



بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ

CIVIL AVIATION DEPARTMENT

Male'
Republic of Maldives

AIR SAFETY CIRCULAR

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LOAD SHEETS

Introduction

1. The operator of a Maldivian aircraft shall not cause or permit it to be loaded for a flight for the purpose of public transport, or any load to be suspended therefrom, except under the supervision of a person whom he has caused to be furnished with written instructions as to the distribution and securing of the load so as to ensure that:-

- (1) the load may safely be carried on the flight; and

- (2) any conditions subject to which the certificate of airworthiness in force in respect of the aircraft was issued or rendered valid, being conditions relating to the loading of the aircraft, are complied with.

- 1.1 The person supervising the loading of the aircraft shall, before the commencement of any such flight, prepare and sign a load sheet in duplicate conforming to the regulation and shall (unless he is himself the pilot in command of the aircraft) submit the load sheet for examination by the pilot in command of the aircraft who shall sign his name thereon;

The foregoing requirements of this Air Safety Circular shall not apply if the load and the distributing and securing thereof upon the next intended flight are to be unchanged from the previous flight and the pilot-in-command of the aircraft makes and signs an endorsement to the effect upon the load sheet for the previous flight, indicating the date of the endorsement, the place of departure upon the next intended flight and the next intended place of destination.

- 1.2 Every load sheet shall contain the following particulars:-

- (a) the nationality mark of the aircraft to which the load sheet relates, and the registration mark assigned to that aircraft by the Director;
- (b) particulars of the flight to which the load sheet relates;

- (c) the total weight of the aircraft as loaded for that flight;
- (d) the weight of several items from which total weight of the aircraft, as so loaded, has been calculated including in particular the weight of the aircraft prepared for service and respective total weights of the crew (unless included in the weight of the aircraft prepared for service), passengers, baggage and cargo intended to be carried on the flight;
- (e) the manner in which the load is distributed and the resulting position of the center of gravity of the aircraft which may be given approximately if and to the extent that the relevant certificate of airworthiness so permits;

and shall include at the foot of the load sheet a certificate, signed by the person responsible for the loading of the aircraft, that the aircraft has been loaded in accordance with the written instructions furnished to him by the operator of the aircraft pursuant to CAR part 15.33.

2. For the purpose of calculating the total weight of the aircraft the respective total weights of the passengers and crew together with their hand baggage entered in the load sheet shall be computed from the actual weight of each person and their hand baggage and for that purpose each person and their hand baggage shall be separately weighed.

Provided that the total weights of the passengers and crew together with their hand baggage may, subject to the provisions of paragraph 4, be calculated at not less than the appropriate weights shown in Table 1 and the load sheet shall bear a notation to that effect.

**TABLE 1
AIRCRAFT CERTIFIED SEATING CAPACITY**

	01 to 20	21 to 29	30 – and above
Male passengers	96 kgs	88 kgs	84 kgs
Female passengers	78 kgs	70 kgs	84 kgs
Children aged 2 years or more but not over 12 years of age	35 kgs	35 kgs	35 kgs
Infants under 2 years of age if occupying a separate seat	10 kgs	10 kgs	10 kgs
Infants under 2 years sharing a seat with adults	00 kgs	00 kgs	00 kgs
Flight crew	85 kgs	85 kgs	85 kgs
Cabin crew	75 kgs	75 kgs	75 kgs

2.1. On Aircraft with seating capacity 1 – 29 where no hand baggage is carried or where such hand baggage is accounted for separately, 6 kg may be deducted from the weight of passengers over 12 years of age when using table 01.

2.2. Where any immersion suit is worn or carried by a passenger or crewmember, 3kg shall be added to the appropriate weight shown in table 1 in each such case.

Note: Alternatively the operator may use their own standard weight (for flight crew and cabincrew) by calculating the average weight of all crew members; provided that the actual weight of the crew are submitted to this department annually.

3. For the purpose of calculating the total weight of the aircraft the respective total weights of the hold baggage and cargo entered in the load sheet shall be computed from the actual weight of each piece of baggage, cargo or cargo container and for that purpose each piece or container shall be separately weighed:

provided that, in the case of an aircraft where the total number of passenger seats available is 21 or more, the total weights of the hold baggage may, subject to the provisions of paragraph 4, be calculated at not less than the weights shown in table 2 and the load sheet shall bear a notation to that effect.

TABLE 2

Journey made by aircraft	Hold baggage per piece
Domestic	11 kgs
International	15 kgs

4. (a) If it appears to the person supervising the loading of the aircraft that:

(i) any person and his hand baggage to be carried exceeds the weights set out in Table 1,

(ii) where paragraph 2.1 applies, any passenger to be carried exceeds the weights set out in Table 1 as adjusted in accordance with that paragraph; or

(iii) any hold baggage to be carried exceeds the weights set out in Table 2;

he shall, if considers it necessary in the interests of the safety of the aircraft, or if the Director has so directed in the particular case, require any such person and his hand baggage, passenger or hold baggage, as the case may be, to be weighed for the purpose of the entry to be made in the load sheet.

- b) If any person and his hand baggage, passenger or any hold baggage has been weighed pursuant to sub-paragraph (a), the weights entered in the load sheet shall take account of the actual weight of that person and his hand baggage, that passenger or that hold baggage, as the case may be, or of the weight determined in accordance with the respective provisos to paragraph (2) or (3), whichever weight shall be the greater.

5. Effectivity

This Air Safety Circular, OPS 24 , Issue 03 shall come into effect on 01 November 2002.



Mahmood Razee
DIRECTOR GENERAL OF CIVIL AVIATION