
Occurrence Reporting (NCAR 145.A.60)	G1				G3				G6			
Safety and Quality Policy, Maintenance Procedures and Quality System (NCAR 145.A.65)		G2				G5				G4		
Maintenance Organisation Exposition Review (NCAR 145.A.70)		G2				G5				G4		
Continued Validity ; Review of Annual Audit Compliance (NCAR 145.A.90)		G2				G5				G4		
Inspection of Aircraft (DGCA STD.DOC/CL/04 ; 12 ; 28)		G2				G5				G4		
Ramp Inspection (DGCA STD.DOC/CL/13)	G1		G2		G3		G4		G5		G6	
Line Station Inspection (NCAR 145)	G1			G2			G4			G6		
Dangerous Goods Inspection												
En-route Cabin Inspection	G1			G2			G4			G6		

Name of Organisation	2012					2013						
	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July
2. YETI AIRLINES												
Facility Requirements (NCAR 145.A.25)		G2				G3				G5		
Personnel Requirements (NCAR 145.A.30)		G2				G3				G5		
Certifying and Support Staff (NCAR 145.A.35)		G2				G3				G5		
Equipment, Tools and Material ; Acceptance of Components (NCAR 145.A.40 ; 42)		G2				G3				G5		
Maintenance Data (NCAR 145.A.45)		G2				G3				G5		
Production Planning (NCAR 145.A.47)		G2				G3				G5		
Certification of Maintenance ; Maintenance Records (NCAR 145.A.50; 55)		G2				G3				G5		
Occurrence Reporting (NCAR 145.A.60)		G2				G3				G5		
Safety and Quality Policy, Maintenance Procedures and Quality System (NCAR 145.A.65)		G2				G3				G5		
Maintenance Organisation Exposition Review (NCAR 145.A.70)		G2				G3				G5		
Continued Validity ; Review of Annual Audit Compliance (NCAR 145.A.90)		G2				G3				G5		
Inspection of Aircraft		G2				G3				G5		
Ramp Inspection		G2		G1		G3		G4		G5		G6
Line Station Inspection (NCAR 145)		G2				G3				G5		
Dangerous Goods Inspection												
En-route Cabin Inspection		G2				G3				G5		

	2012					2013						
Name of Organisation	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July
3. BUDDHA AIR												
Facility Requirements (NCAR 145.A.25)			G1				G3				G4	
Personnel Requirements (NCAR 145.A.30)			G1				G3				G4	
Certifying and Support Staff (NCAR 145.A.35)			G1				G3				G4	
Equipment, Tools and Material ; Acceptance of Components (NCAR 145.A.40 ; 42)			G1				G3				G4	
Maintenance Data (NCAR 145.A.45)			G1				G3				G4	
Production Planning (NCAR 145.A.47)			G1				G3				G4	
Certification of Maintenance ; Maintenance Records (NCAR 145.A.50; 55)			G1				G3				G4	
Occurrence Reporting (NCAR 145.A.60)			G1				G3				G4	
Safety and Quality Policy, Maintenance Procedures and Quality System (NCAR 145.A.65)			G1				G3				G4	
Maintenance Organisation Exposition Review (NCAR 145.A.70)			G1				G3				G4	
Continued Validity ; Review of Annual Audit Compliance (NCAR 145.A.90)			G1				G3				G4	
Inspection of Aircraft			G1				G3				G4	
Ramp Inspection	G2		G1		G5		G3		G6		G4	
Line Station Inspection (NCAR 145)			G1				G3				G4	
Dangerous Goods Inspection												
En-route Cabin Inspection			G1				G3				G4	

Name of Organisation	2012					2013						
	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July
4. TARA AIR												
Facility; Personnel ; Certifying and Support Staff ; Equipment, Tools and Material ; Acceptance of Components ; Maintenance Data Requirements (NCAR 145.A.25 ; 30 ; 35 ; 40; 42 ; 45) Maintenance Organisation Exposition ; Review for Continuation of Approval (NCAR 145.A.70 ; 90)				G2				G3				G5
Production Planning ; Certification of Maintenance ; Maintenance Records ; Occurrence Reporting ; Safety and Quality Policy, Maintenance Procedures and Quality System (NCAR 145.A.47 ; 50 ; 55 ; 60; 65)				G2				G3				G5
Maintenance Hangar, Ramp and Aircraft Inspection		G1		G2		G4		G3		G6		G5

Name of Organisation	2012					2013						
	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	July
5. Guna												
Facility; Personnel ; Certifying and Support Staff ; Equipment, Tools and Material ; Acceptance of Components ; Maintenance Data Requirements (NCAR 145.A.25 ; 30 ; 35 ; 40; 42 ; 45)			G1				G2				G4	
Maintenance Organisation Exposition ; Review for Continuation of Approval (NCAR 145.A.70 ; 90)			G1				G2				G4	
Production Planning ; Certification of Maintenance ; Maintenance Records ; Occurrence Reporting ; Safety and Quality Policy, Maintenance Procedures and Quality System (NCAR 145.A.47 ; 50 ; 55 ; 60; 65)			G1				G2				G4	
Maintenance Hangar, Ramp and Aircraft Inspection	G3		G1		G5		G2		G6		G4	

Name of Organisation	2012					2013						
	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	July
6. AGNI AIR												
Facility Requirements (NCAR 145.A.25)				G1				G2				G6
Personnel Requirements (NCAR 145.A.30)				G1				G2				G6
Certifying and Support Staff (NCAR 145.A.35)				G1				G2				G6
Equipment, Tools and Material ; Acceptance of Components (NCAR 145.A.40 ; 42)				G1				G2				
Maintenance Data (NCAR 145.A.45)				G1				G2				G6
Production Planning (NCAR 145.A.47)				G1				G2				G6
Certification of Maintenance ; Maintenance Records (NCAR 145.A.50; 55)				G1				G2				G6
Occurrence Reporting (NCAR 145.A.60)				G1				G2				G6
Safety and Quality Policy, Maintenance Procedures and Quality System (NCAR 145.A.65)				G1				G2				G6
Maintenance Organisation Exposition Review (NCAR 145.A.70)				G1				G2				G6
Continued Validity ; Review of Annual Audit Compliance (NCAR 145.A.90)				G1				G2				G6
Inspection of Aircraft				G1				G2				
Ramp Inspection		G3		G1		G4		G2		G5		G6
Line Station Inspection				G1				G2				G6
Dangerous Goods Inspection												
En-route Cabin Inspection				G1				G2				G6

	2012					2013						
Name of Organisation	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July
7. SITA AIR												
Facility; Personnel ; Certifying and Support Staff ; Equipment, Tools and Material ; Acceptance of Components ; Maintenance Data Requirements (NCAR 145.A.25 ; 30 ; 35 ; 40; 42 ; 45)		G6				G4				G5		
Maintenance Organisation Exposition ; Review for Continuation of Approval (NCAR 145.A.70 ; 90)		G6				G4				G5		
Production Planning ; Certification of Maintenance ; Maintenance Records ; Occurrence Reporting ; Safety and Quality Policy, Maintenance Procedures and Quality System (NCAR 145.A.47 ; 50 ; 55 ; 60; 65)		G6				G4				G5		
Maintenance Hangar, Ramp and Aircraft Inspection		G6		G1		G4		G2		G5		G3
	2012					2013						
Name of Organisation	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July
8. AIR KASTHAMANDAP												
Facility; Personnel ; Certifying and Support Staff ; Equipment, Tools and Material ; Acceptance of Components ; Maintenance Data Requirements (NCAR 145.A.25 ; 30 ; 35 ; 40; 42 ; 45)			G1				G3				G6	
Maintenance Organisation Exposition ; Review for Continuation of Approval (NCAR 145.A.70 ; 90)			G1				G3				G6	
Production Planning ; Certification of Maintenance ; Maintenance Records ; Occurrence Reporting ; Safety and Quality Policy, Maintenance Procedures and Quality System (NCAR 145.A.47 ; 50 ; 55 ; 60; 65)			G1				G3				G6	
Maintenance Hangar, Ramp and Aircraft Inspection	G5		G1		G2		G3		G4		G6	
	2012					2013						
Name of Organisation	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	July
9. GOMA AIR												
Facility; Personnel ; Certifying and Support Staff ; Equipment, Tools and Material ; Acceptance of Components ; Maintenance Data Requirements (NCAR 145.A.25 ; 30 ; 35 ; 40; 42 ; 45)				G2				G4				G5
Maintenance Organisation Exposition ; Review for				G2				G4				G5

Continuation of Approval (NCAR 145.A.70 ; 90)												
Production Planning ; Certification of Maintenance ; Maintenance Records ; Occurrence Reporting ; Safety and Quality Policy, Maintenance Procedures and Quality System (NCAR 145.A.47 ; 50 ; 55 ; 60; 65)				G2				G4				G5
Maintenance Hangar, Ramp and Aircraft Inspection		G6		G2		G3		G4		G1		G5
	2012					2013						
Name of Organisation	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	July
10. MAKALU AIR												
Facility; Personnel ; Certifying and Support Staff ; Equipment, Tools and Material ; Acceptance of Components ; Maintenance Data Requirements (NCAR 145.A.25 ; 30 ; 35 ; 40; 42 ; 45)	G1				G3				G6			
Maintenance Organisation Exposition ; Review for Continuation of Approval (NCAR 145.A.70 ; 90)	G1				G3				G6			
Production Planning ; Certification of Maintenance ; Maintenance Records ; Occurrence Reporting ; Safety and Quality Policy, Maintenance Procedures and Quality System (NCAR 145.A.47 ; 50 ; 55 ; 60; 65)	G1				G3				G6			
Maintenance Hangar, Ramp and Aircraft Inspection	G1		G5		G3		G4		G6		G2	
	2012					2013						
Name of Organisation	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	July
11. SHREE AIRLINES												
Facility; Personnel ; Certifying and Support Staff ; Equipment, Tools and Material ; Acceptance of Components ; Maintenance Data Requirements (NCAR 145.A.25 ; 30 ; 35 ; 40; 42 ; 45)		G2				G4				G5		
Maintenance Organisation Exposition ; Review for Continuation of Approval (NCAR 145.A.70 ; 90)		G2				G4				G5		
Production Planning ; Certification of Maintenance ; Maintenance Records ; Occurrence Reporting ; Safety and Quality Policy, Maintenance Procedures and Quality System (NCAR 145.A.47 ; 50 ; 55 ; 60; 65)		G2				G4				G5		
Maintenance Hangar, Ramp and Aircraft Inspection		G2		G3		G4		G1		G5		G6

	2012					2013						
Name of Organisation	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July
12. FISHTAIL AIR												
Facility; Personnel ; Certifying and Support Staff ; Equipment, Tools and Material ; Acceptance of Components ; Maintenance Data Requirements (NCAR 145.A.25 ; 30 ; 35 ; 40; 42 ; 45)			G1				G3				G6	
Maintenance Organisation Exposition ; Review for Continuation of Approval (NCAR 145.A.70 ; 90)			G1				G3				G6	
Production Planning ; Certification of Maintenance ; Maintenance Records ; Occurrence Reporting ; Safety and Quality Policy, Maintenance Procedures and Quality System (NCAR 145.A.47 ; 50 ; 55 ; 60; 65)			G1				G3				G6	
Maintenance Hangar, Ramp and Aircraft Inspection	G2		G1		G5		G3		G4		G6	
13. MOUNTAIN HELICOPTERS												
Facility; Personnel ; Certifying and Support Staff ; Equipment, Tools and Material ; Acceptance of Components ; Maintenance Data Requirements (NCAR 145.A.25 ; 30 ; 35 ; 40; 42 ; 45)				G2				G4				G5
Maintenance Organisation Exposition ; Review for Continuation of Approval (NCAR 145.A.70 ; 90)				G2				G4				G5
Production Planning ; Certification of Maintenance ; Maintenance Records ; Occurrence Reporting ; Safety and Quality Policy, Maintenance Procedures and Quality System (NCAR 145.A.47 ; 50 ; 55 ; 60; 65)				G2				G4				G5
Maintenance Hangar, Ramp and Aircraft Inspection		G6		G2		G1		G4		G3		G5
14. SIMRIK AIR												
Facility; Personnel ; Certifying and Support Staff ; Equipment, Tools and Material ; Acceptance of Components ; Maintenance Data Requirements (NCAR 145.A.25 ; 30 ; 35 ; 40; 42 ; 45)	G1				G3				G6			
Maintenance Organisation Exposition ; Review for	G1				G3				G6			

Continuation of Approval (NCAR 145.A.70 ; 90)												
Production Planning ; Certification of Maintenance ; Maintenance Records ; Occurrence Reporting ; Safety and Quality Policy, Maintenance Procedures and Quality System (NCAR 145.A.47 ; 50 ; 55 ; 60; 65)	G1				G3				G6			
Maintenance Hangar, Ramp and Aircraft Inspection	G1		G5		G3		G2		G6		G4	
	2012					2013						
Name of Organisation	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July
15. AVIA CLUB												
Aircraft Maintenance Facility (NCAR 145)		G2				G4				G5		
Maintenance Hanger Inspection		G2				G4				G5		
Inspection of Aircraft		G2				G4				G5		
	2012					2013						
Name of Organisation	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July
16. MUKTINATH AIRLINES												
Aircraft Maintenance Facility (NCAR 145)	G1				G3				G6			
Maintenance Hanger Inspection	G1				G3				G6			
Inspection of Aircraft	G1				G3				G6			