
STATUTORY INSTRUMENTS

2009 No. 3015

The Air Navigation Order 2009

PART 21

Documents and Records

Documents to be carried

150.—(1) An aircraft must not fly unless it carries the documents which it is required to carry under the law of the country in which it is registered.

(2) Subject to paragraphs (3) and (4), an aircraft registered in the United Kingdom must, when in flight, carry documents in accordance with Schedule 9.

(3) Paragraph (2) does not apply to an EU-OPS aeroplane flying on a commercial air transport flight.

(4) If a flight is intended to begin and end at the same aerodrome and does not include passage over the territory of any country other than the United Kingdom, the documents may be kept at that aerodrome instead of being carried in the aircraft.

Keeping and production of records of exposure to cosmic radiation

151.—(1) A relevant undertaking must keep a record for the period and in the manner prescribed of the exposure to cosmic radiation of air crew assessed under article 148 and the names of the air crew concerned.

(2) A relevant undertaking must, within a reasonable period after being requested to do so by an authorised person, cause to be produced to that person the record required to be kept under paragraph (1).

(3) A relevant undertaking must, within a reasonable period after being requested to do so by a person for whom a record is required to be kept under paragraph (1), supply a copy of that record to that person.

(4) In this article ‘air crew’ and ‘undertaking’ have the same meaning as in article 148(5).

Use of flight recording systems

152.—(1) On a flight on which a flight data recorder, a cockpit voice recorder or a combined cockpit voice recorder/flight data recorder is required by paragraph 4(4), (5), (6) or (7) of Schedule 4 to be carried in an aeroplane, the recorder must always be in use from the beginning of the take-off run to the end of the landing run.

(2) On any flight on which a cockpit voice recorder, a flight data recorder or a combined cockpit voice recorder/flight data recorder is required by paragraph 4(16) of Schedule 4 to be carried in a helicopter, the recorder must always be in use from the time the rotors first turn for the purpose of taking off until the rotors are next stopped.

Preservation of records of aeroplane flight data recorder

- 153.**—(1) Subject to article 159, the operator of an aeroplane must at all times—
- (a) preserve the last 25 hours of recording made by any flight data recorder which must by or under this Order be carried in an aeroplane; and
 - (b) preserve a record of at least one representative flight made within the last 12 months.
- (2) The representative flight referred to in paragraph (1)(b) must include a take-off, climb, cruise, descent, approach to landing and landing.
- (3) The record required by paragraph (1)(b) must include a means of identifying the flight to which it relates.
- (4) The operator of an aeroplane must preserve the records required by this article for such period as the CAA may direct.

Preservation of records of helicopter flight data recorder

- 154.**—(1) This article applies to a helicopter required to carry a flight data recorder specified in paragraph (1) or (2) of Scale SS of paragraph 5 of Schedule 4.
- (2) Subject to article 159, the operator of such a helicopter must at all times preserve the last eight hours of recording made by the flight data recorder.

Preservation of records of helicopter cockpit voice recorder/flight data recorder

- 155.**—(1) This article applies to any helicopter required to carry a combined cockpit voice recorder/flight data recorder specified in paragraph (3) of Scale SS of paragraph 5 of Schedule 4.
- (2) Subject to article 159, the operator of a helicopter must at all times preserve either the last eight hours of recording made by the combined cockpit voice recorder/flight data recorder or the recording specified in paragraph (3).
- (3) The recording referred to in paragraph (2) is—
- (a) the last five hours of recording or the duration of the last flight, whichever is the greater; and
 - (b) an additional period of recording in accordance with paragraph (4) and which together with the period preserved under sub-paragraph (a) amounts to eight hours.
- (4) The additional period of recording referred to in paragraph (3) is—
- (a) the period immediately preceding the period preserved under paragraph (3)(a); or
 - (b) such period or periods as the CAA may permit in any particular case or class of cases or generally.
- (5) The additional recording specified in paragraph (4) must be retained in accordance with arrangements approved by the CAA.

Production of documents and records

- 156.**—(1) The commander of an aircraft must, within a reasonable time after being requested to do so by an authorised person, cause to be produced to that person—
- (a) the certificates of registration and airworthiness in force for the aircraft;
 - (b) the licences of its flight crew; and
 - (c) any other documents which the aircraft is required by article 150 to carry when in flight.

(2) The operator of an aircraft registered in the United Kingdom must, within a reasonable time after being requested to do so by an authorised person, cause to be produced to that person any of the documents or records specified in paragraph (3) which have been requested by that person.

(3) The documents and records referred to in paragraph (2) are—

- (a) the documents referred to in Schedule 9 as Documents A, B and G;
- (b) the aircraft log book, engine log books and variable pitch propeller log books required under this Order to be kept;
- (c) the weight schedule, if any, required to be preserved under article 35(5);
- (d) in the case of a public transport aircraft or aerial work aircraft, the documents referred to in Schedule 9 as Documents D, E, F and H;
- (e) the records of flight times, duty periods and rest periods which the operator is required by article 145(4) to preserve, and such other documents and information in the possession or control of the operator, as the authorised person may require for the purpose of determining whether those records are complete and accurate;
- (f) any operations manuals required to be made available under article 83(4)(a); and
- (g) the record made by any flight data recorder required to be carried by or under this Order.

(4) The holder of a licence granted or rendered valid under this Order or of a medical certificate required under article 72(2) must, within a reasonable time after being requested to do so by an authorised person, cause the licence, including any certificate of validation issued under article 78 to be produced to that person.

(5) During the period of two years beginning with the date of the last entry in it every person required by article 79 to keep a personal flying log book must cause it to be produced to an authorised person within a reasonable time after being requested to do so by that person.

Production of air traffic service equipment documents and records

157. The holder of an approval under article 205 or 206 must, within a reasonable time after being requested to do so by an authorised person, cause to be produced to that person any documents and records relating to any air traffic service equipment used or intended to be used in connection with the provision of a service to an aircraft.

Power to inspect and copy documents and records

158. An authorised person has the power to inspect and copy any certificate, licence, log book, document or record which the authorised person has the power under this Order, under any regulations made under this Order or under EU-OPS to require to be produced.

Preservation of documents, etc.

159.—(1) A person who is required by this Order to preserve any document or record by reason of being the operator of an aircraft is in this article called ‘the first operator’.

(2) Subject to paragraph (3), if the first operator ceases to be the operator of an aircraft, they must continue to preserve the document or record until paragraph (4) has been complied with.

(3) In the event of the death of the first operator the duty to preserve the document or record falls on the first operator’s personal representative.

(4) If another person becomes the operator of the aircraft, the first operator or their personal representative must deliver to that other person on demand—

- (a) the certificates of maintenance review and release to service;

- (b) the log books;
- (c) the weight schedule; and
- (d) any record made by a flight data recorder and preserved in accordance with article 154(2) and 155(2),

which are in force or required to be preserved for that aircraft.

(5) If an engine or variable pitch propeller is removed from an aircraft and installed in another aircraft operated by another person, the first operator of the aircraft or their personal representative must deliver to that other person on demand the log book relating to that engine or propeller.

(6) If any person for whom a record has been kept by the first operator in accordance with article 146(4) becomes a member of the flight crew of a public transport aircraft registered in the United Kingdom and operated by another person, the first operator or their personal representative must deliver those records to that other person on demand.

(7) It is the duty of the other person referred to in paragraphs (4), (5) and (6) to deal with the documents or records delivered under those provisions as if they were the first operator.