



NIGERIAN CIVIL AVIATION AUTHORITY

P.M.B. 21029, 21038, IKEJA-LAGOS.

ALL OPERATORS LETTER (AOL 045)

Circular Ref: NCAA/DAWS/AD.1104/AOL 045/Vol.I
Date: 2ND December, 2013
To: All Operators/Organizations
From: Directorate of Airworthiness Standards
Attn: Quality Assurance Manager
SUBJECT: REQUIRED DOCUMENTS FOR OPERATOR'S MONTHLY STATUS REPORT

All operators are hereby reminded that it is mandatory to submit a monthly status report in respect of your operations.

The formats and contents of the submission are as per attached and include the following:

- Operator Summary MS1
- Route Network (diagram) MS2
- Aircraft Monthly Status Report MS3
- Flight Crew Information MS4
- Aircraft Maintenance Engineers Information MS5
- Aircraft Information MS6
- Cabin Crew Information MS7
- Flight Schedule Information MS8

The reports of each month are to be submitted latest by the first week of the following month and they shall be in both hard and soft copies.

Failure to comply with this directive shall attract appropriate sanctions.

Compliance is with immediate effect please.

ENGR. BENEDICT ADEVILEKA
Director, Airworthiness Standards

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