


OPERATIONS ADVISORY NOTICE (OAN)		 Transport Malta Civil Aviation Directorate Flight Operations Inspectorate Transport Malta Centre Triq Pantar Lija LJA 2021 Malta
OAN Number: 11/20	Issue Date: 30 September 2020	
Subject: PROCEDURES RELATED TO CHANGE OF NAME		

1.0 INTRODUCTION

The objective of this notice is to guide all operators seeking to submit a change in name in accordance with ORO.GEN.130.

2.0 IMPACTS OF CHANGE

Operators seeking a change of name, shall give appropriate notice to the TM-CAD of its intention to perform such change. Although the minimum application time frames are 30 days, such change may require a longer time frame due to other legal requirements by different authorities.

3.0 REQUIRED DOCUMENTS

Operators are required to submit the following documents when applying for a change in name;

- AOC application (Form 0068) including a covering letter highlighting the new company details.
- Revised operations manual suite together with Form 0091. The new OM suite shall be accompanied by a declaration that the only changes made to the operations manual suite are that of the name of the company.—Compliance statements previously submitted, must be re-submitted with a change of name.
- This application may affect other approvals (AOL, Part-M/CAMO, ATO), thus coordination with other units is also required.
- This change will necessitate a change in the registered and approved ICAO details (3-letter code, R/T call sign). This is performed through an online application on <https://store.icao.int/en/3ld-modify-designator>.

- The operator is required to register the new name with the Malta Financial Services Authority and/or company registrar. A copy of the certificate of registration bearing the new name should be provided. ***NOTE – if the company registration number is changed, the application should be deemed as a new licence application. This could have a significant impact on the application and continued operation of the AOC and AOL.***

Flight Operations Inspectorate