BERMUDA CIVIL AVIATION AUTHORITY

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INITIAL GUIDANCE FOR NEW OPERATORS ON THE BERMUDA REGISTER

The BCAA has a 'Checklist for Registering Private Aircraft Including Airworthiness and Operational Approvals' (Form 105) which provides general guidance to new private aeroplane operators available on our website.

This document provides guidance on the Flight Operations and Crew Licensing specific items that will need specific action by you as an Operator of a Bermuda Registered Non-Commercial Complex (NCC) aircraft. The applicable Bermuda legislation is to be found in the Air Navigation (Overseas Territories) Order 2013, as amended. The Acceptable Means of Compliance for Large Complex Non-Commercial Turbo Jet Aircraft is to be found in OTAR (Overseas Territories Aviation Requirements) Parts 91 and 125. These documents may be sourced through our own Regulators, Air Safety Support International (ASSI) on their website www.airsafety.aero, in the Legislation menu.

The Flight Operations team is:

Sebastian Brisson	sbrisson@bcaa.bm	Acting Director of Operations
Jerry Higgins	jhiggins@bcaa.bm	Flight Operations Inspector
Tariq Lynch-Wade	talynchwade@bcaa.bm	Flight Operations Inspector
Roxana Correia	rfcorreia@bcaa.bm	Operations Officer/DG Inspector
Sonina Simmons-Williams	swilliams@bcaa.bm	Senior Licensing Officer
Leslie Scott	lscott@bcaa.bm	Licensing Officer
Terran Simmons-Talbot	tsimmonstalbot@bcaa.bm	Licensing Officer
Lecole Richardson	larichardson@bcaa.bm	Operations Administrator

In addition to all NCC jet aircraft, an operator of a complex turboprop aircraft with a MTOM exceeding **5,700kgs**, will need to consider the following:

Article 134 Approval:

Means of compliance details are found in Appendix A to OTAR 125 Issue 12. Generally, there are two methods of seeking compliance to OTAR 125 and gain Art 134 Approval:

- Registration through valid, industry recognised, certification (certification includes registration, membership etc.) to a business aviation standard including the EASA or UKCAA NCC Declaration process. IS-BAO registration through IBAC is the most common method.

- Alternatively, compliance may be sought through BCAA assessment and periodic auditing. This will include proving details of a fatigue management scheme, SMS for the operation and submission of an OTAR 125 compliant operations manual (Reference OTAR 125.1250) for review.

Whichever method you employ, we can put you in touch with agencies that can assist you. To gain A134 approval, your operation will be audited either by an IBAC auditor (or similar industry recognized certification) or by a Flight Operations auditor appointed by the BCAA within the first year of operation. We recognize that it takes time to complete this process, so to facilitate operations we initially grant an Exemption for a few months on the proviso that we have a commitment from you to seek compliance. Please liaise with **Tariq, Sebastian, or Roxana** for Article 134 Approval. Form 9019 is the appropriate application form for the Article 134 Approval and instructions can be found on https://airs.bcaa.bm/

Minimum Equipment List (MEL):

The aircraft will need to have a dedicated MEL, which reflects the appropriate Type Certificate with O and M procedures in accordance with OTAR 125.615. Guidance on MEL development may be found on the BCAA website via the MEL Policy and Procedures Manual under the 'Minimum Equipment List' heading. If you already have a compliant MEL, you may submit for regulatory review and approval. Please liaise with **Tariq, Sebastian or Roxana** regarding MELs.

Required Aircraft Equipment Checklist:

All aircraft operating under OTAR 125 must comply with Subpart F. All NCC operators must complete and submit to the BCAA the Required Equipment Checklist Form 9017A. Form 9017A is controlled by the Flight Operations team and will be sent out once a new operator begins the A134 approval process. Please liaise with **Tariq, Sebastian, or Roxana** to receive the checklist.

Airspace Approvals:

The comprehensive application form and instructions can be found on https://airs.bcaa.bm/. Look for **Form 9531** and be sure that all the fine print is studied and complied with. The form permits you to attach the required supporting documentary evidence, but you need a good high-speed internet connection for it to work. If you have problems attaching documents, just email them as normal attachments to **Sonina Williams** or **Leslie Scott**. Liaise with **Sonina** or **Leslie** for these approvals.

Pilot License Validations:

The flight crew will need to have their licenses/certificates validated by Bermuda. The application form and procedure describing required evidence can be found accessed through the link. Please also liaise with **Sonina and/or Leslie** for this item.

Airworthiness Considerations:

You will also need to have a CAMO under OTAR 39 approval, and this will be addressed by the Airworthiness inspector assigned to the registered aircraft. Contact airworthiness@bcaa.bm if you have not established who the PAI will be to date.

Further Information:

Pursuant to the above, any queries or concerns can be sent to any member of the Flight Operations team.

I hope that this helps in your quest to operate a Bermuda Registered Aircraft.



Digitally signed by
Sebastian Brisson
Date: 2026.11.16
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Sebastian Brisson
Acting Director of Operations