

## **Guidelines to Application for the issuance of a Certificate of Airworthiness/National Flight Permit**

Form TS-CFL-2b

This form shall be used to apply for the issuance of a Danish Certificate of Airworthiness or a Danish Flight Permit in accordance with EU (EASA) No 21672008, Article 4 (1).

If the application is illegible or incomplete, it may be rejected.

1. State the aircraft certification. The aircraft shall comply with all the airworthiness requirements mentioned in the indicated item.
2. Danish Nationality and Registration Marks are allocated on request to the Danish Transport and Construction Agency, Centre for Civil Aviation.
3. All previous nationality and registration marks shall be stated
4. Correct manufacture and type definition as it appears on the data plate/type plate in the aircraft.
5. Self-explanatory
6. Self-explanatory
7. State Type Certificate Data Sheet No or similar No (e.g. Fiche No, Kennblatt Nr)
8. The maximum masses of the aircraft are in the Manufacturer's Flight Manual stated as "Maximum Take-Off Mass (MTOM)" or "Maximum Take-Off Weight (MTOW)" and Maximum Landing Mass (MLM)" or "Maximum Landing Weight (MLW)".

These masses shall be stated in kilos (kg). If they are stated in pounds (lbs) in the Flight Manual, the conversion factor from kilos to pounds is: 1 kilo (kg) = 2.2046 pounds (lbs).

9. Maximum approved passenger seating configuration (MAPSC) for which the aircraft has been approved
10. Specifications:  
State the aircraft type, the serial number and total flight hours and cycles (landings) since new (new from the factory) or since latest overhaul.
11. Export Certificate of Airworthiness or Export Statement from the country of export
12. Reference is made to AIC B 43/2012 "Procedure for EASA godkendelse af visse ændringer og reparationer installeret i brugte luftfartøjer, der ønskes bragt ind i EU fra et ikke-EU land" (in Danish only).  
Furthermore, reference is made to (EU) 748/2912 (for Annex II BL 1-3)
13. The applied Aircraft Maintenance Program and any bridging requirements shall be forwarded to the Danish Transport, Construction and Housing Agency prior to the issuance of the Certificate of Airworthiness.
14. EASA noise data are available on: <http://easa.europa.eu/document-library/noise-type-certificates-approved-noise-levels>. Annex II aircraft are handled individually.
15. Indicate each issue for which the aircraft shall be approved.
16. If the aircraft has been or is to be operated on auto fuel, documentation shall be forwarded in accordance with BL 1-12, attachment B.
17. In order to deal with the application for the issuance of a Certificate of Airworthiness, you shall forward supplemental documentation.

The Danish Transport, Construction and Housing Agency has elaborated 5 attachments in order to clarify what documentation is requested. The content of these attachments differs due to the origin and the certification basis of the aircraft

The applicable checklist shall be filled out and sent attached to the application form.

You shall account for each item in the left column either by indicating that the document is attached or by filling in/giving an explanation for missing or partly missing documents or by putting down an N/A if the document is not relevant for the application.

Copies of the requested documentation shall be attached to the application. Each document shall be numbered with the corresponding number on the applicable attachment.

Supplemental information to the items in attachments 1-5:

#### **Ad 7. Noise Certification**

If the aircraft is covered by the requirement for noise certification, documentation that the requirements in EF 748/2012 are fulfilled shall be attached.

#### **Ad 9. Aircraft Flight Manual**

The Manufacturer's approved Flight Manual for the aircraft (Flight Manual, Pilot's Operating Handbook, Owner's Manual or similar). If the manufacturer has issued other instruction manuals on how to operate, handle or load the aircraft, they shall be attached to the application (Operating Manual, Crew Manual, Weight and Balance Manual, Loading Manual or similar).

The manufacturer's manual shall be up-to-date with the applicable revisions and the required supplements for installed supplemental type certificates (ST/STC) and any installed optional equipment. It shall be evident from the manufacturer's Flight Manual which supplements that are non-applicable. As an alternative mean, the non-applicable supplements shall be removed from the Flight Manual.

In addition to the manufacturer's Flight Manual there shall be an updated Weight and Balance Follow-up, cf. Form TS-CFL-51. It is recommended to use the manufacturer's weight and balance form, if available.

#### **Ad 12. Basic Specification**

The Aircraft Basic Specification shall be filled in/updated in accordance with the equipment, incl. avionics, installed in the aircraft cf. Form TS-CFL-03.

#### **Ad 31. Technical documentation**

The technical documentation usually comprises the complete technical logbook system (logbooks/other approved electronic data systems) since manufacture (new from the manufacturer). If the technical history of the aircraft is incomplete, a Certificate of Airworthiness/National Flight Permit can only be issued when we have received an approved

reconstruction of the technical history of the aircraft or an exemption from BL 1-1, BL 1-2 or BL 1-3. The documentation shall be presented in Danish or English.

The technical documentation for an engine, a propeller or an APU installed in the aircraft normally comprises the complete technical logbook system (logbooks/other approved electronic data systems or component cards) since manufacture (new from the manufacturer) or latest overhaul.

The technical documentation for components installed in the aircraft, its engine or APU normally includes certificates of release to service since manufacture (new from the manufacturer) or latest overhaul.

Modifications in accordance with Danish or foreign supplemental type certificates (ST/STC) shall be verified/documentated in the aircraft technical data system. Copies of foreign supplemental type certificates (STC) shall always be sent to the Danish Transport, Construction and Housing Agency cf. Ad. 9 and Ad. 12.

#### **Ad. 31.3. Valid logbooks, etc.**

A valid journey log shall include all the requested information in BL 1-19.

A valid aircraft logbook shall include all the requested information in BL 1-1, BL 1-2, BL 1-3 or BL 1-19.

If reference is made to Work Order, Check lists, discrepancy lists or job cards in the technical documentation, they shall be enclosed, cf. BL 1-1, BL 1-2 and BL 1-3.

A maintenance status for the aircraft, engine, propeller, APU as well as for the installed components shall be stated on a separate list if referred to in the technical documentation. Separate lists shall be clearly marked with registration marks, manufacturer, type, serial number, total flight hours and date.

#### **Ad. Missing Documentation**

It is recommended to attach a cover letter that specifies the documentation that has been forwarded together with the application. If the forwarded documentation is not complete, the expected date for the delivery of the missing documentation.

#### **Ad. Remark**

Owner/user is obliged to ensure that the documentation has been verified according to the Danish requirements, cf. BL 1-1, BL 1-2, BL 1-3 and BL 1-19, EU 748/2012 and EF 2042/2003.

#### **Radio Certificate**

If the aircraft is equipped with a radio, the Danish Transport, Construction and Housing Agency issues the Radio Certificate together with the Certificate of Airworthiness. The radio equipment shall be approved.