

	<b>TANZANIA CIVIL AVIATION AUTHORITY</b> <b>SAFETY REGULATION</b>	<b>Revision: 0</b>
<b>Document No.</b> <b>TCAA/FRM/SR/AGA-04</b>	<b>CONTROL OF OBSTACLES</b>	<b>Page 1 of 4</b>

1.	<b>Name of organization audited</b>	
2.	<b>Physical address</b>	
3.	<b>Postal address</b>	
4.	<b>Phone number</b>	
5.	<b>Fax number</b>	
6.	<b>Mobile number</b>	
7.	<b>Email</b>	
8.	<b>Name of inspector</b>	
9.	<b>Date of inspection/audit</b>	
10.	<b>Time in</b>	
11.	<b>Services inspected</b>	Obstacle Control     

<b>Accountable Manager</b>	Name:
	Signature:

The abbreviations Y, N, NA and F as applied in this checklist have the following interpretations

- Y Yes
- N No
- NA Not applicable
- F Finding

This is a controlled document	Issued October 2010
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	INSPECTION FIELD	REFERE NCE	OBSERVATIONS			
			Y	N	N A	F
<b>1.</b>	<b>Management</b>					
1.1	Has the airport authority nominated an officer responsible for the control of obstacles at and around the airport?					
1.2	Has the airport authority constituted an airport obstacle control team?					
1.3	Are the job descriptions for personnel responsible for control of obstacles clearly defined and documented?					
1.4	Is there an established system of communication within the team – (circulars, instructions, log entries etc)?					
1.5	Does the obstacle control team supply regular reports to the management including details of obstacle survey, violations of surfaces etc?					
1.6	Does the obstacle control team conduct regular operational meetings?					
1.7	Does the obstacle control team conduct regular meetings					
1.8	Does the obstacle control team keep minutes of the operational meetings?					
1.9	Does the obstacle control team follow up matters arising from the operational meetings?					

**Comments**

<b>2.</b>	<b>Personnel and training</b>					
2.1	Has the airport authority developed a training programme for the obstacle control team personnel provided?					
2.2	Does the airport authority maintain training files for the obstacle control team personnel?					
2.3	Are the records in the training files up-to-date?					
2.4	Does the airport authority have a procedure for maintaining the competence of the obstacle control team personnel (OJT programme, proficiency and refresher)?					

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	INSPECTION FIELD	REFERE NCE	OBSERVATIONS			
			Y	N	N A	F
<b>Comments</b>						

<b>3.</b>	<b>Technical</b>					
3.1	Has the airport authority developed letters of procedures with local government authorities on the control obstacles?					
3.2	Has the airport authority established coordination procedures with local government authorities regarding control of obstacles?					
3.3	Has the airport authority the obstacle control surfaces?					
	Has the airport authority communicated relevant charts on obstacle control surfaces to the local government and planning authorities?					
3.4	Has the airport authority conducted an obstacle survey?					
3.5	Has the airport authority developed a data bank of obstacles including location, elevation, height, and owner?					
3.6	Has the airport authority developed a surveillance programme for the control of obstacles?					
3.7	Has the airport authority developed comprehensive checklists to be used in the surveillance including verification of serviceability of obstruction lights and marking.					
3.8	Has the airport authority established a procedures removal of obstacles?					
3.9	Has the airport authority established procedures for reporting construction of new obstacles or extension/relocation of existing obstacles					
3.10	Has the airport authority established a mechanism for verifying the location and height of obstacles?					

<b>Comments</b>						

<b>4.</b>	<b>Data quality</b>					
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	INSPECTION FIELD	REFERE NCE	OBSERVATIONS			
			Y	N	N A	F
4.1	Does the airport authority have a procedure for verification of accuracy and quality of obstacle data?					
4.2						
	<b>Comments</b>					

<b>5.</b>	<b>Documentation</b>					
5.1	Has the airport authority developed and disseminated obstacle charts to relevant organizations including ANSPs etc?					
5.2						

	<b>Comments</b>
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<b>6.</b>	<b>Records</b>					
6.1	Does the airport authority maintain records of survey and inspection activities?					
6.2						

	<b>Comments</b>
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