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Advisory Circular to Air Operators

DOCUMENTS TO BE CARRIED ON BOARD BY MYANMAR REGISTERED AIRCRAFT

1. General

Rule 7 of the Myanmar Aircraft Rules, 1937 requires that all aircraft registered in Myanmar shall carry valid documents as specified in this AC. This, however, does not absolve an operator from the responsibility of carriage of any other document that is required by any other authority in Myanmar.

2. Requirement

2.1 No person in charge of any aircraft shall allow such aircraft to be flown unless the following valid documents (as applicable) are carried on board the aircraft:

- i) A certified true copy of the Air Operator Certificate (AOC) and a copy of the Operations Specifications;
- ii) Certificate of Registration;
- iii) Certificate of Airworthiness;
- iv) Noise Certification of the aeroplane/ helicopter;
- v) Appropriate Licences for each member of the flight crew;
- vi) Radio Licence for Radio Communication apparatus;
- vii) Journey Log Book;
- viii) Operations Manual;
- ix) Minimum Equipment List and Configuration Deviation List;
- x) Flight Manual;
- xi) Cabin Crew Manual;
- xii) Cockpit and Emergency Check List unless these form part of Flight Manual, carried on board;
Note: Checklists for take off, cruise and landing phases shall be displayed in the cockpit unless the lists form a part of the Flight Manual, carried on board.
- xiii) Aeroplane/Helicopter search procedure checklist;
- xiv) Certificate of Flight Release/ Maintenance Release/Certificate to release to service;
- xv) Route guides;
- xvi) Current and suitable navigation charts/maps for the planned flight route and all other routes along which it is reasonable to expect that the flight may be diverted;
- xvii) Weight Schedule;
- xviii) Load and Trim Sheet;

- xix) If carrying passengers, a list of their names and places of embarkation and destination;
 - xx) If carrying cargo, a manifest and detailed declarations of the cargo; and
 - xxi) If carrying dangerous goods, a list of such goods. This list must be specifically brought to the notice of Pilot-in-Command, before the flight.
3. All operators of passenger aircraft shall provide passenger safety information briefing card at every passenger seat location. Such card shall make use of symbology to convey the instructions in a clear and concise manner and shall at least cover the following instructions:
- a. When seat belts are to be fastened. Illustration showing the fastening, tightening and unfastening of seat belts.
 - b. When and how Oxygen equipment is to be used.
 - c. Restrictions on Smoking.
 - d. Location and method of opening emergency exits.
 - e. Use of evacuation slides.
 - f. How to brace oneself while experiencing impact loads for all seat orientations.
 - g. Location and Use of Life Saving Rafts/Jackets for over water flights.
 - h. Routes from passenger area to emergency exits.
 - i. Restrictions on use of mobile phone, laptops, electronic devices, etc.
4. In case a document has been submitted to a competent authority for renewal or for any other action, that fact shall be deemed as valid excuse for its not being carried on board an aircraft. In such a case a document issued by the operator shall be carried stating that the required document has been submitted to the authority.
5. All operators are to ensure that their aircraft shall comply with the above requirements.

Director General
Department of Civil Aviation