



## Circular Técnica

### CT-330-02

**SUBJECT: ISSUE OF A CERTIFICATE OF AIRWORTHINESS**

**DATE: 15/01/2026**

**1. PURPOSE**

This Technical Circular (TC) is issued to provide information and guidance to operators on how to apply for issue of a Certificate of Airworthiness in accordance with the requirements of the Civil Aviation Regulations.

**2. APPLICABILITY**

This Technical Circular (CT) is applicable to all owners/operators of aircraft registered in Sao Tome and Principe.

**3. BACKGROUND**

Civil Aviation Regulations RACSTP 21 - Airworthiness of Aircraft requires that a person shall not fly an aircraft unless there is in force a Certificate of Airworthiness issued by the aircraft state of registry.

**4. DESCRIPTION: GUIDANCE AND PROCEDURES**

**4.1 GENERAL INFORMATION**

A. The certificates of airworthiness issued under the Civil Aviation (Airworthiness) Regulations are classified as:

- (1) Standard Certificate of Airworthiness (C of A);
- (2) Special Airworthiness Certificate;

**4.2 PRE-REQUISITE TO QUALIFY FOR C OF A ISSUE**

- A. Aircraft should be on the Sao Tome and Principe civil aircraft register.
- B. Aircraft must be of a type certificate acceptable to the Authority – RACSTP Part 21 (Airworthiness) of Sao Tome and Principe Civil Aviation Regulations.

**4.3 AIRCRAFT TYPE CERTIFICATE COMPLIANCE REQUIREMENTS**

- A. The Authority may accept an aircraft type certificate or equivalent document issued by a contracting State of design in respect of an aircraft or component provided that:
- B. The type certificate or equivalent document was issued on or based on an airworthiness code

recognized by the authority.

- C. The design, materials, construction, equipment, evaluation against a recognized airworthiness code has been carried out by the authority and has been found to:
  - (1) meet the required standards of the recognized airworthiness code; or
  - (2) have complied with any recommendations required by the Authority.
- D. The recognized airworthiness code – Means standards relating to the design, materials, construction, equipment, performance and maintenance planning of aircraft or aircraft components issued by the State of Design that are acceptable to the Authority.
- E. To enable effective aircraft safety oversight the Authority requires:
  - (1) Aircraft technical documents and literature (e.g. flight manual, maintenance manuals etc) published in English;
  - (2) Provision to timely mail to the authority and the operator the current amendments of all relevant aircraft technical and operation literature;
  - (3) The aircraft equipment, instruments indication markings and placards to be in Portuguese and English numerals; and
  - (4) The aircraft type design to incorporate the minimum recommended emergency features (e.g. emergency windows), and emergency equipment with clear operating instructions in Portuguese and English (Refer to RACSTP Part 7).
  - (5) An aircraft that does not satisfy the Type Certificate requirements is classified noncompliant and therefore cannot be issued with a Sao Tome and Principe Certificate of Airworthiness.

**Note:** See the Technical Instruction IT-300-14 for more information on Type Acceptance Certificate

#### 4.4 APPLICATION FOR A CERTIFICATE OF AIRWORTHINESS

- A. The owner of an aircraft registered in Sao Tome and Principe or agent of the owner may apply to the Authority for issue of a certificate of airworthiness for that aircraft, for that an application should be completed and submitted to the INAC. the application for a certificate of airworthiness shall be made on INAC Form 330-06.  
Prior to submitting an application to the INAC, the applicant should demonstrate that the aircraft is registered in the State or is in the process of being registered.
- B. In addition to the application form, the applicant is required to submit to the Authority the following documents(dated and certified) for the pre-issue evaluation:
  - (1) INAC form 330-10 Aircraft Importation and Certification
  - (2) All the documentation required on the forms F-330-06
  - (3) Statement of Compliance for RACSTP Part 21
  - (4) Export C of A (if available)

- (5) Mass and balance report;
  - (6) A copy of the minimum equipment list (MEL) and the current master minimum equipment list (MMEL) as applicable;
  - (7) The aircraft flight manual (AFM). This is to determine if the AFM is compatible with the aircraft configuration.
  - (8) The fee provided for by law
- C. The Authority shall carry out an in depth document evaluation to verify that they are authentic, relate to the aircraft, genuine, and are valid as applicable.

#### **4.5 OTHER DOCUMENTS THAT ARE REQUIRED:**

- A. A copy of the Type (acceptance) Certificate and or the Type Certificate data sheets or acceptable equivalent documents;
- B. A copy each of the manufacturer's maintenance, overhaul, wiring, repair manuals and illustrated parts catalogues;
- C. A complete set of all manufacturer's service bulletins or equivalent documents issued in respect of the aircraft;
- D. A complete set of wiring diagrams covering all electrical and radio installations;
- E. Maintenance programme, together with any bridging results from the previous programme. The applicant should also furnish, where applicable, the maintenance review board report for the aircraft type, or the manufacturer's current maintenance planning data.;
- F. Status of all maintenance tasks contained in the maintenance programme, including: airworthiness limitations, certification maintenance requirements (CMRs) and scheduled checks;
- G. Details and certification of any major modifications or major repairs incorporated since the first C of A was issued. Particular attention should be given to any supplemental inspection described in the approval documents, for the performance of the inspection and the inclusion in the maintenance programme.
- H. Status of compliance with MCAI mandated by the State of Registry.
- I. Details of equipment installations intended for particular operational roles, if applicable, e.g. towing, agricultural spraying and provision for the carriage of any external loads.
- J. Log-Books for the aircraft, engines, and propellers that document the history of the aircraft, as well as maintenance records and the technical-log as are applicable for the relevant aircraft.
- K. Records that demonstrate the origin of parts and components that were installed new or repaired on the aircraft.
- L. Records of all maintenance performed at time of the C of A application process;
- M. Records of previous maintenance repairs and modifications. This is to determine if such tasks have modified airworthiness limitations or may necessitate additional checks to be included in the maintenance programme in addition to those from the manufacturer

#### 4.6 COFA FLIGHT TEST REQUIREMENTS

- A. The airworthiness flight tests must be carried out by pilots and crew approved for the purpose and in accordance with a flight test schedule acceptable to the Authority.
- B. Except where the Authority requires additional crew to be carried for a particular airworthiness flight test, the number of persons conducting the test should be confined to the crew specified in the Flight manual.

#### 4.7 AIRCRAFT INSPECTION FOR COFA ISSUE

- A. After successful documents evaluation it is required to facilitate and to make arrangements for the Authority inspectors to carry out the aircraft inspection for C of A issuance.
- B. The aircraft should be located and available, at a time and place acceptable to the Authority, for such checks and inspections required by the Authority;
- C. Such checks and inspections will include physical components installation verification, emergency equipment (location, validity, ease of access and legibility of operating instructions), compliance with the markings and placards requirements and the general aircraft condition.
- D. It will also be required to present for inspection the aircraft Flight Manual, Minimum Equipment List, the aircraft technical records and the Log-Books as applicable.
- E. It is required to present at this inspection all the aircraft current and past technical records to verify its operational and maintenance life history.

*Note: It is required to rectify all outstanding defects, comply with all due mandatory inspections, modifications and replacement requirements at the C of A issue.*

#### 4.8 ISSUE OF A CERTIFICATE OF AIRWORTHINESS

When the Authority is satisfied that all the applicable regulatory requirements have been complied with and the required issue fee has been paid, the Certificate of Airworthiness will be issued.

#### 4.9 VALIDATION OF A CERTIFICATE OF AIRWORTHINESS

- A. When an aircraft imported for registration in Sao Tome and Principe has a Certificate of Airworthiness issued by another Contracting State, the INAC may, as an alternative to issuance of its own Certificate of Airworthiness, establish validity by suitable authorisation to be carried with the former Certificate of Airworthiness accepting it as the equivalent of a Certificate of Airworthiness issued by the Authority.
- B. This authorization may be issued after the Authority ensures that the certificate was issued in compliance with all aspects of the Chicago Convention and the provisions of the applicable ICAO Annexes.
- C. The validity of the authorization shall not extend beyond the period of validity of the Certificate of Airworthiness or twelve months, whichever is less.

#### 4.10 PERIOD OF VALIDITY OF A CERTIFICATE OF AIRWORTHINESS

- A. A certificate of airworthiness validity is normally twelve months. However, a shorter period may be specified by the Authority.
- B. A certificate of airworthiness shall cease to be in force at the expiry date as indicated there on and/or when:
- C. The aircraft or such of its equipment as is necessary for the airworthiness of the aircraft is maintained, overhauled, repaired or modified or if any part of the aircraft or such equipment is removed or if any part of the aircraft is replaced, otherwise than in a manner and with material of type approved by the Authority.
- D. The aircraft or any of its equipment is not maintained as required by the continuous airworthiness maintenance programme approved by the Authority.
- E. An inspection or modification classified as mandatory by Authority, state of design/manufacture applicable to the aircraft or of any such equipment has not, been completed as required.
- F. The aircraft or any such equipment as required for safe operation has sustained damage.

*Note: The Authority can amend, extend, suspend, revoke or terminate the CoFA.*

#### 4.11 OTHER GENERAL REQUIREMENTS AT THE ISSUE OF A COFA

- A. **Revision of Manuals** – The applicant is required to make the necessary arrangements with aircraft and engine manufacturers to send amendments and revisions that may be issued from time to time to the Authority to update the manuals and service information submitted.
- B. **Training Requirements** – For a new aircraft type on the Sao Tome and Principe Aircraft Civil Register, the operator shall be required to provide training to Authority's inspectors on the type.
- C. The number of inspectors to be trained will depend on the size and complexity of the aircraft. This will include Airworthiness (mechanical and avionics) and Flight Operations inspectors.
- D. For a series type of an aircraft, a refresher or difference course may be required to keep abreast to the technological advancement or differences.

|                                                               |                                                                                                                              |
|---------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------|
| Aprovado pelo Presidente do Conselho de Administração do INAC |                                                                                                                              |
| Data:<br><u>04 / 02 / 26</u>                                  | <br>António dos Santos Lima<br>(Jurista) |



## Appendix

### Issuance of CoA – checklist for technical file

*This includes all the documentation required for the certification of the aircraft.*

| Title                              | Subject                                                                                                                                                                                                                                                                         |                          |
|------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|
| <b>1. Officials demands</b>        | 1.1 Appraisal request and proof of payment.                                                                                                                                                                                                                                     | <input type="checkbox"/> |
|                                    | 1.2 Proof of ownership (bill of sale/lease agreement)                                                                                                                                                                                                                           | <input type="checkbox"/> |
| <b>2. Certification Documents</b>  | 2.1 Type Certificate and Type Certificate Data Sheet - Airframe / Engines / Propellers. (Last revision and in accordance with the Type Certificate).                                                                                                                            | <input type="checkbox"/> |
|                                    | 2.2 Statement of conformity with type design.                                                                                                                                                                                                                                   | <input type="checkbox"/> |
| <b>3. Certificates</b>             | 3.1 Export Certificate issued by the manufacturer country (new aircraft) specifying the conformity with approved type design. Or Export Certificate issued by the exporting country (used aircraft) reflecting the airworthiness status of the aircraft at the time of transfer | <input type="checkbox"/> |
|                                    | 3.2 Copy of the last Certificate of Airworthiness                                                                                                                                                                                                                               | <input type="checkbox"/> |
|                                    | 3.3 Noise Certificate issued by AAC.                                                                                                                                                                                                                                            | <input type="checkbox"/> |
|                                    | 3.4 Aircraft Radio Licence                                                                                                                                                                                                                                                      | <input type="checkbox"/> |
|                                    | 3.5 Registration Certificate issued by AAC (Registration marks and Fireproof plate).                                                                                                                                                                                            | <input type="checkbox"/> |
|                                    | 3.6 Certification Statement for the aircraft concerning Special Operations (RVSM, ETOPS, BRNAV, MNPS, AWOPS).                                                                                                                                                                   | <input type="checkbox"/> |
|                                    | 3.7 Proof of the conformity of the cabin interior equipment to the fire resistance criteria.                                                                                                                                                                                    | <input type="checkbox"/> |
|                                    | 3.8 Code S and SELCAL code.                                                                                                                                                                                                                                                     | <input type="checkbox"/> |
|                                    | 3.9 Insurance Certificate                                                                                                                                                                                                                                                       | <input type="checkbox"/> |
| <b>4. Aircraft</b>                 | 4.1 Flight hours and flight cycles situation for airframe, engines, APU and landing gears.                                                                                                                                                                                      | <input type="checkbox"/> |
|                                    | 4.2 Statement clarifying that the aircraft is entirely covered by the approved Maintenance Program. (CAMP, MCM...).                                                                                                                                                             | <input type="checkbox"/> |
|                                    | 4.3 Copy of the work package and CRS concerning the maintenance and modifications applied during the delivery process.                                                                                                                                                          | <input type="checkbox"/> |
|                                    | 4.4 Investigation concerning differences between the former maintenance program and the applicant's program. (Bridging check).                                                                                                                                                  | <input type="checkbox"/> |
|                                    | 4.5 Maintenance history (checks history,....)                                                                                                                                                                                                                                   | <input type="checkbox"/> |
|                                    | 4.6 LLP, Hard Time Status and Component Overhaul .                                                                                                                                                                                                                              | <input type="checkbox"/> |
|                                    | 4.7 Follow-up CPCP, SSI, Aging program, ALS.                                                                                                                                                                                                                                    | <input type="checkbox"/> |
|                                    | 4.8 Weight & Balance report.                                                                                                                                                                                                                                                    | <input type="checkbox"/> |
|                                    | 4.9 Cabin and Emergency lay-outs approved.                                                                                                                                                                                                                                      | <input type="checkbox"/> |
|                                    | 4.10 Pitot-static leak Test Protocol                                                                                                                                                                                                                                            | <input type="checkbox"/> |
|                                    | 4.11 Compass Compensation Protocol                                                                                                                                                                                                                                              | <input type="checkbox"/> |
| <b>5. Historic</b>                 | 5.1 History of preceding operators.                                                                                                                                                                                                                                             | <input type="checkbox"/> |
|                                    | 5.2 Complete STCs list applied with the necessary supplements and manuals (supplement AFM / AOM, SRM, MS,...).                                                                                                                                                                  | <input type="checkbox"/> |
|                                    | 5.3 Complete modifications list (except STCs) applied with the necessary supplements and manuals.                                                                                                                                                                               | <input type="checkbox"/> |
|                                    | 5.4 Complete repairs list.                                                                                                                                                                                                                                                      | <input type="checkbox"/> |
|                                    | 5.5 Dent & Buckle chart                                                                                                                                                                                                                                                         | <input type="checkbox"/> |
|                                    | 5.6 Aircraft / Engine / Propeller / Parts and Appliances Records                                                                                                                                                                                                                | <input type="checkbox"/> |
|                                    | 5.7 Accident – incident statement since aircraft manufacture date.                                                                                                                                                                                                              | <input type="checkbox"/> |
|                                    | 5.8 List of the existing concessions/ Deviations                                                                                                                                                                                                                                | <input type="checkbox"/> |
|                                    | 5.9 List of the existing defects / open items.                                                                                                                                                                                                                                  | <input type="checkbox"/> |
|                                    | 5.10 Copy of the preceding flights test if necessary.                                                                                                                                                                                                                           | <input type="checkbox"/> |
|                                    | 5.11 Copy of Technical Log final certification - received                                                                                                                                                                                                                       | <input type="checkbox"/> |
| <b>6. Landing Gears Situation.</b> | 6.1 Hours, Cycles and calendar times of landing gears.                                                                                                                                                                                                                          | <input type="checkbox"/> |
|                                    | 6.2 Overhauls history.                                                                                                                                                                                                                                                          | <input type="checkbox"/> |
|                                    | 6.3 Last EASA Form One or equivalent.                                                                                                                                                                                                                                           | <input type="checkbox"/> |
|                                    | 6.4 LLP Status                                                                                                                                                                                                                                                                  | <input type="checkbox"/> |
| <b>7. Engines.</b>                 | 7.1 Engine Maintenance Program (on-wing and off-wing).                                                                                                                                                                                                                          | <input type="checkbox"/> |
|                                    | 7.2 Maintenance history (overhaul, repairs,...).                                                                                                                                                                                                                                | <input type="checkbox"/> |
|                                    | 7.3 Modules situation.                                                                                                                                                                                                                                                          | <input type="checkbox"/> |
|                                    | 7.4 LLP status.                                                                                                                                                                                                                                                                 | <input type="checkbox"/> |
|                                    | 7.5 EASA Form One, FAA Form 8130-3 or equivalent, logbook.                                                                                                                                                                                                                      | <input type="checkbox"/> |
|                                    | 7.6 Last Boroscopic inspection with results.                                                                                                                                                                                                                                    | <input type="checkbox"/> |
| <b>8. APU</b>                      | 8.1 LLP status.                                                                                                                                                                                                                                                                 | <input type="checkbox"/> |
|                                    | 8.2 Maintenance history (overhaul, repairs,...).                                                                                                                                                                                                                                | <input type="checkbox"/> |
|                                    | 8.3 EASA Form One, FAA Form 8130-3 or equivalent, logbook.                                                                                                                                                                                                                      | <input type="checkbox"/> |

|                                        |                                                                                                                                                                                                    |                          |
|----------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|
| <b>9. Propeller</b>                    | 9.1 Propeller Maintenance Program (on-wing and off-wing).                                                                                                                                          | <input type="checkbox"/> |
|                                        | 9.2 Maintenance history (overhaul, repairs,...).                                                                                                                                                   | <input type="checkbox"/> |
|                                        | 9.3 EASA Form One, FAA Form 8130-3 or equivalent, logbook.                                                                                                                                         | <input type="checkbox"/> |
| <b>10. ADs</b>                         | <del>10.1 ADs Situation for the airframe, engines, APU and appliances.</del>                                                                                                                       | <input type="checkbox"/> |
| <b>11. SBs/SIs</b>                     | <del>11.1 SBs Status for the airframe, engines, APU and appliances with, in annex, the details concerning the particular follow-up (repetitive inspection,...).</del>                              | <input type="checkbox"/> |
| <b>12. NAV-COM</b>                     | 12.1 List of installed COMM-NAV equipment                                                                                                                                                          | <input type="checkbox"/> |
|                                        | 12.2 Situation with the regulation. (Number of channels, separation 8.33Khz, RVSM, RNAV, TCAS).                                                                                                    | <input type="checkbox"/> |
| <b>13. Equipments, Parts and tools</b> | 13.1 Instruments List with the status in accordance with the RACSTP                                                                                                                                | <input type="checkbox"/> |
|                                        | 13.2 Latest DFDR Read out with the conformity of the recorded parameters.                                                                                                                          | <input type="checkbox"/> |
| <b>14. Special Operations</b>          | 14.1 Statement confirming the maintenance of the aircraft in accordance with the standards for Special Operations (RVSM, ETOPS, BRNAV, MNPS, AWOPS).                                               | <input type="checkbox"/> |
|                                        | 14.2 Procedures for Maintenance. or Approved ETOPS Manual                                                                                                                                          |                          |
|                                        | 14.3 CMP at the latest revision and Manufacturer ETOPS guide ( for ETOPS )                                                                                                                         |                          |
| <b>15. Technical Documentation</b>     | 15.1 Manufacturer Flight Manual (AFM) approved by the appropriate Authority and in conformity with the technical situation of the aircraft (supplements STC, ADs / AMOCS,...)                      | <input type="checkbox"/> |
|                                        | 15.2 MEL approved by AAC.                                                                                                                                                                          | <input type="checkbox"/> |
|                                        | 15.3 Technical documentation for airframe, engines, propellers : MPD, MRB, AMM, FIM, SRM, WBM, MMEL, CDL, IPC, SB, SL, Work scope planning guide, overhaul manual (as applicable)                  | <input type="checkbox"/> |
|                                        | 15.4 Letter from the applicant confirming the follow-up for the up- dates of the technical documentation (e.g AFM, AOM, MMELMPD, MRB, AMM, FIM, SRM, SB, SL,...) for aircraft, engines, propellers | <input type="checkbox"/> |
|                                        | 15.5 Specific Documentation (STC, ETOPS,).                                                                                                                                                         | <input type="checkbox"/> |
|                                        | 15.6 Electrical load analysis report                                                                                                                                                               | <input type="checkbox"/> |
| <b>16. Acceptance Flight.</b>          | 16.1 Program proposed by the applicant for acceptance flight                                                                                                                                       | <input type="checkbox"/> |
|                                        | 16.2 Flight Test report                                                                                                                                                                            | <input type="checkbox"/> |
| <b>17. Other</b>                       | 17.1 Statement of compliance with RACSTP parte 7                                                                                                                                                   | <input type="checkbox"/> |
|                                        | 17.2 Confirmation of 406 MHz ELT registration                                                                                                                                                      | <input type="checkbox"/> |
|                                        | 17.3 Pitot-static leak Test Protocol                                                                                                                                                               | <input type="checkbox"/> |
|                                        | 17.4 Compass Compensation Protocol                                                                                                                                                                 | <input type="checkbox"/> |
|                                        | 17.5 COMM/NAV Check Protocol, including SSR Transponder Check                                                                                                                                      | <input type="checkbox"/> |
|                                        | 17.6 Confirmation of assigned Mode S address                                                                                                                                                       | <input type="checkbox"/> |
|                                        | 17.7 Confirmation of assigned SelCal code                                                                                                                                                          | <input type="checkbox"/> |
|                                        | 17.8 Software Criticality List                                                                                                                                                                     | <input type="checkbox"/> |
|                                        | 17.9 Document of Environmental Protection requirements fulfilment                                                                                                                                  | <input type="checkbox"/> |

Original documentation, including revision service, must be provided to the CAA of Sao Tome and Principe for the first of the imported aircraft type/variant.

| Title                              | Subject                                                                                                                                                                     |                          |
|------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|
| <b>18. Officials demands</b>       | 18.1 Appraisal Request and proof of payment.                                                                                                                                | <input type="checkbox"/> |
|                                    | 18.2 Identification of the maintenance organizations (Line and Base maintenance).                                                                                           | <input type="checkbox"/> |
|                                    | 18.3 Copy of the maintenance contracts (airframe, engines, and components) or the copy of the amendments to the existing contracts.                                         | <input type="checkbox"/> |
|                                    | 18.4 Demand concerning special operations (AWOPS, ETOPS, RVSM, BRNAV, MNPS).                                                                                                | <input type="checkbox"/> |
|                                    | 18.5 Statement concerning passenger on board for freighter aircraft.                                                                                                        | <input type="checkbox"/> |
|                                    | 18.6 Statement concerning the missing documents.                                                                                                                            | <input type="checkbox"/> |
|                                    | 18.7 Statement for the aircraft records preservation by the operator or by a specific contract.                                                                             | <input type="checkbox"/> |
|                                    | 18.8 Adaptation of the MCM manual.                                                                                                                                          | <input type="checkbox"/> |
|                                    | 18.9 Proof of Ownership (Bill of Sale/Lease Agreement)                                                                                                                      | <input type="checkbox"/> |
| <b>19. Certification Documents</b> | 19.1 Type Certificate and Type Certificate Data Sheet - Airframe / Engines / Propellers. (Last revision and in accordance with the Type Certificate).                       | <input type="checkbox"/> |
|                                    | 19.2 Statement of conformity. Date of issuance < 60 days.                                                                                                                   | <input type="checkbox"/> |
| <b>20. Certificates</b>            | First Export Certificate issued by the manufacturer country (used aircraft).                                                                                                | <input type="checkbox"/> |
|                                    | Export Certificate issued by the manufacturer country (new aircraft) specifying the conformity with approved type design. Date of issuance < 60 days.                       | <input type="checkbox"/> |
|                                    | Export Certificate issued by the exporting country (used aircraft) reflecting the airworthiness status of the aircraft at the time of transfer. Date of issuance < 60 days. | <input type="checkbox"/> |
|                                    | Copy of the last Certificate of Airworthiness                                                                                                                               | <input type="checkbox"/> |
|                                    | Noise Certificate issued by INAC.                                                                                                                                           | <input type="checkbox"/> |
|                                    | Aircraft Radio License                                                                                                                                                      | <input type="checkbox"/> |
|                                    | Registration Certificate issued by INAC (Registration marks and Fireproof plate).                                                                                           | <input type="checkbox"/> |
|                                    | Certification Statement for the aircraft concerning Special Operations (RVSM, ETOPS, BRNAV, MNPS, AWOPS).                                                                   | <input type="checkbox"/> |
|                                    | Re-registration Notification                                                                                                                                                | <input type="checkbox"/> |
|                                    | Proof of the conformity of the cabin interior equipment to the fire resistance criteria.                                                                                    | <input type="checkbox"/> |
|                                    | Code S and SELCAL code.                                                                                                                                                     | <input type="checkbox"/> |
|                                    | Insurance Certificate                                                                                                                                                       | <input type="checkbox"/> |
| <b>21. Aircraft</b>                | 21.1 Flight hours and flight cycles situation for airframe, engines, APU and landing gears.                                                                                 | <input type="checkbox"/> |
|                                    | 21.2 Approved Continuous Airworthiness Maintenance Program or necessary amendments correctly approved.                                                                      | <input type="checkbox"/> |
|                                    | 21.3 Approved MCM or necessary amendments correctly approved.                                                                                                               | <input type="checkbox"/> |
|                                    | 21.4 Reliability Program.                                                                                                                                                   | <input type="checkbox"/> |
|                                    | 21.5 Statement clarifying that the aircraft is entirely covered by the approved Maintenance Program. (CAMP, MCM...).                                                        | <input type="checkbox"/> |
|                                    | 21.6 Copy of the work package and CRS concerning the maintenance and modifications applied during the delivery process.                                                     | <input type="checkbox"/> |
|                                    | 21.7 Investigation concerning differences between the former maintenance program and the applicant's program. (Bridging check).                                             | <input type="checkbox"/> |
|                                    | 21.8 Storage duration and conditions – De-storage program.                                                                                                                  | <input type="checkbox"/> |
|                                    | 21.9 Maintenance history (checks history,...)                                                                                                                               | <input type="checkbox"/> |
|                                    | 21.10 LLP and Hard Time Status (Cardex).                                                                                                                                    | <input type="checkbox"/> |
|                                    | 21.11 Follow-up CPCP, SSI, Aging program, ALS.                                                                                                                              | <input type="checkbox"/> |
|                                    | 21.12 Weight & Balance report.                                                                                                                                              | <input type="checkbox"/> |
|                                    | 21.13 Cabin and Emergency lay-outs approved.                                                                                                                                | <input type="checkbox"/> |
| <b>22. Historic</b>                | 22.1 History of preceding operators.                                                                                                                                        | <input type="checkbox"/> |
|                                    | 22.2 Complete STCs list applied with the necessary supplements and manuals (supplement AFM / AOM, SRM, MS,...).                                                             | <input type="checkbox"/> |
|                                    | 22.3 Complete modifications list (except STCs) applied with the necessary supplements and manuals.                                                                          | <input type="checkbox"/> |
|                                    | 22.4 Complete repairs list.                                                                                                                                                 | <input type="checkbox"/> |
|                                    | 22.5 Dent & Buckle chart                                                                                                                                                    | <input type="checkbox"/> |
|                                    | 22.6 Accident – incident statement since aircraft manufacture date.                                                                                                         | <input type="checkbox"/> |
|                                    | 22.7 List of the existing concessions.                                                                                                                                      | <input type="checkbox"/> |
|                                    | 22.8 List of the existing defects / open items.                                                                                                                             | <input type="checkbox"/> |



| Title                                   | Subject                                                                                                                                                                        |                          |
|-----------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|
|                                         | 22.9 Copy of the preceding flights test if necessary.                                                                                                                          | <input type="checkbox"/> |
|                                         | 22.10 Copy of Technical Log final certification - received                                                                                                                     | <input type="checkbox"/> |
| <b>23. Landing Gears Situation.</b>     | 23.1 Hours, Cycles and calendar times of landing gears.                                                                                                                        | <input type="checkbox"/> |
|                                         | 23.2 Overhauls history.                                                                                                                                                        | <input type="checkbox"/> |
|                                         | 23.3 Last EASA Form One or equivalent.                                                                                                                                         | <input type="checkbox"/> |
|                                         | 23.4 LLP Status                                                                                                                                                                | <input type="checkbox"/> |
| <b>24. Engines.</b>                     | 24.1 Engine Maintenance Program (on-wing and off-wing).                                                                                                                        | <input type="checkbox"/> |
|                                         | 24.2 Maintenance history (overhaul, repairs,...).                                                                                                                              | <input type="checkbox"/> |
|                                         | 24.3 Modules situation.                                                                                                                                                        | <input type="checkbox"/> |
|                                         | 24.4 LLP status.                                                                                                                                                               | <input type="checkbox"/> |
|                                         | 24.5 EASA Form One or equivalent, logbook.                                                                                                                                     | <input type="checkbox"/> |
|                                         | 24.6 Last Boroscopic inspection with results.                                                                                                                                  | <input type="checkbox"/> |
| <b>25. APU</b>                          | 25.1 LLP status.                                                                                                                                                               | <input type="checkbox"/> |
|                                         | 25.2 Maintenance history (overhaul, repairs,...).                                                                                                                              | <input type="checkbox"/> |
|                                         | 25.3 EASA Form One or equivalent, logbook.                                                                                                                                     | <input type="checkbox"/> |
| <b>26. ADs</b>                          | 1.1 ADs Situation for the airframe.                                                                                                                                            | <input type="checkbox"/> |
|                                         | 1.2 ADs Situation for the engines.                                                                                                                                             | <input type="checkbox"/> |
|                                         | 1.3 ADs Situation for the APU.                                                                                                                                                 | <input type="checkbox"/> |
|                                         | 1.4 ADs Situation for the appliances.                                                                                                                                          | <input type="checkbox"/> |
| <b>27. SBs</b>                          | 27.1 SBs Status for the airframe with, in annex, the details concerning the particular follow-up (repetitive inspection,...).                                                  | <input type="checkbox"/> |
|                                         | 27.2 SBs Status for the engines with, in annex, the details concerning the particular follow-up (repetitive inspection,...).                                                   | <input type="checkbox"/> |
|                                         | 27.3 SBs Status for the APU with, in annex, the details concerning the particular follow-up (repetitive inspection,...).                                                       | <input type="checkbox"/> |
| <b>28. AV-COM</b>                       | 28.1 Equipment List.                                                                                                                                                           | <input type="checkbox"/> |
|                                         | 28.2 Situation with the regulation. (Number of channels, separation 8.33Khz, RVSM, RNAV, TCAS).                                                                                | <input type="checkbox"/> |
| <b>29. Equipment's, Parts and tools</b> | 29.1 Instruments List with the status in accordance with the RACSTPs                                                                                                           | <input type="checkbox"/> |
|                                         | 29.2 Latest DFDR Read out with the conformity of the recorded parameters.                                                                                                      | <input type="checkbox"/> |
|                                         | 29.3 Spares Support –                                                                                                                                                          | <input type="checkbox"/> |
|                                         | 29.4 Special Tools and Equipment –                                                                                                                                             | <input type="checkbox"/> |
| <b>30. CAT II/III</b>                   | 30.1 Procedures for Maintenance.                                                                                                                                               | <input type="checkbox"/> |
|                                         | 30.2 Necessary required modifications to the Maintenance Program.                                                                                                              | <input type="checkbox"/> |
|                                         | 30.3 Statement confirming the maintenance of the aircraft in accordance with the CAT standard.                                                                                 | <input type="checkbox"/> |
| <b>31. ETOPS</b>                        | 31.1 Approved ETOPS Manual.                                                                                                                                                    | <input type="checkbox"/> |
|                                         | 31.2 CMP at the latest revision.                                                                                                                                               | <input type="checkbox"/> |
|                                         | 31.3 Manufacturer ETOPS guide.                                                                                                                                                 | <input type="checkbox"/> |
|                                         | 31.4 Statement confirming the maintenance of the aircraft in accordance with the ETOPS standard.                                                                               | <input type="checkbox"/> |
| <b>32. Technical Documentation</b>      | 32.1 Manufacturer Flight Manual (AFM) approved by the appropriate Authority and in conformity with the technical situation of the aircraft (supplements STC, ADs / AMOCS,...). | <input type="checkbox"/> |
|                                         | 32.2 Manufacturer Operation Manual.                                                                                                                                            | <input type="checkbox"/> |
|                                         | 32.3 Operator Operation Manual (AOM/FOM) in conformity with AFM and approved by INAC.                                                                                          | <input type="checkbox"/> |
|                                         | 32.4 Statement declaring the conformity of the operator operation manual with AFM and its supplements.                                                                         | <input type="checkbox"/> |
|                                         | 32.5 Copy of the « Master Minimum Equipment list ».                                                                                                                            | <input type="checkbox"/> |
|                                         | 32.6 MEL approved by INAC.                                                                                                                                                     | <input type="checkbox"/> |
|                                         | 32.7 Technical documentation for airframe: MPD, MRB, AMM, FIM, SRM, SB, SL,...                                                                                                 | <input type="checkbox"/> |
|                                         | 32.8 Technical documentation for engines : Work scope planning guide, SB, SL,...                                                                                               | <input type="checkbox"/> |
|                                         | 32.9 Technical documentation for propellers : overhaul manual, SB, SL,...(as applicable)                                                                                       | <input type="checkbox"/> |
|                                         | 32.10 Letter from the applicant confirming the follow-up for the up- dates of the technical documentation.                                                                     | <input type="checkbox"/> |
|                                         | 32.11 Specific Documentation (STC, ETOPS,...).                                                                                                                                 | <input type="checkbox"/> |
|                                         | 32.12 Electrical load                                                                                                                                                          | <input type="checkbox"/> |
| <b>33. Acceptance Flight.</b>           | 33.1 Manufacturer Program.                                                                                                                                                     | <input type="checkbox"/> |
|                                         | 33.2 Program proposed by the applicant.                                                                                                                                        | <input type="checkbox"/> |
| <b>34. Other</b>                        | 34.1 Adequate qualified staff                                                                                                                                                  | <input type="checkbox"/> |
|                                         | 34.2 Maintenance Training – approved                                                                                                                                           | <input type="checkbox"/> |
|                                         | 34.3 Statement of compliance with RACSTP 7                                                                                                                                     | <input type="checkbox"/> |
| <b>Title</b>                            | <b>Subject</b>                                                                                                                                                                 |                          |
|                                         | 34.4 Confirmation of 406 MHz ELT registration                                                                                                                                  | <input type="checkbox"/> |

