

Checklist to issue austrian aircraft documents (CofA, Noise, ARC, Qualification Certificate)



Please fill in the framed fields of the form, sign it and send it together with attachments to airworthiness@austrocontrol.at, or via FAX to +43 (0) 51703 1666, or by post to:

AUSTRO CONTROL GmbH, Aviation Agency, Schnirchgasse 17, 1030 Vienna, Austria

1 Operator's data

Operator	Registration mark
<input type="text"/>	<input type="text"/>
Name	Position/Function
<input type="text"/>	<input type="text"/>

2 General information

2.1. Application for first issuance of austrian aircraft documents with form (FO_LFA_AIR_012 or Online Service) should be provided as soon as possible.

2.2. Declare when and where a physical survey can be performed

Austro Control GmbH reserves the right to physically inspect the aircraft. The aircraft should be in an inspectable condition in the hangar. Support by certifying staff, access, ascents and electrical supply should be ensured.

Place where aircraft can be inspected	Timeframe
<input type="text"/>	<input type="text"/>

2.3. Airframe data/Balloon envelope

Provide the basic aircraft data (as far as applicable). Provide photo of aircraft data plate.

Manufacturer	Manufacturing date
<input type="text"/>	<input type="text"/>
Manufacturer designation	Serial number
<input type="text"/>	<input type="text"/>
Total aircraft hours (TAH)	Total aircraft cycles (TAC)
<input type="text"/>	<input type="text"/>

2.4. Engine data/Balloon burner/Balloon basket

Provide the basic data (as far as applicable). Provide photos of data plates.

Manufacturer			
<input type="text"/>			
Model	Serial number	Time since new (TSN)	Cycles since new (CSN)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Model	Serial number	Time since new (TSN)	Cycles since new (CSN)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Model	Serial number	Time since new (TSN)	Cycles since new (CSN)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Model	Serial number	Time since new (TSN)	Cycles since new (CSN)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

2.5. Propeller data

Provide the basic data (as far as applicable). Provide photos of data plates.

Manufacturer			
<input type="text"/>			
Model	Serial number	Time since new (TSN)	Cycles since new (CSN)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Model	Serial number	Time since new (TSN)	Cycles since new (CSN)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

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2.6. Registration of aircraft

Registration process must be completed.

2.7. Registration mark and fire-proof name plate

Provide photos of all registration markings, flag and fire-proof name plate. Remove foreign marking plates.

2.8. Insurance certificate

Provide insurance data and a copy of the insurance certificate.

Policy Number

Valid till

Insurer

2.9. Maintenance program reference

Information about the applicable maintenance program

Document Reference Number(s)

Revision

☐ Direct Approval by Austro GmbH
(Part M, Annex I)

☐ Indirect Approval by CAMO/CAO
(Part M, Part ML, Management by CAMO/CAO)

☐ Declared by Aircraft Owner
(Part ML, Management by Owner)

☐ Default AMP (no formal AMP/IHP required)
(Part ML specific requirements)

2.10. Mode S code verification

Art. 7(4) of Reg (EU) No 1207/2011. Provide a copy of maintenance/production work report demonstrating a read out of the Mode S code, acc. to LTH 16.

2.11. ELT code

The ELT code shall be programmed and registered in accordance with LTH 16. (see form FO_LFA_AIR_009 or online ELT registration)

2.12. Placards

For aircraft with MTOW > 2000 kg there must be German placards or pictograms for all required placards in PAX cabin or accessible PAX areas. Verify placards and send photos.

2.13. Additional airworthiness requirements iaw. Part 26

The provisions of Part 26 of Regulation (EU) 2015/640 contain additional airworthiness-related requirements that must be complied with by operators of EASA aircraft and helicopters. The applicability depends, among other things, on the type of aircraft, type of operation, number of passenger seats, time of first type certification or first issue of an individual certificate of airworthiness. These requirements apply, for example, to HALON-containing fire extinguishers, tire pressure control procedures, crash-resistant fuel systems, etc.

3 Airworthiness Review Certificate (ARC/NABE)

☐ Existing Airworthiness Review Certificate (ARC EASA Form 15a/b/c)
(Provide the valid original ARC for transfer of a used aircraft within EASA member states or provide a copy if a new ARC has been issued by the CAMO/CAO/AML in the course of importing a part ML aircraft)

☐ ARC recommendation
(for used Part M aircraft imported from third country or Part M aircraft without a valid ARC).

☐ Initial issuance of an Airworthiness Review Certificate for a new Aircraft

☐ Import inspection according to § 40 ZLLV 2010 (for Annex I aircraft only)

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4 Certificate of Airworthiness (CofA)

4.1. Basis for Certificate of Airworthiness

- ☐ Existing EASA Certificate of Airworthiness (EASA Form 25/24) (for used aircraft transferred within EASA member states only)
Provide copy of EASA C of A.
- ☐ Statement of Conformity (for new aircraft within EASA member states or iaw. BASA)
Provide original Statement of Conformity.
- ☐ Export Certificate of Airworthiness (for new or used aircraft imported from third countries only)
Provide original Export C of A which should be no older than 60 days.

Certificate-/Statement Number

Date

Issuing Entity

4.2. Aircraft Flight Manual

Verify AFM and supplements are current, approved and configured or serialized.

Provide copy of approval page and customised list of supplements/appendices. Provide a copy on non-TC-holder supplements.

Document number

Revision

Temporary revision

4.3 Mass and Balance

Transmission of a copy of the individual weighing report, as well as the latest status on weight and balance. Note: For aircraft used for commercial transport (AOC) and imported from a third country, a new physical weighing is required in accordance with CAT.POL.MAB.100 of Regulation (EU) 965/2012.

Date of last Weighing

Date of last calculatory amendment

4.4. Historical records

The historical records must be held by the operator and available to the ACG upon request (for used aircraft only).

Reference

4.5. Airworthiness Directive status (AD status)

Provide status list for all AD's applicable to type (for used aircraft from third country only).

Reference

4.6. Life limited component status

Provide status list for all LLP applicable to type (for used aircraft from third country only).

Reference

4.7. Modification status report

Provide list of all modifications previously embodied, including approval status (for used aircraft from third country only).

Reference

4.8. Repair and damage records

Provide a list of all repairs previously embodied, including approval status (for used aircraft from third country only).

Reference

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5 Noise certificate

5.1. Noise data required for issuance of noise certificate (if applicable)

Verify that the aircraft conforms to an EASA approved noise configuration (TCDSN) and list record no. and all noise relevant mod's. Provide copy of AFM approved MTOM. For Annex-I aircraft provide noise data.

MTOM

MLM

Modifications

EASA TCDSN

EASA Noise record number

6 Qualification certificate (VEBE, only for Annex I aircraft)

6.1. Qualification certificate

For issuance of the qualification certificate (VEBE), provide a compliance list covering scope of ZLLV 2010 (Appendix D), LTH 44, LTH 47 or equivalent (e.g. CAT.IDE, NCC.IDE, NCO.IDE), and LTH 40 or equivalent (e.g. FAR 43 Appendix E and F). Deviations shall be notified to ACG.

Compliance report

7 CO2 Emissions (Jets > 5700kg and Prop > 8600kg from a non-member state)

7.1 CO2 Emissions, refer „EASA Aeroplane CO2 Emissions Database“

☐ Based on the application date for type certification/modification or the production date, the aircraft is affected by the CO2 emission requirements of ICAO Annex 16, Vol 3.

CO2 Metric Value

Date of the first individual Certificate of Airworthiness

8 Declaration

I hereby confirm that

- the information provided in this application and attachments is complete and correct.
- all required maintenance and instructions for continued airworthiness have been accomplished within their specified compliance intervals.
- the aircraft is considered to be airworthy.
- additional airworthiness requirements from Part 26 are complied with for operation.

Place

Date

Printed Name

Signature of the authorized signatory