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11.12.2017.



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МИНИСТАРСТВО КОМУНИКАЦИЈА И ТРАНСПОРТА  
Дирекција за цивилно ваздухопловство  
БАЊА ЛУКА



|                        |                       |            |              |
|------------------------|-----------------------|------------|--------------|
| ПРИМЉЕНО 11.12.2017    |                       |            |              |
| Организациона јединица | Класификациона ознака | Редни број | Број прилога |
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## TECHNICAL COOPERATION PROGRAM

### BETWEEN

**The Direction Générale de l'Aviation Civile of France**

**and**

**The Bosnia and Herzegovina Directorate of Civil Aviation**



**TECHNICAL COOPERATION PROGRAM**

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**and**

**The Bosnia and Herzegovina Directorate of Civil Aviation**

## **Table of content**

|    | <b>ARTICLES</b>   | <b>Page</b> |
|----|---|-------------|
|    | Preamble  | 3           |
| 1. | Definitions   | 3           |
| 2. | Objectives  | 3           |
| 3. | Co-operation  | 4           |
| 4. | Confidentiality and copyright                           | 4           |
| 5. | Implementation and constitution of a Steering Committee | 5           |
| 6. | Missions and powers of the Steering Committee           | 6           |
| 7. | Amendments and solving of disputes                      | 6           |
| 8. | Applicable law  | 6           |
| 9. | Date of coming into effect - Term                       | 7           |

## **PREAMBLE**

**WHEREAS** the French Direction Générale de l'Aviation Civile, hereinafter referred to as "DGAC" on the one hand, and the Bosnia and Herzegovina Directorate of Civil Aviation, hereinafter referred to as "BHDCA" on the other hand, (both parties together being hereinafter referred to as "the Parties" and individually as "one Party"),

**RECOGNISE** that the Parties have a common interest in promoting and developing a Technical Cooperation Program (hereinafter referred to as TCP) for training and technical cooperation between them in the field of civil aviation,

**WISH** to promote, develop and reinforce administrative, technical and scientific cooperation on the basis of a mutual and reciprocal benefit, by reinforcing the close links between the two Parties in the field of civil aviation,

**MUTUALLY AND JOINTLY AGREE ON THE FOLLOWING:**

### **ARTICLE 1**

#### **Definitions**

In this TCP, unless specifically stated otherwise:

The term "**Appendix**" designates any Appendix to be added as an integral part of this TCP;

The expression "**Steering Committee**" designates the committee set up in accordance with the terms of Article 5.

### **ARTICLE 2**

#### **Objectives**

The objective of this TCP is to specify the domains and the procedures for cooperation between the Parties, and among other things, to promote the implementation of Standards and Recommended Practices of the International Civil Aviation Organization as well as European Union aviation regulation including, among other things, the following fields:

- (a) Safety procedures and processes;
- (b) Training related to pilots, maintenance, air traffic controllers, engineers, technicians, accident investigation, and airport operators;

- (c) Economic regulation related to security, safety, airports, environment, air traffic management, passengers.

## **ARTICLE 3**

### **Cooperation**

3.1 For this purpose, the Parties undertake to cooperate through the following actions:

- (a) by exchanging information concerning the various techniques used to reach the objectives;
- (b) by sending French experts or instructors to Bosnia and Herzegovina for training missions;
- (c) by receiving experts, or instructors of Bosnia and Herzegovina in France for training missions;

3.2 The specific activities to be conducted by the BHDCA and the DGAC of France under this TCP will be carried out by mutual consent. For each action, the parties (i.e. the BHDCA and the DGAC) will agree on the way to share related costs, e.g. training fees, travel costs, per diem allowances, local transportation, premises/facilities, etc.

## **ARTICLE 4**

### **Confidentiality and copyright**

4.1 All information exchanged and all techniques developed jointly as part of this TCP shall be considered as confidential information by the Parties, and shall not be disclosed to any other country without the prior written permission of the other Party.

4.2 The copyright on any documentation, software or manuals that already existed prior to the date of coming into effect of this TCP belongs to the Party that developed such documentation, software or manuals.

4.3 Unless prior written approval is obtained from the other Party, each Party shall refrain from using, copying or disclosing such documents or such information, unless strictly necessary to meet the objectives of this TCP.

4.4 Without prejudice to and without limitation of any of the above, each Party shall return all such documentation to the copyright-holding Party immediately on expiry or termination of this TCP.

## **ARTICLE 5**

### **Implementation and constitution of a Steering Committee**

5.1 The Steering Committee is made up as follows:

- (a) For France, representatives from the DGAC;
- (b) For Bosnia and Herzegovina, representatives from the BHDCA.

5.2 The delegation of each Party consists of at least two representative members, plus an alternate for each of the representatives, to be designated by the Party concerned, one of those representatives being designated by the said party as the head of delegation.

5.3 The head of delegation can add an unspecified number of advisors to his delegation.

5.4 Each Party shall, within one month after signing this TCP, designate its representatives for the Steering Committee, and also the alternates to those representatives, and shall, within the said period, communicate the names of the said representatives to the other Party. Each Party can, at any time, dismiss one of its representatives or alternates and designate another person as a representative or an alternate in place of the dismissed person, and the said dismissal shall not take effect until one month after notification of the other Party.

5.5 The Steering Committee shall, to the greatest practicable extent, use electronic means of communication. It shall meet at least once a year, alternately in France and in Bosnia and Herzegovina, unless otherwise agreed by the heads of delegations.

5.6 The meetings of the Steering Committee shall be co-chaired by the heads of both delegations.

5.7 The Party which organises the meeting on its territory is responsible for the preparatory and administrative work to organise the meeting, as also for editing and disseminating the minutes.

5.8 All the decisions of the Steering Committee are made on the basis of a consensus between the delegations. However, in the case the Steering Committee cannot reach such a consensus on a specific point, this shall be reported to the Parties by the heads of the respective delegations, for further discussion.

5.9 The Steering Committee establishes its policies and procedures for all matters concerning meetings.

5.10 As far as all the meetings of the Steering Committee are concerned, each Party is responsible for its own costs and expenses relative to the presence and participation of its

delegation, including for its advisors as designated by the heads of each of the delegations, within the limits of the available budgets of each of the Parties.

5.11 The Party that receives the Steering Committee bears the costs involved in providing appropriate facilities for the meeting, the preparation and distribution of the agenda, and the writing and dissemination of the minutes.

## **ARTICLE 6**

### **Missions and powers of the Steering Committee**

6.1 According to the respective State regulation, and the respective financial capacity of each Party the Steering Committee shall:

- (a) determine an annual cooperation programme and define the associated action plan;
- (b) define the methods of completing and following up the programme;
- (c) analyse all questions that may arise from the implementation of this TCP;
- (d) decide budget and financing plan concerning the specific actions. The decisions and the costs of each activity will be agreed upon by both Parties.

6.2 The areas of cooperation shall constitute the appendices to this TCP.

## **ARTICLE 7**

### **Amendments and solving of disputes**

7.1 This TCP and its appendices may be amended by mutual agreement between the Parties. Such amendments shall be formally established in the form of an appropriate written agreement, signed by both Parties.

7.2 Any disagreement between the Parties, concerning the interpretation or the implementation of this TCP or of its appendices, including all its amendments, shall be settled amicably by consultation between the Parties.

## **ARTICLE 8**

### **Applicable law**

For the implementation of this TCP, the Parties shall refer to the national legislation applicable in their respective State.



## ARTICLE 9

### Date of coming into effect - Term

9.1 This TCP shall come into effect on the day it has been signed by both Parties.

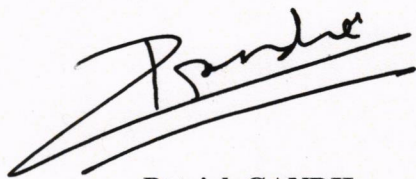
9.2 This TCP is signed for a term of four years. Each of the Parties can terminate this TCP and its appendices at any time, by formally notifying the other Party. In this case, the TCP and its appendices shall end sixty (60) days after the date of receipt of the notification.

9.3 In the case this TCP is terminated in accordance with paragraph (9.2), the Parties undertake to complete the programmes and projects that are in progress before this termination takes effect, in accordance with the terms of this TCP.

**IN WITNESS WHEREOF** the undersigned, duly authorised by their respective authorities, have signed this TCP in two original copies, in English, such copies being considered as valid and authentic.

Signed in XXX on XXXX, 2017

For and on behalf of the Direction Générale  
de l'Aviation Civile of France



**Patrick GANDIL**  
Directeur général de l'aviation civile

For and on behalf of Civil Aviation Authority  
of Bosnia and Herzegovina



**Djordje Ratkovica**  
Director General  
BHDCA





APPENDIX TO  
THE TECHNICAL COOPERATION PROGRAM



**Scope of cooperation, as of November 06, 2017**

| # | Beneficiary<br>Entities | Area | Identified need<br>(details, persons concerned, timeline, etc.) | Project or action<br>(details, timeline, funding possibility, etc.) | Priority* |
|---|-------------------------|------|---|---|-----------|
|---|-------------------------|------|---|---|-----------|

|    |     |  |   |
|----|-----|--|---|
| 1. | ATM | <p><b>1. Basic ATCO Familiarisation Training for 2 persons (NSA staff)</b></p> <p>The course objective is to enable participants to become familiar with the structure, organisation and the principle operation procedures of the operational services within the Air Navigation Services and obtain a realistic perception of the tasks and working methods of the operational personnel. This course should address the need for awareness of the functioning of operational services within air navigation and provide an insight into air traffic management.</p> <p>The proposed training should cover the following topics:</p> <ul style="list-style-type: none"> <li>Regulation of Air Navigation Services</li> <li>Rules of the Air</li> <li>Airspaces</li> <li>Infrastructure of Aerodromes</li> <li>Basics of Navigation</li> <li>Aeronautic Information Management</li> <li>Aviation Weather Services</li> <li>Systems in Air Traffic Management</li> <li>Systems on Board</li> <li>General Provision of Air Traffic Management</li> <li>Basic Procedures in Air Traffic Control</li> <li>Flight Preparation and Flight Plan</li> <li>Air Traffic Flow Management</li> <li>Aerodrome Control</li> <li>Approach/Departure Control</li> <li>Area Control, Approach</li> <li>Training and Licensing</li> </ul> <p>The training should consist of the theoretical and practical part: practical demonstration and simulation exercises on Radar and Tower-Simulator.</p> <p>(Duration: up to two weeks)</p> | 1 |
|    |     | <p><b>2. Study visit to an ACC for 1 NSA-ATS inspector</b></p> <p>2. The aim of the visit is to provide an insight into daily routine of ACC staff - how operations are performed at different working positions in ACC</p> <p>(Duration: up to 1 week)</p>  | 1 |



|    |  |        |  |   |  |
|----|--|--------|--|---|--|
|    |  |        | <b>3. Study visit to an ATCO training organisation for 1 NSA-ATS inspector</b>   | 3. The aim of the visit is to provide an opportunity for the ATS inspector to get familiarised with the process of training of ATCOs<br>(Duration : up to 1 week) | <b>2</b>                                 |
| 2. |  | SAFETY | <b>1. Exchange of SAFA inspectors for 8 inspectors</b><br><br><b>2. Use of ECCAIRS data base in-depth training for 1 person</b><br><br><b>3. Initial Accident Investigation Training for 3 persons</b> |   | <b>2</b><br><br><b>2</b><br><br><b>1</b> |

|    |               |  |   |   |
|----|---------------|--|---|---|
| 3. | AIRWORTHINESS | <p><b>1. Study visit/OJT for 2 AIR inspectors - Audit of a Part-147 Training Organisation (approved for basic training)</b></p> <p><b>2. Study visit/OJT for 3 AIR inspectors - Audit of a Part-145 Organisation (approved for A320)</b></p> <p><b>3. Study visit/OJT for 3 AIR inspectors - Audit of a Part-M Subpart G (CAMO) Organisation (approved for large aircraft - A320 or similar)</b></p> <p><b>4. Study visit/OJT for 2 AIR inspectors - Audit of a Part-M Subpart F Organisation</b></p> <p><b>5. Study visit/OJT for 3 AIR inspectors - Audit of an ACAM inspection for large airplanes (e.g. A320)</b></p> <p><b>6. Study visit/OJT for 3 AIR inspectors - Audit - Airworthiness Review of general aviation aircraft</b></p> <p><b>7. Study visit for 3 AIR inspectors - Visit to a design and production approved organisation</b></p> | <p>BHDCA Airworthiness Section is a small department with three AIR inspectors and one Registration Officer. B&amp;H civil aviation register contains fewer than 100 aircraft, of which only one – LET 410 is a large aircraft. All the other registered aircraft are used for general aviation. Due to the small number of aircraft in the Register, the AIR inspectors lack the opportunity to gain experience and improve their competence. One A 320 is soon expected to enter the B&amp;H Register for which none of the inspectors has the adequate competence and experience.</p> <p>The proposed activities would provide the inspectors with an opportunity to join the experienced DGAC experts and observe how audits are performed, what procedures are used , as well as give them the chance to exchange knowledge and gain more on-the-job experience.</p> | <p><b>3</b></p> <p><b>1</b></p> <p><b>1</b></p> <p><b>3</b></p> <p><b>2</b></p> <p><b>2</b></p> <p><b>3</b></p> |
|----|---------------|--|---|---|



|    |  |                     |  |  |                              |
|----|--|---------------------|--|--|------------------------------|
| 4. |  | SECURITY            | <b>1. Quality Control of Security Equipment Training Course for 2 AVSEC inspectors</b><br><br><b>2. Study visit/OJT for 2 AVSEC inspectors - Implementation of the Secure Supply Chain -</b><br><br><b>3. Study visit/OJT for 2 AVSEC inspectors - Oversight of ANSP - ATM Security Management System</b><br><br><b>4. Training Course or Study Visit for 2 AVSEC inspectors - Behaviour Detection Programme</b> |  | 2<br><br>2<br><br>1<br><br>3 |
|    |  | FACILITATION        | <b>1. Training Course for 3 persons - Establishment and Implementation of State Facilitation Programme</b>   |  | 1                            |
| 5. |  | AIRCRAFT OPERATIONS | <b>1. Ground Operation Auditor Course for 4 OPS inspectors</b><br><br><b>2. Study visit/OJT for 4 OPS inspectors – Declaration/Approval/Oversight of SPO and NCC/NCO (preferably state helicopters)</b><br><br><b>3. Fatigue Risk Management System Training for 4 OPS inspectors</b><br><br><b>4. Study visit/OJT for 3 persons – Oversight of DG (AGA/OPS/SEC)</b>   | 4. An integrated approach to oversight of DG from the aspect of AGA, OPS and SEC | 3<br><br>2<br><br>1<br><br>1 |

|    |  |                                  |   |  |   |
|----|--|----------------------------------|---|--|---|
| 6. |  | PERSONNEL LICENSING AND TRAINING | <p><b>1. Study visit/OJT for 4 persons - Process of initial approval/oversight of an ATO</b> (preferably CPL TR organisation)</p> <p><b>2. Study visit/OJT for 1 FCL inspector + 1 OPS inspector – Process of approval/oversight (evaluation) of a simulator operator</b> (preferably FFS class C or D):</p> <p><b>3. Study visit/OJT for 2 FCL inspectors - Standardisation/oversight of examiners for LP/ST:</b></p> <p><b>4. Training Course or Study visit/OJT for 4 persons - Compliance Monitoring System in FCL and SMS in FCL</b></p> | <p>1. The proposed activity should enable the participants to get an insight into how DGAC experts conduct initial approval/oversight of an ATO, preferably a complex organisation, such as a CPL TR organisation). The activity should focus on the following segments:</p> <p>- organisational structure, management, SMS/CMS, documentation, training programmes, contracted activities.</p> <p>2. The objective of the proposed activity is to help the participants to get a better understanding of how to determine the acceptability of a simulator for the required scope and type of training (whether the simulator configuration is compatible with the aircraft configuration)</p> <p>3. The proposed activity should focus on the following segments: assessment of competency, procedure for approval/recognition of foreign examiners (document) and the process of oversight of examiners</p> <p>4. The proposed activity should focus on the following segments: defining of KPIs, Risk Assessment, determining the probability and severity</p> | <p><b>1</b></p> <p><b>1</b></p> <p><b>3</b></p> <p><b>2</b></p> |
|    |  |                                  |   | page 6/1   |   |





## APPENDIX TO

## THE TECHNICAL COOPERATION PROGRAM



|    |                         |  |   |                 |          |
|----|-------------------------|--|---|-----------------|----------|
| 7. | AIR NAVIGATION SERVICES | <b>1. MET – training for 1 MET inspector (theoretical + OJT training+ field trip to local MET office or station)</b> | <p>1. The theoretical training in aviation meteorology should cover the following topics:</p> <ul style="list-style-type: none"><li>Aviation meteorology</li><li>Atmosphere</li><li>Atmospheric temperature and humidity</li><li>Atmospheric pressure</li><li>Pressure-wind relationships</li><li>Wind in the free atmosphere</li><li>Winds near the earth's surface</li><li>Turbulence</li><li>Vertical motion in the atmosphere</li><li>Formation of clouds and precipitation</li><li>Thunderstorms</li><li>Aircraft icing</li><li>Visibility and RVR</li><li>Volcanic ash</li><li>Air masses and fronts</li><li>Frontal depressions</li><li>Weather at fronts and at other parts of the frontal depression</li><li>Other types of pressure systems</li><li>Surface observations</li><li>Upper-air observations</li><li>Station model</li><li>General climatology</li><li>Weather in the tropics</li><li>MET service for international air navigation</li><li>Aeronautical MET reports</li><li>Prognostic charts</li><li>Aeronautical forecasts and warnings</li><li>Aircraft observations and AIREPs</li><li>Sources of MET information</li><li>MET information for ATS units and search and rescue services centres</li></ul> | <p>page 7/1</p> | <b>1</b> |
|    |                         |  |   |                 | <b>2</b> |



|  |  |  |  |  |          |
|--|--|--|--|--|----------|
|  |  |  | <b>1. Study visit /OJT for 1 auditor – Oversight of HR in ANSP</b>   | 1. (as per Commission Implementing Regulation (EU) No 1035/2011, Annex I, 5. Human Resources, 2. Organisational Structure and Management, 9. Reporting Requirements)                                       | <b>2</b> |
|  |  |  | <b>2. Study visit /OJT for 2 auditors – Oversight of QMS in ANSP</b> | 2. (as per Commission Implementing Regulation (EU) No 1035/2011, Annex I, 2. Organisational Structure and Management, 3. Safety and Quality Management, 8. Quality of Services, 9. Reporting Requirements) | <b>2</b> |
|  |  |  | <b>3. Study visit /OJT for 2 auditors – Oversight of FIN in ANSP</b> | 3. (as per Commission Implementing Regulation (EU) No 1035/2011, Annex I, 2. Organisational Structure and Management, 6. Financial Strength, 7. Liability and Insurance Cover, 9. Reporting Requirements)  | <b>2</b> |
|  |  |  | <b>4. Study visit /OJT for 2 auditors – Oversight of SMS in ANSP</b> | 4. (as per Commission Implementing Regulation (EU) No 1035/2011, Annex I, 3. Safety and Quality Management, Annex II, 3. Safety of Services)   | <b>2</b> |

|     |  |                              |  |   |   |
|-----|--|------------------------------|--|---|---|
| 8.  |  | AERODROMS AND<br>GROUND AIDS | <p><b>1. Study visit to DGAC Aerodrome Department for 3 AGA inspectors – Familiarisation with the aerodrome certification procedure</b> in accordance with EU Regulations 139/2014 and 216/ 2008:</p> <p><b>2. Study visit to DGAC for 3 AGA inspectors – Obstacle Assessment</b></p> <p><b>3. OJT for 3 AGA inspectors – Aerodrome Inspection related to DG transport</b></p> | <p>1. The proposed activity should focus on the following segments:</p> <ul style="list-style-type: none"> <li>- Initial phase: Preparation of documentation</li> <li>- Implementation phase: Assessment of Certification Basis, Assessment of Special Condition (SC), ELOS-a, DAAD, On-sight verification</li> <li>- Final phase: Issuing of certificate</li> </ul> <p>2. The focus of the proposed activity should be as follows: obstacle assessment in the narrower and wider airport zone, cooperation with local community, defining the protection zones of an airport and approval issuance procedure</p> | <p><b>1</b></p> <p><b>2</b></p> <p><b>3</b></p> |
| 9.  |  |                              |  |   |   |
| 10. |  |                              |  |   |   |
| 11. |  |                              |  |   |   |

\* High : 1, Medium : 2, Low :3