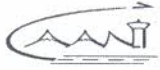


# RECREATIONAL AIR OPERATOR CERTIFICATE REQUIREMENTS (RAOCR)



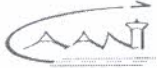
CIVIL AVIATION AUTHORITY OF NEPAL  
Flight Safety Standards Department  
Sinamangal, Kathmandu  
(Issue 03, Rev 01)  
May 2026

(Approved by DGCA, Nepal on 08..May 2026)



**RECREATIONAL AVIATION OPERATOR  
REQUIREMENTS (RAOCR) - ISSUE-03, REV-01**

**CERTIFICATE**



# RECREATIONAL AVIATION OPERATOR REQUIREMENTS (RAOCR) - ~~ISSUE-03, REV-01~~

# CERTIFICATE



## Foreword

These Requirements for Recreational Air Operator Certificate (RAOCR) have been developed by Civil Aviation Authority of Nepal to regulate the commercial recreation activities employing various aircrafts Powered Aircraft viz. Ultralight, Micro light, Airships , Gyrocopter, Hot Air Balloon, Parachuting or Parajumping or Sky Diving, Paramoter, Parasailing, Glider-plane, Wingsuit flying and Non-powered paragliding, Kites, Free air balloon (unmanned), Hang gliding and other forms of recreational operations involving parachutes like equipment in Nepal. These requirements have been issued by Director General of Civil Aviation authority of Nepal pursuant to the rule 23 of CAAN, Recreational Aviation Regulation – 2012 A.D.

Since, such recreational aviation activities are limitedly governed by ICAO and its annexes, these requirements have been developed taking into prevailing provisions of Recreational Aviation Regulation – 2012 A.D., International best practices and our Airspace Obligations & Experiences of those activities.

These are mandatory requirements to be followed by the applicants seeking for an approval of Recreational Aviation Operator Certificate (RAOC) as well as renewal & re/validation of such certificate. Furthermore, the procedures, checklist and forms contained in these requirements act as the guidance materials for the officials of Civil Aviation Authority of Nepal. In addition, these requirements also prescribe the necessary punitive enforcement action in light of breach of CAAN regulations in the interest of safety of occupants in flight along with people and property on ground.

Civil Aviation Authority of Nepal is the competent authority on these requirements and reserves all right to interpret the intent of each requirement contained herein. Flight Safety Standards Department (FSSD), Recreational Aviation Section (RAS) is the custodian of these requirements. FSSD will be responsible for the amendments of these requirements in order to keep in pace with changing regulations and other circumstances. Provisions not covered by these requirements shall be in compliance with other equivalent regulatory requirements (e.g. AOCR) of CAAN.

These amended requirements and procedures will come into effect from date of approval.

  
.....  
Mr. Deo Chandra Lal Karn

**Act. Director General**





# RECREATIONAL AVIATION OPERATOR REQUIREMENTS (RAOCR) - ISSUE-03, REV-01

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## DEFINITION

The standard definition in the context of these requirements will be referred to as below.

**Act** means Civil Aviation Authority of Nepal Act, 1996.

**Aircraft** means 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.

**Aircraft — category** means classification of aircraft according to specified basic characteristics, e.g. aeroplane, helicopter, glider, free-balloon.

**Authority** means Civil Aviation Authority of Nepal.

**Authorized Agency** means the organization assigned with the functions of coordination among the recreational aviation operators and liaising with CAAN with regulatory issues and furthermore assisting CAAN in its safety oversight functions.

**Authorized Person** means a person authorized by the company to perform a specific function.

**Certificate** means authorization issued by CAAN for the activities associated with recreational aviation.

**Director General** means the Director General of Civil Aviation Authority of Nepal.

**Equipment** means all types of equipment used for the recreational activities like Ultralight, Gyrocopter, Micro light, Hot air balloon, Parachutes, Paramotor, Paraglider, Hang glider, Sailplane, Floatplane etc.

**Floatplane** means a type of seaplane equipped with pontoons (floats) rather than a hull, enabling it to take off and land on water, with or without retractable wheels.

**Glider** means non-power-driven heavier-than-air aircraft, deriving its lift in flight chiefly from aerodynamic reactions on surfaces which remain fixed under given conditions of flight.

**Gyroplane** means an aircraft that gets lift from a freely turning rotary wing (rotor blades), and which drives its thrust from an engine-driven propeller. It may be also called gyroplane or gyrocopter.

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**Hang glider** means heavier-than-air vehicle that is supported in flight by the dynamic reaction of the air against its lifting surfaces and whose free flight doesn't depend on an engine. The device has a capacity for not more than two occupants. Hang glider may also be towed by a winch/truck. Powered hang glider will be treated as an Ultralight.

**Heli-skiing** means the repetitive transportation of professionally guided, recreational skiers or snowboarders from bottom to the top of mountain runs using a helicopter under VFR conditions.

**Hot Air Balloon** means a non-power-driven, lighter- than- air aircraft that derives its lift from heated air contained within its envelope.

**Kite** means a pilotless aircraft, between a gross mass of 500g – 25 kg, without propulsion that is tethered to a fixed point, or is hand held; and is sustained by the wind.

**Light Sport Aircraft** means small, simple to operate, low performance aircraft, other than helicopter that complies with the following criteria, including but not limited to Fixed wing aircraft , Powered parachutes ,Weight shift aircraft ,Gliders ,Para gliders ,Paramotor , Balloons , Airships , Gyroplanes etc. ;

- 1) A maximum takeoff weight of not more than 600 kgs or 650 kgs for an aircraft intended for operation on water or 560 kgs for a lighter than air aircraft.
- 2) A maximum stalling speed in the landing configuration (*V<sub>so</sub>*) of not more than 45 knots at the aircraft's maximum certificated takeoff weight and most critical center of gravity.
- 3) A maximum seating capacity of no more than two persons, including the pilot.
- 4) If powered, a single, non-turbine engine fitted with a propeller.
- 5) A non-pressurized cabin:
  - I. For an aircraft operating over the land, a fixed landing gear ;
  - II. For an aircraft intended for operation on water , a fixed or repositionable landing gear; and
  - III. For a glider a fixed or retractable landing gear.
- 6) If the aircraft is a glider a maximum never exceed speed *V<sub>ne</sub>* of 135 knots.

**Operating license** means authorization issued by the MOCTCA for the start for the recreational activities as per prevailing rules.

**Operator** means a person, organization, or enterprise engaged in, or offering to engage in, an aircraft operations.



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**Operations Manual** means a manual containing procedures, instructions and guidance for use by operational personnel in the execution of their duties.

**Paraglider** means a non-motorized foot-launched inflatable wing. The Paraglider itself is constructed of rip-stop nylon from which the pilot is suspended by sturdy lines. The pilot is clipped into a harness and oriented in a sitting position for maximum comfort. With a Paraglider, flying like a bird, soaring upward on currents of air can be carried out. A Paraglider is capable of staying aloft for hours, can gain altitude and can go cross country over vast distance.

- i. A Paraglider may also be equipped with a motor and is called a Paramotor or a powered-paraglider or a motorized Paraglider.
- ii. A Paraglider may be tow launched (winch / truck) as well.

**Parasail** means heavier-than-air vehicle that is supported in flight by the dynamic reaction of the air against its lifting surfaces when pulled by a towline of a boat. When towline is released, the parasail can be made to land under the control of the pilot by the support provided by its lifting surface. A parasail may be reeled out and reeled in into a boat.

**Parasailing** is an activity which involves heavier-than-air vehicle that is supported in flight by the dynamic reaction of the air against its lifting surfaces (a specially designed canopy/parachute) when towed by a boat or other vehicle.

**Pilot-in-Command** means a pilot designated by the operator, or in case of general aviation, the owner, as being in command and charged with the safe conduct of a flight.

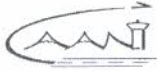
**Powered Parachute** means a vehicle with a parachute that allows a person to a takeoff, restart-in-flight and land the parachute under its own power and has a capacity for not more than two occupants. It is a flexible winged, aerial recreational vehicle having combination of an engine with a flexible parachute wing technology similar to that used by sports parachutes. The parachute, unlike the rigid structures of aeroplane or Ultralight, is built of nylon fabric with suspension lines. The forward motion of the vehicle forces air into the multiple 'cells' along the wing's leading edge, pressurizing it and holding it's precisely calculated airfoil shape.

**Recreational Aviation** means the activities including but not limited to paragliding, powered or non-powered paragliding, hang gliding, Ultralight, hot air balloon, Sky diving, parasailing etc.

**Registration** means the process of registering or of being registered of the equipment.

**Regulation** means CAAN, Recreational Aviation Regulation, 2012(2069).

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**Renewal** means getting the license or certificate renewed by meeting the renewal requirements of CAAN before the expiry of the validity period of license or certificate.

**Revalidation** is defined as the administrative action taken before the expiry of a licence, rating, or certificate to extend its validity for a further period of time.

**Solo Flight** means flight during which a pilot is the sole occupant of an aircraft.

**Skydiving** is defined as the descent of a person to the surface from an aircraft in flight, while using a parachute during all or part of that descent. It involves free fall, followed by parachute deployment, usually performed from an aircraft (airplane, helicopter, or hot air balloon) for recreational or competitive purposes.

**Student Parachutist** means a person who is defined as a student in the operating rules of the parachute organization.

**Tandem Flight** means paragliding flight, where a passenger flies with an instructor pilot or pilot in the same wing.

**Tandem Master** means the person responsible for the direct control of a tandem parachute descent.

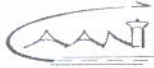
**Tandem Pair** means a tandem master and tandem rider.

**Tandem-pair-carrying operator** means helicopter, aeroplane, and hot air balloon carrying tandem-pair to level of jumping.

**Tandem Rider** means a person participating in a tandem parachute descent, or riding in any other Light Sport Aircraft (LSA) using the secondary harness of a tandem harness system.

**Ultralight Aircraft** means a flying machine that weighs not more than 600 kgs, has a single engine and a fixed landing gear.

**Unmanned Free Balloon** is defined as a non-power-driven, lighter-than-air aircraft in free flight. These balloons are not driven by their own power during flight and are classified into categories (Light, Medium, Heavy) based on their payload mass, size, and suspension mechanism.



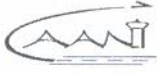
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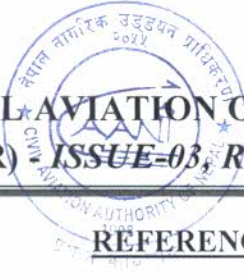
## GLOSSARY

AOC	Air Operator Certificate
AOCR	Air Operator Certificate Requirements
CAAN	Civil Aviation Authority of Nepal
C of R	Certificate of Registration
EASA	European Aviation Safety Agency
FSSD	Flight Safety Standard Department
MOCTCA	Ministry of Culture, Tourism and Civil Aviation
MOU	Memorandum of Understanding
NOTAM	Notice to the Airman
NAA	Nepal Airsports Association
PAN	Permanent Account number
RAOC	Recreational Air Operator Certificate
RAOCR	Recreational Air Operator Certificate Requirements
RAS	Recreational Aviation Section
USPA	United States Parachute Association
VAT	Value Added Tax



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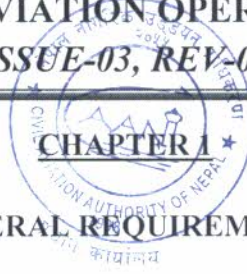
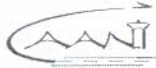
**REFERENCES**

These requirements should be read along with following documents. In case of any inconsistency of these requirements with following legal documents, latter shall prevail;

1. Civil Aviation Act – 1959 AD
2. Civil Aviation Authority of Nepal Act - 1996 AD
3. CAAN, Civil Aviation Regulations – 2002 AD
4. CAAN, Recreational Aviation Regulation - 2012 AD

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## GENERAL REQUIREMENTS

1.1 This chapter prescribes the general conditions to be fulfilled by the applicants seeking a Recreational Air Operator Certificate (RAOC) and its renewal & re/validation.

1.2 This chapter has been divided into various section in order to facilitate the applicant for clear understanding.

### 1.3 Administrative Requirements

1.3.1 The applicant shall apply to RAS, FSSD for the issuance/renewal of Recreational Air Operator Certificate (RAOC) in the form and manner specified in these requirements. The first and minimum document for the processing of RAOC is the operating license issued by MOCTCA.

#### 1.3.2 Financial Requirements

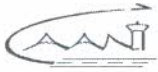
The applicant shall demonstrate following financial evidence.

- a. Paid up capital as per Company registration certificate and associated provisions of Government of Nepal
- b. Company shares details.
- c. Bank guarantee of rupees two hundred thousand from class A Commercial bank of Nepal Rastra Bank.
- d. Associated fees as required by CAAN, Recreation Aviation Regulation- 2012 AD (2069 BS) for all required activities.

### 1.4 Legal Requirements

The applicant shall be liable for all legal obligation with respect to applicable law, rules and regulations of Nepal including civil aviation related laws, rules, regulations, directive, order, notice, circulars etc. The applicant shall fulfill all legal provisions of Government of Nepal as well as following legal documents:

- a. Civil Aviation Act – 1959 AD
- b. Civil Aviation Authority of Nepal Act - 1996 AD
- c. CAAN, Civil Aviation Regulations – 2002 AD
- d. CAAN, Recreational Aviation Regulation - 2012 AD



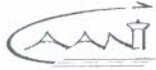
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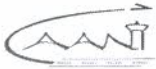


CHAPTER 2

INITIAL APPROVAL FOR RAOC

2.1 The applicant for the initial approval of RAOC for the commercial operation of Powered and Non-powered equipment i.e. Ultralight, Light Sport Aircraft, Floatplane, Hot Air Balloon, Paraglider and aviation operations like; **Skydiving, Paramotoring, Parasailing** and, other aviation activities involving use of parachute or gliders, shall apply to CAAN with following documents in the form and manner specified in the *Appendix-1*.

- a. Copy of valid operating license from Ministry of Culture, Tourism and Civil Aviation
- b. Copy of Company registration certificate and associated Documents
- c. Copy of Industry or commerce registration certificate
- d. Tax (VAT/PAN) registration & clearance certificate
- e. Copy of Feasibility Study Report
- f. Copy of nationality of promotor(s)
- g. Copy of fee payment for issuance of RAOC certificate & Registration of at least 3 equipment
- h. Contract for lands used for takeoff and landing sites(except runway), if such lands are not owned by the applicant
- i. Copy of bio-data of each promotor/s
- j. Copy of bio-data, appointment letter, agreement or operating license of technical personnel
- k. Operation Manual/Training Manual/SOP for concerned recreational activities
- l. Bank guarantee of two hundred thousand NPR issued in favor of CAAN
- m. Capital evidence as stipulated in prevailing Civil Aviation Policy, Acts and Regulations.
- n. Evidence of ownership for office or relevant contract agreement
- o. Copy of certificate of registration for aircraft/ equipment
- p. On-site inspection report as per prescribed format and, Safety Risk Management Report , if necessary
- q. Test flight report mentioning safety regulation and the potentiality of the flight.
- r. Fleet (minimum 3 equipment including at least 2 under company possession) and detailed specifications of aircraft / equipment to be included in RAOC
- s. Valid Insurance Policy of aircraft/equipment and crew members viz. Hull and Liability Risks including solo, tandem & third party liability consisting CAAN personnel
- t. Consent Letter from concerned Local Levels or Existing Recreational Operators or Association, if there exists ;
- u. In case of non-availability of consent letter, declaration of air space capacity by CAAN
- v. An MOU between Applicant Company and other related AOC/RAOC holding operators(operating Helicopter, Aeroplane and Hot Air Balloon) for activities related to Parachuting or Parajumping (Skydiving),



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- w. An MOU between Applicant, Company and other service providers for activities like parasailing
- x. Any other documents prescribed by CAAN.

**2.2** After receiving application as per rule 2.1, CAAN shall form **an RAOC Certification committee** consisting the officials representing associated divisions of FSSD and other concerned departments/Divisions of CAAN. Any other officials of CAAN or person having knowledge of concerned areas shall be nominated in committee, as and when necessary.

**2.3.** Generally, the RAOC for powered-aircraft operations and other than Light Sport Aircraft (caring more than two occupants like hot air balloon) shall be issued subject to five phase certification processes of CAAN. The five-phase certification process consists; pre-application, formal application, document evaluation, demonstration & inspection, and certification phase. The five-phase process shall be congruence with provisions of AOCR, CAAN, whenever followed. The RAOC of non-powered equipment operations shall be issued subject to the appropriate process(Field Visit, Document Review, Equipment Inspection etc.) as decided by RAOC certification committee of CAAN.

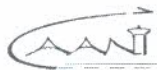
**2.4** The onsite inspection report prepared by RAOC certification Committee shall be found satisfactory for any recommendation for the issuance of operating license or RAOC.

**2.5** In the event that there exists any shortcoming, the applicant shall ensure that all such shortcomings are eliminated before the recommendation of issuance of RAOC.

**2.6** An RAOC shall have all conditions prescribed by the MOCTCA in its operating license along with the additional/general conditions from CAAN for the safe operation.

**2.7** When the RAOC is issued it will be the responsibility of RAOC holder to fulfill all such conditions at all times.

**2.8\*** In case of Skydiving, an MOU signed between Skydiving operator and tandem-pair-carrying operator (Helicopter, Aeroplane, and Hot Air Balloon) shall be approved by CAAN. During skydiving, the responsibility tandem-pair carrier shall be from boarding up to the point/level of jump/release whereas responsibility after jumping to landing point will be the responsibility of skydiving operator. The insurance policy of skydiving operator shall comprise hull risk of equipment and liability risk of tandem pair, CAAN Personnel and third person on ground and air, & their losses. The insurance policy of tandem-pair-carrier shall consists of hull



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risk & liability risk (including tandem pair, CAAN personnel & third party) up to point of jump after take-off.

2.9\* In case of Skydiving, the tandem-pair carrying operator shall have valid AOC/RAOC issued by CAAN, and skydiving operation must be included in their approved operational manual.

2.10\* In case of Parasailing, an MOU signed between Parasailing operator and other supporting service providers in water (Parasailing boat or Winch boats) shall be approved by CAAN. The insurance policy of parasailing operator shall comprise hull risk of equipment and liability risk of parasailors or riders/flyers, CAAN Personnel and third person on ground and air, & their losses.

2.11\* In the case of skydiving, before conducting regular commercial tandem flights, each RAOC holder will be required to have a Standard Operating Procedure (SOP) approved by the DG, CAAN as per the checklist specified in *Appendix-10*.

2.12 Except commercially specified common zone, whenever practicable, each RAOC holder shall be delineated with exclusive airspace as published in AIP Nepal. When a RAOC holder ceases commercial operations for more than 180 days, its special airspace in AIP, Nepal is removed.

2.13 The sample RAOC is attached in the *Appendix-2* of these requirements.

2.14 The RAOC shall be valid for one year from date of issuance unless it is suspended, cancelled or surrendered earlier.

2.15 In the event of non-compliance of such conditions, the applicable enforcements action will be taken after assessing the justification from concerned operator/person.

2.16 The RAOC issuance and renewal fee for skydiving and parasailing operator shall be equivalent to that of non-powered paraglider operator as per regulation.

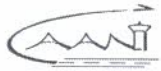
2.17 Whenever necessary, the RAOC issuance of a company shall be completed as per the recommendation of authorized agency, if exists.

2.18\* An RAOC holder shall complete the Safety Risk Management (SRM) for any significant operational change/structural change whenever required by CAAN.

2.19\* An RAOC holder shall have the minimum number of pilots required for operating each equipment having licenses issued by CAAN/NAA/EASA/USPA or any Agency authorized by ICAO Contracting States.

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**CHAPTER -3**

**RENEWAL OF RAOC**

**3.1** This chapter highlights the requirements for the renewal of RAOC.

**3.2** The operator shall apply for the renewal of the RAOC normally 45 days before the expiry date in form and manner stipulated in the *Appendix-3* to these requirements. In case of late application for renewal late penalty will be applied. The late penalty charge shall be accounted till date of registration of application.

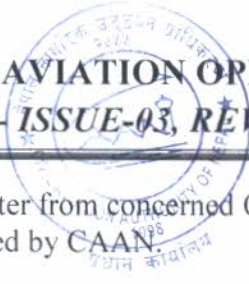
**3.3** The applicants for the renewal for RAOC shall accompany following documents.

- a. Copy of valid operating license from Ministry of Culture, Tourism and Civil Aviation
- b. Copy of Company registration certificate and associated provisions
- c. Copy of Industry or commerce registration certificate
- d. Copy of RAOC issued by CAAN
- e. Tax (VAT/PAN) registration certificate
- f. Copy of nationality of promotor(s)
- g. Contract for lands used for takeoff and landing sites, if such lands are not owned by the applicant, if changed
- h. Copy of citizenship of each promotor, if changed
- i. List of technical personnel along with operating license details
- j. Financial audit report & Latest Tax Clearance /Extension Certificate
- k. Bank guarantee of two hundred thousand NPR issued in favor of CAAN
- l. Details of equipment (Authorized Fleet Unit) with copies of C of R
- m. Recommendation of Fit-to-Fly for equipment(at least existing fleet 3) by CAAN or authorized agency
- n. Safety Audit Report done by CAAN or Authorized agency
- o. Valid Insurance Policy of aircraft/equipment and crew members with Hull and Liability Risk including solo, tandem & third party liability consisting CAAN personnel
- p. Applicable fees for the renewal as per Schedule 1 of Recreation Aviation Regulations, 2012 AD
- q. The annual service report covering customer count, performance, achievements, challenges, and strategies to improve satisfaction and service.
- r. An MOU signed by Operator and other related Operators for activities related to Skydiving, Parasailing etc.



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- s. As required, due clearances letter from concerned Civil Aviation Offices,
- t. Any other documents prescribed by CAAN.

**3.4** For paragliding and Paramotoring operators, the authorized agency, if available and applicable, shall review the associated documents within its jurisdiction and shall recommend for the renewal after detailed verification and inspection as per format prescribed in *Appendix-4*. After fulfilling all conditions prescribed in this chapter, the RAOC will be renewed by CAAN.

**3.5** The late penalty charges shall be applicable as following based on the rule 19 of Recreation Aviation Regulations, 2012 AD.

- a. 25% late penalty within 35 days of expiry of certificate
- b. 50% late penalty within 90 days of expiry of certificate
- c. 75% late penalty within 180 days of expiry of certificate

**3.6** The certificate shall be cancelled automatically beyond 180 days from date of expiry.

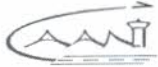
### **3.7 Issuance (after cancellation) /Validation of certificate**

**3.7.1** When the applicant fails to renew the RAOC within the period of 180 days from the date of expiry, the RAOC will be automatically cancelled and the applicant may apply for the issuance for RAOC subject to the validity of operating license issued by MOCTCA. Generally, process for issuance of RAOC shall be equivalent to that of its initial issuance.

**3.8** The documents and procedure required for reissuance of RAOC shall be as decided by CAAN.

**3.9** The revalidation of certificate shall be done as & when necessitated by the circumstances. Generally, validation shall be done to accommodate minor operational changes to RAOC viz. change of Take-off, Landing, Fleet addition, expansion etc.

**3.10** Whenever necessary, an RAOC renewal shall be processed subject to reports of occurrences of that operator. Indication of safety compromises may hinder the process of renewal of RAOC.



**CHAPTER -4**

**TECHNICAL REQUIREMENTS**

**4.1** Section (4) of CAAN, Recreational Aviation Regulations- 2012 AD has provision of registration, ownership transfer and its cancellation, leasing of equipment. This section highlights provision of airworthiness criteria (fit to fly or serviceability status of equipment) and associated mandatory inspection and repair.

**4.2** The fleet size shall be at least 3, minimum 2 having own possession, for the issuance and renewal of RAOC of any company/operator.

**4.3 Registration of equipment**

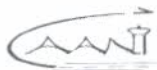
**4.3.1.** All equipment intended for the recreational aviation activities shall be registered by CAAN after paying applicable fees stipulated in the Recreational Aviation, Regulations, 2069. No aircraft/equipment shall be operated without registration. The registration & airworthiness provisions of aircrafts like; Ultralight and hot air balloon shall be as per the concerned technical provisions established by CAAN. An operator intended to register its equipment shall apply to CAAN as per the format prescribed in *Appendix – 5*.

**4.3.2** The registration number for the tandem gliders/parachutes shall start from *NPG 001* and in increasing order.

**4.3.3** An operator intended to operate solo flights of glider/parachute shall be required to get special solo registration mark from CAAN. The solo registration marks shall start form *NPGS 001 & increasing order*.

**4.3.4** CAAN can allocate special registration marks of equipment, if necessary. Whenever necessary, CAAN can register temporarily (maximum up to 12 months) the solo glider/parachute having possession of a foreign national subject to related documents and recommendations & under surveillance of an RAOC holder or RATOC Holder or Authorized agency.

**4.3.5** The record of equipment registration shall be kept at official register of CAAN .The equipment register book at CAAN shall contain at least following details;



## RECREATIONAL AVIATION OPERATOR REQUIREMENTS (RAOCR) - *ISSUE-03, REV-01*

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- a. Manufacturing company
- b. Date of Manufacturing
- c. Serial Number
- d. Certification
- e. Model
- f. Size
- g. Owner
- h. Operator (if it is different from owner)
- i. Next Inspection Time or Service life
- j. Date of registration
- k. Additional Information, if needed.

**4.3.6** The registration of existing equipment (solo and tandem) shall be started after approval of this RAOCR & completed within the specified period as decided by CAAN.

**4.3.7** The registration of existing equipment (solo and tandem) shall be done subject to the *ok - to -fit* recommendations of FSSD and/or technical committee of Authorized Agency of CAAN. The composition of technical committee of FSSD or Authorized Agency shall be as decided by CAAN.

**4.3.8** Unregistered equipment shall not be allowed to fly after stipulated date.

**4.3.9** The documents needed for the registration of new tandem equipment shall be as follow:

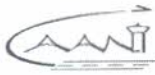
- i. Operating license and/or RAOC of operator
- ii. Company Details
- iii. Equipment details; Company, Model, Date of Manufacture, Service limit etc.
- iv. PAN/VAT registration documents
- v. Tax clearance/extension of company of last Fiscal Year
- vi. Purchase Invoice or Custom clearance of Glider
- vii. Copy of Revenue payment for Registration
- viii. Recommendation/ Report indicating fit-to-fly of equipment
- ix. Other pertinent documents as required by CAAN.

**4.3.10** The renewal of tandem equipment registration shall be subject to technical fitness report of Airworthiness Division, FSSD, CAAN or Authorized agency along with applicable charges.

**4.3.11** The requirements for the registration of new solo equipment shall be as per provisions made by FSSD. Whenever necessary, the registration new solo equipment shall be subject to fit-to-fly recommendation of authorized agency or RAOC holder or RATOC holder.

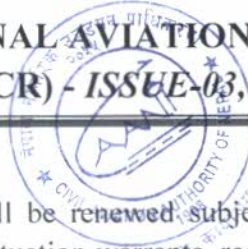
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# RECREATIONAL AVIATION OPERATOR REQUIREMENTS (RAOCR) - ISSUE-03, REV-01

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4.3.12 The solo equipment shall be renewed subject to the recommendation of concerned RAOC operator or RATOC holder. If situation warrants, recommendation from authorized agency also, shall be required for renewal of solo equipment.

4.3.13 The registration mark of equipment/gliders shall be displayed in visually identified portion so that it clearly distinguished from others while in flight.

4.3.14 Other provisions related to registration of glider shall be in accordance to the decisions made by CAAN.

4.3.15 The provision related to the registration of aircraft/equipment and certificate of airworthiness (C of A) other than glider, shall be as per the prevailing rules of CAAN.

4.3.16 The Certificate of Registration (C of R) shall be valid for one year from date of issuance unless it is transferred, revoked, suspended or surrendered earlier.

4.3.17 The format of Certificate of Registration of Tandem Glider or Certificate of Ownership of Solo Glider shall be as per the format prescribed in *Appendix – 6*.

4.3.18 The revenue fee for the registration of equipment shall be as specified in regulation. For skydiving, the registration fee of parachute shall similar to that of non-powered glider.

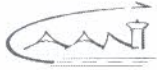
## 4.4 Serviceability of equipment

4.4.1 The owner and operator are solely responsible for the safety of flight and serviceability of equipment.

4.4.2 The operator of equipment shall ensure that the equipment is serviceable at all times in its service period.

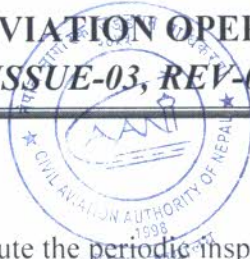
4.4.3 The operator shall maintain the log book for each glider and maintenance record shall be kept updated at all times.

4.4.4 The operator shall ensure that the equipment is within its limitation of life and damage as per manufacturer's established guidelines. In case the equipment is used outside the limit and damage, the organization and person shall face punitive enforcement action as described in these requirements.



# RECREATIONAL AVIATION OPERATOR REQUIREMENTS (RAOCR) - *ISSUE-03, REV-01*

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## 4.5 Periodic Inspection of Equipment

4.5.1. The operator shall prepare & execute the periodic inspection and maintenance program based on the manufacture's instruction and guidance as approved by CAAN or Authorized Agency.

4.5.2. All such inspection and records shall be recorded in the logbook of each equipment.

4.5.3. Unauthorized repair shall not be permitted by CAAN.

## 4.6 Lease and Transfer of ownership of equipment

4.6.1 The provision for the lease of aircraft /equipment shall be subject to the letter of contracts between the concerned parties and approval as accorded by CAAN.

4.6.2 The provision of transfer of ownership of equipment shall be administered as per the sales & purchase accord between the concerned parties following the approval of CAAN.

4.6.3 The lease and transfer of ownership of equipment shall be done as per the provisions of revenue specified in regulation and any additional conditions specified by CAAN.

## 4.7. Disposal of unserviceable equipment

4.7.1 The operator/owner shall apply to CAAN for deregistration of equipment with payment of applicable fee on reaching serviceable limit.

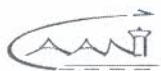
4.7.2 The equipment that crosses the life limit or are beyond the repair limit shall be disposed with deregistration such that it cannot return to service again.

4.6.3 The record of such disposal shall be maintained properly at FSSD, CAAN.

## 4.7 Provision for permission for import of parts of equipment, import, export, storage and sales

4.7.1 All the provisions for the import, export, storage and sales shall be in accordance with the provisions made by CAAN.

## 4.8 Permission of flight



## RECREATIONAL AVIATION OPERATOR REQUIREMENTS (RAOCR) - ISSUE-03, REV-01

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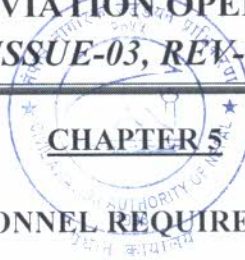
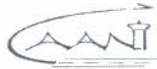
4.8.1 The provisions of permission for commercial flights operated by RAOC holder shall be as per the prevailing rules of CAAN and Government of Nepal.

4.8.2 The provisions of permission for the special (Test, Feasibility Study, Case-Case, Amateur, Irregular, Specific, Festival) flights operated by RAOC holder shall be as per prevailing laws of CAAN and Government of Nepal. The report of completion of special flights shall be submitted to RAS, FSSD at all times.

4.8.3 The flight permission shall be accorded subject to the validity of Operating License, RAOC, and Insurance Policy covering third-party liability, Crew Details and Other documents as specified by CAAN.

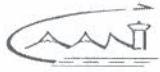
4.8.4 The regular commercial flights of an RAOC holder operated within its specified zone as published in AIP, are exempted from permission fee whereas special flights to be operated out of zone shall be permitted after clearing applicable fee as mentioned in prevailing regulations of CAAN.

4.8.5 The flying zone of special flights shall be determined and circulated through the publication of NOTAM.



PERSONNEL REQUIREMENTS

- 5.1 This chapter prescribes requirements for the adequate human resources for proper management and safe operation of organization.
- 5.2 The minimum management and technical staff to be employed by the organization are as below.
- Chief Executive or Accountable Manager
  - Pilots with proper personal license/authorization as per CAAN requirements
  - Technical personnel for the equipment inspection (pilot may perform such function if manufacture has prescribed)
  - Ground support staffs
- 5.3 The operator shall ensure that adequate number of such personnel are available for the safe and efficient operation.
- 5.4 The license privilege of pilot shall be exercised subject of the third-party insurances and other liability coverage declared by CAAN.
- 5.5 The qualifications and requirements of Chief Instructor Pilot, Instructor Pilot and Assistant Instructor shall be as specified by CAAN.
- 5.6 The provisions of personal licensing related to recreational aviation shall be governed as per the decisions made by CAAN.
- 5.7 The operation of commercial flights shall be conducted only by the command of tandem pilots. The tandem pilots' license privileges shall be as specified by CAAN or Authorized agency.
- 5.8 The solo flights of equipment shall be operated as per the authorization or license issued by CAAN or authorized agency or RATOC holder.
- 5.9 The provisions required for the authorization of foreign pilot or technical personnel shall be as specified by CAAN.



RECREATIONAL AVIATION OPERATOR  
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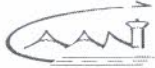
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FACILITIES & MISCELLANEOUS

- 6.1 This chapter prescribes the requirement for the minimum facilities for the safe operation.
- 6.2 The operator shall ensure that following facilities are available for the safe, seamless and smooth operation of flights.
- One exclusive office for one RAOC holder company
  - Paragliding Operation Control Center (Monitor Systems and Visible Legal Documents)
  - Training facilities
  - Take off site (Waiting Area that includes Seating, Equipment Staging spot, Cafe, First Aid Kit, Toilet (M/F), Clear Access Path, Information Board, Communication VHF set, Wind Sock, Vehicle Parking Area)
  - Landing site (Relaxing after Flight, Equipment Packing spot, Café, First Aid Kit, Toilet (M/F), Clear Access Path, Information Board, Communication VHF set, Wind Sock, Vehicle Parking Area)
  - Transportation facilities
  - Air – Ground Communication Facilities
  - Other facilities specified by CAAN.
- 6.3 The takeoff and landing site may be available in contractual basis individually or jointly in partnership with other RAOC Holder Company.
- 6.4 The operator unable to conform above requirements shall be accorded to use shared office (for maximum 3 companies) or as a single merged company following the approval of CAAN. This provision shall only apply to the operators operating in common commercial airspace/zone.
- 6.5 The Technical Feasibility study of any Company (if necessary) shall be done subject to the Site Inspection Report as prescribed in *Appendix -7*.
- 6.6 The Check-list for Issuance and Renewal of RAOC shall be as per the format prescribed in *Appendix-8 & Appendix-9* respectively.

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CHAPTER 7  
SURVEILLANCE

7.1 This chapter prescribes the provision for continuous surveillance of the RAOC holder.

7.2 The operator shall be the primarily responsible for the continued compliance of CAAN requirements for the RAOC.

7.3 The operator shall demonstrate that all applicable requirements for the renewal of RAOC are fulfilled at all times.

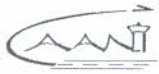
7.4 The serious negative findings having direct bearing with flight safety will lead to immediate suspension of flight and denial of renewal of RAOC.

7.5 Other observations, not having direct bearing with flight safety will be required to be properly addressed by the operator.

7.6 CAAN is responsible for the surveillance of flight operation of each RAOC holder.

7.7 The surveillance of RAOC may be carried out by the authorized agency when CAAN authorizes such surveillance.

7.8 The surveillance of joint activities like skydiving, parasailing shall be responsibilities of all operators involved therein.



**CHAPTER 8**

**RESOLUTION OF SAFETY CONCERN**

8.1 This chapter highlights the resolution of safety concern on deficiencies discovered after inspection.

8.2 The surveillance activities will discover following conditions.

- a. Safety deficiency in the operation
- b. Noncompliance of conditions prescribed by MOCTCA
- c. Noncompliance of conditions prescribed by CAAN/Authorized Agency
- d. Noncompliance of conditions prescribed by the manufacturer of equipment
- e. Noncompliance of CAAN requirements for the RAOC
- f. Noncompliance of CAAN requirements for the Licensing of pilots
- g. Noncompliance of general rules and regulations

8.3 The RAOC holder shall eliminate any safety critical deficiency immediately for continued operation while such conditions not having safety critical implications shall be completed within the timeframe agreeable to CAAN or CAAN authorized agency if the surveillance activities are delegated.

8.4 If the RAOC holder does not complete the corrective action as agreed, this will draw enforcement actions leading up to cancellation of RAOC apart from other punitive actions.



**CHAPTER 9**

**RESPONSIBILITIES OF ORGANIZATION AND PERSONNEL**

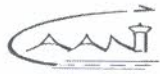
9.1 This chapter has provisions of responsibilities applicable for the RAOC holder and their personnel.

9.2 The RAOC holder shall:

- i. Fulfil all provisions of Operation manual, training manual and standard operating procedure (SOP).
- ii. Comply with all provisions of RAOCR.
- iii. Fulfill all conditions prescribed in the operating license issued by MOCTCA.
- iv. Respect all provisions of Civil Aviation Act, 1959 AD and CAAN Act, 1996 AD
- v. Fulfil provisions of Civil Aviation Regulations, 2002 AD and Recreation Aviation Regulations, 2012 AD.
- vi. Fulfil all applicable rules and regulations of Government of Nepal, Province and Local Government.
- vii. Fulfil the provisions of hull and liability risks
- viii. Fulfill the regulatory instructions of CAAN.

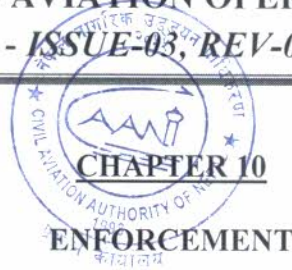
9.3 The pilots should also fulfil all above provision and additional conditions as prescribed by CAAN.

9.4 Fulfil all conditions of personnel licensing for the flight crew and code of conducts for ground staffs.



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10.1 This chapter prescribes the provisions for enforcement actions in accordance with the Rule 23 (Na) of Recreation Aviation Regulations, 2012 AD (2069).

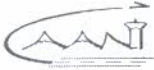
10.2 The general principle for the enforcement action is as below:

- i. Oral counselling in case of minor unintentional errors
- ii. Remedial training in cases of lack of knowledge
- iii. Monetary penalty, suspension and revocation of operating license or other document in case of serious breach of safety regulation
- iv. The serious breaches of safety regulation may lead to serious legal cases as per the prevailing rules and regulations.
- v. CAAN or Authorized agency (when delegated) will scrutinize each case and will take appropriate enforcement action.

10.3 The table below gives examples of some cases of punitive enforcement action. This is not the exhaustive list but some examples of representative of enforcement actions.

Offence	First time	Second time	Third time
1. Not keeping the license and/or permit during flight	NPR 15 000.00 penalty	NPR 20 000.00 penalty	NPR 25 000.00 penalty
2. Trespassing the designated airspace as per AIP	NPR 15 000.00 penalty	NPR 20 000.00 penalty	NPR 25 000.00 penalty
3. Not maintaining the personal logbook	- License will not be renewed(1 <sup>st</sup> time) - License will not be issued (2 <sup>nd</sup> time)		
4. Flight under influence of alcohol or psychoactive substance	Suspension of licenses up to 6 Months of pilot		
6. Flight without insurance covering pilot, passenger and third-party liability	NPR 25 000.00 penalty and suspension of	Cancellation of license	Cancellation of RAOC

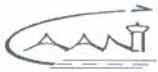
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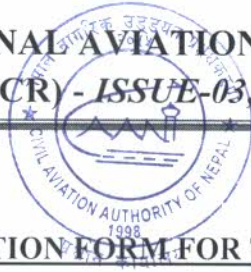
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	license for six months		
7. Misbehavior with passengers or instructors or examiners	NPR 15 000.00 penalty and suspension of license for one months	NPR 20 000.00 penalty and suspension of licenses for three months	NPR 25 000.00 penalty and suspension of license for nine months
8. Misbehavior with CAAN officers	NPR 20 000.00 penalty and suspension of license for three months	NPR 25 000.00 penalty and suspension of licenses for six months	Cancellation of license
9. Failure to comply CAAN instructions	NPR 20 000.00 penalty and suspension of license and or RAOC for three months, as applicable	NPR 25 000.00 penalty and suspension of licenses and or RAOC for six months, as applicable	Cancellation of license and or RAOC, as applicable
10. Operation beyond CAAN conditions	NPR 20, 000.00 or suspension of RAOC for three months	NPR 25,000.00 or suspension of RAOC for six months	Cancellation of RAOC certificate



**RECREATIONAL AVIATION OPERATOR  
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**APPENDIX-1**

**APPLICATION FORM FOR THE ISSUANCE OF RAOC**

The  
Director  
Flight Safety Standards Department, CAAN  
Sinamangal, Kathmandu

Subject- **Request for the issuance of RAOC**

Dear Sir/madam,

I/we would like to request for the issuance of RAOC in favor of my/our company  
..... based at .....

All documents prescribed by CAAN, Recreation Aviation Regulations, 2069 and RAOCR have been  
attached herewith.

Sincerely yours

.....  
(Signature)

Name of applicant:

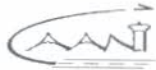
Designation:

Contact Details:

Official seal of company:

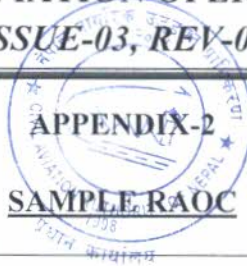
Date:

May 2026



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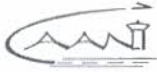


**RECREATIONAL AVIATION OPERATOR CERTIFICATE**

	<b>STATE OF THE OPERATOR</b> NEPAL	<b>CIVIL AVIATION AUTHORITY OF NEPAL</b>
	<b>ISSUING AUTHORITY</b>	
<b>RAOC # RA</b>  <b>Expiry Date</b>  <i>(Unless suspended, revoked or cancelled otherwise)</i>	<b>OPERATOR NAME :</b>  <b>Operator address;</b>  <b>Telephone:</b>  <b>Email:</b>	<b>OPERATIONAL POINTS OF CONTACT</b>  (Contact details, at which operational management can be contacted without undue delay, are listed)

*This certificate certifies that M/S.....is authorized to perform recreational aviation operations (paragliding/skydiving/parasailing), as defined in the operations specifications & general conditions attached herewith and in accordance with RAOCR & the operations manual thereby.*

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**RECREATIONAL AVIATION OPERATOR  
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**Date**

Name and signature:

First issue:

Title:

Current Renewal:

(For DGCA Nepal)

**OPERATIONS SPECIFICATIONS**

(subject to the approved conditions in the operations manual)

**ISSUING AUTHORITY CONTACT DETAILS**

Telephone: 977 - 1 -5718030  
rasfssd@caanepal.gov.np

Fax: 977 -

E-mail

**RAOC#:**

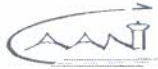
**Operator name ;**

**Date:**

**Signature:**

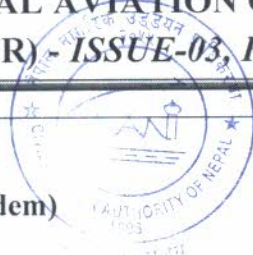
**For DGCA ,Nepal**

May 2026



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Type of equipment : (solo/tandem)

Authorized Fleet & Registration number/s of equipment :

Existing Fleet & Registration number/s of equipment:

Types of operation: recreational aviation activities (Paragliding (solo /tandem), Skydiving, Parasailing etc.)

Area(s) of Operation:

Special limitations: X

**SPECIMEN OF GENERAL CONDITIONS**

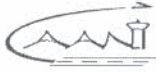
Name of Holder:

Certificate Number:

**GENERAL CONDITIONS**

The RECREATIONAL AVIATION OPERATOR CERTIFICATE is renewed subject to the following conditions, and shall remain valid as long as these conditions are complied with:

(Conditions shall be listed subject to areas of operations and nature of RAOC Holder)



RECREATIONAL AVIATION OPERATOR  
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APPENDIX -3

APPLICATION FORM FOR THE RENEWAL OF RAOC

The  
Director  
Flight Safety Standards Department, CAAN  
Sinamangal, Kathmandu

Subject- Request for the renewal of RAOC

Dear Sir/madam,

I/we would like to request for the renewal of RAOC in favor of my/our company  
..... based at .....

All documents prescribed by CAAN, Recreation Aviation Regulations, 2069 and RAOCR have been  
attached herewith.

Sincerely yours

- (Signature)
- Name of applicant
- Designation
- Contact Details
- Official seal of company

Date-

  
May 2026

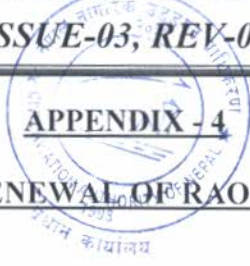






**RECREATIONAL AVIATION OPERATOR  
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**RECOMMENDATION FOR RENEWAL OF RAOC BY AUTHORIZED AGENCY**

The  
Director  
Flight Safety Standards Department, CAAN  
Sinamangal, Kathmandu

Attn.: RAS, CAAN

Subject- **Recommendation for renewal of RAOC**

Dear Sir/madam,

I/we would like to recommend for the renewal of RAOC issued in favor of my/our company  
..... based at .....

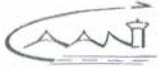
All relevant inspection items have been completed as prescribed by CAAN, Recreation Aviation  
Regulations, 2069 and RAOCR.

Sincerely yours

.....  
(Signature)  
Name of official of Authorized agency  
Designation  
Official seal of Authorized agency

Date-

  
  
  
May 2026



**RECREATIONAL AVIATION OPERATOR  
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**APPLICATION FORM FOR REGISTRATION OF EQUIPMENT**

The  
Director  
Flight Safety Standards Department, CAAN  
Sinamangal, Kathmandu

Subject- **Request for the Initial /Renewal Registration of Equipment**

Dear Sir/madam,

I/we would like to request for the registration following equipment/s in favor of my/our company  
..... having operation base/s at .....

All documents prescribed by CAAN, Recreation Aviation Regulations, 2069 and RAOCR have been  
attached herewith.

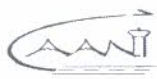
Sincerely yours

(Signature)  
Name of applicant  
Designation  
Contact Details  
Official seal of company

Date-



May 2026



**RECREATIONAL AVIATION OPERATOR REQUIREMENTS (RAOCR) - ISSUE-03, REV-01** **CERTIFICATE**



**Civil Aviation Authority of Nepal**

**Certificate of Registration/Ownership of Glider**

<b>1. Certificate Number:</b>	<b>2. Glider Registration Number Marks:</b>	<b>3. Category: Solo/Tandem</b>
<b>4. Owner &amp; Operator Details ;</b>  (i) Name of Owner:    (ii) Name of Operator:	<b>5. Manufacturing Details</b>	
	<b>Company:</b>	<b>DoM:</b>
	<b>Certification:</b>	
<b>7. Model :</b>	<b>8. Size:</b>	<b>9. Serial Number:</b>

*This Certificate of Registration/Ownership has been issued pursuant to the CAAN, Recreational Aviation Rules, 2069 and RAOCR. This Certificate shall remain valid till one calendar year from date of issue unless revoked/suspended earlier.*

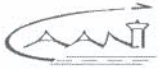
.....  
 .....  
 Date of Issue  
 Authorized Signature

**RENEWALS & EXTENSIONS**

From	To	Signature	From	To	Signature

May 2026

*(Handwritten signatures)*



**RECREATIONAL AVIATION OPERATOR  
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**SITE INSPECTION REPORT FOR TECHNICAL FEASIBILITY OF OPERATOR (if required)**

**Date of Visit:**

**1. Company Details:**

- a. Name of Operator:
- b. Status: New:  Existent:
- c. Main Business:
- d. No. of Paraglider/Aircrafts: A) Solo - B) Tandem -
- e. Instructor/pilots:
  - A. ...
  - B. ....
  - C. ....
  - D. ..
- f. principal place of business:
- h. Date of RAOC/RATOC obtained (if applicable):
- i. NAA Membership No./Status:

**2. Details of Operation Base (New/Exiting)**

<i>Details</i>	<i>Take-off site</i>	<i>Landing Site</i>
i. <i>Name of Place</i>		
ii. <i>Province</i>		
iii. <i>Municipality/Rural Municipality</i>		
iv. <i>Ward Number</i>		
v. <i>Elevation (AMSL)</i>		

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vi. <i>Coordinates</i>		
vii. <i>Road access (distance from main Road)</i>		
viii. <i>Nearby Aerodrome (Distance &amp; Direction)</i>		
ix. <i>Name of nearest police Station &amp; Distance</i>		
x. <i>Ambulance facilities (Distance from ambulance facility)</i>	Yes: <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
xi. <i>Ownership of Land</i> <i>1. Name of Owner</i> <i>2. Validity of Agreement (if Private):</i>	Public <input type="checkbox"/> Private <input type="checkbox"/>	Public <input type="checkbox"/> Private <input type="checkbox"/>
xii. <i>Flying Site Type</i>	XC <input type="checkbox"/> Thermaling <input type="checkbox"/>	Advance <input type="checkbox"/> Normal <input type="checkbox"/>

3.

- a.
- b.
- c.

**Test landing details at Operation Base**

Date of Test landing Completed:

Name of Operator:

Name of Pilot for Test landings:

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*[Handwritten signatures]*



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- d. Recommendation of test landing report (if/any)
  - a. ...
  - b. ...
  - c. ...

- e. Recommendations' Implementing agency:
- f. Implementation deadline/status:

#### 4. Findings from CAAN Observers:

- a. ...
- b. ...
- c. ..
- d. .

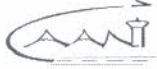
#### 5. Recommendation for the Operating license :

- A. ..
- B. ...
- C. ...
- D. ..
- E. ..
- F. ..

Name of CAAN Observer	Designation	Department	Signature

  
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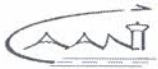
APPENDIX-8

CHECKLIST FOR THE ISSUANCE OF RAOC

Items	Available	Not available	Remarks
Copy of valid operating license from Ministry of Culture, Tourism and Civil Aviation			
Copy of Company legislation (Prabanda Patra) , regulations, registration certificate and associated provisions			
Copy of Industry or commerce registration certificate			
Copy of latest Audit Report & Tax Clearance Certificate			
Tax (VAT/PAN) registration certificate			
Copy of Feasibility study report			
Copy of nationality of promotor(s)			
Copy of C of R of aircraft/equipment and other details			
Valid Insurance Policy of aircraft/equipment and crew members including hull risk and liability risk with solo, tandem & third party liability			
Copy of fee deposit slip for issuance of RAOC certificate and registration of equipment			

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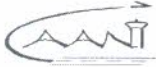
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Contract for lands used for takeoff and landing sites, if such lands are not owned by the applicant			
Copy of bio data of each promotor			
Copy of bio data, appointment letter, agreement or operating license of technical personnel			
Operation manual/SOP			
Training manual (as applicable)			
Bank guarantee of two hundred thousand rupees			
Capital evidence as stipulated in Civil Aviation Policy			
Evidence of ownership for office or relevant contract agreement			
On-site inspection report			
Recommendation from concerned Local Body and/or any operator or agency , if there exists			
Any other SOP/documents prescribed by CAAN			
General summary of inspection of documents and on-site visit report-			
Result of assessment-			
a. Not recommended for the issuance of RAOC due to.....			

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b. Recommended for issuance of RAOC

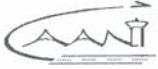
Reviewed by:

Signature-

Name-

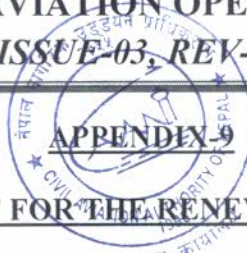
Position-

Date-



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**CHECKLIST FOR THE RENEWAL OF RAOC**

Items	Available	Not available	Remarks
Copy of Valid of operating license from Ministry of Culture, Tourism and Civil Aviation			
Copy of Company legislation (Prabanda Patra) , regulations, registration certificate and associated provisions , if any changed			
Copy of Industry or commerce registration certificate			
Copy of valid RAOC from CAAN			
Latest audit Report & copy of Tax clearance certificate			
Copy of nationality of promotor(s), if any changed			
Contract for lands used for takeoff and landing sites, if such lands are not owned by the applicant, if changed			
Copy valid Insurance policy of equipment and crew members including hull & liability risk with solo, tandem and third party coverage			
List of technical personnel along with operating			

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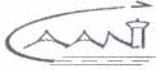
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license details			
Details of equipment and Copies of C of R etc.			
Applicable fees for the renewal of RAOC and C of R of equipment as per Schedule 1 of Recreation Aviation Regulations ,2012 AD			
Bank guarantee of two hundred thousand NPR issued in favor of CAAN			
Any other documents prescribed by CAAN  ( Due clearance certificate from Concerned Civil Aviation Offices )			
Recommendation from authorized agency for the renewal of RAOC, if applicable			
General summary of review of documents –			
Result of assessment-			
a. Not recommended for the renewal of RAOC due to.....			
b. Recommended for renewal of RAOC			
Reviewed by:			
Signature-			
Name-			
Designation -			
Date-			

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**CHECKLIST FOR THE APPROVAL OF SOP FOR SKYDIVING**

Skydiving Operator and Tandem-pair carrying Operator			
Procedure /Standards	Available	Not available	Remarks
Specification of Tandem-pair carrying Operator(Helicopter/Aeroplane/Hot air balloon)			
Assignment of Responsibilities of Tandem-pair carrying pilot ,Skydiving Instructor/Tandem Masters, Tandem Rider, Ground crew and Operations manager			
Pre-jump procedures and Jump Briefing			
Tandem-pair Carrier Procedures (Boarding, Take-off & Climb and Jump-run)			
Standards Individual Briefing before Every Jump ( Call sign & Time calls, Jump run & Exist Coordination, Tandem-pair carrying pilot authority Airspeed ,Exit, drop, Free-fall and Landing)			
Parachute Deployment and Landing			
Communication Procedure (ATS unit-Tandem pair carrying Pilot- Tandem Master – Tandem Rider– Ground Crew)			
<b>Identification of Hazards with their Preventive Controls and Recovery Measures :</b>			
1. Airspace Conflict and Mid-Air Collision			
2. Narrow Valley and Difficult Terrain			
3. Unpredictable weather and Microclimate			
4. Drop Zone & Ground safety issues			
5. Operational incapability of Helicopter/Aeroplane/Hot Air Balloon (Malfunction)			

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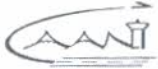


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6. Miscommunication and Coordination with ATS Unit			
7. Tandem Master/Skydiver competency limitations			
8. Emergency Response Limitations			
9. Regulatory and Compliance Gap			
Emergency Response Procedure (ERP)			
Safety, Security and Compliance (Provision of Chief Safety Officer (CSO) or Drop Zone Safety Officer (DZSO)			
Reporting (Incident/Accident) and Debriefing			
Any other protocols prescribed by CAAN			
General summary of review of SOP –			
Result of assessment-			
a. Not recommended for the approval of SOP due to.....			
b. Recommended for the approval of SOP			
<b><u>Reviewed by (CAAN Officials) :</u></b>			
Signature-			
Name-			
Designation -			
Date-			



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