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**DECISION ON THE
DELEGATION OF FUNCTIONS
TO ENTITIES' CIVIL AVIATION
DIRECTORATES IN THE FIELDS
OF LICENSING AND AVIATION
MEDICINE, AIRPORTS,
AIRPORT SERVICES AND
BUILDINGS, AIR OPERATOR
CERTIFICATES, FLIGHT
AUTHORIZATIONS, AVIATION
SECURITY AND AVIATION
STATISTICS**

The logo for BHDCA (Bosnia and Herzegovina Directorate of Civil Aviation) features a stylized yellow and blue graphic above the acronym 'BHDCA' in bold blue letters, all enclosed within a yellow rectangular border.

BHDCA

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In accordance with Article 61, Item 1 and Article 16 of the Administration Law ("Official Gazette of BH", Number: 32/02), Article 6, Item 1, Article 7, Item 2, and Article 11, Item 3 of the Aviation Law of Bosnia and Herzegovina ("Official Gazette of BH", Number: 02/04), the Director General of the BH Directorate of Civil Aviation issues

**DECISION ON THE DELEGATION OF FUNCTIONS TO ENTITIES' CIVIL AVIATION
DIRECTORATES IN THE FIELDS OF LICENCING AND AVIATION MEDICINE, AIRPORTS,
AIRPORT SERVICES AND BUILDINGS, AIR OPERATOR CERTIFICATES, FLIGHT
AUTHORIZATIONS, AVIATION SECURITY AND AVIATION STATISTICS**

I

By decision, the functions from the following fields are delegated to the Federation Civil Aviation Directorate and the Republika Srpska Civil Aviation Directorate (Entities' Directorates):

Licensing and Aviation Medicine

- 1) Compulsory tests and examinations and verification of the level of compliance with other conditions for:
 - issuance and renewal of licences and authorisations for aviation and other expert personnel,
 - occasional acceptance of foreign licences,
 - issuance of domestic licences based on licences issued abroad,
 - issuance of work permits for training organisations,
 - issuance of work permits for healthcare institutions performing medical examinations of aviation and other expert personnel,
- 2) Renewal of licences and permits,
- 3) Establishing a proposed list of experts,
- 4) Appointment of the committee for examination and testing,
- 5) Consultations on expert training for aviation and other expert programs.

While performing the delegated functions from this field, the Entities' Directorates must abide by the rules issued by the Bosnia and Herzegovina Directorate of Civil Aviation, which are in accordance with the Aviation Law of Bosnia and Herzegovina, ICAO Annex 1 and Joint Aviation Requirements (JAR).

Airports, Airport Services and Buildings

- 6) Verification of the level of compliance with the conditions for issuance and renewal of Airport Certificates (airports and air fields) for international and domestic air traffic,
- 7) Establishing a proposed list of experts.

While performing the delegated functions from this field, the Entities' Directorates must abide by the rules issued by the Bosnia and Herzegovina Directorate of Civil Aviation, which are in accordance with the Aviation Law of Bosnia and Herzegovina, ICAO Annex 14 and other relevant ICAO documents.

Air Operator Certificates

- 8) Establishing conditions for issuance, modification or renewal of air operator certificates (AOC).
- 9) Establishing a proposed list of experts.

While performing the delegated functions from this field, the Entities' Directorates must abide by the rules issued by the Bosnia and Herzegovina Directorate of Civil Aviation, which are in accordance with the Aviation Law of Bosnia and Herzegovina, ICAO Annex 6 and JAR OPS 1 and 3.

Flight Authorizations

- 10) Verification of the level of compliance with the conditions for approval of:
 - scheduled flights,
 - non-scheduled flights,
 - non-scheduled flights under 5th freedom conditions,
 - non-scheduled flights of the General Aviation,
 - VFR flights of foreign aircraft.

While performing the delegated functions from this field, the Entities' Directorates must abide by the rules issued by the Bosnia and Herzegovina Directorate of Civil Aviation, which are in accordance with the Aviation Law of Bosnia and Herzegovina, Regulations for Aircraft Operations in General Air Traffic in Balkans Joint Operative Area (approved by NATO).

Aviation Security

- 11) Evaluation of compatibility of the Airport Security Programme and Air Carrier Security Programme with the National Aviation Security Program of BH and submission of the specified documents to the BH Directorate of Civil Aviation for approval,
- 12) Conducting quality control by:
 - a. inspection,
 - b. testing
- 13) Participation in the work of Airports' Security Committees,
- 14) Establishing a plan of measures for protection of radio navigation and other aids and buildings in air traffic control system,
- 15) Observer participation in conduction of exercises at airports and evaluation of performed exercises.

While performing the delegated functions from this field, the Entities' Directorates must abide by the provisions of the National Aviation Security Program of BH and accompanying documents based on the Aviation Law of Bosnia and Herzegovina, ICAO Annex 17 and other ICAO documents (Doc 8973), as well as ECAC Doc 30, Part II.

Aviation Statistics

- 16) Collecting and timely delivery of data from authorised institutions and air transport subjects, which may be requested by the BH Statistics Agency from the BH Directorate of Civil Aviation.

While performing the delegated functions from this field, the Entities' Directorates must abide by the rules issued by the BH Directorate of Civil Aviation, which are in accordance with the Aviation Law of Bosnia and Herzegovina and ICAO Statistical Data Handbook, Doc 9060.

II

Until the regulations mentioned in the above item I are issued, the civil aviation regulations which were in force in Bosnia and Herzegovina before 1st April 1992, will be used.

III

Persons employed in the Entities' Directorates who perform the tasks delegated by this Decision should comply with the following conditions:

- 17) Level VII or level VI education – aviation related,
- 18) Three years of work experience in the same or similar field of work,
- 19) Active knowledge of English language,
- 20) Computer proficient,
- 21) Completed appropriate civil aviation course.

Concerning the tasks in the field of licencing and aviation medicine, aviation security and aviation statistics, the delegated functions can be performed by individuals with a level VII degree.

After verifying the level of compliance with conditions from item 1 of this article, made in writing by the authorised Entity Directorate, the BH Directorate of Civil Aviation issues appropriate certificates to persons performing the delegated functions.

IV

While discharging the delegated functions, the Entities' Directorates have the following obligations vis-à-vis the BH Directorate of Civil Aviation:

- 22) Submit reports with evidence on compliance with conditions for issuing licences, receipts, authorisations, work permits, flight authorizations, reports on evaluations, inspections and tests, statistical data and other data related to the delegated functions,
- 23) Submit annual reports.

V

In case of non-compliance of the Entities' Directorates with regulations from Articles I and II of this Decision, the BH Directorate of Civil Aviation can annul the Decision or its part related to the delegation of certain tasks to the Entities' Directorates, in that part and scope in which the violation of the regulation has occurred.

The Entities' Directorates and their staff are responsible for the discharge of tasks delegated to the Entities' Directorates by this Decision.

VI

The Decision on implementation of Article 1, Item 5 of the Aviation Law of Bosnia and Herzegovina ("Official Gazette of BH" no. 04/00), in the areas regulated by this Decision, becomes null and void on the day of entry into force of this Decision.

VII

This Decision shall enter into force on the day of its publication.

VIII

The manual shall be published in the Official Gazette of Bosnia and Herzegovina and the Official Gazettes of the Entities.

Number: 02-292.6-699/04
Sarajevo, 08.05.2004

Director General
Đorđe Ratkovića