AOC Issue, variation schedule of events form

Type of application	☐ Initial AOC ☐ AOC Variation / Amendment	
1.1 Related to AOC application/number		
Applicant - Organisation		
2.1 Name of the organisation		
Focal point person	Title:	☐ Mr ☐ Mrs
	First Name:	
	Last Name:	
	Job title:	
2.3 Contact details of the focal point	Email:	
	Tel.:	
2.4 Accountable Manager	First Name:	
	Last Name:	
	Email:	
Subject		

The Schedule of Events is a list of items, management activities, aircraft and training activiites, and/or facility acquisitions, which the applicant must accomplish or make ready, for the AOC initial issue of in AOC variation and changed. It includes planned dates on which they will be ready for inspection and verification. The list should include, but is not limited to, the following and the dates at which they will take place:

AOC issue/variation Schedule of Events	Planned date	Accomplished date
1. Initial meeting with the MKD CAA (intetion, plan of next steps and required documentation for the formal submition)		
2. Application Submission formal meeting		
2.1 Submit Application documentation package		
2.2 Submit Manuals		
3. Document Evaluation – submitted documentation review *(raising non-conformities if detected, remedial and corrective action of the findings/remarks outlined)*		

4. Manuals approval *(if satisfactory and all highlighted discrepancies/remarks are rectified)*		
5 .Training Details		
6.1 Management training		
6.1 Flight crew training i. Basic indoctrination ii. Initial training iii. Conversion training iv. Simulator training (		
6.3 Flight Attendant Training		
6.4 OCC personnel (FDO/FOO) - Dispatch Training		
6.5 Maintenance Training		
6.6 Ground personnel training		
6.7 Aviation Security Training		
6.8 Emergency Evacuation		
7. Safety Management System implementation		
7.1 Phase I		
7.2 Phase II		
7.3 Phase III		
7.4 Phase IV		
8. Aircraft		
8.1 Completed aircraft documentation and registration		
8.2 Aircraft Ready for MKD CAA Conformity Evaluation		
8.3 Demonstration Flights / Proving Flights *(as required)*		
9. Operations		
9.1 Management and manpower resources in place		
9.2 Operational control established		
9.3 Commercial Operations start		
9.4 Facilities and organisation ready for inspection		
9.5 MKD CAA in-flight inspection		

9.6 Code-share establishment, if applicable		
9.7 Aircraft Leasing (Wet/Dry lease), if applicable		
9.8 IOSA certification, if applicable		
10. Other (plase specify):_____		

Remarks (refer remarks to each event item above):	
Applicant declaration statement: *„Here with I confirm that information in this application complies with the applicable regulations and all provided information are accurate and correct“.*	
Accountable Manager signature:	