

GOVERNMENT GAZETTE

OF THE

REPUBLIC OF NAMIBIA

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No. 1666

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General Notice

MINISTRY OF WORKS, TRANSPORT AND COMMUNICATION

No. 246

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1997

PROPOSED CIVIL AVIATION REGULATIONS:

PART 138 - CERTIFICATED AIRCRAFT OPERATORS AND

OTHER FLIGHT OPERATIONS: EMERGENCY MEDICAL

SERVICE OPERATIONS

The Ministry of Works, Transport and Communication recently initiated the project to update the current Namibian aviation legislation. There are two main reasons for updating the aviation legislation, namely, the current legislation does not adequately reflect the policies of Namibia for the aviation sector and does not reflect recent developments within SADC. The project further aims to enhance the safety of civil

aviation by ensuring that the Namibian legislation complies with the minimum standards prescribed by the International Civil Aviation Organization.

Part of the short-term legislative reform involves the updating of the regulations made under the Aviation Act, 1962 (Act 74 of 1962).

Due to the nature and extensive range of subjects which need to be regulated, this part of the project will be executed in phases and regulations will be published accordingly. The proposed structure of the Civil Aviation Regulations is set out in Schedule 1.

All the definitions for the proposed civil aviation regulations will be contained and published in Part 1. The definitions for each Part will however be published with each set of proposed regulations, to facilitate the interpretation thereof. The definitions associated with the proposed regulations on emergency medical service operations are set out in Schedule 2.

The Director: Civil Aviation invites all interested parties to comment on the proposed structure of the Civil Aviation Regulations, the proposed definitions associated with the proposed regulations, as well as the proposed regulations on Emergency Medical Service Operations set out in Schedule 3. The proposed regulations represent Part 138 of the proposed structure.

The proposed regulations on Emergency Medical Service Operations make provision for certain information to be contained in a document called Document NA-CATS-OPS 138. The compilation of the document does not form part of this project, but it is envisaged as a document that will contain all the technical standards regarding emergency medical service operations.

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Government Gazette 25 August 1997

Comments or representations should be lodged in writing and should reach the Min-

istry not later than 90 days from the date of publication of this notice. Correspon-

The Director: Civil Aviation

dence should be addressed to:

Ministry of Works, Transport and Communication

Department of Transport

Private Bag 12003

WINDHOEK

Attention

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Upon expiry of the aforementioned 90 day period, all comments which have been received will be evaluated for possible incorporation into the proposed regulations on Emergency Medical Service Operations and if necessary, a workshop will be held to finalise the proposed regulations.

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SCHEDULE 2

Definitions

In these regulations, unless the context otherwise indicates -

"aerodrome" means an aerodrome as defined in the Act, and for the purposes of Part 91 includes a heliport;

"aerodrome operating minima" means the limits of usability of an aerodrome for either take-off or landing, usually expressed in terms of visibility or runway visual range, decision altitude/height or minimum descent altitude/height and cloud conditions;

"air traffic service flight plan" means specified information, relating to the intended flight of an aircraft, which is filed orally or in writing with an air traffic control unit;

"airworthy" means, when used in relation to an aircraft, that the aircraft is serviceable and meets all the requirements prescribed for the issue of a certificate of airworthiness and such other requirements as have been prescribed for the continuing validity of such a certificate;

"cabin crew member" means a flight crew member, other than a flight deck crew member, licensed in terms of these regulations;

"commercial air transport operation" means an air service as defined in the Air Services Act, 1949 (Act 51 of 1949);

"critical phases of flight" shall include all ground operations involving taxi,

take-off, climb to cruise up to 10 000 feet and approach from cruise below 10 000 feet;

"day" means the period between the end of morning civil twilight and the beginning of evening civil twilight;

"Document NA-CATS-OPS 138" means a document on the Namibian Civil Aviation Technical Standards relating to emergency medical service operations which is published by the Director in terms of the Act;

"flight visibility" means the visibility forward from the cockpit of an aircraft in flight;

"landing distance available" means the length of the runway which is declared available by the appropriate authority and suitable for the ground run of an aeroplane landing;

"night" means the period between the end of evening civil twilight and the beginning of morning civil twilight;

"operating certificate" means an operating certificate issued by the Director authorising an operator of a commercial air transport aeroplane to carry out specified air transport operations;

"operations personnel", for the purposes of Part 138, means personnel assigned to or directly involved in ground and flight emergency medical service operations;

"owner" means an owner as defined in the Act, and for the purposes of Part 91 and 138 es an operator of an aircraft engaged in non-commercial operations;

"visibility" means the ability, as determined by atmospheric conditions and expressed in units of measurement, to see and identify prominent unlighted objects by day and prominent lighted objects by night.

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SUBPART 1 GENERAL

Applicability

- **138.01.1** (1) This Part shall apply to -
 - (a) aircraft engaged in commercial and non-commercial emergency medical service operations within Namibia;
 - (b) aircraft registered in Namibia and engaged in commercial and non-commercial international emergency medical service operations;
 - (c) persons acting as flight deck crew and medical personnel of the aircraft operated in terms of this Part; and
 - (d) persons acting as operations personnel in respect of any emergency medical service operation carried out in terms of this Part.
- (2) The provisions of Part 91, Part 121, Part 127 and Part 135 shall apply *mutatis mutandis* to any aircraft operated in terms of this Part.

Requirements for commercial emergency medical service operations

138.01.2 The operator of an aircraft engaged in a commercial emergency medical service operation, shall not operate the aircraft unless such operator is the holder of a valid -

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- (a) licence issued in terms of the Air Services Act, 1949 (Act 51 of 1949); and
- (b) operating certificate issued in terms of Part 121, Part127 or Part 135, as the case may be.

SUBPART 2 OPERATING RULES

Manual of procedure

138.02.1 The owner or operator of an aircraft engaged in an emergency medical service operation shall compile a manual of procedure in accordance with the provisions of Subpart 5, for the use and guidance of flight deck crew, medical personnel and operations personnel.

Competence of personnel

138.02.2 The owner or operator of an aircraft engaged in an emergency medical service operation shall ensure that all flight deck crew, medical personnel and operations personnel are properly instructed, have demonstrated their abilities in their particular duties and are aware of their responsibilities and the relationship of such duties to the operation as a whole.

Quality assurance system

- 138.02.3 (1) The owner or operator of an aircraft engaged in an emergency medical service operation shall establish a quality assurance system for the control and supervision of the emergency medical service provided.
- (2) The quality assurance system shall be established in consultation with the body or institution designated by the Director in terms of regulation 67.00.3.

SUBPART 3 FLIGHT DECK CREW

Composition of flight deck crew

- **138.03.1** (1) If the owner or operator of an aircraft engaged in an emergency medical service operation only operates by day, such owner or operator shall assign a minimum of two pilots to each aircraft used in a particular emergency medical service operation.
- (2) If the owner or operator operates the emergency medical service operation by day and by night, such owner or operator shall assign a minimum of four pilots to each aircraft used in a particular emergency medical service operation: Provided that the owner or operator may assign less pilots than the number prescribed in this regulation -
 - (a) if the provisions of this Subpart are complied with; and
 - (b) the flight and duty scheme of the operator is complied with.

Pilot qualifications

- **138.03.2** The pilot of an aircraft engaged in an emergency medical service operation shall -
 - (a) be the holder of a -
 - (i) commercial pilot licence (aeroplane);

- (ii) airline transport pilot licence (aeroplane);
- (iii) commercial pilot licence (helicopter); or
- (iv) airline transport pilot licence (helicopter), as the case may be; and
- (b) be the holder of a valid night rating;
- (c) in the case of a helicopter engaged in an emergency medical service operation, have completed not less than
 2 000 hours flight time as pilot-in-command of a helicopter, of which not less than -
 - (i) 5 hours shall be as pilot-in-command or at the controls of the type of helicopter operated; or
 - (ii) 10 hours shall be as pilot-in-command at the controls of the helicopter, if the helicopter is the first multi-engine type helicopter to be flown by such pilot;
- (d) in the case of an aeroplane engaged in an emergency medical service operation, have completed not less than
 2 000 hours flight time as pilot-in-command of an aeroplane, of which not less than -
 - (i) 500 hours shall be as pilot-in-command of a multi-engine aeroplane;

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- (ii) 100 hours shall be night flight time; and
- (iii) 25 hours shall be as pilot-in-command of an aeroplane of the same type as the type which is used in the emergency medical services operation; and
- (e) have successfully completed the training referred to in Subpart 4.

SUBPART 4 TRAINING

General

- 138.04.1 (1) The owner or operator of an aircraft engaged in an emergency medical service operation shall establish and maintain a training programme for all flight deck crew members in his, her or its employ.
- (2) The owner or operator shall ensure that each flight deck crew member and medical personnel member receives training in accordance with this Subpart and the appropriate syllabus as prescribed in Document NA-CATS-OPS 138.
- (3) For the purposes of this Subpart, a medical personnel member shall be deemed to be in the employ of the owner or operator if the medical personnel member is assigned to flight duties by such owner or operator, irrespective of whether such medical personnel member is renumerated by such owner or operator.

Initial training of flight deck crew

138.04.2 The owner or operator of an aircraft engaged in an emergency medical service operation shall ensure that each flight deck crew member, prior to being assigned to the emergency medical service operation, successfully completes the initial training as prescribed in Document NA-CATS-OPS 138.

Recurrent training of flight deck crew

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138.04.3 (1) The owner or operator of an aircraft engaged in an emergency

medical service operation shall ensure that a recurrent training programme is included in the manual of procedure referred to in regulation 138.02.2.

- (2) All recurrent training shall be conducted by a competent person.
- (3) The owner or operator shall ensure that each flight deck crew member undergoes recurrent training as prescribed in Document NA-CATS-OPS 138.
- (4) On the successful completion of the recurrent training, the owner or operator shall issue a certificate of competency to the flight deck crew member concerned, which certificate shall be valid for a period of 12 calendar months calculated from the last day of the calendar month in which such certificate is issued.
- (5) The owner or operator shall, if the flight deck crew member concerned does not successfully complete the recurrent training, remove such flight deck crew member from flight duties until he or she is able to successfully complete such recurrent training.

Initial training of medical personnel

138.04.4 The owner or operator of an aircraft engaged in an emergency medical service operation shall ensure that a medical personnel member, prior to being assigned to the emergency medical service operation, successfully completes the initial training as prescribed in Document NA-CATS-OPS 138.

Recurrent training of medical personnel

1,38.04.5 (1) The owner or operator of an aircraft engaged in an emergency

medical service operation shall ensure that a recurrent training programme is included in the manual of procedure referred to in regulation 138.02.2.

- (2) All recurrent training shall be conducted by a competent person.
- (3) An operator shall ensure that each medical personnel member undergoes recurrent training as prescribed in Document NA-CATS-OPS 138.
- (4) On the successful completion of the recurrent training, the owner or operator shall issue a certificate of competency to the medical personnel member concerned, which certificate shall be valid for a period of 12 calendar months calculated from the last day of the calendar month in which such certificate is issued.
- (5) The owner or operator shall, if the medical personnel member concerned does not successfully complete the recurrent training, remove such medical personnel member from flight duties until he or she is able to successfully complete such recurrent training.

Training assistance to operations personnel

138.04.6 The owner or operator of an aircraft engaged in an emergency medical service operation shall provide the training assistance as prescribed in Document NA-CATS-OPS 138, in respect of all operations personnel, including law enforcement personnel, hospital staff, flight dispatchers and radio operators.

SUBPART 5 DOCUMENTATION AND RECORDS

Manual of procedure

- 138.05.1 (1) The owner or operator of an aircraft engaged in an emergency medical service operation shall compile a manual of procedure setting out the manner in which such owner or operator will operate the emergency medical service operation: Provided that if the operator is engaged in a commercial emergency medical service operation, the operations manual of the operator referred to in Part 121, 127 or 135, as the case may be, shall be deemed to be the manual of procedure for the purposes of this Part.
- (2) The owner shall, prior to commencing an emergency medical service operation, submit the manual of procedure in duplicate to the Director for approval.
- (3) If the Director is satisfied that the owner will operate the emergency medical service operation in accordance with the provisions in this Part, the Director shall certify in writing, on both copies of the manual of procedure, that such manual of procedure has been approved, and shall return one copy of such manual of procedure to the owner.
- (4) The owner shall submit an amendment to the manual of procedure in duplicate to the Director for approval.
- (5) If the Director is satisfied that the owner will comply with the provisions of this Part, the Director shall certify in writing on both copies of the amendment to the manual of procedure that such amendment has been approved, and shall return one copy of the approved amendment to the owner.

- (6) The owner shall at all times operate the emergency medical service operation in accordance with the manual of procedure or an amendment thereto.
 - (7) The owner shall -
 - (a) ensure that all operations personnel are able to understand the language used in those sections of the manual of procedure which pertain to their duties;
 - (b) ensure that every flight is conducted in accordance with the manual of procedure and that those parts of the manual which are required for the conduct of a flight, are easily accessible to the flight deck crew and medical personnel on board the aircraft;
 - (c) make the manual of procedure available for the use and guidance of operations personnel;
 - (d) provide the flight deck crew and medical personnel with their own personal copy of the sections of the manual of procedure which are relevant to the duties assigned to them;
 - (e) keep the manual of procedure up to date; and
 - (f) keep the manual of procedure in a safe place.
- (8) The structure and contents of the manual of procedure shall be as prescribed in Document NA-CATS-OPS 138.

(9) The manual of procedure shall be reviewed every six months and updated in accordance with the quality assurance system established by the owner or operator in terms of regulation 138.02.3.

Training records

- **138.05.2** (1) The owner or operator of an aircraft engaged in an emergency medical service operation shall retain records of all -
 - (a) training undertaken by the flight deck crew and medical personnel in his, her or its employ, and such records shall incorporate certificates indicating the completion of such training; and
 - (b) training assistance provided to the operations personnel referred to in regulation 138.04.6.
- (2) The owner or operator shall retain the records of each flight deck crew member, medical personnel member and operations personnel member for a period of at least 12 months from the date on which the flight deck crew member, medical personnel member or operations personnel member has left the employ of such owner or operator.
- (3) The certificate referred to in subregulation (1) shall be made available by the operator to the flight deck crew member or medical personnel member concerned on request.
- (4) All training successfully completed by a flight deck crew member or medical personnel member in terms of Subpart 4, shall be recorded by the flight deck crew member or medical personnel member in his or her logbook or

file, as the case may be.

Presumption

138.05.3 For the purposes of this Subpart, a medical personnel member shall be deemed to be in the employ of the owner or operator if the medical personnel member is assigned to flight duties by such owner or operator, irrespective of whether such medical personnel member is renumerated by such owner or operator.

SUBPART 6 INSTRUMENTS AND EQUIPMENT

General

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- **138.06.1** (1) The owner or operator of an aircraft engaged in an emergency medical service operation shall ensure that the aircraft which is to be used in the emergency medical service operation, is configured in such a way that -
 - (a) the medical personnel have access to a patient in order to begin and maintain basic and advanced life-support treatment; and
 - (b) there is access and the necessary space to ensure that the patient's airway is maintained, and that adequate ventilatory support from the secured seat-belted position of the medical personnel, is provided.
- (2) All equipment, supplies and other items in the aircraft shall be -
 - (a) properly secured; and
 - (b) so positioned that do not, or are not likely to, cause injury to any person on board the aircraft.
- (3) Medical equipment in the aircraft shall function without interfering with the avionic equipment of the aircraft and such avionic equipment shall not interfere with the functioning of the medical equipment.

- (4) If the owner or operator has to modify the aircraft in order to comply with the provisions of this Subpart, such owner or operator shall obtain prior written approval from the Director for such modification.
- (5) The design and configuration of an aircraft which is to be used in an emergency medical service operation shall not compromise patient stability or the functioning of medical equipment while loading or unloading.

Patient restraints and stretchers

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- 138.06.2 The owner or operator of an aircraft engaged in an emergency medical service operation shall not operate the aircraft unless such aircraft is equipped with -
 - (a) an approved restraining strap for each patient;
 - (b) an additional restraining device for a child or small adult who will not be adequately restrained with the restraining strap referred to in paragraph (a);
 - (c) a stretcher and mounting system which is strong enough to support a person weighing not less than 100 kilograms, and which is sufficiently rigid to withstand the forces incurred during cardiopulmonary resuscitation;
 - (d) a device to protect the pilot, aircraft controls and radios from any interference whatsoever by the patient, medical personnel or medical equipment on board the aircraft.

Incubator

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138.06.3 If an aircraft engaged in an emergency medical service operation is equipped with an incubator, the incubator shall be properly secured in position.

Oxygen and other gases

- **138.06.4** (1) If an aircraft engaged in an emergency medical service operation is equipped with gas cylinders for medical purposes, the cylinders shall -
 - (a) be carried in accordance with the provisions of Part92; and
 - (b) if the cylinders are inside the cabin, be positioned in such a way that no part of the fitment constitutes a hazard to any person inside the cabin, the pressure gauges are fitted and visible for use, and shut-off and changeover valves are readily accessible; or
 - (c) if the cylinders are positioned outside the cabin, be positioned in such a way that the in-line pressure gauges are visible for use and shut-off and change-over valves are installed inside the cabin.
- (2) All portable gas cylinders shall be properly secured during flight.
 - (3) All gas outlets shall be clearly marked for identification.
 - (4) The owner or operator shall serialise and keep a register of

all oxygen bottles used on board the aircraft.

Intravenous fluids

- **138.06.5** (1) Intravenous glass containers shall not be used in an aircraft engaged in an emergency medical service operation unless required by medical specifications.
- (2) An adequate supply of conveniently placed hangers or hooks shall be available and all such supports shall be soft, padded or flush-mounted to prevent head trauma to any person on board the aircraft in the event of a hard landing or an emergency situation.

Cardiac monitoring and defribrillating equipment

138.06.6 If an aircraft engaged in an emergency medical service operation is fitted with cardiac monitoring and defibrillating equipment, such cardiac monitoring and defibrillating equipment shall be positioned in a manner that the screen can be easily read and the machine be readily accessible in the event of a medical emergency.

Lighting and electrical equipment

- **138.06.7** (1) Adequate lighting equipment shall be provided in the patient care area.
- (2) Portable lighting equipment for use in the event of a failure of the main electrical system, shall be provided.
 - (3) The cockpit or the flight deck, as the case may be, shall be

screened from lights in the patient care area during night operations.

- (4) The electrical outlets 28v DC and 115v AC shall be provided to accommodate specialised medical equipment.
- (5) The electrical outlets referred to in subregulation (4) shall have sufficient capacity to power all medical equipment without compromising the operation of the normal aircraft equipment.

Interphone system

138.06.8 The owner or operator of an aircraft engaged in an emergency medical service operation shall not operate the aircraft unless such aircraft is equipped with an interphone system which provides a means of two-way communication between the flight deck crew members and medical personnel members and from which the pilot is able to isolate himself or herself.

Supplementary equipment

138.06.9 The owner or operator of an aircraft engaged in an emergency medical service operation shall not operate the aircraft unless such aircraft is equipped with floor sealing measures to protect such aircraft against fluid contamination.

Communication equipment

138.06.10 The owner or operator of an aircraft engaged in an emergency medical service operation shall not operate the aircraft unless such aircraft is equipped with a radio capable of communicating with the dispatching base and other emergency medical services.

SUBPART 7

FLIGHT OPERATIONS

Dispatching base

- **138.07.1** (1) The owner or operator of an aircraft engaged in an emergency medical service operation shall ensure that a competent person with a thorough understanding of aviation, air traffic service, safety and emergency procedures, navigation techniques and the influence of weather, is assigned to the dispatching base.
- (2) The owner or operator shall ensure that the dispatching base has at its disposal for immediate use, a detailed aeronautical map of the area covered by the operation, a copy of the local emergency procedures and a list of telephone numbers of all relevant contact persons.

Infection control

- **138.07.2** (1) The owner or operator of an aircraft engaged in an emergency medical service operation shall ensure that each person in his or her employ -
 - (a) is familiar with any infection control procedure which may apply in respect of the aircraft; and
 - (b) takes appropriate precautions before performing duty on or cleaning such aircraft.
- (2) Any flight deck crew member of an aircraft engaged in an emergency medical service operation shall wear gloves and take appropriate protective measures, including eye and mouth protection, when in contact with a patient on board the aircraft.

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Unprepared landing areas

- 138.07.3 (1) The pilot-in-command of a helicopter engaged in an emergency medical service operation, may land by day at any suitable and safe landing area if such landing area -
 - (a) is large enough to permit a safe approach and take-off;
 - (b) has been secured against the public prior to landing; and
 - (c) has been cleared of ground debris.
- (2) The pilot-in-command shall ensure that the power required for an approach to, landing at and take-off from an unprepared landing area with the load, is within the helicopter performance limitations specified in the aircraft flight manual referred to in regulation 91.03.2.
 - (3) The pilot-in-command shall only land on a public road if -
 - (a) no other viable alternative exists;
 - (b) all other traffic has been brought to a complete stop; and
 - (c) law enforcement personnel is on hand to secure the landing area.

Loading and unloading

- 138.07.4 The pilot-in-command of a helicopter engaged in an emergency medical service operation shall only perform the loading or unloading of a patient with the rotors turning -
 - (a) under strictly controlled circumstances;
 - (b) in times of a serious emergency; and
 - (c) if the loading or unloading of a patient is undertaken by appropriately trained personnel.

Night flying

138.07.5 The pilot-in-command of a single-engine helicopter used in an emergency medical service operation shall not undertake any emergency medical service flight by night.

High altitude flights

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138.07.6 The owner, operator or pilot-in-command of an unpressurised aircraft engaged in an emergency medical service operation shall, in consultation with the medical personnel members, determine whether altitude limitations need to be imposed on the flight deck crew members and medical personnel members on board the aircraft.

SUBPART 8 MAINTENANCE

General

- **138.08.1** (1) The owner or operator of an aircraft engaged in an emergency medical service operation shall not operate the aircraft unless such aircraft is maintained in accordance with the regulations in Part 43.
- (2) The owner or operator shall ensure that any person involved in the maintenance of the aircraft has, and any such person shall have, a thorough knowledge of the interior modifications to, and medical fitments of, such aircraft.
- (3) The maintenance of the aircraft shall be carried out in accordance with any infection control measure which may apply in respect of such aircraft.

Maintenance of medical equipment

138.08.2 The maintenance of an aircraft engaged in an emergency medical service operation, carried out in accordance with the regulations in Part 43, shall not include the maintenance of any medical equipment fitted to, or installed in, the aircraft.