



Temporary Revision 2018-2 to ISM Edition 12

Reference:	TR.ISM.2018-2
Issue date:	18 Oct 2018
Effective date:	08 Nov 2018

General Overview

This Temporary Revision (TR) 2018-2 to the IOSA Standards Manual (ISM) Edition 12 is based on the process of a Special Standards Review (IPM Fig 1.4), and input from the Technical Groups of Cabin, Flight & Dispatch.

The TR addresses the change brought about by the cancellation of sub-requirement (iii) of the IOSA Standard CAB 3.1.1, in the TR 2018-1 and also amends the ISARPs pertaining to aircraft tracking in the DSP section.

The IOSA Oversight Council has approved this TR 2018-2.

Effective Date of the TR

This ISM TR 2018-2 shall come into effect on 08 Nov 2018.

The Temporary Revision

On the effective date of this TR, the changes that come into effect are listed below.

Note: Some space has been intentionally introduced between paragraphs in the table below, to align the topics between the two columns.

Current ISARP (ISM 12 TR 2018-1)	Revised ISARP after TR 2018-2
<p>CAB 3.1.1 The Operator shall specify and require a minimum number of cabin crew members for each aircraft type that is utilized in passenger operations. Such minimum cabin crew specification shall:</p> <p>(i) Be based on aircraft seating capacity or number of passengers carried;</p> <p>(ii) Be in accordance with minimum cabin crew requirements of the Authority;</p>	<p>CAB 3.1.1 The Operator shall specify and require a minimum number of cabin crew members for each aircraft type to ensure a safe and expeditious aircraft evacuation and to perform the necessary functions in an emergency. Such minimum cabin crew specification(s) shall:</p> <p>(i) Be based on aircraft seating capacity or number of passengers carried;</p> <p>(ii) Be in accordance with minimum cabin crew requirements of the Authority.</p> <p>(iii) If the Operator has procedures for a temporary reduction of minimum cabin crew complement during a case of incapacitation or unforeseen circumstances at the stopover (layover) point, where a replacement cannot be obtained, require such procedures to be approved by the Authority. (GM)</p>



Temporary Revision 2018-2
to ISM Edition 12

Reference:	TR.ISM.2018-2
Issue date:	18 Oct 2018
Effective date:	08 Nov 2018

Current ISARP (ISM 12 TR 2018-1)	Revised ISARP after TR 2018-2
<p>Auditor Actions</p> <ul style="list-style-type: none"> <input type="checkbox"/> Identified specification for minimum number of cabin crew members for each aircraft type. <input type="checkbox"/> Interviewed responsible manager(s) in cabin operations. <input type="checkbox"/> Examined regulatory requirement for minimum number of cabin crew for each aircraft type. <input type="checkbox"/> Examined onboard documentation specifying minimum cabin crew requirements <input type="checkbox"/> Other Actions (Specify) 	<p>Auditor Actions</p> <ul style="list-style-type: none"> <input type="checkbox"/> Identified/Assessed minimum cabin crew specification(s) (focus: specifications cover each aircraft type; based on aircraft seating capacity or number of passengers carried; in accordance with requirements of the Authority). <input type="checkbox"/> Identified regulatory requirement for minimum cabin crew complement for each aircraft type. <input type="checkbox"/> Interviewed responsible manager(s) in cabin operations. <input type="checkbox"/> Examined onboard documentation specifying minimum cabin crew requirements. <input type="checkbox"/> Observed line cabin operations (focus: cabin crew complement in accordance with specifications). <input type="checkbox"/> Other Actions <p>Guidance</p> <p>Detailed information relevant to minimum cabin crew complement may be found in ICAO Doc 10072, Manual on the Establishment of Minimum Cabin Crew Requirements.</p>
<p>Mandatory Observation MO-9: Required Aircraft Systems/Equipment</p>	<p>Deletion of the MO, as the content is covered in the MNT 1.9.1 & 1.9.2, along with Tables 4.11 & 4.14.</p> <p><i>Note that the withdrawal of the MO-9 will lead to a temporary discrepancy with the IPM Table 8.1, which will be rectified in the next revision of the IPM.</i></p>
<p>DSP 3.5.1 Effective 8 November 2018, the Operator shall have an aircraft tracking capability to track its aircraft throughout all areas of operations. (GM)</p> <p>▲ An operator may conform to DSP 3.5.1 through Active Implementation as long as the implementation Action Plan (IAP) projects conformance on or before 31 August 2020.</p>	<p>DSP 3.5.1 The Operator shall have an aircraft tracking capability to track its aircraft throughout its areas of operations. (GM)</p> <p><i>Note: A specific tracking interval or reporting method is not defined by this provision.</i></p> <p>▲ An operator may conform to DSP 3.5.1 through Active Implementation as long as the implementation Action Plan (IAP) projects conformance on or before 31 August 2020.</p>



**Temporary Revision 2018-2
to ISM Edition 12**

Reference:	TR.ISM.2018-2
Issue date:	18 Oct 2018
Effective date:	08 Nov 2018

Current ISARP (ISM 12 TR 2018-1)	Revised ISARP after TR 2018-2
<p>Guidance Refer to the IRM for the definition of Aircraft Tracking, which includes the definitions of 4D/15 Service and 4D/15 Tracking. The effective date and specifications of this provision are consistent with ICAO standards applicable at the time of ISM publication. The intent of this provision is to ensure operators implement the capability to track their aircraft throughout the area(s) of operations defined in the Air Operator Certificate (AOC) and related operations specifications. This “core” tracking capability is applicable in all areas of operation and refers to a process that maintains and updates, at standardized intervals, a ground-based record of the four-dimensional (4D) position of individual aircraft in flight. For the purposes of aircraft tracking the 4D position of an aircraft is defined by latitude, longitude, altitude, and time. It is important to note, however, that a specific tracking interval is not defined by this provision. It simply establishes the foundation that will support the implementation of the normal aircraft tracking provisions that follow. Equally important to note is that the complexity of this core aircraft tracking capability would be commensurate with the complexity, breadth and scope of the operations conducted by the operator. Guidance on aircraft tracking is contained in the ICAO Normal Aircraft Tracking Implementation Guidelines (Cir 347) scheduled for unedited release in May 2017.</p>	<p>Guidance Refer to the IRM for the definition of Aircraft Tracking and Aircraft Tracking System. The intent of this provision is to ensure operators implement the ground-based capability to track their aircraft throughout their planned (i.e. actual) area(s) of operations rather than all areas of potential operations as defined in the Air Operator Certificate (AOC) and related operations specifications. This “core” tracking capability refers to a process that maintains and updates, at standardized intervals, a ground-based record of the four-dimensional (4D) position of individual aircraft in flight. For the purposes of aircraft tracking the 4D position of an aircraft is defined by latitude, longitude, altitude, and time. Aircraft tracking may be accomplished through means including, but not limited to, ACARS position reports, ADS-B position data, ADS-C position data, or HF Radio position reports. Use of commercial aircraft tracking services to track airplanes will generally suffice as a means to implement this ISARP if the service can track the aircraft across the operations. This provision establishes the foundation that will support the implementation of the aircraft tracking provisions that follow. Guidance on aircraft tracking implementation is contained in:</p> <ul style="list-style-type: none"> • ICAO Annex 6, Part 1; • ICAO Aircraft Tracking Implementation Guidelines (Cir 347); • ICAO Global Aviation Distress Safety System Concept of Operations Document; • Commission Regulation EC No. 965/2012 CAT.GEN.MPA.205 and related AMC and GM



Temporary Revision 2018-2
to ISM Edition 12

Reference:	TR.ISM.2018-2
Issue date:	18 Oct 2018
Effective date:	08 Nov 2018

Current ISARP (ISM 12 TR 2018-1)	Revised ISARP after TR 2018-2
<p>DSP 3.5.2 Effective 8 November 2018, the Operator <i>should</i> track the position of an aircraft through automated reporting at least every 15 minutes for the portion(s) of the in-flight operation(s) under the following conditions:</p> <p>(i) The aircraft has a maximum certificated takeoff mass of over 27,000 kg and a seating capacity greater than 19;</p> <p>(ii) Where an Air Traffic Services Unit (ATSU) obtains aircraft position information at greater than 15-minute intervals. (GM)</p> <p>Note: Risks associated with variations to the automated reporting interval specifications of this provision are managed in accordance with DSP 3.5.4.</p> <p>Guidance The effective date and specifications of this provision are consistent with ICAO standards applicable at the time of ISM publication. The intent of this recommendation is to encourage operators to always obtain aircraft position data</p>	<p>DSP 3.5.2 The Operator <i>should</i> track the position of an aircraft through automated reporting at least every 15 minutes for the portion(s) of the planned in-flight operation(s) under the following conditions:</p> <p>i. The aircraft has a maximum certificated takeoff mass of over 27,000 kg and a seating capacity greater than 19; and</p> <p>ii. Where an Air Traffic Services Unit (ATSU) obtains aircraft position information at greater than 15-minute intervals. (GM)</p> <p>Note: Variations to automated reporting intervals may be allowed provided risks to the operation resulting from such variations are managed utilizing an approved risk assessment process consisting of at least the following:</p> <p>a) capability of the operator’s operational control systems and processes, including those for contacting ATS units;</p> <p>b) overall capability of the airplane and its systems;</p> <p>c) available means to determine the position of, and communicate with, the airplane;</p> <p>d) frequency and duration of gaps in automated reporting;</p> <p>e) human factors consequences resulting from changes to flight crew procedures; and</p> <p>f) specific mitigation measures and contingency procedures.</p> <p>Note: An Operator in conformity with the specifications of this provision is deemed in conformity with DSP 3.5.3.</p> <p>▲ An operator may conform to DSP 3.5.2 through Active Implementation as long as the implementation Action Plan (IAP) projects conformance on or before 31 August 2020.</p> <p>Guidance The intent of this recommendation is to encourage operators to obtain aircraft position data under the conditions stipulated. The provision recommends that four-dimensional aircraft position information be obtained by the operator using automated reporting</p>



**Temporary Revision 2018-2
to ISM Edition 12**

Reference:	TR.ISM.2018-2
Issue date:	18 Oct 2018
Effective date:	08 Nov 2018

Current ISARP (ISM 12 TR 2018-1)	Revised ISARP after TR 2018-2
<p>under the conditions stipulated. Simply stated, it recommends that four-dimensional aircraft position information be obtained by the operator using automated reporting means at 15 minute intervals (4D/15) or less when an ATSU obtains this information at greater than 15 minute intervals. It is important to note that this is a recommended practice applicable in all areas of operations defined in the Air Operator Certificate (AOC) and related operations specifications. It is also applicable to a wide range of aircraft given the low takeoff mass threshold. An operator may conform to the automation and interval specifications of this provision in accordance with DSP 3.5.4.</p> <p>Guidance on aircraft tracking is contained in the ICAO Normal Aircraft Tracking Implementation Guidelines (Cir 347) scheduled for unedited release in May 2017.</p>	<p>means at 15 minute intervals (4D/15) or less when an ATSU obtains this information at greater than 15 minute intervals. It is important to note that this is a recommended practice applicable in all planned (i.e. actual) area(s) of operations rather than all areas of potential operations as defined in the Air Operator Certificate (AOC) and related operations specifications. It is also applicable to a wide range of aircraft given the low takeoff mass threshold. The risk assessment process specified in this provision is intended to be strategic in nature and scope. It is not intended, for example, that a specific risk assessment be conducted on a tactical basis by operational personnel and/or the flight crew. Rather, the process would be used by the operator to develop mitigations that would be imbedded in policy and procedure (e.g. MEL, theater specific guidance or other guidance for use by operational personnel) that would in turn allow for flight commencement (dispatch) in accordance with the risk management outcome(s) of the process.</p> <p>Such variations allow for situations where the technical challenges or the duration of exposure may not warrant and/or support 4D/15 tracking. The risk assessment provision does not relieve operators of the responsibility to track their aircraft. It simply defines a risk-based methodology that allows for the commencement of a flight or series of flights when the recommended or required automated reporting interval is not achievable in accordance with either DSP 3.5.2 or 3.5.3.</p> <p>The circumstances when the risk assessment provision would be applicable include the following singular (i.e. one- off) or long-term (i.e. continual) scenarios:</p> <ul style="list-style-type: none"> • Aircraft equipment failure prior to dispatch (commencement) rendering 4D/15 Tracking unserviceable; • Systemic (non-aircraft dependent) failure rendering 4D/15 Tracking unachievable; • Regular short exposure to lack of 4D/15 coverage (e.g. short A to B flights);



Temporary Revision 2018-2
to ISM Edition 12

Reference:	TR.ISM.2018-2
Issue date:	18 Oct 2018
Effective date:	08 Nov 2018

Current ISARP (ISM 12 TR 2018-1)	Revised ISARP after TR 2018-2
<p>DSP 3.5.3 Effective 8 November 2018, the Operator shall track the position of an aircraft through automated reporting at least every 15 minutes for the portion(s) of the in-flight operation that is planned in an oceanic area(s) under the following conditions:</p> <p>i. The aircraft has a maximum certificated takeoff mass of over 45 500 kg and a seating capacity greater than 19;</p>	<ul style="list-style-type: none"> • Temporary airspace closures that may force unequipped aircraft onto routes that would typically require 4D/15 Tracking; • Technologically challenging areas (e.g. Polar Routes); • Other scenarios where, subject to risk assessment results, the technical challenges or the level of exposure may not warrant (justify) 4D/15 Tracking. <p>The specifications of the risk assessment provision allow variations in the means of reporting (e.g. manual vs. automated) as well as the reporting interval so long as the risks associated with such variations are appropriately managed.</p> <p>The specification in item e refers to the hazards (in terms of human factors) associated with making manual position reports (e.g. HF, VHF, ACARS). Manual position reporting at the 15-minute interval defined for automated reporting is not considered a viable method to meet tracking requirements as the additional workload required would distract the flight crew from other duties and have a negative reporting at reduced intervals could introduce a level of uncertainty regarding accuracy (i.e. introduce a greater potential for error).</p> <p>Guidance on aircraft tracking is contained in:</p> <ul style="list-style-type: none"> • ICAO Annex 6, Part 1; • ICAO Aircraft Tracking Implementation Guidelines (Cir 347); • ICAO Global Aviation Distress Safety System Concept of Operations Document; • Commission Regulation EC No. 965/2012 CAT.GEN.MPA.205 and related AMC and GM. <p>DSP 3.5.3 If an Operator conducts flight operations in oceanic areas, the Operator shall track the position of an aircraft through automated reporting at least every 15 minutes for the portion(s) of the in-flight operation that is planned in an oceanic area(s) under the following conditions:</p> <p>i. The aircraft has a maximum certificated takeoff mass of over 45 500 kg and a seating capacity greater than 19;</p>



Temporary Revision 2018-2
to ISM Edition 12

Reference:	TR.ISM.2018-2
Issue date:	18 Oct 2018
Effective date:	08 Nov 2018

Current ISARP (ISM 12 TR 2018-1)	Revised ISARP after TR 2018-2
<p>ii. Where an Air Traffic Services Unit (ATSU) obtains aircraft position information at greater than 15 minute intervals. (GM)</p> <p>Note: For the purpose of aircraft tracking, an oceanic area is defined as the airspace that overlies waters outside the territory of a state.</p> <p>Note: Risks associated with variations to the automated reporting interval specifications of this provision are managed in accordance with DSP 3.5.4.</p> <p>▲ An operator may conform to DSP 3.5.3 through Active Implementation as long as the implementation Action Plan (IAP) projects conformance on or before 31 August 2020.</p> <p>Guidance The effective date and specifications of item vi) of this provision are consistent with ICAO standards applicable at the time of ISM publication. The intent of this provision is to establish an automated aircraft position reporting interval that is to be maintained in oceanic areas by either the operator or by the relevant ATS unit. Conformance</p>	<p>ii. Where an Air Traffic Services Unit (ATSU) obtains aircraft position information at greater than 15 minute intervals. (GM)</p> <p>Note: For the purpose of aircraft tracking, an oceanic area is defined as the airspace that overlies waters outside the territory of a state.</p> <p>Note: Variations to automated reporting intervals may be allowed provided risks to the operation resulting from such variations are managed utilizing an approved risk assessment process consisting of at least the following:</p> <ul style="list-style-type: none"> a) capability of the operator’s operational control systems and processes, including those for contacting ATS units; b) overall capability of the airplane and its systems; c) available means to determine the position of, and communicate with, the airplane; d) frequency and duration of gaps in automated reporting; e) human factors consequences resulting from changes to flight crew procedures; and f) specific mitigation measures and contingency procedures. <p>Note: An Operator in conformity with the specifications of DSP 3.5.2 is deemed in conformity with the specifications of this provision.</p> <p>▲ An operator may conform to DSP 3.5.3 through Active Implementation as long as the implementation Action Plan (IAP) projects conformance on or before 31 August 2020.</p> <p>Guidance The intent of this provision is to establish an automated aircraft position reporting interval that is to be maintained in oceanic areas by either the operator or by the relevant ATS unit. It is important to note that if tracking data becomes unavailable after flight commencement, there is no implied requirement for the operator to take on the tracking</p>



**Temporary Revision 2018-2
to ISM Edition 12**

Reference:	TR.ISM.2018-2
Issue date:	18 Oct 2018
Effective date:	08 Nov 2018

Current ISARP (ISM 12 TR 2018-1)	Revised ISARP after TR 2018-2
<p>with this provision would require the operator to determine, prior to flight commencement, whether the required position information will be obtained by the relevant ATSUs or the tracking responsibility must be assumed by the operator.</p> <p>It is important to note that if tracking data becomes unavailable after flight commencement, there is no implied requirement for the operator to take on the tracking responsibility or have a back-up means (note use of word “planned” in the body of the provision). Additionally, once airborne, if the aircraft operates outside of the planned route or area (e.g. unplanned diversion) and 4D/15 position data cannot be obtained, the operation may continue.</p> <p>Guidance on aircraft tracking is contained in the ICAO Normal Aircraft Tracking Implementation Guidelines (Cir 347) scheduled for unedited release in May 2017.</p>	<p>responsibility or have a back-up means (note use of word “planned” in the body of the provision). Additionally, once airborne, if the aircraft operates outside of the planned route or area (e.g. unplanned diversion) and 4D/15 position data cannot be obtained, the operation may continue.</p> <p>The risk assessment process specified in this provision is intended to be strategic in nature and scope. It is not intended, for example, that a specific risk assessment be conducted on a tactical basis by operational personnel and/or the flight crew. Rather, the process would be used by the operator to develop mitigations that would be imbedded in policy and procedure (e.g. MEL, theater specific guidance or other guidance for use by operational personnel) that would in turn allow for flight commencement (dispatch) in accordance with the risk management outcome(s) of the process.</p> <p>Such variations allow for situations where the technical challenges or the duration of exposure may not warrant and/or support 4D/15 tracking. The risk assessment provision does not relieve operators of the responsibility to track their aircraft. It simply defines a risk-based methodology that allows for the commencement of a flight or series of flights when the recommended or required automated reporting interval is not achievable in accordance with either DSP 3.5.2 or DSP 3.5.3.</p> <p>The circumstances when the risk assessment provision would be applicable include the following singular (i.e. one- off) or long-term (i.e. continual) scenarios:</p> <ul style="list-style-type: none"> • Aircraft equipment failure prior to dispatch (commencement) rendering 4D/15 Tracking unserviceable; • Systemic (non-aircraft dependent) failure rendering 4D/15 Tracking unachievable; • Regular short exposure to lack of 4D/15 coverage (e.g. short A to B flights); • Temporary airspace closures that may force unequipped aircraft onto routes that would typically require 4D/15 Tracking;



Temporary Revision 2018-2
to ISM Edition 12

Reference:	TR.ISM.2018-2
Issue date:	18 Oct 2018
Effective date:	08 Nov 2018

Current ISARP (ISM 12 TR 2018-1)	Revised ISARP after TR 2018-2
	<ul style="list-style-type: none"> • Technologically challenging areas (e.g. Polar Routes); • Other scenarios where, subject to risk assessment results, the technical challenges or the level of exposure may not warrant (justify) 4D/15 Tracking. <p>The specifications of the risk assessment provision allow variations in the means of reporting (e.g. manual vs. automated) as well as the reporting interval so long as the risks associated with such variations are appropriately managed.</p> <p>The specification in item e refers to the hazards (in terms of human factors) associated with making manual position reports (e.g. HF, VHF, ACARS). Manual position reporting at the 15-minute interval defined for automated reporting is not considered a viable method to meet tracking requirements as the additional workload required would distract the flight crew from other duties and have a negative reporting at reduced intervals could introduce a level of uncertainty regarding accuracy (i.e. introduce a greater potential for error).</p> <p>Guidance on aircraft tracking is contained in:</p> <ul style="list-style-type: none"> • ICAO Annex 6, Part 1; • ICAO Aircraft Tracking Implementation Guidelines (Cir 347); • ICAO Global Aviation Distress Safety System Concept of Operations Document; • Commission Regulation EC No. 965/2012 CAT.GEN.MPA.205 and related AMC and GM.
<p>DSP 3.5.4 Effective 8 November 2018, if the Operator assumes the responsibility for aircraft tracking in accordance with DSP 3.5.2 and/or DSP 3.5.3, the Operator shall ensure risks associated with any variations to the automated reporting intervals are identified based on the results of a risk assessment process. Such process shall demonstrate how risks to the operation resulting from such variations can be managed and shall take into consideration the:</p> <p>(i) Capability of the operational control systems and processes, including those for contacting ATS units;</p>	<p>Deletion of the complete ISARP</p>



Temporary Revision 2018-2
to ISM Edition 12

Reference:	TR.ISM.2018-2
Issue date:	18 Oct 2018
Effective date:	08 Nov 2018

Current ISARP (ISM 12 TR 2018-1)	Revised ISARP after TR 2018-2
<p>(ii) Overall capability of the aircraft and its systems; (iii) Available means to determine the position of and communicate with the aircraft; (iv) Frequency and duration of gaps in automated reporting; (v) Human factors consequences resulting from changes to flight crew procedures; (vi) Specific mitigation measures and contingency procedures. (GM)</p> <p><i>Note: The risk assessment process specified in this provision is intended to be strategic in nature and scope. It is not intended, for example, that a specific risk assessment be conducted on a tactical basis by operational personnel and/or the flight crew. Rather, the process would be used by the operator to develop mitigations that would be imbedded in policy and procedure (e.g. MEL, theater specific guidance or other guidance for use by operational personnel) that would in turn allow for flight commencement (dispatch) in accordance with the risk management outcome(s) of the process.</i></p> <p>Guidance Refer to the IRM for the definition of Aircraft Tracking, which includes the definitions of 4D/15 Service and 4D/15 Tracking. The effective date and specifications of this provision are consistent with ICAO standards applicable at the time of ISM publication. The intent of this provision is to define the criteria that would allow operators under specific circumstances, to vary from the automated reporting interval(s) specified in DSP 3.5.2 and/or 3.5.3. Such variations allow for situations where the technical challenges or the duration of exposure may not warrant and/or support 4D/15 tracking. The provision does not relieve operators of the responsibility to track their aircraft. It simply defines a risk-based methodology that allows for the commencement of a flight or series of flights when the recommended or required automated reporting</p>	



Temporary Revision 2018-2 to ISM Edition 12

Reference:	TR.ISM.2018-2
Issue date:	18 Oct 2018
Effective date:	08 Nov 2018

Current ISARP (ISM 12 TR 2018-1)	Revised ISARP after TR 2018-2
<p>interval is not achievable in accordance with either DSP 3.5.2 or 3.5.3.</p> <p>The circumstances when this provision would be applicable include the following singular (i.e. oneoff) or long-term (i.e. continual) scenarios:</p> <ul style="list-style-type: none"> • Aircraft equipment failure prior to dispatch (commencement) rendering 4D/15 Tracking unserviceable; • Systemic (non-aircraft dependent) failure rendering 4D/15 Tracking unachievable; • Regular short exposure to lack of 4D/15 coverage (e.g. short A to B flights); • Temporary airspace closures that may force unequipped aircraft onto routes that would typically require 4D/15 Tracking; • Technologically challenging areas (e.g. Polar Routes); • Other scenarios where, subject to risk assessment results, the technical challenges or the level of exposure may not warrant (justify) 4D/15 Tracking. <p>The specifications of this provision allow variations in the means of reporting (e.g. manual vs. automated) as well as the reporting interval so long as the risks associated with such variations are appropriately managed.</p> <p>The specification in item v refers to the hazards (in terms of human factors) associated with making manual position reports (e.g. HF, VHF, ACARS). Manual position reporting at the 15-minute interval defined for automated reporting is not considered a viable method to meet tracking requirements as the additional workload required would distract the flight crew from other duties and have a negative effect on safety. Additionally, manual position reporting at reduced intervals could introduce a level of uncertainty regarding accuracy (i.e. introduce a greater potential for error).</p> <p>Guidance on aircraft tracking is contained in the Normal Aircraft Tracking Implementation Guidelines (Cir 347) scheduled for unedited release in May 2017.</p>	



Temporary Revision 2018-2
to ISM Edition 12

Reference:	TR.ISM.2018-2
Issue date:	18 Oct 2018
Effective date:	08 Nov 2018

Current ISARP (ISM 12 TR 2018-1)	Revised ISARP after TR 2018-2
<p>DSP 3.6.6 The Operator shall have guidance and procedures to ensure notification to the Operator when a flight has been completed. (GM)</p> <p>Guidance Refer to the IRM for the definitions associated with Flight Time (Aircraft).</p>	<p>DSP 3.6.6 The Operator shall have guidance and procedures to ensure notification to the Operator when a flight has been completed. (GM)</p> <p>Guidance Refer to the IRM for the definitions associated with Flight Time (Aircraft). Notification of the safe landing of an aircraft permits the operator to discard 4D/15 aircraft tracking data obtained in accordance with DSP 3.5.2 and/or DSP 3.5.3.</p>
<p>DSP 1.3.6 If an FOO is utilized in the system of operational control, the Operator shall assign responsibility to such personnel for:</p> <ul style="list-style-type: none"> i. Assisting the PIC in flight preparation and providing required information; ii. Assisting the PIC in preparing the operational and ATS flight plans; iii. When applicable, signing the operational and ATS flight plans; iv. Filing the ATS flight plan with the appropriate ATS unit; v. Furnishing the PIC, while in flight, with appropriate information necessary for the safe conduct of the flight; vi. Effective 8 November 2018, notifying the appropriate ATS unit when the position of the aircraft cannot be determined by an aircraft tracking capability, and attempts to establish communication are unsuccessful; vii. In the event of an emergency, initiating relevant procedures as specified in the OM. (GM) <p>Note: An operator may choose to assign responsibility for one or more of the specified functions to an FOA, or the PIC may be assigned the responsibility for filing the flight plan in the case of iv) and/or for obtaining the necessary information in the case of v).</p>	<p>DSP 1.3.6 If an FOO is utilized in the system of operational control, the Operator shall assign responsibility to such personnel for:</p> <ul style="list-style-type: none"> i. Assisting the PIC in flight preparation and providing required information; ii. Assisting the PIC in preparing the operational and ATS flight plans; iii. When applicable, signing the operational and ATS flight plans; iv. Filing the ATS flight plan with the appropriate ATS unit; v. Furnishing the PIC, while in flight, with appropriate information necessary for the safe conduct of the flight; vi. Notifying the appropriate ATS unit when the position of the aircraft cannot be determined by an aircraft tracking capability, and attempts to establish communication are unsuccessful; vii. In the event of an emergency, initiating relevant procedures as specified in the OM. (GM) <p>Note: An operator may choose to assign responsibility for one or more of the specified functions to an FOA, or the PIC may be assigned the responsibility for filing the flight plan in the case of iv) and/or for obtaining the necessary information in the case of v).</p>



**Temporary Revision 2018-2
to ISM Edition 12**

Reference:	TR.ISM.2018-2
Issue date:	18 Oct 2018
Effective date:	08 Nov 2018

Current ISARP (ISM 12 TR 2018-1)	Revised ISARP after TR 2018-2
<p>Table 3.4</p> <p>The Operator shall record and retain the following information for each flight:</p> <ul style="list-style-type: none"> i. Aircraft registration; ii. Date; iii. Flight number; iv. Flight crew names and duty assignment; v. Fuel on board at departure, en route and arrival; vi. Departure and arrival point; vii. Actual time of departure; viii. Actual time of arrival; ix. Flight time; x. Incidents and observations, if any; xi. Flight weather briefings; xii. Dispatch or flight releases; xiii. Load Sheet; xiv. NOTOC; xv. OFP; xvi. ATS flight plan; xvii. Communications records; xviii. Fuel and oil records (obtained in accordance with MNT 3.1.1); xix. Effective 8 November 2018, aircraft tracking data to assist SAR in determining the last known position of the aircraft. 	<p>Table 3.4</p> <p>The Operator shall record and retain the following information for each flight:</p> <ul style="list-style-type: none"> i. Aircraft registration; ii. Date; iii. Flight number; iv. Flight crew names and duty assignment; v. Fuel on board at departure, en route and arrival; vi. Departure and arrival point; vii. Actual time of departure; viii. Actual time of arrival; ix. Flight time; x. Incidents and observations, if any; xi. Flight weather briefings; xii. Dispatch or flight releases; xiii. Load Sheet; xiv. NOTOC; xv. OFP; xvi. ATS flight plan; xvii. Communications records; xviii. Fuel and oil records (obtained in accordance with MNT 3.1.1); xix. Aircraft tracking data to assist SAR in determining the last known position of the aircraft. <p><i>Note: After an aircraft has landed safely, an operator does not need to retain tracking data.</i></p>



Temporary Revision 2018-2 to ISM Edition 12

Reference:	TR.ISM.2018-2
Issue date:	18 Oct 2018
Effective date:	08 Nov 2018

Applicability of Change

The changes shall apply to all initial, renewal and verification audits utilizing ISM Edition 12. The changes may also be applied to operators in accordance with IPM 8.12.5.

Publication and Distribution

The ISM TR 2018-2 shall be distributed to all AOs and operators along with an Alert notice.

The method of distribution shall be by PDF.

The checklists in the audit software for audits taking place on or after the effective date shall include the changes made in this TR.

Approval Page

Step	Name	Date
Reviewed by:	Serkan Simitcioglu Assistant Director, IOSA	Oct 2018
Recommended by:	Catalin Cotrut Director, Audit Programs	Oct 2018
Approved by:	Gilberto Lopez Meyer Senior Vice President Safety and Flight Operations	Oct 2018