



**CIVIL AVIATION AUTHORITY OF MALAYSIA  
FLIGHT OPERATIONS DIVISION  
SCHEDULE OF EVENTS**

CAAM/BOP/AOC/03

**SCHEDULE OF EVENTS 1**

Following events shall be completed chronologically and completion status shall be submitted to CAAM on periodical basis:

No.	Description of events	Applicability			Submission/ Completion Date
		Passenger Services	Cargo/Mail Services	Helicopter Services	
1	Submission of Formal Application				
2	Inspection of Base as per Checklist. Follow up inspection until all shortcomings are addressed				
3	Documents/Manuals submission (as per Schedule of Events 2). Repeated review may be required until acceptable for approval				
4	Aircraft/Helicopter Lease Agreement and/or Purchase Documents. (Provisional documents duly signed by the both parties will be acceptable)				
5	Training of CAAM Inspectors (Airworthiness and Flight Operations)				
6	Inspection of Operations facilities				
7	Inspection of Training facilities				
8	Process for Airworthiness Certification of aircraft (if applicable)				
9	Inspection of Maintenance facilities				
10	Approval and readiness of Flight Crews				
11	Approval and readiness of Aircraft Maintenance Engineers.				
12	Following satisfactory completion of event 1-11,				



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	Airworthiness and operations Inspection of aircraft for Technical Clearance and/or Registration				
13	Issue of Continuing Airworthiness Management Organisation				
14	Issue of Approved Maintenance Organisation				
15	Issue of Certificate of Airworthiness (CofA)				
16	Issue of Certificate of Registration (CofR)				
17	Final Inspection until full compliance of all Checklists.				
18	Inspection of all Station facilities. (Operations & Airworthiness)				
19	Emergency evacuation and Ditching demonstration (Operations & Airworthiness)				
20	Demonstration flights (Operations & Airworthiness)				
21	Submission of Operations Specification				
22	Issuance of Air Operator Certificate (AOC)				
23	Any other events that may be applicable				



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**SCHEDULE OF EVENTS 2**

No.	Description of Documents	Applicability			Submission/ Completion date
		Passenger Services	Cargo/Mail Services	Helicopter Services	
1	Operations Manuals				
2	Security Manual				
3	Safety Management System Manual				
4	Safety Emergency Procedure Manual (SEP)				
5	Dangerous Goods Manual				
6	Ground Handling Manual				
7	Flight Dispatch Manual				
8	Continuing Airworthiness Management Exposition (CAME)				
9	Maintenance Organisation Exposition (MOE)				
10	Minimum Equipment List				
11	Master Minimum Equipment List- MMEL.				
12	Aircraft Maintenance Programme				
13	Aircraft Flight Manual				
14	Maintenance Manual				
15	Wiring Diagram				
16	Illustrated Parts Catalogue				



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17	Maintenance Planning Document (MPD).				
18	Maintenance Review Board (MRB)				
19	Any other Documents/Manuals that may be applicable				