



## Aircraft Document Folder

What aircraft documents need to be carried onboard?

- 1) **AFM** (Aircraft Flight Manual / Pilot Operating Handbook, as required)
  - 2) Original **Certificate of Registration**:
    - remains valid provided no details change
    - Original certificate of registration must be carried on board for flights A to B only. Original certificate is NOT required for A-to-A local flights or circuit training at LESB.
  - 3) Original **Certificate of Airworthiness** (CofA);
    - remains valid unless revoked
  - 3b) **Airworthiness Review Certificate (ARC)**
    - has 1-year validity.
  - 4) **Noise Certificate**, if applicable;
    - No expiry date
  - 5) **List of Specific Approvals**, if applicable;
  - 6) **Aircraft Radio Licence**, if applicable;
    - The Aircraft Radio Licence covers the transponder, DME & VHF radios. Provided there are no changes, all that is required to remain current is a fee payable each year to AESA.
  - 7) **Third-Party Liability Insurance Certificate(s)**;
    - is valid for 1 year
    - Third party liability insurance coverage is mandatory.
  - 8) **Journey Log**, or equivalent, for the aircraft;
    - may be retained at LESB for local flights A-to-A or circuit training at LESB.
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- 9) details of the **filed ATS flight plan**, if applicable;
  - 10) **Current and suitable aeronautical charts for the route** of the proposed flight and all routes along which it is reasonable to expect that the flight may be diverted;
  - 11) **Procedures and visual signals information for use by intercepting and intercepted aircraft**;
  - 12) **MEL** (Minimum Equipment List) or **CDL** (Configuration Deviation List), if applicable; and
  - 13) **Any other documentation that may be pertinent to the flight or is required** by the States concerned with the flight.
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### Notes

- a) **AFM** plus items listed **9-13** must be carried on each and every flight.
- b) For local A-to-A flights or circuit training at LESB
  - items 2 and 8 may be retained at LESB
  - Original certificates are NOT required
- c) Items listed 1-8 must be carried on board for flights A to B.
- d) **ALL** items must be carried if flying outside the airspace of the country of registration i.e., outside Spain
- e) The pilot-in-command (PIC) shall make available within a reasonable time of being requested to do so by the competent authority, the documentation required to be carried on board.

### Reference

NCO.GEN.135 Documents, manuals and information to be carried

<https://www.easa.europa.eu/en/document-library/easy-access-rules/online-publications/easy-access-rules-air-operations?page=1&kw=NCO.GEN>