

Civil Aviation Amendment Order (No. R15) 2004

I, WILLIAM BRUCE BYRON, Director of Aviation Safety, on behalf of CASA, issue the following Civil Aviation Order under subregulation 235 (7) of the *Civil Aviation Regulations 1988*.

[Signed Bruce Byron]

Bruce Byron
Director of Aviation Safety and
Chief Executive Officer

2 December 2004

1 Name of Order

This Order is the Civil Aviation Amendment Order (No. R15) 2004.

2 Commencement

This Order commences on gazettal.

3 Replacement of section 20.16.1 of the Civil Aviation Orders

Section 20.16.1 of the Civil Aviation Orders is omitted and a new section substituted as set out in Schedule 1.

Schedule 1 Substitution of section 20.16.1 of the Civil Aviation Orders

SECTION 20.16.1

LOADING — GENERAL

1 APPLICATION

This section applies to all Australian aircraft.

2 DEFINITIONS

Approved Loading System means a system prepared by an operator in accordance with the requirements of section 100.7 and approved by CASA or holder of an appropriate and valid Weight Control Authority for ensuring that an aircraft is loaded within approved limits at all times during flight.

Load Sheet means a form for recording the weight and disposition of the disposable load together with other pertinent loading information.

Approved Load Controller means a person nominated by an operator and approved by CASA to carry out all or any of the duties involved in the control and supervision of aircraft loading in a particular aircraft. The pilot in command or the co-pilot of an aircraft may undertake the duties and assume the responsibilities of an approved load controller without special authorisation by CASA.

3 LOADING SYSTEM

Where an aircraft has an approved loading system, the operator and the pilot in command shall ensure that the aircraft is loaded at all times in accordance with that system.

Note 1: Section 100.7 requires all aircraft to have a loading system unless it can be shown that the aircraft cannot possibly be loaded so that its centre of the gravity falls outside the approved range, observing all limitations on compartment loads.

Note 2: Some acceptable types of loading systems are given in the CASA publication titled 'Weight Control of Aircraft'. Where the necessary limitations can be presented in placard form, such placards prominently displayed in the aircraft may be an acceptable type of loading system.

5 LOAD SHEETS

- 5.1 Subject to paragraph 5.1.1, the requirements of this paragraph are applicable to aircraft having a maximum take-off weight exceeding 5 700 kg and all aircraft engaged in regular public transport operations.
- 5.1.1 Paragraph 5.1 does not apply to an aircraft having a maximum take-off weight exceeding 5 700 kg while it is engaged in agricultural operations.
- 5.2 Except as provided in paragraph 5.2.1 and 5.2.2, the operator and the pilot in command shall ensure that a load sheet is completed prior to departure of the aircraft on each stage of every flight.
- 5.2.1 Where the flight involves a number of stages, a supplementary load sheet based on the loading at the initial stage and accounting for all changes in the load may be used for each subsequent stage on the same day.
- 5.2.2 Where a standard load is carried on a number of consecutive flights on the same day from the same aerodrome, a load sheet completed for the first flight will meet the requirements of paragraph 5.1 for the subsequent flights if there is no change in any condition which could adversely affect the performance of the aircraft.
- 5.3 A load sheet shall contain the following and shall be signed by either the pilot in command, the co-pilot or an approved load controller:
- (a) name of pilot in command;
 - (b) date;
 - (c) aircraft type and registration marking;
 - (d) aerodromes of departure and destination;
 - (e) empty aircraft weight;
 - (f) weights of:
 - (i) occupants;
 - (ii) cargo;
 - (iii) removable equipment;
 - (iv) fuel, oil, and consumables (e.g. water methanol);
 - (g) the loaded aircraft weight with evidence that the centre of gravity is within the approved limits;
 - (h) the maximum allowable weight for the flight having regard to the requirements of section 20.7.0.
- 5.4 The operator and pilot shall ensure that the load sheet is carried in the aircraft and, in the case of aircraft engaged in regular public transport services, that a copy is retained on the ground at the aerodrome of departure.
- 5.4.1 The operator shall retain a copy of each load sheet for a period of 3 months after the relevant flight.

6 DANGEROUS CARGO

Where dangerous cargo is carried, the pilot in command shall be informed of the precise nature and stowage location of such cargo and of the recommended precautions and instructions to be observed in handling in the event of leakage and/or fire.

7 PASSENGER LISTS

When passengers are carried on a charter or regular public transport flight, the operator or his representative shall compile a passenger list and leave it for retention at the aerodrome of departure. The list shall contain the aircraft registration, the names of passengers carried, the date and estimated time of departure, and the places of embarkation and destination.