



# REVISED GUIDELINES ON CHARTER SERVICES

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## **1. OBJECTIVE**

**1.1 The main objective of the passenger charter services is to allow duly registered airlines to uplift passengers to domestic or international destinations and streamline the approval processes between the Ghana Civil Aviation Authority (GCAA) and the Ghana Tourism Authority (GTA).**

**The charter services guidelines would support scheduled air services in 3 niches as follows:**

- a. Charter services could provide flight services to destinations where scheduled airlines do not operate;
- b. Charter services provide flight services to international destinations which has limited traffic rights or serve as an alternative to support the scheduled air services when they encounter technical difficulties such as shortage of aircraft or air crew; and
- c. Charter services offer packages which are not offered by the scheduled air services.

## **2. ELIGIBILITY**

**2.1 The eligibility criteria for Air Charter Services in Ghana are:**

- 2.1.1 Duly registered airlines that possess valid Air Carrier Licence (ACL) and Air Operator Certificate (AOC) issued by the Ghana Civil Aviation Authority (GCAA) in conjunction with other authorizations and / or approvals from other Government Agencies / Authorities (e.g Air Travel Organizer Licence (ATOL) are allowed to provide air Charter services to domestic or international destinations.
- 2.1.2 Foreign Air Charter Operators that possess complete and valid approvals from the competent civil aviation authorities in their State of Registry and other similar regulatory bodies.

## **3. TERMS AND CONDITIONS**

**3.1 Charter services must not compete and operate like schedule air service as follows:**

- a. Provides a fixed or regular route schedule; and
- b. Sells air tickets without tour packages.

- 3.2 Flight services offered are only point to point basis. For example, Accra-Mongolia-Accra (international route) and Accra-Wa-Accra (domestic route).
- 3.3 Charter services must include Inclusive Tour Charter (ITC) as per ICAO's definition. The charter service shall be an all-inclusive tour package with origin and destination dates, cities, no. of seats, tour itinerary including accommodation and ground transportation, prices and charges etc.
- 3.4 Charter services may be allowed to uplift an agreed percentage of additional passengers on domestic or international routes aside those declared in the initial proposed passenger manifest.
- 3.5 The airlines must only appoint approved ground handlers.
- 3.6 The approval for Air Charter Services shall be granted for a limited period of 3 years, renewable to 5 years based on a review of the air charter operator's performance after the initial three years of their air charter services.

#### **4. PENALTY**

1. Any infringement to the terms and conditions mentioned in paragraph 3, the following sanctions may apply:
  - a. Payment of Fine; and / or
  - b. The approval given to the charter operator will be revoked; and / or
  - c. The operator will be blacklisted.

#### **5. APPLICATION**

**The justification for the Charter flight(s) shall be provided in writing. The approval of charter flights amongst other considerations shall be granted on grounds that:**

- Available scheduled services are unable or incapable of satisfying the capacity required on such routes
- That the services can be rendered more efficiently and thereby promoting consumer satisfaction.
- Need to promote tourist inflows from identified target markets.

5.1 Each application must be submitted by using the prescribed form.

5.2 The completed forms and the requisite documents must be submitted to the Director General – GCAA not later than 21 days prior to the intended flight date. Any application must be supported by the following documents:

- a. A copy of the AOC issued by GCAA;

- b. A copy of the completed passenger manifest;
  - c. A copy of the aircraft insurance in respect of all liability risks that may arise in respect of the charters and
  - d. A copy of the aircraft leasing agreement (if applicable)
- 5.3 The airline company must have Good Standing with all approving Statutory Authorities.
- 5.4 Applications will only be processed if all terms and conditions stated in paragraph 3, 4 and 5.1 is adhered by the airline.

## **6 FOREIGN CHARTERS**

6.1 Foreign operators seeking to operate air Charter services to Ghana must fulfil the requirements in the following earlier paragraphs:

1.1; 3.1; 3.2; 3.3; 3.4; 3.5; 5.0

6.2 The foreign charter operator must submit proof of all approvals from the Civil Aviation Authority in their home base/ State of Registry and other Regulatory bodies enabling them to undertake such operations.

6.3 The Agreement between the Charterer and Operating Company shall be provided.

6.4 The operating company's maintenance and operational facilities shall be inspected by GCAA.

6.5 The aircraft shall be operated under the conditions and terms of an AOC issued by the State of Registry.

6.6 An inspection(s) and other safety / technical validations processes shall be carried out by GCAA.

6.7 All the requisite approvals shall be secured from Ghana Tourism Authority.