BELIZE

DEPARTMENT OF

CIVIL AVIATION

BELIZE CIVIL AVIATION REGULATIONS
AIR NAVIGATION SERVICES
BCAR – ANS

Issue: 1
Revision: 0
Date: 21/06/2009

INTENTIONALLY LEFT BLANK

Issue and Revision System

THE REVISIONS TO THIS REGULATION WILL BE INDICATED BY A VERTICAL BAR ON THE LEFT SIDE, IN FRONT OF THE LINE, SECTION OR FIGURE THAT HAS BEEN AFFECTED. AN ISSUE WILL BE THE REPLACEMENT OF THE COMPLETE DOCUMENT.

THESE REVISIONS MUST BE RECORDED ON THE RECORD OF REVISIONS TABLE OF THIS DOCUMENT, INDICATING THE RESPECTIVE NUMBER, DATE IT WAS ENTERED AND SIGNED BY THE PERSON ENTERING THE REVISION.

INTENTIONALLY LEFT BLANK

Record of Revisions

Number	Date entered:	Entered by:

INTENTIONALLY LEFT BLANK

List of Effective Pages

PAGE NUMBER	REVISION NUMBER	DATE
Front Cover	0	21/06/2009
IRS-1	0	21/06/2009
RR-1	0	21/06/2009
LEP-1	0	21/06/2009
TC-1	0	21/06/2009
TC-2	0	21/06/2009
1-R-1	0	21/06/2009
1-LA-1	0	21/06/2009
1-LA-2	0	21/06/2009
1-DEF-1	0	21/06/2009
1-DEF-2	0	21/06/2009
1-DEF-3	0	21/06/2009
1-DEF-4	0	21/06/2009
1-DEF-5	0	21/06/2009
1-DEF-6	0	21/06/2009
1-DEF-7	0	21/06/2009
1-DEF-8	0	21/06/2009
1-1	0	21/06/2009
1-2	0	21/06/2009
1-3	0	21/06/2009
1-4	0	21/06/2009
1-5	0	21/06/2009
1-6	0	21/06/2009
2-1	0	21/06/2009
2-2	0	21/06/2009
2-3	0	21/06/2009
2-4	0	21/06/2009
2-5	0	21/06/2009
2-6	0	21/06/2009
2-7	0	21/06/2009
2-8	0	21/06/2009
2-9	0	21/06/2009
2-10	0	21/06/2009
2-11	0	21/06/2009
2-12	0	21/06/2009
2-13	0	21/06/2009
2-14	0	21/06/2009
2-15	0	21/06/2009

INTENTIONALLY LEFT BLANK

Table of Contents

Front Cover 1
Issue and Revision System IRS-1
Record of Revisions RR-1
List of Effective Pages LEP-1
Table of Contents TC-1
SECTION 1-REQUIREMENTS 1-R-1
List of Acronyms: 1-LA-1
AIR NAVIGATION SERVICES 1-DEF-1
PART I 1-DEF-1
Preliminary 1-DEF-1
1. Citation 1-DEF-1
2. Interpretation (Definitions) 1-DEF-1
PART II 1-1
Applicability of Regulations 1-1
3. Applicability 1-1
PART III 1-1
Airspace Requirements 1-1
4. Airspace structure 1-1
5. Airspace classification 1-1
6. Transponder airspace 1-1
7. IFR flight in Class A, B, C, D or E airspace 1-1
8. VFR flight not permitted in Class A airspace 1-2
9. VFR flight in Class B airspace 1-2
10. VFR flight in Class C airspace 1-2
11. VFR flight in Class D airspace 1-2
12. VFR flight in Class E airspace 1-3
13. Requirements for the fitment and operation of transponders in aircraft 1-3
14. Provision of air traffic services in airspace classifications A, B, C, D and E. 1-3
PART IV 1-4
Aeronautical Telecommunications 1-4
15. Interpretation 1-4
16. Aeronautical telecommunications systems. 1-4
PART V 1-4
Aeronautical Information Services 1-4
17. Provision of aeronautical information services. 1-4
18. Development and publication of instrument procedures. 1-4
PART VI 1-5
Aviation Weather Services 1-5
19. Provisions of aviation weather services. 1-5
20. Functions of the Meteorological Office. 1-5
PART VII 1-6
Miscellaneous 1-6
21. Director may make Acceptable Means of Compliance or amend them 1-6
SECTION 2 2-1
AMC 2-1
ACCEPTABLE MEANS OF COMPLIANCE 2-2
AIR NAVIGATION SERVICES 2-2
AMC ANS 1 AERONAUTICAL TELECOMMUNICATION SYSTEMS (16.1 (a)) 2-2

1.1 Aeronautical Telecommunication Services 2-2
1.2 Aeronautical Radio Navigation services 2-2
1.3 Aeronautical Telecommunication and Radio Navigation Facilities 2-3
1.4 Technician Qualifications 2-3
1.5 Technician Training and Certification 2-4
1.6 Documents to be Held by the Provider 2-4
1.7 Test Facilities for Aeronautical Telecommunication or Radio Navigation Services and sites 2-5
1.8 Document and Data Control Processes 2-5
1.9 Record System 2-6
1.10 Site Logs 2-6
1.11 Security Program for Aeronautical Telecommunication and Radio Navigation sites 2-6
AMC ANS 2 AERONAUTICAL INFORMATION SERVICES (17) 2-7
2.1 An AIS provider shall establish a procedure to control all required documentation to ensure that: 2-7
2.2 Collection of information 2-7
2.3 Error correction in published information 2-7
2.4 Records 2-8
2.5 Internal quality assurance 2-8
AMC ANS 3 AVIATION WEATHER SERVICES (19) 2-9
3.1 Personnel requirements 2-9
3.2 Site requirements 2-9
3.3 Communication requirements 2-10
3.4 Input requirements 2-10
3.5 Output requirements 2-11
3.6 Facility requirements 2-11
3.7 Documentation 2-11
3.8 Verification, periodic inspection, testing and calibration 2-11
3.9 Release of meteorological information 2-12
3.10 Notification of meteorological office and facility status 2-12
3.11 Meteorological information check after accident or incident 2-13
3.12 Malfunctions and erroneous information 2-13
3.13 Records 2-13
3.14 Quality assurance 2-14
3.15 Safety inspections and audits 2-15

SECTION 1-REQUIREMENTS

Presentation and generalities

1 PRESENTATION

1.1 Section one of BCAR ANS is presented in double columns. Each page is identified by its issue and/or revision date that was incorporated.

1.2 This section Font is Arial 10.

2 INTRODUCTIÓN

2.1.1 This document contains the requirements for the development and applicability of the Air Navigation Services.

2.2 This document contains the regulations related to Aviation Weather Services, Aeronautical Telecommunications and Aeronautical Information Services, as well as Belize's Airspace requirements.

INTENTIONALLY LEFT BLANK

List of Acronyms:

ADS-B:	Automatic dependent surveillance-Broadcast
ADS-C:	Automatic dependent surveillance– contract
AFS:	Aeronautical fixed service
AIP:	Aeronautical information publication
AMSL:	Above mean sea level
ANS:	Air Navigation Services
ATC.	Air Traffic Control
ATFM:	Air Traffic Flow Management
ATS:	Air Traffic Services
BCAR:	Belize Civil Aviation Regulations
BDCA:	Belize Department of Civil Aviation
CENAMER Control:	Centroamérica Control
COCESNA:	Corporación Centroamericana de Servicios de navegación Aérea
CPDLC:	Controller-pilot data link communications
CRC:	Cyclic redundancy check
ETOPS:	Extended-Twin-Engine Operational Performance Standards
ft:	Feet
IEM:	Interpretative and Explanatory Material
IMC:	Instrument Meteorological Conditions
Kg:	Kilograms
Kt:	Knots
Km/h:	kilometres per hour
m:	meters

Mhz:	Megahertz
NM:	Nautical Miles
RCP:	Required Communication Performance
RNAV:	Area Navigation
RNP:	Required Navigation Performance
RVR:	Runway Visual Range
RVSM:	Reduced Vertical Separation Minimum
SMR:	Surface Movement Radar
SSR:	Secondary Surveillance Radar
VAAC:	Volcanic Ash Advisory Centre
VTOL:	Vertical Take-off and Landing

INTENTIONALLY LEFT BLANK

AIR NAVIGATION SERVICES

PART I

Preliminary

1. Citation

These Regulations may be cited as the Belize Civil Aviation Regulations Air Navigation Services (BCAR-ANS)

2. Interpretation (Definitions)

In these Regulations the following means,

Accepting unit. Air traffic control unit next to take control of an aircraft.

Accident. An occurrence associated with the operation of an aircraft which takes place between the times any person boards the aircraft with the intention of flight until such time as all such persons have disembarked, in which:

a) a person is fatally or seriously injured as a result of:

1) being in the aircraft, or

2) direct contact with any part of the aircraft, including parts which have become detached from the aircraft, or

3) direct exposure to jet blast,

except when the injuries are from natural causes, self-inflicted or inflicted by other persons, or when the injuries are to stowaways hiding outside the areas normally available to the passengers and crew; or

b) the aircraft sustains damage or structural failure which:

1) adversely affects the structural strength, performance or flight characteristics of the aircraft, and

2) would normally require major repair or replacement of the affected component,

except for engine failure or damage, when the damage is limited to the engine, its cowlings or accessories; or for damage limited to propellers, wing tips, antennas, tires, brakes, fairings, small dents or puncture holes in the aircraft skin; or

c) the aircraft is missing or is completely inaccessible.

An aircraft is considered to be missing when the official search has been terminated and the wreckage has not been located.

Accuracy. A degree of conformance between the estimated or measured value and the true value.

ADS-C agreement. A reporting plan which establishes the conditions of ADS-C data reporting (i.e. data required by the air traffic services unit and frequency of ADS-C reports which have to be agreed to prior to using ADS-C in the provision of air traffic services).

Advisory airspace. An airspace of defined dimensions, or designated route, within which air traffic advisory service is available.

Advisory route. A designated route along which air traffic advisory service is available.

Aerodrome. A defined area on land or water (including any buildings, installations and equipment) intended to be used either wholly or in part for the arrival, departure and surface movement of aircraft.

Aerodrome control service. Air traffic control service for aerodrome traffic.

Aerodrome control tower. A unit established to provide air traffic control service to aerodrome traffic.

Aerodrome traffic. All traffic on the manoeuvring area of an aerodrome and all aircraft flying in the vicinity of an aerodrome.

Aeronautical fixed service (AFS). A telecommunication service between specified fixed points provided primarily for the safety of air navigation and for the regular, efficient and economical operation of air services.

Aeronautical Information Publication (AIP). A publication issued by or with the authority of a State and containing aeronautical information of a lasting character essential to air navigation.

Aeronautical mobile service (RR S1.32). A mobile service between aeronautical stations and aircraft stations, or between aircraft stations, in which survival craft stations may participate; emergency position-indicating radio beacon stations may also participate in this service on designated distress and emergency frequencies.

Aeronautical telecommunication station. A station in the aeronautical telecommunication service.

Airborne collision avoidance system (ACAS). An aircraft system based on secondary surveillance radar (SSR) transponder signals which operate independently of groundbased equipment to provide advice to the pilot on potential conflicting aircraft that are equipped with SSR transponders.

Aircraft. Any machine that can derive support in the atmosphere from the reactions of the air other than the reactions of the air against the earth's surface.

Air-ground communication. Two-way communication between aircraft and stations or locations on the surface of the earth.

AIRMET information. Information issued by a meteorological watch office concerning the occurrence or expected occurrence of specified en-route weather phenomena which may affect the safety of low-level aircraft operations and which was not already included in the forecast issued for low-level flights in the flight information region concerned or sub-area thereof.

Air-taxiing. Movement of a helicopter/VTOL above the surface of an aerodrome, normally in ground effect and at a ground speed normally less than 37 km/h (20 kt).

Air traffic. All aircraft in flight or operating on the manoeuvring area of an aerodrome.

Air traffic advisory service. A service provided within advisory airspace to ensure separation, in so far as practical, between aircraft which are operating on IFR flight plans.

Air traffic control clearance. Authorization for an aircraft to proceed under conditions specified by an air traffic control unit.

Air traffic control service. A service provided for the purpose of:

a) preventing collisions:

   1) between aircraft, and

   2) on the manoeuvring area between aircraft and obstructions; and

b) expediting and maintaining an orderly flow of air traffic.

Air traffic control unit. A generic term meaning variously, area control centre, approach control unit or aerodrome control tower.

Air traffic flow management (ATFM). A service established with the objective of contributing to a safe, orderly and expeditious flow of air traffic by ensuring that ATC capacity is utilized to the maximum extent possible and that the traffic volume is compatible with the capacities declared by the appropriate ATS authority.

Air traffic service. A generic term meaning variously, flight information service, alerting service, air traffic advisory service, air traffic

control service (area control service, approach control service or aerodrome control service).

Air traffic services airspaces. Airspaces of defined dimensions alphabetically designated, within which specific types of flights may operate and for which air traffic services and rules of operation are specified.

Air traffic services reporting office. A unit established for the purpose of receiving reports concerning air traffic services and flight plans submitted before departure.

Air traffic services unit. A generic term meaning variously, air traffic control unit, flight information centre or air traffic services reporting office.

Airway. A control area or portion thereof established in the form of a corridor.

ALERFA. The code word used to designate an alert phase.

Alerting service. A service provided to notify appropriate organizations regarding aircraft in need of search and rescue aid, and assist such organizations as required.

Alert phase. A situation wherein apprehension exists as to the safety of an aircraft and its occupants.

Alternate aerodrome. An aerodrome to which an aircraft may proceed when it becomes either impossible or inadvisable to proceed to or to land at the aerodrome of intended landing. Alternate aerodromes include the following:

Take-off alternate aerodrome: An alternate aerodrome at which an aircraft can land should this become necessary shortly after take-off and it is not possible to use the aerodrome of departure.

En-route alternate aerodrome**:** An aerodrome at which an aircraft would be able to land after experiencing an abnormal or emergency condition while en route.

ETOPS en-route alternate aerodrome: A suitable and appropriate alternate aerodrome at which an aeroplane would be able to land after experiencing an engine shutdown or other abnormal or emergency condition while en route in an ETOPS operation.

Destination alternate aerodrome: An alternate aerodrome to which an aircraft may proceed should it become either impossible or inadvisable to land at the aerodrome of intended landing.

Altitude. The vertical distance of a level, a point or an object considered as a point, measured from mean sea level.

Approach control service. Air traffic control service for arriving or departing controlled flights.

Approach control unit. A unit established to provide air traffic control service to controlled flights arriving at, or departing from, one or more aerodromes.

Appropriate ATS authority. The relevant authority designated by the State responsible for providing air traffic services in the airspace concerned.

Apron. A defined area, on a land aerodrome, intended to accommodate aircraft for purposes of loading or unloading passengers, mail or cargo, fuelling, parking or maintenance.

Apron management service. A service provided to regulate the activities and the movement of aircraft and vehicles on an apron.

Area control centre. A unit established to provide air traffic control service to controlled flights in control areas under its jurisdiction.

Area control service. Air traffic control service for controlled flights in control areas.

Area navigation (RNAV). A method of navigation which permits aircraft operation on any desired flight path within the coverage of ground- or space-based navigation aids or within the limits of the capability of self-contained aids, or a combination of these.

Area navigation route. An ATS route established for the use of aircraft capable of employing area navigation.

ATS route. A specified route designed for channelling the flow of traffic as necessary for the provision of air traffic services.

Automatic dependent surveillance — broadcast (ADS-B). A means by which aircraft, aerodrome vehicles and other objects can automatically transmit and/or receive data such as identification, position and additional data, as appropriate, in a broadcast mode via a data link.

Automatic dependent surveillance — contract (ADS-C). A means by which the terms of an ADS-C agreement will be exchanged between the ground system and the aircraft, via a data link, specifying under what conditions ADS-C reports would be initiated, and what data would be contained in the reports.

Automatic terminal information service (ATIS). The automatic provision of current, routine information to arriving and departing aircraft throughout 24 hours or a specified portion thereof:

a) Data link-automatic terminal information service (D-ATIS): The provision of ATIS via data link.

b) Voice-automatic terminal information service (Voice-ATIS): The provision of ATIS by means of continuous and repetitive voice broadcasts.

Base turn. A turn executed by the aircraft during the initial approach between the end of the outbound track and the beginning of the intermediate or final approach track. The tracks are not reciprocal.

Calendar. Discrete temporal reference system that provides the basis for defining temporal position to a resolution of one day (ISO 19108*).

Change-over point. The point at which an aircraft navigating on an ATS route segment defined by reference to very high frequency omnidirectional radio ranges is expected to transfer its primary navigational reference from the facility behind the aircraft to the next facility ahead of the aircraft.

Clearance limit. The point to which an aircraft is granted an air traffic control clearance.

Conference communications. Communication facilities whereby direct speech conversation may be conducted between three or more locations simultaneously.

Control area. A controlled airspace extending upwards from a specified limit above the earth.

Controlled aerodrome. An aerodrome at which air traffic control service is provided to aerodrome traffic.

Controlled airspace. An airspace of defined dimensions within which air traffic control service is provided in accordance with the airspace classification.

Controlled flight. Any flight which is subject to an air traffic control clearance.

Controller-pilot data link communications (CPDLC). A means of communication between controller and pilot, using data link for ATC communications.

Control zone. A controlled airspace extending upwards from the surface of the earth to a specified upper limit.

Cruising level. A level maintained during a significant portion of a flight.

Cyclic redundancy check (CRC). A mathematical algorithm applied to the digital expression of data that provides a level of assurance against loss or alteration of data.

Data link communications. A form of communication intended for the exchange of messages via a data link.

Data quality. A degree or level of confidence that the data provided meets the requirements of the data user in terms of accuracy, resolution and integrity.

Datum. Any quantity or set of quantities that may serve as a reference or basis for the calculation of other quantities (ISO 19104*).

Declared capacity. A measure of the ability of the ATC system or any of its subsystems or operating positions to provide service to aircraft during normal activities. It is expressed as the number of aircraft entering a specified portion of airspace in a given period of time, taking due account of weather, ATC unit configuration, staff and equipment available, and any other factors that may affect the workload of the controller responsible for the airspace.

DETRESFA. The code word used to designate a distress phase.

Distress phase. A situation wherein there is reasonable certainty that an aircraft and its occupants are threatened by grave and imminent danger or require immediate assistance.

Downstream clearance. A clearance issued to an aircraft by an air traffic control unit that is not the current controlling authority of that aircraft.

Emergency phase. A generic term meaning, as the case may be, uncertainty phase, alert phase or distress phase.

Final approach. That part of an instrument approach procedure which commences at the specified final approach fix or point, or where such a fix or point is not specified,

a) at the end of the last procedure turn, base turn or inbound turn of a racetrack procedure, if specified; or

b) at the point of interception of the last track specified in the approach procedure; and ends at a point in the vicinity of an aerodrome from which:

1) a landing can be made; or

2) a missed approach procedure is initiated.

Flight crew member. A licensed crew member charged with duties essential to the operation of an aircraft during a flight duty period.

Flight information centre. A unit established to provide flight information service and alerting service.

Flight information region. An airspace of defined dimensions within which flight information service and alerting service are provided.

Flight information service. A service provided for the purpose of giving advice and information useful for the safe and efficient conduct of flights.

Flight level. A surface of constant atmospheric pressure which is related to a specific pressure datum, 1013.2 hectopascals (hPa), and is separated from other such surfaces by specific pressure intervals.

Flight plan. Specified information provided to air traffic services units, relative to an intended flight or portion of a flight of an aircraft.

Forecast. A statement of expected meteorological conditions for a specified time or period, and for a specified area or portion of airspace.

Geodetic datum. A minimum set of parameters required to define location and orientation of the local reference system with respect to the global reference system/frame.

Gregorian calendar. Calendar in general use; first introduced in 1582 to define a year that more closely approximates the tropical year than the Julian calendar (ISO 19108*).

Height. The vertical distance of a level, a point or an object considered as a point, measured from a specified datum.

Human Factors principles. Principles which apply to aeronautical design, certification, training, operations and maintenance and which seek safe interface between the human and

other system components by proper consideration to human performance.

Human performance. Human capabilities and limitations which have an impact on the safety and efficiency of aeronautical operations.

IFR. The symbol used to designate the instrument flight rules.

IFR flight. A flight conducted in accordance with the instrument flight rules.

IMC. The symbol used to designate instrument meteorological conditions.

INCERFA. The code word used to designate an uncertainty phase.

Incident. An occurrence, other than an accident, associated with the operation of an aircraft which affects or could affect the safety of operation.

Instrument meteorological conditions (IMC). Meteorological conditions expressed in terms of visibility, distance from cloud, and ceiling, less than the minima specified for visual meteorological conditions.

Integrity (aeronautical data). A degree of assurance that an aeronautical data and its value has not been lost nor altered since the data origination or authorized amendment.

International NOTAM office. An office designated by a State for the exchange of NOTAM internationally.

Level. A generic term relating to the vertical position of an aircraft in flight and meaning variously, height, altitude or flight level.

Manoeuvring area. That part of an aerodrome to be used for the take-off, landing and taxiing of aircraft, excluding aprons.

Meteorological office. An office designated to provide meteorological service for international air navigation.

Movement area. That part of an aerodrome to be used for the take-off, landing and taxiing of aircraft, consisting of the manoeuvring area and the apron(s).

Navigation specification. A set of aircraft and flight crew requirements needed to support performance-based navigation operations within a defined airspace. There are two kinds of navigation specifications:

a) RNP specification. A navigation specification based on area navigation that includes the requirement for performance monitoring and alerting, designated by the prefix RNP, e.g. RNP 4, RNP APCH.

b) RNAV specification. A navigation specification based on area navigation that does not include the requirement for performance monitoring and alerting, designated by the prefix RNAV, e.g. RNAV 5, RNAV 1.

NOTAM. A notice distributed by means of telecommunication containing information concerning the establishment, condition or change in any aeronautical facility, service, procedure or hazard, the timely knowledge of which is essential to personnel concerned with flight operations.

Obstacle. All fixed (whether temporary or permanent) and mobile objects, or parts thereof, that are located on an area intended for the surface movement of aircraft or that extend above a defined surface intended to protect aircraft in flight.

Operator. A person, organization or enterprise engaged in or offering to engage in an aircraft operation.

Performance-based navigation (PBN). Area navigation based on performance requirements for aircraft operating along an ATS route, on an instrument approach procedure or in a designated airspace.

Pilot-in-command. The pilot designated by the operator, or in the case of general aviation, the

owner, as being in command and charged with the safe conduct of a flight.

Printed communications. Communications which automatically provide a permanent printed record at each terminal of a circuit of all messages which pass o such circuit.

Radio navigation service. A service providing guidance information or position data for the efficient and safe operation of aircraft supported by one or more radio navigation aids.

Radiotelephony. A form of radiocommunication primarily intended for the exchange of information in the form of speech.

RCP type. A label (e.g. RCP 240) that represents the values assigned to RCP parameters for communication transaction time, continuity, availability and integrity.

Reporting point. A specified geographical location in relation to which the position of an aircraft can be reported.

Required communication performance (RCP). A statement of the performance requirements for operational communication in support of specific ATM functions.

Rescue coordination centre. A unit responsible for promoting efficient organization of search and rescue services and for coordinating the conduct of search and rescue operations within a search and rescue region.

Runway. A defined rectangular area on a land aerodrome prepared for the landing and take-off of aircraft.

Runway visual range (RVR). The range over which the pilot of an aircraft on the centre line of a runway can see the runway surface markings or the lights delineating the runway or identifying its centre line.

Safety programme. An integrated set of regulations and activities aimed at improving safety.

Safety management system. A systematic approach to managing safety, including the necessary organizational structures, accountabilities, policies and procedures.

SIGMET information. Information issued by a meteorological watch office concerning the occurrence or expected occurrence of specified en-route weather phenomena which may affect the safety of aircraft operations.

Significant point. A specified geographical location used in defining an ATS route or the flight path of an aircraft and for other navigation and ATS purposes.

Special VFR flight. A VFR flight cleared by air traffic control to operate within a control zone in meteorological conditions below VMC.

Station declination. An alignment variation between the zero degree radial of a VOR and true north, determined at the time the VOR station is calibrated.

Taxiing. Movement of an aircraft on the surface of an aerodrome under its own power, excluding take-off and landing.

Terminal control area. A control area normally established at the confluence of ATS routes in the vicinity of one or more major aerodromes.

Track. The projection on the earth's surface of the path of an aircraft, the direction of which path at any point is usually expressed in degrees from North (true, magnetic or grid).

Traffic avoidance advice. Advice provided by an air traffic services unit specifying manoeuvres to assist a pilot to avoid a collision.

Traffic information. Information issued by an air traffic services unit to alert a pilot to other known or observed air traffic which may be in proximity to the position or intended route of flight and to help the pilot avoid a collision.

Transfer of control point. A defined point located along the flight path of an aircraft, at which the responsibility for providing air traffic

control service to the aircraft is transferred from one control unit or control position to the next.

Transferring unit. Air traffic control unit in the process of transferring the responsibility for providing air traffic control service to an aircraft to the next air traffic control unit along the route of flight.

Uncertainty phase. A situation wherein uncertainty exists as to the safety of an aircraft and its occupants.

VFR. The symbol used to designate the visual flight rules.

VFR flight. A flight conducted in accordance with the visual flight rules.

Visual meteorological conditions (VMC). Meteorological conditions expressed in terms of visibility, distance from cloud, and ceiling, equal to or better than specified minima.

INTENTIONALLY LEFT BLANK

VMC. The symbol used to designate visual meteorological conditions.

Waypoint. A specified geographical location used to define an area navigation route or the flight path of an aircraft employing area navigation. Waypoints are identified as either:

a) Fly-by waypoint: A waypoint which requires turn anticipation to allow tangential interception of the next segment of a route or procedure, or

b) Flyover waypoint: A waypoint at which a turn is initiated in order to join the next segment of a route or procedure.

PART II

Applicability of Regulations

3. Applicability

3.1 This Part does not apply in respect of any air navigation services that are provided by or under the authority of the Minister responsible for Defence.

3.2 Any reference in this Part to an Annex to the Convention includes the differences notified to ICAO by the Government of Belize in respect of the Standards specified in that Annex and published in the Belize AIP.

PART III

Airspace Requirements

4. Airspace structure

4.1 Belize airspace consists of controlled and uncontrolled airspace.

4.2 Controlled airspace consists of the following types of airspace:

a) upper control areas;

b) control areas;

c) terminal control areas;

d) control zones;

e) high level ATS routes;

f) low level ATS routes;

g) prohibited areas;

h) danger areas;

i) restricted areas; and

j) warning areas.

4.3 The horizontal and vertical limits of any airspace of a type referred to in paragraph 4.1 or 4.2 shall be as specified in the Belize AIP, or by NOTAM.

4.4 The geographical locations of and the horizontal and vertical limits of the following areas, zones, regions and points are as specified in the Belize AIP or by NOTAM:

a) altimeter setting regions;

b) standard pressure regions;

c) holding points;

d) reporting points;

e) intersections; and

f) control towers.

5. Airspace classification

The class of any airspace shall be one as specified in the BCAR ATS and Belize AIP

6. Transponder airspace

Transponder airspace consists of:

a) all Class A, B, C, D and E airspace; and

b) any Class F or G airspace specified as transponder airspace in the Belize AIP.

7. IFR flight in Class A, B, C, D or E airspace

7.1 No person shall operate an IFR aircraft in Class A, B, C, D or E airspace unless the aircraft is operated in accordance with an air traffic control clearance or an authorisation by the Director or instructions as may be contained in the AIP.

7.2 The Director may issue an authorisation referred to in paragraph 7.1 where the operation of the aircraft is in the public interest and is not likely to be detrimental to aviation safety.

8. VFR flight not permitted in Class A airspace

8.1 No person shall operate an aircraft under VFR in Class A airspace unless the aircraft is operated in accordance with an authorization issued by CENAMER CONTROL.

8.2 CENAMER CONTROL may issue an authorisation referred to in paragraph 8.1 where the operation of the aircraft is in the public interest and is not likely to affect aviation safety.

9. VFR flight in Class B airspace

9.1 No person shall operate a VFR aircraft in Class B airspace unless the aircraft is operated in accordance with an air traffic control clearance or an authorisation issued by the Director.

9.2 The Director may issue an authorisation referred to in paragraph 9.1 where the operation of the aircraft is in the public interest and is not likely to affect aviation safety.

9.3 The pilot in command of a VFR aircraft operating in Class B airspace in accordance with an air traffic control clearance shall, when it becomes evident that it will not be possible to operate the aircraft in VMC at the altitude or along the route specified in the air traffic control clearance:

a) where the airspace is a control zone, request authorisation to operate the aircraft in special VFR flight; and

b) in any other case,

1) request an amended air traffic control clearance that will enable the aircraft to be operated in VMC to the destination specified in the flight plan or to an alternate airport; or

2) request an air traffic control clearance to operate the aircraft in IFR flight.

10. VFR flight in Class C airspace

10.1 Subject to paragraph 10.2, no person operating a VFR aircraft shall enter Class C airspace unless the person receives a clearance to enter from the appropriate air traffic control unit before entering the airspace.

10.2 The pilot in command of a VFR aircraft that is not equipped with radio communication equipment capable of two-way communication with the appropriate air traffic control unit may, during daylight in VMC, enter Class C airspace if the pilot in command receives authorisation to enter from the appropriate air traffic control unit before entering the airspace.

10.3 Class C airspace becomes Class E airspace when the appropriate air traffic control unit is not in operation.

11. VFR flight in Class D airspace

11.1 Subject to paragraph 11.2, no person operating a VFR aircraft shall enter Class D airspace unless the person establishes two-way radio contact with the appropriate air traffic control unit before entering the airspace.

11.2 The pilot in command of a VFR aircraft that is not equipped with radio communication equipment capable of two-way communication with the appropriate air traffic control unit may, during daylight in VMC, enter Class D airspace if the pilot in command receives authorisation to enter

from the appropriate air traffic control unit before entering the airspace.

11.3 VFR aircraft operating in Class D airspace may be required to operate in accordance with an air traffic control clearance.

11.4 Class D airspace becomes Class E airspace when the appropriate air traffic control unit is not in operation.

12. VFR flight in Class E airspace

12.1 The pilot in command of an aircraft operating under the VFR in Class E airspace must comply with the procedures for operation in Class E airspace as published in the AIP.

13. Requirements for the fitment and operation of transponders in aircraft

13.1 Aircraft operated under the IFR must have a serviceable altitude encoding Mode C transponder fitted and operating.

13.2 Aircraft operated under the VFR in airspace Classes A, B, C, and D must have a serviceable altitude encoding Mode C transponder fitted and operating.

13.3 Aircraft operated under the VFR in aircraft Classes E and G must have a serviceable altitude encoding Mode C transponder fitted and operating.

13.4 Paragraph 13.3 does not apply to aircraft that do not have an electrical power generating system capable of powering a transponder, when such aircraft are operating at a radius of greater than 40 nautical miles from any controlled airport.

14. Provision of air traffic services in airspace classifications A, B, C, D and E.

14.1 Where Class A or Class B airspace has been established, the air traffic control service must, as a minimum, provide for the separation of all aircraft in the airspace.

14.2 Where Class C airspace has been established, the air traffic control service must, as a minimum, provide for the:

a) separation of IFR aircraft, the separation IFR from VFR aircraft, and the separation of all aircraft during runway operations;

b) provision of traffic avoidance advice between VFR aircraft; and

c) provision of traffic information to VFR aircraft.

14.3 Where Class D airspace has been established, the air traffic control service must as a minimum, provide for the:

a) separation of IFR flights, and the separation of all aircraft during runway operations;

b) provision of traffic avoidance advice when requested; and

c) provision of traffic information.

14.4 Where Class E airspace has been established, the air traffic control service must as a minimum, provide for the separation service of IFR flights.

INTENTIONALLY LEFT BLANK

PART IV

Aeronautical Telecommunications

15. Interpretation

In this Part, "aeronautical telecommunications system" includes radio navigation aids and aeronautical communications systems.

16. Aeronautical telecommunications systems.

16.1 A person who operates any equipment that is part of an aeronautical telecommunications system referred to in Annex 10 to the Convention shall ensure that:

a) the equipment is installed, maintained and operated in accordance with the Standards specified in Annex 10 to the Convention; and

b) documentation is maintained that shows how compliance with the standards referred to in paragraph (a) is being achieved.

16.2 No person shall perform a function related to the installation, maintenance or operation of any aeronautical telecommunications equipment unless the person has successfully completed training in the performance of that function, and has been certified by the operator of the aeronautical telecommunications system as being competent to perform that function.

16.3 A person who operates any ground equipment in support of satellite navigation systems shall ensure that:

a) the equipment is installed, maintained and operated in accordance with the Standards specified in the manual entitled GNSS IFR Operations; and

b) documentation is maintained that shows how compliance with the standards referred to in paragraph (a) is being achieved.

16.4 A person who operates any equipment that is part of an aeronautical telecommunications system referred to in regulation 16.1 or 16.3 shall, at the request of the Director, provide the Director with a copy of the documentation referred to in paragraph 16.1b or 16.3b.

PART V

Aeronautical Information Services

17. Provision of aeronautical information services.

17.1 In this Regulation, "aeronautical information services" means the services necessary to meet the requirements of Annexes 4 and 15 to the Convention that relate to aeronautical information.

17.2 No person shall provide aeronautical information services except in accordance with the Standards set out in Annexes 4 and 15 to the Convention.

17.3 For the purposes of Parts V, VI and VII "Convention" means the International Civil Aviation Convention.

18. Development and publication of instrument procedures.

18.1 No person shall publish or submit for publishing an instrument procedure unless the procedure has been developed

a) in accordance with the standards and criteria specified in the ICAO manual

entitled Criteria for the Development of Instrument Procedures; and

b) by a person who has successfully completed training in the interpretation and application of the standards and criteria specified in the ICAO manual entitled Criteria for the Development of Instrument Procedures, which training has been accepted by the Director.

PART VI

Aviation Weather Services

19. Provisions of aviation weather services.

19.1 A person who provides aviation weather services shall provide the services in accordance with the Standards specified in:

a) Annex 3 to the Convention;

b) the manual of Standards and Procedures for Aviation Weather Forecasts; and

c) the manual of Surface Weather Observation.

20. Functions of the Meteorological Office.

20.1 The airport meteorological office shall carry out the following functions to meet the flight operations at the airport:

a) prepare and obtain forecasts and other relevant information for flights with which it is concerned, the extent of this responsibility to prepare forecasts shall be related to the local availability and use of en-route and airport forecast material received from other offices;

b) prepare forecasts of local meteorological conditions;

c) maintain a continuous survey of meteorological conditions over the airports for which it is designated to prepare forecasts;

d) provide briefing consultation and flight documentation to flight crew members and other flight operations personnel;

e) supply other meteorological information to aeronautical users;

f) display the available meteorological information;

g) exchange meteorological information with other meteorological offices;

h) supply information received on pre-eruption volcanic activity, a volcanic eruption or volcanic ash cloud, to its associated air traffic services unit, aeronautical information service and ATS authorities concerned.

20.2 The meteorological authority shall designate a meteorological office to be associated with each air traffic services unit. The associated meteorological office shall supply the air traffic services unit up-to-date meteorological information as necessary for the conduct of its function.

20.3 The associated meteorological office for the airport tower or approach control office shall be an airport meteorological office.

20.4 Any meteorological information requested by air traffic services in connection with an aircraft emergency shall be supplied as rapidly as possible.

PART VII

Miscellaneous

21. Director may make Acceptable Means of Compliance or amend them

21.1 The Director of Civil Aviation may make Acceptable Means of Compliance or amend them and incorporate them by reference into these Regulations.

21.2 The Director of Civil Aviation shall not make an Acceptable Means of Compliance or amend them unless the Director of Civil Aviation has undertaken consultations with interested parties concerning the Acceptable Means of Compliance or amendment.

21.3 No Acceptable Means of Compliance or amendment may come into effect less than 30 days after it is made.

21.4 An Acceptable Means of Compliance or an amendment to an Acceptable Means of Compliance may be made and brought into effect by the Director of Civil Aviation without regard to subparagraph 21.2 and 21.3 where the Acceptable Means of Compliance or amendment is urgently required to ensure aviation safety or the safety of the public.

INTENTIONALLY LEFT BLANK

INTENTIONALLY LEFT BLANK

SECTION 2
AMC

ACCEPTABLE MEANS OF COMPLIANCE

AIR NAVIGATION SERVICES

AMC ANS 1 AERONAUTICAL TELECOMMUNICATION SYSTEMS (16.1 (a))

1.1 Aeronautical Telecommunication Services

Aeronautical telecommunication services are the ground-based stations that support the provision of Air Traffic Services. Airborne stations are not included.

Aeronautical telecommunication services include the following:

a) Aeronautical Broadcasting Service: A broadcasting service intended for the transmission of information relating to air navigation.

b) Aeronautical Fixed Service: A telecommunication service between specified fixed points provided primarily for the safety of air navigation and for the regular, efficient and economical operation of air services.

c) Aeronautical Fixed Telecommunication Network Service: A worldwide system of aeronautical fixed circuits provided, as part of the aeronautical fixed service, for the exchange of messages and/or digital data between aeronautical fixed stations having the same or compatible communication characteristics.

d) Aeronautical Mobile Service. A mobile service between aeronautical ground stations and aircraft stations, in which survival craft stations may participate; emergency position indicating radio-beacon stations may also participate in this service on distress and emergency frequencies.

Note: This service does not include ground stations that are provided for other than ATS purposes.

e) Any telecommunication service which processes or displays air traffic control data (including aviation meteorological data) for use by the ATS provider.

f) Electronic briefing and flight plan lodgement service for the use of pilots.

1.2 Aeronautical Radio Navigation services

A radio navigation service intended for the benefit, and for the safe operation of aircraft. Radio navigation services include radio determination (radar surveillance services) supporting ATS.

1.3 Aeronautical Telecommunication and Radio Navigation Facilities

The following list classifies the kinds of facilities used for the provision of aeronautical telecommunication and radio navigation services:

a) VHF air/ground voice communication facilities;

b) Instrument Landing System facilities;

c) Non-precision radio navigation aids;

d) Distance Measuring Equipment;

e) Doppler VHF Omni-range (DVOR) facilities;

f) Non-directional beacons (NDB);

g) Flight data processing facilities;

h) Flight information facilities;

i) Radar data processing facilities;

j) Secondary surveillance radar facilities;

k) Voice switching and control facilities;

l) ATS point to point communication facilities;

m) Human Machine Interface systems, including Tower Consoles, ATS Work Stations, and Display facilities;

n) Uninterruptable and emergency power supplies;

o) Essential services in buildings and in equipment shelters housing facilities (electrical power supplies, air-conditioning, and security facilities);

p) Aeronautical databases used in or by a facility;

q) Meteorological Display Systems used for ATS;

r) Voice and Data Recording facilities;

s) Any other facilities supporting ATS.

1.4 Technician Qualifications

a) Technicians performing operation and maintenance functions associated with aeronautical telecommunication facilities and/or radio navigation facilities shall be suitably qualified in one of the following:

1) radio engineering;

2) communications engineering;

3) electrical engineering;

4) electronic engineering;

5) computer science;

6) information technology; or

7) qualifications equivalent to the above qualifications.

b) For those technicians that carry out or supervise electrical and mechanical trades work only, the minimum qualification is an electrical or mechanical trades qualification, as relevant. Where an aeronautical telecommunications provider considers, and Director agrees, that the operation and maintenance of a particular type of facility is not technically complex, lesser qualifications may be acceptable for those technicians who operate and maintain that type of facility.

1.5 Technician Training and Certification

a) Approved aeronautical telecommunications providers shall provide technicians with an authorising certificate which:

1) establishes the identity of the technician;

2) includes a date of effect, and the post held by the technician.

b) An aeronautical telecommunications provider must provide training to its technician to ensure the correct handling of the equipment as well as its maintenance, by ensuring that the technician:

1) has undergone a competency based course of instruction or on-the-job training specific to that equipment or that class of equipment; and

2) has been assessed to be competent in the operation and maintenance of the equipment;

1.6 Documents to be Held by the Provider

Documentation that is essential for the provision of services is:

a) Annex 10 Volumes I to V inclusive, and Annex 11;

b) the functional specification and technical specification of services and sites;

c) records of the site configurations;

d) sites operation and maintenance plans;

e) sites technical manuals or instructions;

f) local instructions and technical procedures; and

g) safety information.

1.7 Test Facilities for Aeronautical Telecommunication or Radio Navigation Services and sites

a) An aeronautical telecommunications provider shall have available the necessary test facilities for use in the operation and maintenance of services and facilities. Aeronautical telecommunications providers shall use documented procedures to control, calibrate, and maintain test equipment.

b) Calibrated test equipment shall be used in maintenance of a service or facility. Calibration shall be carried out at prescribed intervals for each type of test equipment and the calibration is traceable to national measurement standards. Records of the calibration status of each item of test equipment shall be retained.

c) Each item of test equipment shall carry a visual identification of its calibration status, the date that the equipment was last calibrated, and the prescribed calibration periodicity.

d) An aeronautical telecommunications provider shall assess the validity of previous test results whenever an item of test equipment is found to be out of calibration.

1.8 Document and Data Control Processes

Document and data control processes are those which control the authorisation, publication, distribution, and amendment, of all documentation issued, or required, by the aeronautical telecommunications provider.

These processes are to ensure that:

a) documents are authorised by a designated authority;

b) the currency of documentation can be readily determined;

c) documents are available at locations where needed by staff;

d) only current versions of documents are available; and

e) a master copy of all documentation is securely held.

1.9 Record System

The records system and procedures shall identify, collect, index, store, and maintain records necessary for the safe provision of services. The procedures must ensure that legible records are kept which provide a traceable history over a period of three years of service.

Records to be kept include:

a) records of procurement, installation, testing, commissioning, modification, and decommissioning;

b) records of the designated authorities for operation and maintenance for each system;

c) records of hazard analysis and risk assessments;

d) records of equipment performance and facility maintenance history including performance parameter values, test facilities utilised, identity of authorised technicians conducting operation and maintenance, changes to maintenance procedures;

e) records of equipment failures and faults

f) records of defect reports and associated defect investigations;

g) records of technician's competencies, including details of experience, qualifications, training, competency assessments, and facility authorisations.

1.10 Site Logs

a) Site logs shall be kept for all sites used to provide an aeronautical telecommunication service or a radio navigation service. The site log records all occurrences and actions relating to operation, maintenance, modification, failure, faults, and removal from and restoration to service.

b) Entries in site logs include the date/time of the entry and the occurrence and are signed by the technician or other person making the entry.

c) Site log records are retained for at least three years.

1.11 Security Program for Aeronautical Telecommunication and Radio Navigation sites

The purpose of a security program is to minimise the risk of unauthorised access, entry by animals, or malicious damage to a service or sites. The security program includes the physical security measures, and the procedures to be followed, for:

a) preventing and detecting intentional or unintentional damage to any site or equipment used for providing an aeronautical telecommunication or radio navigation service;

b) responding to a threat of intentional damage to a facility or equipment;

c) preventing unauthorised people from having access to any facility or equipment used by the provider in providing an aeronautical telecommunication or radio navigation service.

AMC ANS 2 AERONAUTICAL INFORMATION SERVICES (17)

2.1 An AIS provider shall establish a procedure to control all required documentation to ensure that:

a) the documentation is reviewed and authorised by appropriate personnel before issue;

b) current issues of relevant documentation are available to staff at all locations where they need access to such documentation for the provision of aeronautical information services;

c) all obsolete documentation is promptly removed from all points of issue or use;

d) changes to documentation are reviewed and approved by appropriate personnel; and

e) the current version of each item of documentation can be identified to preclude the use of out-of-date editions.

2.2 Collection of information

An AIS provider shall establish procedures to collect and collate the information required for the provision of aeronautical information services. Procedures shall ensure that:

a) applicable information is obtained from organisations that provide services in support of the Belize air navigation system; and

b) applicable information is obtained from the aeronautical information services of other States relevant to the requirements of international aircraft operators operating:

1) in the Goldson Terminal Control Area; and

2) on international air routes originating from Belize; and

3) information received from the information originators is certified as accurate by a person identified by the originator to be responsible for the accuracy of that information.

2.3 Error correction in published information

(a) An AIS provider shall establish procedures to record, investigate, correct, and report any errors that are detected in the aeronautical information published under the authority of their certificate.

(b) The procedures shall ensure that:

1) the error is corrected by the most appropriate means relative to the operational significance of the error;

2) the correction is clearly identified in the republished information;

3) the source of the error is identified and, where possible, eliminated; and

4) the Director is notified of a promulgated information incident.

2.4 Records

a) An AIS provider shall establish procedures to identify, collect, index, store, maintain and dispose of the records that are necessary for the aeronautical information services

b) The procedures shall ensure that:

1) there are records enabling all incoming and outgoing aeronautical information to be readily identified by serial number and date, and that supplementary information can be similarly verified and, where necessary, authenticated;

2) there is a record of each person who is authorised by the applicant to check, edit, and publish aeronautical information;

3) there is a record of each occurrence of error correction;

4) there is a record of each internal quality assurance review of the organisation carried out as required;

5) all records are legible and of a permanent nature; and

6) all records shall be retained for at least 5 years except NOTAM, AIP Supplements and Aeronautical Information Circulars, which need only be retained for 30 days after cancellation.

2.5 Internal quality assurance

a) An AIS provider shall establish internal quality assurance procedures to ensure compliance with, and the adequacy of, the procedures;

b) The procedures shall specify:

1) the level of quality that the AIS provider intends to achieve; and

2) the level and frequency of internal reviews;

3) the person or persons responsible for carrying out the internal reviews;

4) how the findings of the internal reviews are to be recorded and reported to the Director;

5) how quality indicators such as error reports, incidents, and complaints are incorporated into the internal quality assurance procedures;

6) the senior person's responsibilities for analysis and overview of the internal reviews;

7) the means for rectifying any deficiencies found during an internal review; and

8) the documentation requirements for all aspects of the review.

c) The senior person who has the responsibility for internal quality assurance shall have direct access to the Chief AIS Officer on matters affecting the adequacy, accuracy, timeliness, format, and dissemination of the published aeronautical information.

AMC ANS 3 AVIATION WEATHER SERVICES (19)

3.1 Personnel requirements

(a) a meteorological service provider shall engage, employ or contract sufficient personnel to plan, operate, supervise, inspect, and certify the meteorological offices and facilities and provide the meteorological services.

(b) a meteorological service provider shall:

(1) establish a procedure to assess the competence of those personnel who are authorized to:

(i) place facilities into operational service;

(ii) supervise the production and release of meteorological information;

(2) establish a procedure to maintain the competence of those authorised personnel; and

(3) provide those authorised personnel with written evidence of the scope of their authorisation.

3.2 Site requirements

A meteorological service provider shall establish procedures to ensure that:

a) the meteorological office and facilities listed in the authorisation is:

1) sited and configured in accordance with security measures designed to prevent unlawful or accidental interference; and

2) provided with suitable power supplies and means to ensure appropriate continuity of service; and

b) each remote weather sensing facilities is installed and maintained in a technically appropriate position to ensure that the facility provides an accurate representation of the local meteorological conditions.

3.3 Communication requirements

a) a meteorological service provider shall establish communication systems and procedures to ensure that the meteorological office and associated facilities can provide the meteorological information for which it is intended.

b) The communication systems and procedures must be able to handle the volume and nature of the meteorological information being communicated so that no meteorological information is delayed to the extent that the information becomes out-of-date.

3.4 Input requirements

a) A meteorological service provider shall establish procedures to obtain input meteorological information appropriate for the meteorological services being provided.

b) The procedures shall ensure that:

1) a meteorological office and facility that provides a forecast service has continuing access to appropriate historical, real-time, and other meteorological information for the applicant's forecast areas;

2) a meteorological office and facility that provides a meteorological briefing service in person or by any other interactive visual means, has adequate display and briefing resources available for the briefings;

3) a meteorological office and facility that provides a meteorological reporting service has adequate observing systems to supply adequate, accurate and timely meteorological reports;

4) a meteorological office that provides a meteorological watch service has adequate meteorological information to supply an adequate, accurate and timely meteorological watch service; and

5) a meteorological office and facility that provides a climatology service has adequate meteorological information for the preparation of climatologically information.

3.5 Output requirements

a) A meteorological service provider shall:

1) identify the output meteorological information to be provided by the service; and

2) determine the standards and formats for that output meteorological information.

b) A meteorological service provider shall establish procedures to ensure that the meteorological information supplied complies with the standards and formats determined under paragraph (a)(2).

3.6 Facility requirements

A meteorological service provider shall establish procedures to ensure that all electronic data processing facilities used in the acquisition, compilation, computing, access or dissemination of meteorological information are of a nature, configuration and capability to ensure the adequacy, accuracy and timeliness of that meteorological and related information.

3.7 Documentation

a) A meteorological service provider shall hold copies of meteorological office manuals, facility manuals, technical standards and practices, procedures manuals, and any other documentation that is necessary for the provision of the meteorological services.

b) A meteorological service provider shall establish a procedure to control the documentation required by paragraph (a). The procedure shall ensure that:

1) the documentation is reviewed and authorised by appropriate personnel before issue;

2) current issues of relevant documentation are available to personnel at all locations where they need access to such documentation for the provision of the meteorological services and

3) obsolete documentation is promptly removed from all points of issue or use; and

4) changes to documentation are reviewed and approved by appropriate personnel; and

5) the current version of each item of documentation can be identified to preclude the use of out-of-date editions.

3.8 Verification, periodic inspection, testing and calibration

a) A meteorological service provider shall establish procedures for:

1) the routine verification of meteorological information obtained and provided by the applicant;

2) the periodic inspection of each meteorological office;and

3) the periodic inspection, testing and calibration of each facility.

b) The procedures shall ensure that:

1) the systems required for the routine verification of meteorological information have the capability and integrity necessary for verifying the meteorological information;

2) appropriate inspection equipment and systems are available to personnel for the inspection of each meteorological office;

3) appropriate inspection, measuring and test equipment and systems are available to personnel for the inspection, testing and calibration of each facility;

4) the inspection, measuring and test equipment and systems have the precision and accuracy necessary for the inspections, measurements and tests being carried out; and

5) all meteorological sensing facilities are calibrated and configured so that the environmental sensors fitted or incorporated yield, as far as possible, reliable, accurate and representative meteorological information.

3.9 Release of meteorological information

a) A meteorological service provider shall establish procedures for:

1) the release of meteorological information; and

2) the placing of facilities into operational service.

b) The procedures shall ensure that persons authorised to supervise the production and release of meteorological information and persons authorised to place meteorological facilities into operational service have been assessed as competent.

3.10 Notification of meteorological office and facility status

a) A meteorological service provider shall establish procedures to notify users of the meteorological services of relevant operational information and of any changes in the operational status of each meteorological office or facility.

b) The procedures shall ensure that:

1) the operational information that support the Belize air navigation system or an air traffic service is forwarded to the Aeronautical Information Service for publication in the Belize Aeronautical Information Publications; and

2) the users of a meteorological office or facility are notified without delay of any change in the operational status of the meteorological office or facility if the change may affect the safety of air navigation. Any change to the operational status shall be forwarded to the Aeronautical Information Service for the issue of a NOTAM.

3.11 Meteorological information check after accident or incident

a) A meteorological service provider shall establish procedures for checking the adequacy, accuracy and timeliness of any of their meteorological information that may have been used by an aircraft or an air traffic service involved in an accident or incident.

b) The procedures shall ensure that:

1) the checks are carried out as soon as practicable after notification of such an accident or incident; and

2) copies of the meteorological information are kept in a secure place for possible use by any subsequent investigation.

3.12 Malfunctions and erroneous information

A meteorological service provider shall establish procedures:

a) to identify, record, notify, investigate and rectify any report of erroneous meteorological information;

b) to identify, record, notify, investigate and rectify any detected malfunction in the facilities and meteorological services that may result in the supply of erroneous meteorological information;

c) to notify without delay all users that have received the erroneous meteorological information;

d) to notify the DCA of Civil Aviation (DCA), within 12 hours, of those malfunctions that cannot be remedied within 72 hours; and

e) for the continuation of malfunction status reports in the event that such reports are required by the DCA.

3.13 Records

a) A meteorological service provider shall establish procedures to identify, collect, index, store, maintain and dispose of the records that are necessary for the supply of the meteorological services.

b) The procedures shall ensure that:

1) there is a record of the input meteorological information;

2) there is a record of all output meteorological information and

3) the records specified in paragraph (b)(1) and (2) are retained for a period of at least 60 days or for such longer period as may be required by the DCA; and

4) there is a record in order to document the performance of the meteorological office and facility and to provide a traceable history of its maintenance, service and product quality, its periodic inspections, and the persons responsible for each of these activities; and

5) there is a record of the equipment and systems used for verification, inspection, testing and calibration. The record shall provide a traceable history of the location, maintenance, and calibration checks for the equipment and systems; and

6) there is a record of each occurrence of erroneous meteorological information reported and of each malfunction detected. The record shall detail the nature of the erroneous meteorological information or malfunction and the findings of the investigation and the follow-up corrective actions;

7) there is a record of each internal quality assurance review. The record shall detail the part or activity of the organisation that was reviewed, the findings of the review and any necessary follow-up corrective actions;

8) there is a record for each person who is authorised by the meteorological service provider to supervise the production and release of meteorological information and for each person who is authorised to place facilities into operational service. The record shall include details of their experience, qualifications, training and current authorisations;

9) all records are legible, and of a permanent nature; and

10) all records other than those required by paragraph (b)(1) and (2) are retained for at least one year, or for such longer period as may be required by the DCA, in order to establish a history of the performance of the meteorological services.

3.14 Quality assurance

a) A meteorological service provider shall establish internal quality assurance procedures to ensure compliance with, and the adequacy of, the procedures and systems required by this standard.

b) Procedures shall be set out for the operation and maintenance of the meteorological office and associated facilities and shall include a list of:

1) the meteorological information and meteorological services provided;

2) the minimum acceptable operating parameters and standards for facilities;

3) the minimum meteorological inputs required;

4) the minimum performance and quality levels for output meteorological information and meteorological services provided;

5) the test equipment and systems required for the measurement of the minimum levels listed under subparagraph (4); and

6) any mandatory check procedures for releasing meteorological information.

3.15 Safety inspections and audits

a) The DCA may in writing require a meteorological service provider to undergo or carry out such inspections and audits of the meteorological offices, facilities, documents, and records as the DCA considers necessary in the interests of civil aviation safety and security. in accordance with the BDCA surveillance programme.

b) The DCA may require from a meteorological service provider such information as the DCA considers relevant to the inspection or audit.