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# IRELAND

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## AERONAUTICAL NOTICE

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**APPLICATION FOR THE INITIAL ISSUE OR VALIDATION OF CERTIFICATES OF  
AIRWORTHINESS FOR AIRCRAFT NEITHER DESIGNED NOR CONSTRUCTED IN THE  
STATE**

### 1. General

Applications for the initial issue or validation of a certificate of Airworthiness are outlined in this notice. This notice establishes the form and manner for applications for certificates of Airworthiness for both EASA and National requirements.

### 2. Applications

The application should be made on Form AWSD.F.104A, B or C as appropriate which may be obtained from the Airworthiness Service, Irish Aviation Authority, The Times Building, 11-12 D'Olier Street, Dublin 2, Ireland or on the website [www.iaa.ie](http://www.iaa.ie). On completion, it should be returned, together with the prescribed fee, for issue or validation of a Certificate of Airworthiness and the documents and the particulars required as per paragraph 3 below. Completed applications must be received by the Airworthiness Service not later than 20 working days before issue or validation is required to enable an assessment of the application to be made.

### 3. Documentation

3.1 Certificates of airworthiness shall be issued to aircraft which conform to a type-certificate that has been issued in accordance with 748/2012 Annex I (Part 21) or equivalent. The registered owner, or a Continuing Airworthiness Management Organisation, may make an application for a Certificate of Airworthiness. An appropriate continuing airworthiness arrangement shall be in place with the registered owner of the aircraft when the applicant is a Continuing Airworthiness Management Organisation. The applicant shall make available electronically, or forward, the following documents in respect of each aircraft where applicable;

3.1.1 The export Certificate of Airworthiness, the Airworthiness Review Certificate, the EASA Form 52 or a Statement of Conformity, as appropriate.

3.1.2 The Flight Manual at a current revision status complete with applicable supplements and evidence of a continuing revision service from the type certificate holder for the aircraft type concerned.

3.1.3 One copy of the Flight Crew Operations Manual(s) and Maintenance Manual(s) (aircraft, engines and propellers of applicable).

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- 3.1.4 The Approved Maintenance Schedule (“Maintenance Programme”) to which the aircraft will be maintained and the manufacturer’s Maintenance Planning Document (MPD) including where applicable the Maintenance Review Board (MRB) report.
  - 3.1.5 A Structural Substantiation Report or equivalent documentation or, alternatively, if acceptable to the Authority, an approved Structural Repair Manual.
  - 3.1.6 One copy of the approved Master Minimum Equipment List for the aircraft type and of the Operators Minimum Equipment List for the aircraft.
  - 3.1.7 The certification Type Inspection Report including the Type Flight Test Report where the aircraft is the first of its type to be Irish registered.
  - 3.2 A statement by an authorised representative of the manufacturer that all pertinent information, including manual revisions, details of modifications, service bulletins and revisions to such bulletins will be furnished to the Irish Aviation Authority SRD library at The Times Building, 11-12 D’Olier Street, Dublin 2.
  - 3.3 The attention of applicants importing aircraft is drawn to European Community international agreements and bi-laterals on co-operation in the regulation of civil aviation safety. Such agreements may contain requirements for the import and export of aircraft.
  - 3.4 Applicants shall in addition furnish the following particulars (where applicable):
    - 3.4.1 The national airworthiness requirements with which the aircraft complies (giving title or reference and effective date).
    - 3.4.2 Any deviations from the requirements referred to in paragraph 3.4.1 above authorised in writing by the Airworthiness Service which issued the Certificate of Airworthiness.
    - 3.4.3 One copy of each EASA validated Supplemental Type Certificate which has been embodied on the Aircraft, its Engine(s) and/or Propeller(s).

#### **4. Inspection**

The aircraft, its equipment and documentation including its historical records shall be made available by the applicant for inspection by the Authority at a designated location with adequate support to assist in the resolution of queries arising from the inspection and account must be taken of the following general conditions:

- 4.1 The general condition of the aircraft shall be satisfactory.
- 4.2 The aircraft shall be made available for any necessary inspection(s) by an authorised officer of The Irish Aviation Authority. When ready for inspection the aircraft shall be in a clean condition and shall be suitably prepared to allow access to the structure, control systems and installations.
- 4.3 Historical and current inspection, maintenance, modification and repair records shall be made available for inspection.

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- 4.4 The applicant must comply with any requirement which may be imposed as a result of the inspection.
  - 4.5 The aircraft and its engines shall be certified as fit for flight and may be required to conduct a flight to an approved Check Flight Programme. Results of the flight shall be submitted to the Authority.
  - 4.6 The aircraft may be required to be weighed, and copies of the Weight and Centre of Gravity Schedule submitted.

Chief Executive  
Irish Aviation Authority