



Checklist EASA Certification for Aerodromes

1	Prepare and propose Certification Basis (CB) and Organisation and Operations Basis (OB) in coordination with FOCA.
2	Establish compliance with Regulation (EU) No 139/2014 in accordance with the established Certification Basis (CB) and Organisation and Operations Basis (OB). <ul style="list-style-type: none">• Adapt Aerodrome Manual structure according “ EASA Aerodrome Manual Structure”• Adapt organisation, operational processes and infrastructure based on the established Certification Basis (CB) and Organisation and Operations Basis (OB)• Produce safety evidence documentation for each deviation (or reference to existing documentation)
3	Complete and sign <ul style="list-style-type: none">• Deviation Acceptance and Action Document (DAAD) Form• Equivalent Level of Safety (ELOS) Form• Special Condition (SC) Form• Alternative Means of Compliance (AltMOC) Form <p>for each deviation according the established Certification Basis (CB) and Organisation and Operations Basis (OB).</p>
4	Complete and sign “Application Form for EASA Aerodrome Certificate”.
5	Complete and sign “Declaration of Compliance for Aerodrome Operators”.
6	Submit to FOCA before the EASA certification audit <ul style="list-style-type: none">• Application Form for EASA Aerodrome Certificate• Declaration of Compliance for Aerodrome Operators• Deviation Acceptance and Action Document (DAAD) Form(s)• Equivalent Level of Safety (ELOS) Form(s)• Special Condition (SC) Form(s)• Aerodrome Manual• Certification Basis (CB)• Organisation and Operations Basis (OB) <p>including any documentation referred to in the above forms (e.g. evidence documentation). FOCA encourages submission of required documentation as early as possible.</p>
7	EASA certification audit.
8	Submission of action plan according audit results.
9	Issuance of EASA Certificate for Aerodrome Operator (terms of certificate will be attached).