

CIVIL AVIATION REGULATIONS

SURINAME

PART 17 - AERONAUTICAL TELECOMMUNICATIONS

VERSION 2.0

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17.1 GENERAL**17.1.1 Applicability**

These Regulations apply to:

Any provider of aeronautical telecommunications systems and radio-navigation services in Suriname

17.1.2 Related Documents:

The requirements of this Part shall be read in conjunction with ICAO Annex 10 Volumes I to V inclusive, and ICAO Doc 8071 Volume I to 3

The Standards of Annex 10 Volumes I to VI are applicable when providing aeronautical telecommunications systems and radio-navigation services in Suriname.

17.1.3 Authorized personnel

17.1.3.1 An aeronautical telecommunications system and radio-navigational services provider shall ensure that any person authorized by the CASAS is allowed access to its facilities and equipment.

17.1.3.2 An aeronautical telecommunications system and radio-navigational services provider shall ensure that any person authorized by the CASAS shall have access to any documentation relating to the safety of aircraft in flight.

17.1.3.3 An aeronautical telecommunications system and radio-navigational services provider shall be responsible for ensuring that, if requested to do so by an authorized person, documentation is produced within a reasonable period of time.

17.1.4 PROVISION OF AIR NAVIGATION SERVICES (CNS)

17.1.4.1 Requirements for the provision of air navigation services (CNS)

A person shall not provide air navigation services (CNS) unless:

- a) he is designated to do so or is approved by the CASAS issued under these Regulations; and
- b) the services are provided in accordance with:
 - (i) the requirements specified by the CASAS in the applicable CARS Parts or any other publication of the CASAS; and
 - (ii) the procedures specified in the Manual of Air Navigation Service Operations (MANSOPs).

17.1.4.2 Application to provide air navigation services (CNS)

A person or company wishing to provide air navigation services shall make an application in a form specified by the CASAS and such application shall be accompanied by:

- a) the applicant's Manual of Air Navigation Service Operations (MANSOPs) provided under CARS Part 17.1.4.8 of these Regulations for approval;
- b) a written statement setting out the services and locations at which they shall be provided;
- c) the quality management system manual;
- d) the procedures to meet the requirements of the Civil Aviation Regulations Suriname,
- e) a written statement on financial capability to provide the service;

- f) the insurance policy in force in relation to the services provided; and.
- g) fees as specified by the Authority.

17.1.4.3. Designation of Air Navigation Service Provider (CNS) and issuance of approval.

- (1) The Authority shall, before issuing an approval, or designating an Air Navigation Service Provider (ANSP), be satisfied that:
 - (a) the personnel of the applicant are adequate in number and have the necessary competency to provide the service;
 - (b) the MANSOPs prepared and submitted with the application contains all the relevant information;
 - (c) the facilities, services and equipment are established in accordance with these Regulations;
 - (d) the operating procedures make satisfactory provision for the safety of aircraft;
 - (e) an approved quality management system is in place;
 - (f) the applicant has approved procedures to meet the requirements of the Civil Aviation Regulations Suriname (CARS)
 - (g) the applicant has financial capability to provide the service; and
 - (h) the applicant has insurance policy in force in relation to the services provided.
- (2) Subject to the CARS, the CASAS may set any other conditions as may be deemed necessary.
- (3) The provision of air navigation services (CNS) shall be subject to compliance with these Regulations and any other condition as may be specified or notified by the CASAS.
- (4) The CASAS may refuse to permit any person or company or grant approval to an applicant, and where the CASAS refuses, it shall notify the person, company or applicant in writing, of the reasons for the refusal, not later than fourteen days after making that decision.

17.1.4.4 Format of approval.

Any approval shall be in written format and shall include the following information:

- (a) the ANSP's name and physical and mailing address of its principal place of business;
- (b) the type of services to be provided;
- (c) the location of services to be provided;
- (d) for air traffic service the service to be provided within a particular airspace or controlled aerodrome designated to the provider by the Authority;
- (e) conditions of approval; and
- (f) effective and expiry dates of the approval.

- 17.1.4.5 Transfer of designation or approval.
A designation or approval to provide air navigation services issued under these Regulations shall not be transferable.
- 17.1.4.6 Suspension, variation and cancellation of approvals
- (1) The CASAS may, suspend provisionally, pending further investigation, any approval issued under these Regulations, if it considers that:
- a relevant provision of these Regulations, or a condition in the certificate, has not been or is not being complied with;
 - false or materially incorrect information was given to the CASAS in the application for the approval; or
 - it is in the public interest to do so.
- (2) The CASAS may, upon the completion of an investigation which has shown sufficient ground to the Authority's satisfaction suspend, vary or cancel any approval issued under these Regulations.
- 17.1.4.7 Register of Air Navigation Services providers (CNS)
- (1) The CASAS shall keep and maintain a register showing :
- name of the ANSP;
 - date of issue or renewal of the approval;
 - type of service offered by the ANSP;
 - expiry date of the approval;
 - date of variation, suspension or cancellation of the approval, if a. applicable;
 - physical and postal address of the holder of the ANSP; and
 - any other particulars as may be determined by the CASAS.
- (2) Any changes in the particulars recorded shall be entered in the register by the CASAS.
- (3) The register shall be a public document and any particular entered may be obtained upon payment of such a fee as may be specified by the CASAS.
- 17.1.4.8 MANUAL OF AIR NAVIGATION SERVICES OPERATIONS
- 17.1.4.8.1 Manual of Air Navigation Services Operations (MANSOPS).
- (1) The Manual of Air Navigation Services Operations (MANSOPS) submitted under these Regulations shall be:
- type written;
 - signed by the service provider;
 - in a format that is easy to revise and includes a list of effective pages; and
 - organised in a manner that facilitates evaluation and approval processes.
- (2) An ANSP shall keep at least one approved copy of the manual at the principal place of business.

17.1.4.8.2 Contents of MANSOPS

A Manual of Air Navigation Service Operations (MANSOPS) shall contain all information and instructions necessary to enable the personnel of an air navigation service provider to perform their duties and in particular shall include:

- (a) introduction;
- (b) management organisation;
- (c) services to be provided;
- (d) personnel requirements and their responsibilities;
- (e) training and performance assessment of staff and how that information is tracked;
- (f) Quality Management System;
- (g) contingency plans developed for part or total system failure;
- (h) compliance with the Civil Aviation Regulations Suriname (CARS) as required;
- (i) facilities and equipment and how they are installed and maintained;
- (j) fault and defect reporting;
- (k) maintenance of documents and records;
- (l) facility operations and maintenance plan and procedures;
- (m) search and rescue responsibilities and coordination, operations, plan and procedures;
- (n) the proposed hours of service;
- (o) systems and procedures in the provision of air navigation services; and
- (p) any other information requested by the CASAS.

17.1.4.8.3 Accuracy of MANSOPS

- (1) For the purposes of maintaining the accuracy of the information in the MANSOPs, the:
 - (a) ANSP shall whenever necessary, amend the manual; or
 - (b) CASAS may issue a written directive requiring the holder of a certificate to amend the manual.
- (2) Notwithstanding sub-regulation (1), the ANSP shall submit the proposed amendment to the CASAS for approval, before the manual is amended.

17.1.4.9 AIR NAVIGATION SERVICES

17.1.4.9.1 Air Navigation Services Provider

The CASAS shall designate a service provider in accordance with these Regulations to provide:

- (a) air traffic services;
- (b) communication, navigation and surveillance systems;
- (c) meteorological services for air navigation;
- (d) aeronautical search and rescue coordination;
- (e) aeronautical information services, aeronautical maps and charts; or
- (f) for the construction of visual and instrument flight procedures.

17.1.4.9.2 Air Navigation Services facilities and standard systems

A designated air navigation service provider shall:

- (a) provide in the designated portion of airspace and aerodromes, facilities for the provision of air navigation services; and
- (b) adopt and put into operation the appropriate standard systems, operational practices and rules as specified by the CASAS.

17.1.4.9.3 Approval of Air Navigation Services facilities.

A person shall not install, maintain and operate air navigation service facilities in the designated airspaces and aerodromes without approval of the Authority.

17.1.4.9.4 Safety inspections on Air Navigation Services

- (a) The CASAS shall carry out safety inspections of air navigation facilities, services, documents and records of the air navigation service provider which may be necessary to determine compliance with these Regulations.
- (b) The safety inspections shall be carried out in accordance with the requirements specified by the CASAS.
- (c) The CASAS may impose operating restrictions or sanctions on the operations of an ANSP in the event of nonconformance with the approval requirements or any unresolved safety concerns.

17.1.4.9.5 Access to air navigation facilities.

An inspector of the CASAS shall have unrestricted access to the facilities, installations, records and documents of the air navigation services and the air navigation meteorological service provider to determine compliance with these Regulations.

17.1.4.9.6 Production of documents.

An ANSP shall produce any relevant documents under its possession if requested by an authorized person within seventy-two hours of such request.

17.1.4.9.7 Air Navigation Services contingency plan

- (1) An ANSP shall develop and maintain contingency plans for implementation in the event of disruption or potential disruption, of air navigation services in the airspace for which the ANSP is responsible.
- (2) The ANSP shall liaise with other air navigation service providers in adjacent or contiguous airspaces while developing contingency plans.
- (3) The contingency plan shall include :
 - (a) the actions to be taken by the ANSP's personnel responsible for providing the service;
 - (b) possible alternative arrangements for providing the service; and
 - (c) the arrangements for resuming normal operations for the service.
- (4) The contingency plan shall be developed in accordance with the requirements specified by the CASAS.

17.1.4.9.8 Alternative designated service provider.

- (1) The CASAS may, when considered necessary and in the public interest, designate an alternative service provider for a specified period to provide air navigation services.

17.1.4.9.9 Units of measurement

The units of measurement used in air and ground operations shall be as specified by the CASAS.

17.2 AERONAUTICAL TELECOMMUNICATION AND RADIO NAVIGATION SERVICES, SYSTEMS AND FACILITIES

The CASAS may, in accordance with these regulations grant approval to a service provider for the certification, installation, maintenance or repair of any Communication, Navigation, or Surveillance Equipment.

No person shall install or commence operations from any air navigation service facility or other aviation facility without prior notification to the CASAS. (CARS 17.1.4.9.3)

The ANSP shall not provide any service if any of the equipment including communication and surveillance required under the CARS is inoperative or not maintained in accordance with the manufacturer specifications and the equipment maintenance control submitted to the CASAS.

The CASAS may, subject to such conditions, grant an ANSP a waiver to provide air navigation service, when one or more items of equipment are inoperative. When such a waiver is granted, the ANSP's manual shall be amended.

17.2.1 Aeronautical Telecommunication Services

17.2.1.1 Classification of Services

Aeronautical telecommunication services are the ground-based stations of those services defined hereunder supporting an Air Traffic Service provided under CARS Part 18. Airborne stations are not included.

- a) Aeronautical Broadcasting Service. A broadcasting service intended for the transmission of information relating to air navigation.
- b) Aeronautical Fixed Service. A telecommunication service between specified fixed points provided primarily for the safety of air navigation and for the regular, efficient and economical operation of air services.
- c) Aeronautical Fixed Telecommunication Network Service. A worldwide system of aeronautical fixed circuits provided, as part of the aeronautical fixed service, for the exchange of messages and/or digital data between aeronautical fixed stations having the same or compatible communication characteristics.
- d) Aeronautical Telecommunication Network Service. An inter-network that allows ground, air-ground and avionics data sub-networks to inter-operate by adopting common interface services and protocols based on the International Organization for Standardization (ISO) Open Systems Interconnect (OSI) reference model.
- e) Aeronautical Mobile Service. A mobile service between aeronautical ground stations and aircraft stations, in which survival craft stations may participate; emergency position-indicating radio-beacon stations may also participate in this service on distress and emergency frequencies. This service does not include ground stations that are provided for other than ATS purposes.
- f) Any telecommunication service which processes or displays air traffic control data (including aviation meteorological data) for use by an ATS provider under CARS Part 18.
- g) Electronic briefing and flight plan lodgment service for the use of pilots

17.2.2 Aeronautical Radio Navigation Services

17.2.2.1 Classification of Services

17.2.2.1.1 A radio navigation service intended for the benefit, and for the safe operation of aircraft.

17.2.2.1.2 A radio navigation service include radio determination (radar surveillance services) supporting ATS.

17.2.3 Aeronautical Telecommunication and Radio Navigation Facilities

17.2.3.1 Classification of Facilities

The following list classifies the kinds of facilities used for the provision of aeronautical telecommunication and radio navigation services:

- a) VHF air/ground voice communication facilities;
- b) HF air/ground voice communication facilities;
- c) Instrument Landing System facilities;
- d) Distance Measuring Equipment;
- e) VHF Omni-range (VOR) facilities;
- f) Non-directional beacons (NDB);
- g) Flight data processing facilities;
- h) Flight information facilities;
- i) Radar data processing facilities;
- j) Primary surveillance radar facilities;
- k) Secondary surveillance radar facilities;
- l) Automatic dependent surveillance system facilities;
- m) Voice switching and control facilities;

- n) ATS point to point communication facilities;
- o) Air/ground data links;
- p) Ground to ground data interchange networks;
- q) Human Machine Interface systems, including Tower Consoles, ATS Work Stations, and Display facilities;
- r) Uninterruptible and emergency power supplies;
- s) Essential services in buildings and in equipment shelters housing facilities (electrical power supplies, air-conditioning, and security facilities);
- t) Global Navigation Satellite System ground based augmentation stations or facilities;
- u) Aeronautical databases used in or by a facility;
- v) Meteorological Display Systems used for ATS;
- w) Voice and Data Recording facilities;
- x) Any other facilities supporting ATS provided under CARS Part 18.

17.3 OPERATIONAL REQUIREMENTS

17.3.1 Personnel requirements

17.3.1.1 An aeronautical telecommunications services provider shall employ, contract, or otherwise engage:

- 1) A senior person identified as the “chief executive” or accountable manager who—
 - (i) Has the authority within the providers organization to ensure that all activities undertaken by the organization can be financed and carried out to meet applicable operational requirements; and
 - (ii) Is responsible for ensuring that the organization complies with the requirements of this CARS.
- 2) Sufficient personnel to inspect, supervise, operate and maintain the facilities listed in the providers exposition.

17.3.1.2 An aeronautical telecommunication services provider shall establish preset competency levels at all levels of staffing, and procedures to:

- 1) Regularly assess the competence of personnel; and
- 2) Maintain the competence of personnel.

17.3.2 Aeronautical Facility Requirements

17.3.2.1 An aeronautical telecommunication services provider shall establish procedures to ensure that:

- 1) Each aeronautical facility listed in the providers exposition—
 - (i) Is designed, installed, and commissioned, to meet the applicable operational specification for that facility; and
 - (ii) Conforms to the applicable system characteristics and specification standards prescribed in CARS part 12 and 18, and in particular Annexes 10; and
 - (iii) Operated and maintained to specification standards.
- 2) Aerodrome control towers and units providing approach and area control service shall be provided without delay with information on the operational status of radio navigation aids essential for approach, landing and take-off at the aerodrome(s) with which they are concerned; and

- 3) Each aeronautical facility listed in the providers exposition is installed with suitable power supplies and means to ensure continuity of operation appropriate to the needs of the air traffic service or radio navigation service being supported; and
- 4) Each aeronautical facility listed in the providers exposition is installed in accordance with the security program to minimize any risk of destruction, damage, or interference with the operation of the facility; and
- 5) Any critical site area of any aeronautical facility listed in the providers exposition is:
 - (i) Clearly identified on the site drawings for the aeronautical facility; and
 - (ii) Physically protected by suitable signposts on the site; and
 - (iii) Protected by written agreements with the site owner, aerodrome operator, and air traffic control unit, as appropriate, to ensure that site restrictions are not infringed by buildings, fences, vehicles, machinery, or aircraft.

17.3.2.2 An aeronautical telecommunication services provider who intends to operate a temporary aeronautical facility to carry out site tests shall establish a procedure for conducting those tests.

17.3.2.3 The procedure required under paragraph 17.3.2.2 shall require that:

- a) The operation of the temporary facility does not cause any interference with any other operating aeronautical facility; and
- b) Appropriate information regarding the operation of the temporary facility is forwarded to the provider of the AIS for the issue of a NOTAM, and if appropriate the publication of a Supplement to the AIP; and
- c) An appropriate NOTAM has been published.

17.3.2.4 Should harmful interference be detected or reported during testing of a facility, the test shall be halted immediately and not resumed again until all necessary checks have been carried to minimize the risk of interference.

17.3.2.5 Commissioning of New Facility

17.3.2.5.1 Commissioning Procedures

The CNS Service Provider shall establish procedures to ensure that each new facility:

- (a) is commissioned to meet the specifications for that facility; and
- (b) is in compliance with the SARPS prescribed in ICAO Annex 10, where applicable.

17.3.2.5.2 The CNS Service Provider shall ensure that the system performance of the new facility has been validated by the necessary tests, and that all parties involved with the operations and maintenance of the facility, including its maintenance contractors have accepted and are satisfied with the results of the tests.

17.3.2.5.3 The CNS Service Provider shall ensure that procedures include documentation of tests conducted on the facility prior to the commissioning, including those that test the compliance of the facility with the applicable ICAO Annex 10 SARPS and any flight check required in compliance with ICAO Doc 8071.

17.3.2.5.4 Safety Case

The CNS Service Provider shall ensure that for safety critical systems, including automated ATC systems, IVCS and ILS, the commissioning of such systems shall include the conduct of a safety case or equivalent.

Note 1 – A safety case is a structured and comprehensive analysis and documentation of the safety objectives, safety risk assessment and risk management of a system, starting from the definition of the operational

requirement to the commissioning and commencement of operation of the system. It involves the identification of all the hazards associated with the system that provides the operational service, risk assessment of the hazards and the establishment of the necessary controls to ensure that the risks are managed. The end result is that all possible failures and fault modes have been identified and controls put in place to ensure that safe operation of the system is preserved under all modes.

- 17.3.2.5.5 The safety case report shall be submitted to CASAS for comments and acceptance at least 1 month before the commencement of operation of the safety critical system.

17.3.3 Documentation and data control

- 17.3.3.1 An aeronautical telecommunication services provider shall hold copies of relevant equipment manuals, technical standards, practices, instructions, forms, maintenance schedules, any document of the kind listed in Implementing Standard IS 17.3.3.1 and any other documentation that are necessary for, or created for, the provision and operation of the facilities listed in the providers exposition.

- 17.3.3.2 An aeronautical telecommunication services provider shall establish a procedure for the control of the documentation required under paragraph 17.3.3.1 and any other applicable part of this CARS.

- 17.3.3.3 The procedure required under paragraph 17.3.3.2 shall require that;
- a) All documentation is reviewed and authorized by an appropriate senior person referred to in 17.3.1.1(a) before issue; and
 - b) Current issues of all relevant documentation are accessible to staff at all locations if required for the provision and operation of aeronautical facilities; and
 - c) All obsolete documentation is promptly removed from all points of issue or use; and
 - d) Changes to documentation are reviewed and authorized by an appropriate senior person referred to in 17.3.1.1(a); and
 - e) The current version of each item of documentation can be identified; and
 - f) A master copy of the current version of each item of documentation is uniquely identifiable and securely store.

17.3.4 Periodic inspection and testing

- 17.3.4.1 An aeronautical telecommunication services provider shall establish a procedure for the periodic inspection and testing of the aeronautical facilities listed in the providers exposition to verify that each aeronautical facility meets the applicable operational requirements and performance specifications for that facility.

- 17.3.4.2 The procedure required under paragraph 17.3.4.1 shall:
- a) Include ground inspections and tests, and if necessary, flight tests; and
 - b) Include the criteria for establishing or changing the interval between the periodic tests for each aeronautical facility listed in the exposition, having regard to:
 - (i) Any applicable information published by ICAO; and
 - (ii) Any applicable reliability data for the aeronautical facility; and
 - (iii) Information on the proven reliability performance of the aeronautical facility, and of other similar aeronautical facilities, and the stability of the aeronautical facility's operating environment; and
 - c) Ensure that the grounds for establishing or changing the interval between the periodic tests for each aeronautical facility listed in the exposition are documented.

- 17.3.4.3 An aeronautical telecommunication services provider shall establish—
- a) A programme of periodic ground inspections for each aeronautical facility listed in the providers exposition; and

- b) A programme of periodic ground tests for each aeronautical facility listed in the providers exposition; and
 - c) A programme of periodic flight tests for each radio navigation aid listed in the providers exposition unless the provider can establish from the criteria under paragraph 17. 3.4.2 (b) that periodic ground tests can replace the periodic flight tests for the aeronautical facility without affecting the safety of air navigation.
- 17.3.4.4 The programs required by paragraphs 17.3.4.3(b) and 17.3.4.3 (c) shall be based on the criteria required under paragraph 17.3.4.2(b) and shall specify the maximum interval between the tests for each aeronautical facility.
- 17.3.4.5 An aeronautical telecommunication services provider shall notify the CASAS of any radio navigation aid that is not subjected to periodic flight tests.
- 17.3.4.6 An aeronautical telecommunication services provider shall ensure that the flight inspection unit and personnel conducting flight inspection are internationally recognized and acceptable to the CASAS.
- 17.3.5 Ensuring aeronautical facility performance**
An aeronautical telecommunication services provider shall establish a procedure to ensure that no aeronautical facility listed in the provider's exposition is released or placed into operational service unless:
- a) The person releasing from or placing the aeronautical facility into operational service is assessed as competent according to the procedures required under 17.3.1.2, being a holder of a valid license with current endorsements for that facility; and
 - b) For placing the aeronautical facility into operational service, the appropriate checks detailed in the operating and maintenance instructions required by 17.3.11 have been carried out to verify the performance of the aeronautical facility; and that
 - c) The aeronautical facility record has been completed according to the procedures required under 17.3.10 Records.
- 17.3.6 Inspection measuring and test equipment**
- 17.3.6.1 An aeronautical telecommunication services provider shall ensure that appropriate inspection, measuring, and test equipment is available for personnel to maintain the operation of each aeronautical facility listed in the providers exposition.
- 17.3.6.2 An aeronautical telecommunication services provider shall establish a procedure to control, calibrate, and maintain all the inspection, measuring, and test equipment required under paragraph 17.3.6.1 to ensure that each item of equipment has the precision and accuracy that is necessary for the measurements and tests to be performed.
- 17.3.6.3 The procedure required under paragraph 17.3.6.2 shall require that each item of test equipment required for the measurement of critical performance parameters is:
- a) Calibrated before use or at prescribed intervals with the calibration traceable to an appropriate national standard; and
 - b) Identified with a suitable indicator to show its calibration status; and
 - c) Controlled to:
 - (i) Safeguard against adjustments that would invalidate the calibration setting; and
 - (ii) Ensure that the handling, preservation, and storage of the test equipment are such that its accuracy and fitness for use is maintained.
- 17.3.6.4 If hardware and software systems are used for the performance testing of any aeronautical facility, the procedures under paragraph 17.3.6.2 shall require the functions of those testing systems to be checked:

- a) Before being released for use; and
- b) At prescribed intervals to establish that those testing systems are capable of verifying the true performance of the aeronautical facility.

17.3.7 Notification of aeronautical facility information

17.3.7.1 An aeronautical telecommunication services provider shall establish a procedure to ensure that each applicable aeronautical facility listed in the applicant's exposition are informed to the AIS.

- 17.3.7.2 The procedure required under paragraph 17.3.7.1 shall include a means to confirm that:
- a) The operational details of the aeronautical facility as notified to AIS have been accurately published in the AIP; and
 - b) Any change to the operational status of the aeronautical facility has been published by NOTAM.

17.3.8 Post accident or incident aeronautical facility check

17.3.8.1 An aeronautical telecommunication services provider shall establish a procedure to check and accurately record the operating condition of any aeronautical facility that may have been used by an aircraft, or an air traffic service, that is involved in an accident or incident.

- 17.3.8.2 The procedure required under paragraph 17.3.8.1 shall require that:
- a) The check of the aeronautical facility's operating condition is carried out as soon as practicable after notification to the aeronautical telecommunication service provider of the accident or incident; and
 - b) The record of that check, and the recorded history of the aeronautical facility, is kept in a secure place for possible use by any subsequent accident or incident investigation; and
 - c) The records secured under paragraph 17.3.8.2 (b) are retained for 7 years from the date of the last entry made on that record.

17.3.9 Facility malfunctions

An aeronautical telecommunication services provider shall establish procedures:

- 1) To notify, investigate, and report instances of aeronautical facility malfunctions;
- 2) To implement corrective actions to eliminate the cause of a facility malfunction incident and prevent its recurrence;
- 3) To report, repair and return to service aeronautical facility malfunctions according to the fault categorization; and
- 4) For the release of aeronautical facility for maintenance; and
- 5) That categorize the level of importance on the restoration of facility to service; and
- 6) For the issuance of notice to airmen (NOTAM) on facility malfunctions and/or maintenance.

17.3.10 Records

17.3.10.1 An aeronautical telecommunication services provider shall establish procedures to identify, collect, index, store, maintain, and dispose of the records that are necessary to record:

- a) The safe provision of the services for which the certificate has been granted for; and
- b) The safe operation of each aeronautical facility listed in the providers exposition.

17.3.10.2 The procedures required under paragraph 17.3.10.1 shall require that accurate records of the following be maintained:

- a) For each aeronautical facility, a record—
 - (i) Documenting the operating performance of the aeronautical facility; and
 - (ii) Providing a history of the maintenance, and the periodic inspections and tests of the aeronautical facility, that are traceable to the person or persons responsible for each of the recorded activities; and

- b) For each aeronautical facility, a record of the establishment of, or a change in, the periodic tests required by 17.3.4.1; and
- c) For each item of test equipment required under 17.3.6.1 that is used for the measurement of an aeronautical facility's critical performance parameters, a record that includes a traceable history of the location, maintenance, and the calibration checks for the item of test equipment; and
- d) For each facility malfunction incident reported under 17.3.9, a record that includes:
 - (i) Details of the nature of the malfunction; and
 - (ii) The findings of the investigation; and
 - (iii) The follow up corrective actions; and
 - (iv) Where applicable, a copy of the report submitted to the CASAS; and
- e) A record of each internal; and
- f) For each person who is licensed in accordance with 17.3.1.2, a record that includes details of the person's experience, qualifications, training, competence assessments, and current authorizations.

17.3.10.3 The procedures required under paragraph 17.3.10.1 shall require:

- a) All records to be legible and of a permanent nature; and
- b) All aeronautical facility records required under paragraph 17.3.10.2(a) to be retained for a period of at least seven years unless a longer period is required:
 - (i) By the CASAS;
 - (ii) To establish a performance history for the aeronautical facility.

17.3.11 Operating and maintenance instructions

17.3.11.1 An aeronautical telecommunication service provider shall:

- a) Have operating and maintenance instructions that set out the requirements for operating and maintaining each aeronautical facility listed in its exposition; and
- b) Provide the operating and maintenance instructions required under paragraph 17.3.11.1 (a) for the use and guidance of its personnel.

17.3.11.2 The operating and maintenance instructions required under paragraph 17.3.11.1 (a) shall include:

- 1) Details of the critical performance parameters for each aeronautical facility; and
- 2) The associated minimum performance levels for those critical performance parameters referred to in paragraph 17.3.11.2 (1); and
- 3) Details of the test equipment required for the measurement of those critical performance parameters referred to in paragraph 17.3.11.2 (1); and
- 4) Details of the mandatory inspections and test procedures for the operational service; and
- 5) Details of the mandatory inspection and test procedures for the operation and maintenance of each aeronautical facility.

17.3.11.3 The source of the maintenance procedures is to be made known.

17.3.12 Operations Manual

17.3.12.1 The CNS Service Provider shall develop an operations manual which shall serve to demonstrate how the CNS Service Provider will comply with the requirements of CARS Part 17. It also serves as a reference document agreed between the CNS Service Provider and CASAS with respect to the standards, conditions and level of service to be maintained for the aeronautical telecommunication service.

17.3.12.2 The contents of the operations manual shall contain:

- (a) the information required of the CNS Service Provider as mentioned in this Manual;

- (b) an organization chart of the CNS Service Provider and its maintenance contractors, if any, that shows the position of each personnel and the name, qualification, experience, duties and responsibilities of personnel who are responsible for ensuring the compliance of the organization with the requirements in sub-paragraph (a);
 - (c) an overall operation and maintenance plan for the aeronautical telecommunication service, and for each facility, an operation and maintenance plan.
 - (d) for each facility, information on the compliance of the facility with the applicable requirements of ICAO Annex 10; and
 - (e) the system performance target of each facility, such as its availability and reliability.
- 17.3.12.3 The operations manual may consist of a main manual covering the main areas that need to be addressed, as well as separate supporting documents and manuals (such as the operation and maintenance plan of each facility) that are referred to in the main manual.
- 17.3.12.4 The operations manual is an important document and shall be issued under the authority of the CNS Service Provider. CNS Service Provider shall control the distribution of the operations manual and ensure that it is amended whenever necessary to maintain the accuracy of the information in the operations manual and to keep its contents up to date.

17.4 AERONAUTICAL TELECOMMUNICATIONS SYSTEM AND RADIO-NAVIGATIONAL SERVICES PROVIDER TRAINING PROGRAM

17.4.1 Training Program

A communication and navigation systems service provider shall establish procedures and programs for the training and assessment of all newly appointed and current staff.

17.4.2 Training Syllabus

A communication and navigation systems service provider shall establish procedures to ensure that the training programs for each course shall be comprehensive and facilitate achievement of training goals through a syllabus, which reflects required competencies. The syllabus must ensure compliance with relevant national and international requirements.

17.4.3 Training Delivery and Assessment

Training courses for staff of the communication and navigation systems service provider shall use a method of delivery consistent with using facilities and instructors, or training officers, with current expertise and identified qualifications appropriate to achieving the goals of the course.

The method of assessment, both theoretical and practical, shall be qualified assessors and appropriate processes and facilities.

17.4.4 Training Records

Training records of the staff of the communication and navigation systems service provider shall be maintained to show what competences staff possess, and to show what training has been carried out, and the results of that training.

17.4.5 Refresher Training

Refresher training for the staff of the communication and navigation systems service provider involves periodic training and assessment of individuals performing functions in communication and navigation systems in those competencies (knowledge and skills) which are essential, but infrequently or rarely used. The content and periodicity of refresher training shall be sufficient to ensure competency.

17.4.6 On-going Training

The training program shall provide for on-going training of the staff of the communication and navigation systems service provider, as necessary, to ensure that staff are competent in the use of new or emerging standards, procedures, techniques, facilities and equipment identified as essential to task performance.

17.4.7 Remedial Training

The training program for the staff of the communication and navigation systems service provider shall have a process which identifies deficiencies in knowledge or application, and must have a process to ensure these deficiencies are rectified.

17.4.8 Qualifications of Trainers and Checkers

Persons carrying out training and/or checking functions as part of the communication and navigation systems service provider's training programme shall be appropriately qualified for these functions.

**CIVIL AVIATION REGULATIONS
SURINAME**

PART 17 - IMPLEMENTING STANDARDS

VERSION 2.0

DATE JULY 2022

For ease of reference, the number assigned to each implementing standard corresponds to its associated regulation.
For example, IS: 17.3.3.1 would reflect a standard required in subsection 17.3.3.1

IS: 17.3.3.1 TECHNICAL DOCUMENTS**Documents**

An aeronautical telecommunication services provider shall ensure that its personnel have easy access to those documents needed for technical applications and references.

Document Control

An aeronautical telecommunication services provider shall have in place a documentation control system that will ensure the documents as listed in below are timely amended and that there are procedures to ensure that technical personnel will be notified and that they have read/understood the amendments.

List of Publications and Documents

The minimum scale of fully amended publications and documents to be held at each aeronautical telecommunications unit and available for personnel to consult is as follows:

Minimum Scale of Publications & Documents	
All Current Suriname Civil Aviation Legislation	
CARS Part 17, CARS Part 18, CARS Part 23	
Local Unit Instructions (for respective unit as applicable)	
Temporary Aeronautical Telecommunication Service Instructions	
NOTAMS (as relevant to its area of responsibility)	
Aeronautical Information Circulars (AIC)	
Aeronautical Information Publication & AIP Supplement	
Aerodrome Manual (for respective airport as applicable)	
Airport Emergency Plan (for respective aerodrome as applicable)	
Doc 8071 – Manual on Testing Radio Navigational Aids (VOL I & II & III)	
Doc 8259 Manual on the Planning and Engineering of the Aeronautical Fixed Telecommunication Network	
Doc 9432 – Manual of Radiotelephony	
Doc 9613 – Manual of Required Navigation Performance (RNP)	
Doc 9688 – Manual on Mode S Specific Services	
Doc 9705 – Manual of Technical Provisions for the Aeronautical Telecommunication Network	
Doc 9718 – Handbook on Radio Frequency Spectrum Requirements for Civil Aviation	
Doc 9739 – Comprehensive Aeronautical Telecommunications Network (ATN) Manual	
Doc 9776 – Manual on VHF Digital Link (VDL) Mode 2	
Doc 9805 – Manual on VHF Digital Link (VDL) Mode 3	
Doc 9816 – Manual on VHF Digital Link (VDL) Mode 4	
Annex 10 – Aeronautical Telecommunications	
ICAO Doc 9859 – Safety Management Manual	
ICAO Doc 4444– Procedures for Air Navigation Services;	
ICAO Doc 9868 - PANS-Training;	
ICAO Doc 10057 – ATSEP Training Manual	