

नेपाल नागरिक उड्डयन प्राधिकरण
प्राविधिक सेवा, सिभिल इन्जिनियरिङ-इलेक्ट्रिकल इन्जिनियरिङ-मेकानिकल इन्जिनियरिङ-एभिएशन फायर सर्भिसेस
समूह, एघारौं तह, निर्देशक पद (CE-EE-ME-AFS)को खुला/आन्तरिक प्रतियोगितात्मक लिखित परीक्षाको
पाठ्यक्रम

द्वितीय पत्र : सेवा सम्बन्धी

खण्ड (क) - ६० अङ्क

1. **General**
 - 1.1 Safety Regulatory Functions of CAAN
 - 1.2 Service Providers Functions of CAAN
 - 1.3 Regulations of Aerodromes in Nepal
2. **Legislative Framework for Regulations of Aerodromes in Nepal**
 - 2.1 Airport Certification Regulations 2004
 - 2.2 Civil Aviation Requirements and Advisory Circulars related to aerodromes
 - 2.3 Aerodrome Certification Procedure Manual
 - 2.4 Aerodrome Inspector Handbook
3. **Functions and Responsibilities of Aerodrome Standards and Safety Department (ASSD)**
 - 3.1 Aerodrome Standards
 - 3.2 Aerodrome Certification
 - 3.3 Safety Audits and Inspections
 - 3.4 Aerodrome Surveillance
 - 3.5 Compliance and Enforcement
 - 3.6 Exemptions for non-compliance with aerodrome standards
 - 3.7 Notifications to Aeronautical Information Services and other Organizations
4. **Certification of Aerodromes**
 - 4.1 Qualification of Aerodrome Inspector
 - 4.2 Role of Aerodrome Inspectors
 - 4.3 Audits for Certification of Aerodromes
 - 4.3.1 Scheduling Audits/Inspections
 - 4.3.2 Notifying Audits/Inspections
 - 4.3.3 Role of Audit Team
 - 4.3.4 Preparation for Audit/Inspection
 - 4.3.5 Review of Documentation
 - 4.3.6 Preparation of Audit Checklists
 - 4.3.7 On-site Audit and Inspections
 - 4.3.7.1 Entry/Opening Meeting
 - 4.3.7.2 Audit Findings
 - 4.3.7.3 Exit/Closing Meeting
 - 4.3.8 Audit/Inspection Reports
 - 4.3.9 Corrective Action Plan
 - 4.4 Procedures for Certification of Aerodromes
 - 4.4.1 Issue/or refusal to issue an Aerodrome Certificate
 - 4.4.2 Surrender of an Aerodrome Certificate
 - 4.4.3 Transferring an Aerodrome Certificate
 - 4.4.4 Amendment to the Aerodrome Certificate
 - 4.4.5 Cancelling or Suspending an Aerodrome Certificate
 - 4.5 Surveillance of Certified Aerodromes

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5. **Aerodrome Operator and Aerodrome Manual**

- 5.1 Role of Aerodrome Operator (Certified Aerodrome Operator)
- 5.2 Role of Aerodrome Manual Controller
- 5.3 Particulars to be included in Aerodrome Manual
 - 5.3.1 General
 - 5.3.2 Aerodrome Site Details
 - 5.3.3 Aerodrome Data for Aeronautical Information Services
 - 5.3.4 Aerodrome Operating Procedures and Safety Measures
 - 5.3.5 Aerodrome Administration
- 5.4 Equipment and Devices
 - 5.4.1 Aerodrome Pavement Evaluation Devices,
 - 5.4.2 Aerodrome Pavement Friction Testing Device,
 - 5.4.3 Runway Rubber Removal Equipment
 - 5.4.4 FOD Detection and Removal Equipment
 - 5.4.5 Bird Scaring Devices
 - 5.4.6 Rescue & Fire Fighting Equipments
 - 5.4.7 Ground and Visual Aids

खण्ड (ख) - ४० अंक

6. **ICAO Universal Safety Oversight Audit Programme (USOAP)**

- 6.1 The ICAO USOAP Comprehensive System Approach (CSA)
- 6.2 The Continuous Monitoring Approach (CMA)
- 6.3 CMA Online Framework
- 6.4 USOAP CMA Activities, Phases and Timelines

7. **Aerodrome Certification, Regulatory System (DOC 9774)**

- 7.1 Aerodrome Certification: Basic principles for aerodrome certification regulations, Implementation of the regulation, Aerodrome certification model regulations
- 7.2 Certification of aerodromes (DOC 9981): Aerodrome manual (Components and subjects covered in an aerodrome manual), Initial certification Process (Technical inspections and on-site verifications), Continued aerodrome safety oversight
- 7.3 Safety assessments for aerodrome: Safety assessment process, Approval or acceptance of a safety assessment, Promulgation of safety information, Safety assessment flow chart, Safety assessment methodologies for aerodromes
- 7.4 Reporting format using standard runway condition report (RCR): Runway surface condition assessment and reporting, Aerodrome movement area maintenance, Methods of assessing runway surface condition, NOTAM/SNOWTAM, AIP & its revision process.

8. **Aerodrome Safety Management System (DOC 9859)**

- 8.1 Safety management system, Safety management applicability, Implementing safety management, Integrated risk management, Safety objectives, Safety

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- performance indicators and safety performance targets, Monitoring safety performance
- 8.2 Safety data collection, Safety analysis
- 8.3 Safety data and safety information collection, Safety data processing, Safety data and safety information management, reporting of analysis results, Safety information sharing and exchange, Data-driven decision-making
- 8.4 State safety management
- 8.5 State safety program (SSP), State safety policy, objectives and resource, State safety risk management, State safety assurance, State safety promotion, SSP implementation
- 8.6 Safety management systems
- 8.7 SMS framework: Safety policy and objectives, Safety risk management, Safety assurance, Safety promotion, Implementation planning
9. **Universal Safety Oversight Audit Programme (USOAP) Continuous Monitoring Approach (CMA)**
- 9.1 ICAO USOAP, Continuous Monitoring Approach, Programme Management, CMA Online Framework, USOAP CMA Activities, Phases and Timelines
- 9.2 Critical Elements of a State Safety Oversight System, Primary aviation legislation (CE-1), Specific operating regulations (CE-2), State system and functions (CE-3), Qualified technical personnel (CE-4), Technical guidance, tools and the provision of safety-critical information (CE-5), Licensing, certification, authorization and approval obligations (CE-6), Surveillance obligations (CE-7), Resolution of safety issues (CE-8)
10. **Conventional on International Civil Aviation-Doc (7300), ICAO Annex 14, Volume I, Airport Service Manual (Doc-9137) Part 1- Rescue and firefighting**

द्वितीय पत्रबाट निम्नानुसार प्रश्न सोधिनेछ :

द्वितीय पत्र					
विषय	खण्ड	अङ्कभार	परीक्षा प्रणाली		प्रश्न संख्या X अङ्क
सेवा सम्बन्धी	(क)	६०	विषयगत	समस्या समाधानमूलक प्रश्न	३ प्रश्न X २० अङ्क
	(ख)	४०		सैद्धान्तिक-तर्कयुक्त र विश्लेषणात्मक प्रश्न	१ प्रश्न X १५ अङ्क
				व्यावसायिक योजना/मामिला विश्लेषण सम्बन्धी प्रश्न	१ प्रश्न X २५ अङ्क
जम्मा		१००			