



Temporary Revision 2018-1 IPM Ed 10

TR.IPM.2018-1

Issue Date: 15 Oct 2018

Effective Date: 29 Oct 2018

General Overview

This Temporary Revision 2018-1 (TR) to the IOSA Program Manual (IPM) Edition 10 addresses changes and/or clarifications to the following:

- Effective 01 Jan 2019, Operators can only select an AO for renewal audits, instead of for all audits (IPM 6.2.2 (i))
- IATA can add a provisional annotation to the registry in the interest of the IOSA Program, if information becomes known which does not fall within the existing reasons for annotations (IPM 7.7.7 (iii))
- The reasons for a provisional registry annotation in Table 7.1, item 2, has been expanded to include the new sub-item (iii) in IPM 7.7.7 (Table 7.1)
- Mandatory Observation MO-9-MNT Required Aircraft Systems and Equipment is removed from the list of mandatory observation. The referenced tables are to be handled according to the procedures described in the IAH. (Table 8.1)

Effective Dates of the Revised Provisions

The effectivity of this IPM TR 2018-1 is as follows:

- Temporary Revision to IPM 6.2.2 (i) will become effective on 01 Jan 2019
- All other Temporary Revisions become effective 14 days after publication of this Temporary Revision



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Approval Page

Step	Name	Date
Reviewed by:	Serkan Simitcioglu Head, IOSA	September 2018
Recommended by:	Catalin Cotrut Director, Audit Programs	September 2018
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- 6.2.2** The following steps shall be completed by an Operator in advance when planning their Audit:
- △ (i) for Registration renewal Audits, select an Audit Organization (AO)
 - (ii) consider an optional IOSA Preparation Visit (IPV) by the AO, for assistance with Audit preparation (refer to IPM 8.2.7).
 - (iii) provide the AO with operational profile information, as requested;
 - (iv) submit the AOC and Ops Spec to the AO and evaluate and inform/discuss with the AO which aircraft and/or fleet(s) could be out of the scope of IOSA, as defined in the ISM Introduction, which aircraft and/or fleet(s) may require a request for exemption in accordance with IPM 7.1.9 and IPM 7.1.10, or a request for operational exclusion in accordance with IPM 7.1.5, IPM 7.1.6 and IPM 7.1.7.
 - (v) provide the AO with a completed ISARP/internal documentation cross-reference list and all relevant operational documents; (ref 6.1.1 iv) above), including sub references, a minimum of four (4) weeks prior to the start of the Audit;
 - (vi) ensure sufficient resources and logistical support are assigned during the Audit;
 - (vii) ensure the AO is granted access to secure areas (e.g. security pass, ramp pass);
 - (viii) liaise with the AO regarding the steps to obtain access to the audit software. The AO will then contact IATA;
 - (ix) consider scheduling an IOSA Registration Renewal Audit no less than 90 days before the Registration Expiry Date;
 - (x) ensure translators or interpreters are available if required;
 - (xi) inform relevant service providers of the upcoming IOSA Audit sufficient time in advance, to ensure the AO has access to relevant service providers during the Audit;
 - (xii) submit completed equipment lists to the AO minimum of two (2) weeks prior to the start of the Audit, as required by the AO and the IAH;
 - (xiii) for registration renewal Audits, prepare and submit the completed Conformance Report in accordance with applicable ISARPs in ISM 3.4 to the AO not later than two (2) weeks prior to the on-site Audit;
 - (xiv) inform the AO of the type of internet access that will be provided during the on-site phase of the audit in accordance with IPM 6.3.1 (v)
- 7.7.7** IATA shall make annotations to the IOSA Registry as specified in Table 7.1:
- (i) as a result of conditions and/or circumstances contained in IPM 7.5.8, IPM 7.5.13, IPM 7.7.4, IPM 7.7.5; or
 - (ii) if an IOSA Operator is involved in dispute resolution in accordance with IPM 7.8.2. and IPM 11 that could affect IOSA registration; or
 - (iii) at its own discretion, for circumstances that have been identified through other means, and which justify an annotation in the interest of the IOSA program.



Table 7.1 Registry Annotations

	...		
△ 2	Provisional Registration	“Registration is provisional until further notice”	Describes provisional registration status of the Operator as a result of circumstances identified as specified in IPM 7.7.4, 7.7.7 (iii), or if an IOSA Operator is involved in dispute resolution in accordance with IPM 11 that could affect IOSA registration. During this period, the Operator enjoys full registration status. The annotation only indicates that the registration is provisional due to circumstances pending verification.
	...		

(Note: only row 2 is changed, the remaining rows remain as published in IPM Ed 10)

Table 8.1 IOSA Mandatory Observations

⊗ Delete: **MO-9-MNT: Required Aircraft Systems / Equipment** from Table 8.1

(Note: only MO-9-MNT is removed, the remaining MOs remain as published in IPM Ed 10)