



Technical Instruction

IT-300-14

SUBJECT: TYPE ACCEPTANCE CERTIFICATE

DATE: 08/01/2026

1. PURPOSE

This Instruction provides information and guidance to applicants applying for the issue of a Type Acceptance Certificate (TAC) for foreign aircraft types, using the automatic acceptance procedures.

2. APPLICABILITY

This Circular applies to all persons intending to import a first of type aeronautical product required to hold a type certificate.

3. DESCRIPTION

3.1 RECOGNISED CODES OF AIRWORTHINESS

A. Recognised States

- (1) 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.
- (2) The authority may accept an aircraft type certificate or equivalent document issued by a State of Design in respect of an aircraft or aircraft component provided that:
 - (a) The type certificate or equivalent document was issued on, or is based on contracting state airworthiness code recognized by the Authority.
 - (b) The design, materials, construction, equipment, evaluation against a recognized airworthiness code has been carried out by the authority and has been found to meet the required standards.
- (3) Acceptance of an aircraft type certificate or equivalent document issued by a State of Design in this respect means that; the type certificate or equivalent document in relation to design, materials, construction, equipment, was issued on, or is based on contracting state airworthiness code recognized by the Authority.
- (4) Automatic acceptance of aircraft Type Certificates (TC) or equivalent documents from recognised countries was instituted under RACSTP Part 21. This AC deals with the procedures for applicants to apply to INAC for automatic acceptance of a TC or equivalent issued by the National Airworthiness Authority (NAA) of one of the following States or civil Aviation organisations:



- (a) United States Federal Aviation Administration;
- (b) European Aviation Safety Agency;
- (c) Canadian Ministry of Transport;

Note: refer to ANNEX 1 for specific codes of airworthiness accepted by the Authority

- (5) This automatic acceptance procedure does not apply in situations where the NAA of a recognised State has issued a TAC or similar document on the basis that the NAA of another State has issued a TC.
- (6) The foreign NAA that issued the original TC or equivalent document will be regarded as the relevant NAA for airworthiness control of the aircraft listed on that certificate.

B. Certificate of Airworthiness Categories. TACs for foreign aircraft are issued to enable Certificates of Airworthiness (CoAs) to be issued in various categories. These categories are listed in paragraph 4.2.C.2) Paragraph 4.2.C.3) explains how applicable categories are determined.

3.2 APPLICATION FOR A TYPE ACCEPTANCE CERTIFICATE

A. Who may apply

Any person may apply for a TAC in respect of a type certificated aircraft which has been certificated by the NAA at one of the recognised States listed in paragraph 4.A. 4). The TAC is issued in respect of the aircraft type itself. There is no certificate holder.

B. Application form

- (1) The applicant should obtain and lodge a completed INAC Form F-330-01 Application for Type Acceptance Certificate.
- (2) This form may be obtained from the INAC Internet site at www.inac.st. Alternatively, a copy of the form may be obtained from:

Instituto nacional de Aviação Civil -INAC
Bairro do Aeroporto - Água Grande
C.P. 97 – São Tomé

- (3) Completed application forms should be forwarded to the Civil Aviation Authority- Flight Safety Directorate.
- (4) A meeting between the applicant and INAC will normally be held to review the following:
 - (a) Aircraft design, systems, structure and operational characteristics in sufficient detail that any unusual or new features can be identified;
 - (b) Provide details of the basis of domestic Type Certification, including any special conditions, and where equivalent safety measures were made;
 - (c) Any waivers or variations granted by the state of manufacture;
 - (d) Establishing the certification basis for Sao tome and Principe Type Acceptance Approval;

- (i) Complementary Technical Conditions to address the differences between airworthiness design standards specified in RACSTP Part 21 and the code used by the State of Manufacture for Type Certification (if applicable);
- (ii) São Tomé and Príncipe Special Conditions;
- (iii) Supplementary basis for issue of a Sao Tome and Principe Certificate of Airworthiness and compliance with operational legislation such as Aeronautical Circulars and relevant paragraphs and schedules in the Air Navigation Regulation of Sao Tome and Principe.
- (e) Review of in service experience, including major defects currently under investigation and any corrective action.
- (f) Initial maintenance requirements.
- (g) Continued airworthiness review.

C. Aircraft type details and Certificate of Airworthiness Categories

- (1) The application should state exactly which models are to be included on the TAC. These models must be included on the foreign TC. The data requirements specified in 4.2.D and 4.2.E must be met for each model included on the TAC.
- (2) TACs are issued to enable CoAs to be issued in one or more of the following categories:
 - (a) Normal;
 - (b) Utility;
 - (c) Acrobatic;
 - (d) Transport;
 - (e) Balloon;
 - (f) Commuter;
 - (g) Other.
- (3) CoAs will usually be issued in the same category available under the foreign TC, subject to a review by INAC of the foreign certification basis, including any special conditions, waivers, exemptions, equivalent safety determinations etc. made by the foreign NAA.

D. Airworthiness requirements

- (1) Each applicant for the grant of a type acceptance certificate for an aircraft type shall provide the INAC with evidence that:
 - (a) The aircraft type meets the applicable airworthiness design standards specified in RACSTP Part 21 and Part 7; and
 - (b) The aircraft type meets any special conditions imposed under the foreign type certification or prescribed by the INAC; and

- (c) any airworthiness requirements not complied with are compensated for by the factors providing an equivalent level of safety; and
- (d) No feature or characteristic of the aircraft type makes it unsafe for the intended use.

E. Supply of Type Acceptance data

- (1) Each applicant for the grant of a type acceptance certificate for an aircraft type shall provide the INAC with:
 - (a) Evidence that the type design has been approved by a ICAO Contracting State by the issue of a type certificate or an equivalent document; and
 - (b) Details of the airworthiness requirements complied with, for the issue of the type certificate prescribed in subparagraph (a), including:
 - (i) the airworthiness design standards; and
 - (ii) the effective date of the standards; and
 - (iii) any special conditions imposed under the foreign type certification; and
 - (iv) any requirements not complied with and any compensating factors providing
 - (v) an equivalent level of safety; and
 - (vi) any airworthiness limitations; and
 - (c) A list identifying the data submitted for the issue of the type certificate prescribed in subparagraph (a), showing compliance with the applicable airworthiness design standards; and
 - (d) A compliance matrix to the certification basis as established in Paragraph D;
 - (e) A copy of the applicable type certificate data sheet;
 - (f) A original flight manual that contains all of the available options applicable to the type, and that was approved by the NAA that issued the foreign type certificate;
 - (g) A original of the master minimum equipment list
 - (h) A original of parts catalogue for the aircraft; and
 - (i) Original service information for the engine and propeller
 - (j) Listing of service life for critical parts subject to fatigue, if this information is not provided elsewhere in the above data.
 - (k) An assessment of adequacy of type design in regard to specified requirements, operating conditions and airworthiness philosophies of Sao Tome and Principe.
- (2) The INAC may specify the range of serial numbers or models of aircraft to which the application relates or redefine the applicability of the certificate if Paragraph 4.2.D and 4.2.E are satisfied for any additional product.
- (3) If the application relates to a variant of an aircraft type for which there is already a Type Acceptance Certificate in force, then only data peculiar to the variant need be supplied. The Type Acceptance Certificate should be amended to include the new variant.

F. Supply of continuing airworthiness data

- (1) An inherent requirement of type acceptance is the continued support of the aircraft and components in the form of service bulletins and other instructions, amendments to documents, and foreign Airworthiness Directives (ADs) etc.
- (2) The applicant must arrange and submit to INAC an undertaking from the holder of the foreign TC to continue to supply to INAC. These are:
 - (a) service bulletins;
 - (b) other instructions for continuing airworthiness; and

- (c) any amendments to Flight Manuals, Maintenance Manuals, Parts Catalogues, or other such documents applicable to the aircraft type.

- (3) This data, and the continuing airworthiness data mentioned in paragraph E., is to be supplied to INAC without charge.

G. Aged transport category aircraft

The applicant should be aware that before a standard CoA can be issued to such an aircraft, the Authority may require additional data related to the aircraft history, structural integrity programs, supplementary inspections etc. An aged Transport Category aircraft is one which is older than 14 years from the date of manufacture.

H. To facilitate effective aircraft safety oversight, the State of Design or State of Manufacture acceptable Aircraft Type Certificate must have provisions:

- (1) To publish aircraft technical documents and literature (e.g. flight manual, maintenance manuals etc) in English.
- (2) To mail to the Authority and the operator the current amendments of all relevant aircraft technical and continuing airworthiness data.
- (3) To manufacture aircraft equipment, instruments with indication markings and placards in English numerals.
- (4) To deliver aircraft type design incorporating the minimum recommended emergency features (e.g. emergency windows), and emergency equipment with clear operating instructions in Portuguese or English.

3.3 ISSUE AND DURATION OF CERTIFICATE

- A. A type acceptance certificate is issued to recognise a foreign type certificate in Sao Tome and Principe. Once issued, any aircraft of that type may enter Sao Tome and Principe without going through the type acceptance process.
- B. The category of type acceptance granted will usually follow the category shown on the foreign type certificate, subject to a review of the certification basis by the INAC.
- C. A Type Acceptance Approval shall remain in force until it is suspended or revoked.

3.4 CONDITIONS, REFUSAL, SUSPENSION OR CANCELLATION

A. Issue of a TAC subject to conditions

- (1) Persons intending to apply for a TAC should note that INAC may, under RACSTP Part 21 issue a TAC subject to a condition if there are reasonable safety grounds, provided the condition is substantially the same as a condition imposed by the NAA of a recognised country on the corresponding foreign TC.
- (2) INAC may also issue a TAC subject to other conditions, provided there are reasonable grounds for believing that issuing the certificate without imposing conditions or taking other measures would constitute a significant threat to aviation safety.

B. Refusal to issue a TAC

- (1) The aircraft that do not satisfy the acceptable Type Certificate requirements are classified Non Compliant and cannot be accepted for registration in Sao Tome and Principe.

(2) Persons intending to apply for a TAC should note that INAC may, under RACSTP Part 21.B.110 (d) refuse to issue a TAC if there are reasonable safety grounds.

C. **Suspension or cancellation of a TAC.** INAC may suspend or cancel a TAC if it considers that it is necessary to do so in the interests of aviation safety. An inability on the part of the foreign TC holder to provide ongoing technical support for the aircraft type may constitute grounds for such suspension or cancellation.

D. **Consultation.** In all the cases in paragraphs 4.4.A.2), 4.4.B and 4.4.C, INAC must first consult with and consider the views of, the applicant, the NAA that issued the foreign TC, and the manufacturer.

E. **Director to exercise powers personally.** Only the Vice President for Flight Safety Directorate has the power to:

- (1) issue a TAC subject to a condition in accordance with paragraph 4.4.A.2);
- (2) refuse to issue a TAC in accordance with paragraph 4.4.B; or
- (3) suspend or cancel a TAC in accordance with paragraph 4.4.C.

3.5 AGED TRANSPORT CATEGORY AIRCRAFT

The applicant should be aware that before a standard CoA can be issued to such an aircraft, INAC may require additional data related to the aircraft history, structural integrity programs, supplementary inspections etc. An aged Transport Category aircraft is one which is older than 14 years from the date of manufacture.

3.6 AMENDMENT OF A TYPE ACCEPTANCE CERTIFICATES

A. To add a new model for an existing type acceptance certificate any person or organisation may apply for an amendment of the existing type acceptance certificate. The applicant should obtain and lodge a completed INAC Form F-300-01 -Application for Type Acceptance Certificate for Imported Aircraft and mark the appropriate block -Application for the amendment of Type Acceptance Certificate.

B. Where the application is for a model on a foreign type certificate, where another model on the same type certificate has already been type accepted, the INAC should be consulted before requesting data from the manufacturer as some or all of the data requirements may already be held by the INAC.

C. A new model, including one on the same foreign type certificate as the model covered by the existing type acceptance certificate, would be issued as a revision of the existing type acceptance certificate.

D. ANNEX 1 of this Chapter provides a list of aircraft models and variants that have been granted Type Acceptance Certificates in Sao Tome and Principe in accordance with RACSTP Part 21. The list of type acceptance certificate issued will be also available at INAC website.

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Approved by the President of the Board of Directors	
Date: <u>04 / 05 / 20</u>	 António dos Santos Lima (Jurist)

ANNEX 1 CODES OF AIRWORTHINESS ACCEPTED BY THE AUTHORITY

The São Tomé e Príncipe airworthiness design standards are:

1. any of the following Federal Aviation Regulations issued by the Federal Aviation Administration of the United States of America:
 - (i) Part 23 - Airworthiness Standards: Normal, Utility, Acrobatic, and Commuter Category Aeroplanes;
 - (ii) Part 25 - Airworthiness Standards: Transport Category Aeroplanes;
 - (iii) Part 27 - Airworthiness Standards: Normal Category Rotorcraft;
 - (iv) Part 29 - Airworthiness Standards: Transport Category Rotorcraft;
 - (v) Part 31 - Airworthiness Standards: Manned Free Balloons;
 - (vi) Part 33 - Airworthiness Standards: Aircraft Engines;
 - (vii) Part 35 - Airworthiness Standards: Propellers;
 - (viii) FAA TSO Specification or
2. any of the following EASA issued by the Joint aviation Authority:
 - (i) CS-22 (Sailplanes and Powered Sailplanes)
 - (ii) CS-23 (Normal, Utility, Aerobatic and Commuter Aeroplanes)
 - (iii) CS-25 (Large Aeroplanes)
 - (iv) CS-27 (Small Rotorcraft)
 - (v) CS-29 (Large Rotorcraft)
 - (vi) CS-31HB (Hot Air Balloons)
 - (vii) CS-34 (Aircraft Engine Emissions and Fuel Venting)
 - (viii) CS-36 (Aircraft Noise)
 - (ix) CS-APU (Auxiliary Power Units)
 - (x) CS-AWO (All Weather Operations)
 - (xi) CS-E (Engines)
 - (xii) CS-ETSO (European Technical Standard Orders)
 - (xiii) CS-Definitions (Definitions and Abbreviations)
 - (xiv) CS-P (Propellers)
 - (xv) CS-VLA (Very Light Aeroplanes)
 - (xvi) CS-VLR (Very Light Rotorcraft)
 - (xvii) AMC-20 (General Acceptable Means of Compliance for Airworthiness of Products, Parts and Appliances)
3. a set of airworthiness design standards that the INAC determines:
 - (i) The issuing State is an ICAO Contracting State;
 - (ii) The Code of Airworthiness is in conformance with the Standards of ICAO Annex 8;
 - (iii) A copy of the regulations conforming the Code of Airworthiness is provided with the application for the Type Acceptance Certificate and is published in the English Language;
 - (iv) There is a satisfactory method of updating the Authority's copy of the regulations conforming the Code of Airworthiness, throughout the time the aircraft is registered in Sao Tome and Principe;
 - (v) provide equivalent levels of safety to those airworthiness design standards prescribed in subparagraph (1) and (2).

ANNEX 2 LIST OF AIRCRAFT MODELS FOR WHICH TYPE ACCEPTANCE CERTIFICATES ISSUED BY INAC

Manufacturer	Aircraft Type	Aircraft Model(s)	Type Certificate N°	TAC Number	TAC Issue and Revision date
Aircraft Class: Aeroplane					

This list shows the aircraft types for which a type acceptance certificate has been issued as at the date of issue of this AC. This AC will be reissued from time to time to update the list. An applicant seeking acceptance of an aircraft type not included in the list should contact the INAC to determine if the type has been accepted subsequent to promulgation of the latest list.