

ALLEGATO E

**- Regolamento UE 139/2014, Allegato III, ADR.OR.D.010 e
ADR.OR.D.025, sui requisiti tecnici e procedure amministrative
relative agli aeroporti ai sensi del Regolamento UE 216/2008 -**

INCARICO PER LA REALIZZAZIONE DELLA CARTA DEI SERVIZI DI AIRGEST SPA PER IL BIENNIO 2017-2018

ADR.OR.D.010 Contracted activities

Regulation (EU) No 139/2014

- (a) Contracted activities include all activities within the aerodrome operator's scope in accordance with the terms of the certificate that are performed by other organizations either itself certified to carry out such activity or if not certified, working under the aerodrome operator's approval. The aerodrome operator shall ensure that when contracting or purchasing any part of its activity, the contracted or purchased service or equipment or system conforms to the applicable requirements.
- (b) When an aerodrome operator contracts any part of its activity to an organization that is not itself certified in accordance with this Part to carry out such activity, the contracted organization shall work under the approval and oversight of the aerodrome operator. The aerodrome operator shall ensure that the Competent Authority is given access to the contracted organization, to determine continued compliance with the applicable requirements.

AMC1 ADR.OR.D.010 Contracted activities

ED Decision 2014/012/R

RESPONSIBILITY WHEN CONTRACTING ACTIVITIES

- (a) An aerodrome operator may contract certain activities to external organizations.
- (b) A written agreement should exist between the aerodrome operator and the contracted organization, clearly defining the contracted activities and the applicable requirements.
- (c) The contracted safety related activities relevant to the agreement should be included in the aerodrome operator's safety management and compliance monitoring programmes.
- (d) The aerodrome operator should ensure that the contracted organization has the necessary authorization, declaration, or approval when required, and commands the resources and competence to undertake the task; to this end, a prior audit of the contracted party should be conducted to ensure that the contracted organization meets the applicable requirements, and the requirements specified by the aerodrome operator itself.

GM1 ADR.OR.D.010 Contracted activities

ED Decision 2014/012/R

CONTRACTING — GENERAL

- (a) Contracted activities to external organizations for the provision of services may include areas such as:
 - (1) maintenance of the aerodrome and equipment;
 - (2) surveying for aeronautical data;
 - (3) apron management services;
 - (4) training;
 - (5) rescue and firefighting services;
 - (6) aerodrome design, etc.
- (b) In case of contracted activities, the aerodrome operator should define relevant management responsibilities within its own organization.
- (c) The ultimate responsibility for the product or service provided by contracted organizations should always remain with the aerodrome operator.

INCARICO PER LA REALIZZAZIONE DELLA CARTA DEI SERVIZI DI AIRGEST SPA PER IL BIENNIO 2017-2018

GM2 ADR.OR.D.010 Contracted activities

ED Decision 2014/012/R

RESPONSIBILITY WHEN CONTRACTING ACTIVITIES

(a) Regardless of the approval status of the contracted organization, the contracting aerodrome operator is responsible to ensure that all contracted activities are subject to hazard identification, safety (risk) assessment and mitigation, as well as compliance monitoring.

(b) When the contracted organization is itself certified to carry out the contracted activities, the aerodrome operator's compliance monitoring should at least check that the approval effectively covers the contracted activities, and that it is still valid.

ADR.OR.D.025 Coordination with other organizations

Regulation (EU) No 139/2014

The aerodrome operator shall:

(a) ensure that the management system of the aerodrome addresses the coordination and interface with the safety procedures of other organizations operating or providing services at the aerodrome; and

(b) ensure that such organizations have safety procedures in place to comply with the applicable requirements of Regulation (EC) No 216/2008 and its Implementing Rules and the requirements laid down in the aerodrome manual.

GM1 ADR.OR.D.025 Coordination with other organizations

ED Decision 2014/012/R

COORDINATION OF SAFETY PROCEDURES

Coordination and interface with the safety procedures of other relevant organizations that are active at the aerodrome include, but is not limited to the following: aircraft operators, air navigation service providers, providers of apron management services, ground handling service providers, providers of services to persons with reduced mobility, aircraft maintenance organizations, flying training organizations, public authorities that operate on the movement area, as well as other organizations that perform activities independently at the aerodrome.

GM2 ADR.OR.D.025 Coordination with other organizations

ED Decision 2014/012/R

COMPLIANCE OF OTHER ORGANISATIONS

In order to ensure compliance of the organizations operating or providing services at the aerodrome, with the requirements of Regulation (EC) No 216/2008 and its Implementing Rules that are applicable to aerodromes and their operators, as well as with the content of the aerodrome manual, the aerodrome operator should:

(a) conduct audits and inspections of such organizations through its compliance monitoring; and

(b) establish procedures for the monitoring of related activities at the aerodrome.