

# BOP.ADD.435 Documents, manuals and information to be carried

*Regulation (EU) 2018/395*

1. All of the following documents, manuals and information shall be carried on each flight as originals or copies:
  1. the declaration made by the operator;
  2. information concerning search and rescue services for the area of the intended flight;
  3. the operational flight plan.
2. All of the following documents, manuals and information shall be stowed at a safe place, not on board the balloon during a flight, as originals:
  1. the documents, manuals and information referred to in point (a), when copies thereof are carried on board the balloon during a flight;
  2. the current parts of the operations manual or the standard operating procedures (SOPs) that are relevant to the duties of crew members, which shall be easily accessible to them;
  3. passenger lists, when passengers are carried;
  4. the mass documentation referred to in point (c) of point [BOP.ADD.600](#).
3. When requested by the competent authority, the pilot-in-command or the operator shall make available to that authority the original documents, manuals and information within the time period specified by the authority which shall not be less than 24 hours.

## **GM1 BOP.ADD.435(a)(2) Documents, manuals and information to be carried**

*ED Decision 2018/004/R*

### **SEARCH AND RESCUE INFORMATION**

This information is usually found in the States' aeronautical information publication.

## **GM1 BOP.ADD.435(a)(3) Documents, manuals and information to be carried**

*ED Decision 2018/004/R*

### **OPERATIONAL FLIGHT PLAN**

1. The operational flight plan used and the entries made may contain the following items:
  1. balloon registration;
  2. date of flight;
  3. name of the pilot-in-command;
  4. place of departure;
  5. time of departure;
  6. type of operation;

7. balloon type;
  8. balloon size;
  9. balloon empty mass;
  10. mass of the traffic load;
  11. mass of the fuel or ballast load;
  12. take-off mass;
  13. fuel or ballast calculation;
  14. relevant meteorological information; and
  15. special risk factors (e.g. power lines, wind turbines, airspace classification, etc.).
2. Items that are readily available in other documentation or from another acceptable source or are irrelevant to the type of operation may be omitted from the operational flight plan.

### [BOP.ADD.440 Dangerous goods](#)

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