



# **EAC**

## **No. 91-2**

**TABLE of CONTENTS**

<b><u>ITEM</u></b>	<b><u>TITLE</u></b>
<b><u>EAC-91-2</u></b>	<b>Civil Aviation Clubs</b>
<b><u>EAC91-2.1</u></b>	General Rules
<b><u>EAC91-2.3</u></b>	Requirements To Issue The Activity Certificate
<b><u>EAC91-2.5</u></b>	Procedure To Issue The Activity Certificate:
<b><u>EAC91-2.7</u></b>	Renewal Of Activity Certificate:

## Civil Aviation Clubs

### **EAC91-2.1 General Rules:**

- (a) Aviation clubs are organizations under the supervision of the ministry of transport (aviation sector) according to the civil aviation law issued in 1989 and Ministerial declaration no: 891 / 1990. Civil aviation clubs are not concerned with air transport or commercial air transport activities.
- (b) It is not permissible for aviation clubs to start their activities without:
  - (1) An authorization issued by the Minister of Transport (aviation sector).
  - (2) An activity certificate issued from the Egyptian Civil Aviation Supervisory Authority.
- (c) Aircraft means all items used for flying or floating in air.

### **EAC91-2.3 Requirements To Issue The Activity Certificate:**

- (a) The aviation club should have a permanent site inside the Arab Republic of Egypt to manage their activities. Aviation clubs can establish some branches and should inform the ECAA with the head office address and branches' addresses if any.
- (b) Aviation clubs should have at least one airworthy aircraft registered in Egypt of suitable type for club activities and can have other aircraft belonging to the club or to the club members either holding Egyptian or foreign registration marks.
- (c) Aviation clubs should have the technical and administration teams necessary to carry out the required activities.
- (d) Aviation clubs should be able through their own capabilities or through other companies approved from the ECAA to perform aircraft maintenance and repairs in accordance with applicable ECAR's and instructions.
- (e) Aviation clubs should comply with the manufacturer instructions regarding the operation, maintenance and repair of aircraft and equipment and should perform and follow all the mandatory modifications and service bulletins.
- (f) Aviation clubs should be able through their own capabilities or through other approved organizations to conduct the required training for club civil aviation activities.
- (g) Aviation clubs should follow in their activities the instructions and regulations issued from the ECAA regarding each of its activities, and the aircraft used and their equipment should be airworthy and applicable to the type of activity according to the manufacturer and airworthiness instructions.

### **EAC91-2.5 Procedure To Issue The Activity Certificate:**

- (a) Aviation clubs should submit an application to issue the activity certificate to the Executive Chairman of the ECAA.
- (b) The aviation club should pay all the expenses necessary to issue the activity certificate.
- (c) Aviation clubs should submit the following documents:
  - (1) A copy of the registration documents of the aircraft and equipment.
  - (2) Club administrative structure and procedures to achieve their goals and complying with the Egyptian Civil Aviation law (items no: 105 and 106), including the following:
    - (i) Club personnel and terms of reference including the nominated personnel.
    - (ii) A list including each member's duties and responsibilities.
    - (iii) A list of approved periodic and routine checks.
    - (iv) Technical framework including the name of licensed engineers, responsible to perform the required maintenance for the aircraft belonging to the club.
    - (v) Controlling system for spare parts and storage procedures.
    - (vi) Technical log books and technical data records.
    - (vii) Technical library and the procedure for updating and follow up of modifications and information and technical books.
    - (viii) Any contracts concerning maintenance and operation activities.
    - (ix) Aircraft accident and occurrence reports along with name of responsible personnel.
    - (x) Maintenance job cards and forms.

- (xi) Maintenance facility lay out.
- (d) ECAA representatives will inspect and follow up the aviation club activities and abilities to satisfy the safety requirements of the operation according to the approved certificate of activity issued to the club.

**EAC91-2.7 Renewal of Activity Certificate:**

- (a) The activity certificate will be renewed annually.
- (b) Application of renewal of the activity certificate shall be submitted to the Executive Chairman of the ECAA one month before the expiration date of the certificate.
- (c) The renewal procedure is similar to the issue procedure, taking into consideration the previous years evaluation and deviation reports.
  - (1) Temporary approval: The Executive Chairman of the ECAA may issue a temporary approval for 6 months to allow the aviation clubs to start their activities until the issue of activity certificate.
  - (2) Change or termination of club activity:
    - (i) The ECAA should be notified in advance with any intended major changes in aviation clubs activities, using the appropriate change of activity form issued by the ECAA.
    - (ii) The ECAA may stop or terminate (either partially or completely) the activity certificate granted; in case of any violations to the regulations and limitations of the activity certificate.
    - (iii) If the aviation club wishes to stop one activity; a letter should be submitted, one month in advance, to the ECAA showing the reasons for terminating the activity.