



System Requirements Specifications (Abridged) Directorate of Aerodrome Standards

AS 10 - PROCESS OF SPECIAL APPROVALS

PROJECT NAME:	EGCA
CUSTOMER NAME:	DIRECTORATE GENERAL OF CIVIL AVIATION
LOCATION:	NEW DELHI



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ALL REVISIONS MADE TO THIS DOCUMENT ARE LISTED HERE IN SEQUENTIAL ORDER

SRS REVISION HISTORY					
VERSION NO	AUTHOR	CREATE/ EDIT DATE	REVIEWER	REVIEW DATE	DESCRIPTION
V1.0	GAURAV SAXENA	21- JAN-2016	NARAYAN EASWARAN	04.02.2016	AS 10

	Name	Designation	Date	Signature
eGCA PMU** (NISG)	Anju Kapoor	DGM Consulting		
System Integrator (HP)	Sandeep Kr. Garg	Project Manager		
Verifier (DGCA)		ASD		
Approver (DGCA)		ASD		

** HP & DGCA are the Functional SRS stakeholders who have agreed to the functionality of Service. PMU has IT domain expertise and has clean up the document, made sure that the comments given by DGCA are incorporated. This document adheres to the template.

The SRS document is acceptable, subject to the following conditions:

1. We reserve our right to make additions or suitable modifications including elaboration to the requirements as captured by HP under this document, as may be emerge during the subsequent testing phase of the application. This document may therefore be open to changes and additional requirements till the system clears the UAT successfully.
2. The acceptance of this document is only to the extent of the functional requirements which have been captured by HP, and does not cover the technical aspects of hardware/software being used by HP for implementation of these requirements.
3. The document does not cover the common features applicable across the eGCA system as may have been decided by the competent authorities. Some of such common features may be required to be customized for specific requirements of this service.
4. This document does not capture MIS reports .MIS reports can be added as per recommendations from directorate till UAT
5. This does not cover High Level Design and Low Level Design including database design, modelling, GUI design and Interface elements.

Other Observations on SRS

- 1.



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AS10	PROCESS OF SPECIAL APPROVALS
ADMINISTRATOR	DIRECTOR - AERODROME STANDARDS
APPLICANT	AERODROME OPERATORS

1. SYNOPSIS

PROCESS OF SPECIAL APPROVALS

INPUT (APPLICATION) CONTAINING DETAILS OF,
1. APPLICATION FOR SPECIAL APPROVAL

PROCESS

VERIFIED FOR CORRECTNESS OF PARTICULARS ALONG WITH ALL THE RELEVANT DOCUMENTS AND PERMIT GRANTED IF FOUND TO MEET THE REQUIREMENTS.

EXEMPTION

N/A

OUTPUT

GRANT OF SPECIAL APPROVALS

2. REFERENCE

RULE	N/A
CAR	N/A
AIC	N/A
ADVISORY CIRCULAR	N/A
PROCEDURE MANUAL	N/A



BUSINESS RULES

ID NO.	REFERENCE CAR / AIC / PR. MANUAL	III. BUSINESS RULES – DIFFERENTIATE BUSINESS RULES, PROCESS AND FEATURE	REMARKS
N/A	N/A	N/A	N/A

3. APPLICATION / DATA ELEMENTS

ID	REFEREN CE CAR / AIC / PR. MANUA L	PARTICULARS	DETAIL	REMARKS
AS10 – DE 1		APPLICATION	<p>FILE NUMBER</p> <p><u>CHECKLIST FORMAT FOR HAJ FLIGHTS BASED ON ICAO CIRCULAR NLA-305 -</u></p> <p>RUNWAY WIDTH,RUNWAY STRENGTH,TAXIWAY WIDTH ON STRAIGHT PORTION,TAXIWAY WIDTH ON CURVED PORTION,TAXIWAY SHOULDER WIDTH,RUNWAY TO PARALLEL TAXIWAY SEPARATION,PARALLEL TAXIWAY SEPARATION,TAXIWAY TO OBJECT SEPARATION,RUNWAY HOLDING POSITION,OBSTACLE FREE ZONE,RUNWAY EDGE LIGHTS,U TURNS WIDTH REQUIREMENT,FIRE CATEGORY,DISABLED AIRCRAFT REMOVAL PLAN,PARKING STAND,JET BLAST,</p> <p>UPLOAD OTHER DOCUMENTS (UPLOAD DOCUMENT, DOC NAME, DOC DESCRIPTION, DOC REFERENCE NUMBER)</p>	
AS10 – DE 2		VERIFIER	<p>ADD COMMENTS FOR INTERNAL WORKFLOW</p> <p>ACTION TAKEN</p>	
AS10 – DE 3		APPROVER	<p>ADD COMMENTS FOR INTERNAL WORKFLOW</p> <p>ACTION TAKEN,</p> <p>ATTACH DIGITAL SIGNATURE</p>	



ID	REFERENCE CAR / AIC / PR. MANUAL	PARTICULARS	DETAIL	REMARKS
			INSPECTION OFFICER ASSIGNED	
AS10 – DE 4		VERIFIER (INSPECTION OFFICER)	DATE OF INSPECTION ATTACH INSPECTION REPORT ACTION TAKEN	
AS10 – DE 5		EXEMPTION (IF REQUIRED)	ADD COMMENTS FOR INTERNAL WORKFLOW ACTION TAKEN	
AS10 – DE 6		CLARIFICATION	ADD COMMENTS FOR INTERNAL WORKFLOW ACTION TAKEN	
AS10 – DE 7		APPROVER	ADD COMMENTS FOR INTERNAL WORKFLOW ACTION TAKEN ATTACH DIGITAL SIGNATURE	

4. PROCESS

PROCESS	<ol style="list-style-type: none"> 1. THE APPLICATION WHEN SUBMITTED WOULD ACKNOWLEDGE THE RECEIPT WITH A SYSTEM GENERATED ACKNOWLEDGEMENT NUMBER WHICH WOULD FORM THE BASIS OF REFERENCE OR TRACKING. 2. THE APPLICATION WILL LAND IN GENERAL INBOX, VERIFIER INBOX AND APPROVER INBOX. 3. SELECTION OF VERIFIER WOULD BE GUIDED BY THE WORKLOAD OF THE INDIVIDUALS WITHIN THE VERIFIER GROUP. 4. PROVISION WOULD BE MADE FOR THE APPROVER TO REASSIGN THE WORK TO ANOTHER VERIFIER OR PROCESS THE APPLICATION HIMSELF. 5. WHERE REQUIRED THE APPROVER WOULD REFER THE APPLICATION FOR EXEMPTION TO COMPETENT AUTHORITY. 6. THE DISCREPANCIES NOTED IN THE APPLICATION OR THE ATTACHMENT WOULD BE REFLECTED AS A REMARK AGAINST EACH ITEM AND A SYSTEM GENERATED DISCREPANCY REPORT WOULD BE PROVIDED TO THE APPLICANT AT THE END OF THE SCRUTINY VIA E-MAIL WITH A SMS REGARDING APPLICATION STATUS. 7. APPLICATION STATUS WOULD BE INDICATED AS REJECTED/ IN PROCESS/ PENDING/ DELIVERED
VERIFIER	VERIFY CORRECTNESS OF THE FURNISHED INFORMATION OR SEND DISCREPANCY REPORT

DGCA



APPROVER	PERFORM CHECKS AS REQUIRED, APPROVE AND ISSUE APPROVAL OR SEND DISCREPANCY REPORT TO APPLICANT AND VERIFIER OR FORWARD FOR EXEMPTION OR ISSUE PERMIT
EXEMPTION	APPROVER TO RECOMMEND THE APPLICATION TO EXEMPTING AUTHORITY FOR GRANT OF EXEMPTION
RETURN AFTER EXEMPTION	DESIGNATED AUTHORITY GRANT / RETURN THE REQUEST TO APPROVER
PERMIT ISSUE	GRANT SPECIAL APPROVAL



5. INTERDEPENDENCIES

SERVICE	INFORMATION RECEIVED FROM OTHER DIRECTORATE(S) / EXTERNAL STAKEHOLDER(S)		
	INFORMATION RECEIVED/SENT	EXTERNAL STAKEHOLDER(S)	INTERNAL STAKEHOLDER
AS10 - PROCESS OF SPECIAL APPROVALS	N/A	N/A	
	N/A	N/A	



6. OUTPUT

APPROVAL	Approval Letter by DGCA as per AD 1 of CIRCULAR 2012 It has no specific format or Output.
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7. SPECIFIC SOFTWARE FEATURES

FEATURE ID	VII. SPECIFIC SOFTWARE FEATURES – DIFFERENTIATE BUSINESS RULES, PROCESS AND FEATURE	CROSS REFERENCE SECTION (IF ANY)
AS10 / SF1	INAPPROPRIATELY FILLED FIELDS TO PROVIDE POP UP IMMEDIATELY, PROVIDING HYPERLINK TO USER GUIDE IF SELECTED NOT AFTER REACHING THE END OF THE PAGE.	
AS10 / SF2	WORKING DAY TO BE CALCULATED AS MONDAY – FRIDAY	
AS10 / SF3	DATA FIELD WILL VALIDATE OR AUTO POPULATED FORM MASTER DATABASE.	



8. GENERAL COMMENTS

COMMENT ID	GENERAL COMMENTS
GC 1	
GC 2	



9. APPENDIX

9.1. IMPORTANT CHECKLIST DOCUMENTS

1.	N/A	N/A	N/A	N/A	N/A
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