



APPLICATION FOR TYPE ACCEPTANCE CERTIFICATE (APPENDIX A)

Appendix A should be completed by applicant where applicable. Please ensure all **applicable** areas of paragraph 2.1 through to paragraph 2.15 are completed.

2.1 Photograph, copy (rubbing) *ACTUAL* airframe data plate details *including location*, in the space provided:

--

2.2 Aircraft Data:

It is the **applicant's** responsibility to accurately record the applicable airframe, engine, propeller, main rotor, tail rotor and auxiliary power unit descriptive data from a visual inspection of the components specific data plate. Other technical information may be obtained from the aircraft journey and technical logs.

To be completed by applicant where applicable

Aircraft		
Manufacturer		
Model Number		
Serial Number		
Total Time Since New (TTSN)		
Total Cycles Since New (TCSN)		
Type Certificate Number		
Identify last major inspection and date completed:	Type	Date:
Indicate if the Inspection was conducted in accordance with the manufacturer's requirements or other maintenance schedule		
Previous foreign registration		
Aircraft role prior to importation if known		
Intended aircraft role		

To be completed by applicant where applicable (Aircraft Data: (continued.))

Engine	Engine 1	Engine 2	Engine 3	Engine 4
Manufacturer				
Model Number				
Serial Number				
Type Certificate Number				
Total Time Since New (TTSN)				
Total Cycles Since New (TCSN)				
Total time since overhaul (TTSO)				

Total cycle since overhaul (TCSO)				
Additional Noteworthy information:				

To be completed by the APPLICANT, where applicable

Propeller	Propeller 1	Propeller 2	Propeller 3	Propeller 4
Manufacturer				
Model Number				
Serial Number				
Type Certificate Number				
Total Time Since New (TTSN)				
Total time since overhaul (TTSO)				
Additional Noteworthy information:				

To be completed by the APPLICANT, where applicable

AUXILIARY POWER UNIT	
Manufacturer	
Model Number	
Serial Number	
Type Certificate Number	
Total Time Since New (TTSN)	
Total time since overhaul (TTSO)	
Total Cycle Since New (TCSN)	
Total Cycle Since Overhaul (TCSO)	
Additional Noteworthy information:	

To be completed by the APPLICANT, where applicable Aircraft Data: (continued.)

Provide a list of all helicopter dynamic components as listed on the aircraft type certificate.						
Dynamic Components	Manufacturer	Model Number	Serial Number	TTSN	TTSO	

Additional Noteworthy Information:

--

To be completed by the APPLICANT, where applicable Aircraft Data: (continued.)

2.3 Is the aircraft to be operated privately:		Yes	No
Who will conduct the import:	Contact person's name		
Location:	Telephone:		

2.4 This section is to be completed if the aircraft is to be added onto a new or existing Air Operator Certificate:

Identify Air Operator Certificate:	
<ul style="list-style-type: none"> • Part 121 • Part 127 • Part 133 • Part 135 • Part 137 	

Name of Air Operator Certificate Holder:	
------------------------------------------	--

Operator Certificate Number:	
------------------------------	--

Address:	Telephone:

Is the aircraft to be added onto the Air Operator Certificate (AOC) or Private Operator Certificate (POC) a new aircraft type to the Company?	Yes:	No:

Note: If Yes, additional operational requirements may be necessary. Contact the NCAA office, **as applicable**, for details.

2.5 Please send the preceding completed documentation to the NCAA as applicable, for aircraft eligibility verification.

--

2.6 THIS PART IS FOR OFFICIAL USE ONLY

(a) Does the airframe model and serial number agree with the Type Certificate?	Yes:	No:

(b) Does the engine(s) model number agree with the Type Certificate?	Yes: No:
(c) Does the propeller(s) model number agree with the Type Certificate?	Yes: No:
(d) Does the APU model number agree with the Type Certificate?	Yes: No:
(e) Is the aircraft eligible for importation under the Type Certificate?	Yes: No:
<i>Note: If the aircraft is not eligible for importation, identify why in the information section below. Contact the aircraft owner / applicant / representative to discuss the details preventing the aircraft importation. Provide guidance to rectify the situation.</i>	
2.7 Has the applicant been advised concerning the eligibility of the aircraft for importation?	Eligible Not Eligible Date applicant contacted:
2.8 Has the applicant advised the NCAA in writing it intends to precede with the import once it has been acknowledged that the aircraft is eligible for importation?	Yes: No: Date:

Part 2: to be completed by the APPLICANT, where applicable

Section 2.9, 2.10, 2.11 and 2.12 may be completed when it is determined the aircraft meets eligibility requirements.			
2.9 Means of importation: Identify the method to be utilized. Complete a, b.			
(a) Namibian Registration:	Or	Foreign Registration:	
(b) Already in Namibia, Identify Location:			
2.10 Importation flight route and customs clearance if required.			
From:		(departure point in foreign country)	
To:		(final destination in Namibia)	
Customs clearance point:		(first landing point in Namibia)	
2.11. Have Namibian Registration mark been reserved:	Yes:	No:	Mark: V5-
2.12 If the aircraft is equipped with a Mode "S" transponder, has the previous owner's code been disabled and a new code applied for? Yes: No:			
2.13 This aircraft meets the requirements for a Certificate of Registration and Flight Permit. In accordance with NAMCAR 21 AND 47, I hereby request a Certificate of Registration and Flight Permit or a C of A for the identified aircraft.			
Aircraft Owner / Applicant's Signature:			
Aircraft Owner / Applicant's Address:			
Telephone:			Date:

Fee Submitted:		
2.14 Please send the preceding completed documentation (Section 2.9, 2.10, 2.11, 2.12, and 2.13) and associated fees for flight permit and provisional registration to the Namibia CAA, Safety Division in Windhoek.		
This part is to be completed by a NCAA AVIATION SAFETY INSPECTOR		
2.15 For Safety Division Use Only:		
Has a flight permit or C of A been issued or validated?	Yes:	No:
Have registration marks been allocated?	Yes:	No:
Have fees been submitted?	Yes:	No:
Has Aircraft Registration been advised of eligibility?	Yes:	No:
Has De-Registration been received by a foreign aviation authority?	Yes:	No:

PART 3: GENERAL

It will be the responsibility of the **applicant** to ensure that all import requirements identified in the applicable Namibian Aviation Regulations and Standards have been complied with and validated prior to making application for a Certificate of Airworthiness. *Any false claims identified by Namibian Inspectors during their subsequent review will be forwarded directly to the legal office for further action.*

This section is to be completed by the **APPLICANT**

APPLICATION FOR A FLIGHT PERMIT - GENERAL (NAMCAR 21.08.5) All used aircraft, or new aircraft of a type not previously registered in Namibia, will be inspected by a Namibia Civil Aviation Safety Inspector as soon as possible after the application for a flight permit has been received; and all new aircraft and types previously registered in Namibia, can be inspected by a Namibia Civil Aviation Safety Inspector when considered necessary, to verify the airworthiness of the aircraft.			
METHOD OF IMPORT:			
a) Aircraft imported <i>with</i> an Export Airworthiness Certificate from a bilateral or non-bilateral country will utilize checklist 1. <i>Note:</i> An Export Airworthiness Certificate is NOT a flight permit or authorization.			
b) Aircraft imported <i>without</i> an Export Airworthiness Certificate will utilize checklist 2.			
Provide the name and telephone number of the organization / person who will be responsible for the aircraft inspection and application for the Certificate of Airworthiness.			
Name:		Telephone Number:	
Organization:			

Part 3: Checklist 1 - to be completed by the APPLICANT

3.1 The following checklist will be used where: conformity to an approved type design is shown by means of an Export Airworthiness Certificate issued by the Civil Aviation Authority of a

Country with which Namibia has entered into a Bilateral Airworthiness Agreement or a similar arrangement that provides for acceptance of such certificates. NAMCAR 21.11.2; or conformity to an approved type design is shown by means of an Export Airworthiness Certificate issued by the civil aviation authority of a country with which Namibia <i>does not</i> have an agreement, provided a Type Certificate has been issued and the product is being exported from the country of manufacture	
Checklist 1 - Aircraft imported with an Export Airworthiness Certificate	Comment and initials (acceptable, accomplished, N/A.)
3.1.1 (a) Was the Export Airworthiness Certificate (EAC) issued by the civil aviation authority of a country with which Namibia has entered <i>into a Bilateral Airworthiness Agreement</i> or a similar arrangement that provides for such acceptance of such certificates? See NAMCAR 21.11.2	
(b) Was the product manufactured by an approved manufacturer to a type design accepted by Namibia and there <i>is a Bilateral Airworthiness Agreement</i> or similar arrangement between Namibia and the country of export?	
(c) Was the product, if manufactured in a country other than the country of export, manufactured to a type design certified by both the country of export and accepted by the Authority, and <i>is there a Bilateral Airworthiness Agreement</i> or similar arrangement between Namibia and the country of export?	
(d) Was the product designed and manufactured in the country of export, type certified by the civil aviation authority of that country. and accepted in accordance to NAMCAR 21.04.1	
3.1.2 Was the Export Airworthiness Certificate issued by the civil aviation authority of a country with which Namibia <i>does not</i> have an agreement, where a Namibian Type acceptance certificate has been issued and the product is being exported from the country of manufacture?	
3.1.3 (a) Is the Export Airworthiness Certificate properly signed by an authorized representative of the civil aviation authority of the country of export and does it contain the following information?	
(b) Does the Export Airworthiness Certificate identify a certification of conformity to the type design specified?	
(c) Does the Export Airworthiness Certificate include a list of any major modifications and major repairs approved by the country of export and embodied in the product? <i>Note 1:</i> Confirm if major modifications or major repairs have been embodied. Part 1 for definitions of major and minor. <i>Note 2:</i> All major repair and major modification documentation must be available for review.	
(d) Does the Export Airworthiness Certificate (make reference to) list applicable airworthiness directives or equivalent notices, issued by the country of export, indicating which have been complied with?	
(e) Have all applicable airworthiness directives (or foreign equivalents) been complied with? <i>Note:</i> The applicant must verify that all applicable Airworthiness directives (ADs) have been complied with. If a list identifying all applicable ADs was not supplied by the exporter please provide a list of ADs that were researched	

and complied with by the applicant .	
3.1.4 Is the aircraft cabin in an approved configuration? <i>Note:</i> Review against the type design and approved drawings.	
3.1.5 Is the airframe, engine(s) and propeller(s) free of corrosion or within the limits prescribed by the applicable maintenance manuals? <i>Note:</i> If corrosion is within limits provide complete details of location and identify the maintenance manual standards.	
3.1.6 Are all aircraft systems, engines, propellers, appliances and controls functioning properly?	
3.1.7 Have the engines, propellers, rotors, life limited components, appliances, balloon basket and burner assemblies been identified in accordance with applicable sections of the NAMCARs <i>Note:</i> Aeronautical products imported from a country not requiring certain identification data will require the identification data be installed prior to acceptance.	
3.1.8 Is the approved flight manual or approved operating limitations as applicable, available for the aircraft?	
3.1.9 Is a Weight and Balance report together with an equipment not forming part of the type design available? <i>Note 1:</i> The aircraft must have a current weight and balance including an equipment list that meets the requirements of	
3.1.10 Have all life-limited parts been researched to determine that the time in service of each life-limited part has not exceeded its maximum permitted life? <i>Note 1:</i> Each life-limited component, or any product containing a life-limited component, which has seen prior service shall be accompanied by its technical record containing details of all repairs and modifications carried out during its service life, and a record of accumulated time in flying hours or cycles, as may be applicable.	
3.1.11 Has an application for a certificate of airworthiness been submitted to the Director in accordance with NAMCAR Part 21 and Application for a C of A.	
3.1.12 Has the aircraft journey log and other technical records been established for the aircraft as required by NAMCARs	
3.1.13 Does the aircraft technical record include a listing of all applicable "supplemental instructions for continued airworthiness"?	
To the best of my knowledge the information contained in the checklists is true and accurate.	
Print name of applicant / representative:	
Signature of applicant / representative:	
Name of the Civil Aviation Safety Inspector who verified (sampled) the above requirements.	

This part is to be completed by a **NAMIBIA AVIATION SAFETY INSPECTOR**.

3.1.14 (a) Will the Namibian Certificate of Airworthiness be issued?	YES:	NO:	Date of issue
(b) If no, has the importer been informed in writing identifying why the aircraft did not conform to an approved type design and was not in a condition for safe operation and issuance of a flight Permit or authority?	YES:	NO:	Date of issue
3.1.15 Has the importer / Namibian Authority rescheduled the inspection if necessary?	YES:	NO:	Date of issue
Remarks:			

Part 3: Checklist 2 - to be completed by the APPLICANT

3.2 The following checklist will be used where conformity to an approved type design is shown by means of an airworthiness inspection for an aircraft which has been imported <i>without</i> an Export Airworthiness Certificate.	Comment and initials (acceptable, accomplished, N/A.)
Checklist 2 - Aircraft imported without an Export Airworthiness Certificate	
<i>Note 1:</i> "Sufficient" in relation to technical history means, as a minimum, a maintenance release or equivalent	

<p>certification for each maintenance task completed within the preceding year, and technical records in sufficient detail to enable a determination of the following:</p> <ul style="list-style-type: none"> - the identity of the aircraft; - the identity of each installed engine; - the identity of each installed propeller / rotor; - the identity and airworthiness status of each installed serialized component; - the time remaining before the next scheduled task on the applicable maintenance schedule; - the permissible time in service remaining for each life-limited part installed. <p>(a) <i>Note 2:</i> The aircraft owner shall submit a report to the Director clearly detailing the inspection conducted and all additional details of the work required to bring the aircraft to a condition of conformity to the certified type design and of safe operation.</p> <p>A Civil Aviation Safety Inspector, will evaluate the report and inspect the aircraft to determine if the work proposed will bring the aircraft to a condition of conformity and to a condition of safe operation.</p>	
<p>3.2.1 Is the technical history of the aircraft sufficient? A 100 hour inspection, or <i>equivalent</i> shall be carried out.</p>	
<p>3.2.2 Is the technical history of the aircraft continuous?</p> <p><i>Note 1:</i> If the technical history of the aircraft lacks continuity, or does not, in the opinion of the "authorized person", contain sufficient data regarding the maintenance of the aircraft, engines, or other aeronautical products, disassembly and inspection are required.</p> <p><i>Note 2:</i> The aircraft owner shall submit a report to the Director detailing what portions of the aircraft, engines, and aeronautical products lack continuity will require disassembly and inspection.</p> <p>A Civil Aviation Safety Inspector, will evaluate the report and inspect the aircraft to determine if the work proposed will bring the aircraft to a condition of conformity and to a condition of safe operation.</p>	
<p>3.2.3 Is the technical history sufficient to determine the conformity and condition of the aircraft?</p> <p><i>Note 1:</i> If the technical history of the aircraft is not sufficient to determine the conformity and condition of the aircraft, a complete overhaul is required, except those aeronautical products for which there is documentary evidence that the product has been overhauled within one year prior to the aircraft being imported.</p> <p><i>Note 2:</i> The aircraft owner shall submit a report to the Director detailing what portions of the technical history are not sufficient to determine the aeronautical product's conformity and condition and will be overhauled.</p> <p>A Civil Aviation Safety Inspector will evaluate the report</p>	

and inspect the aircraft to determine if the work proposed will bring the aircraft to a condition of conformity and to a condition of safe operation.	
3.2.4 Is the aircraft, engine(s), propeller(s) and appliances in compliance with the applicable type certificate data sheets or aircraft specifications?	
3.2.5 Is the aircraft cabin in an approved configuration? <i>Note:</i> Review against the type certificate and approved drawings.	
3.2.6 Have all applicable airworthiness directives been complied with? <i>Note:</i> The applicant must verify that all applicable airworthiness directives (or foreign equivalents) have been complied with. A list identifying all ADs researched and complied with must accompany the import application.	
3.2.7 Have all major repairs and major modifications been carried out in accordance with data acceptable to the Executive Director, and certified indicating that they are of an approved type and were made in accordance with accepted standards of workmanship? <i>Note 1:</i> Confirm and list all major modifications or major repairs embodied in the product. See part 1 for definitions of major and minor modifications. Note 2: The services of an Engineer may be required to familiarize any major repairs and modifications. All documentation supporting a major repair or major modification must be available for review.	
3.2.8 Is the airframe, engine(s) and propeller(s) free of corrosion or within the limits prescribed by the applicable maintenance standards? <i>Note:</i> If corrosion is within limits, provide complete details of location and indicate the maintenance manual standards.	
3.2.9 Are all aircraft systems, engines, propellers and controls functioning properly and to manufacturer's specifications?	
3.2.10 Have the engines, propellers, rotors, life limited components, appliances, balloon basket and burner assemblies been identified in accordance with applicable sections of NAMCAR 43 <i>Note:</i> Aeronautical products imported from a country not requiring certain identification data will require the identification data be installed prior to acceptance.	
3.2.11 Is the approved flight manual or approved operating limitations as applicable available for the aircraft?	
3.2.12 Is a Weight and Balance report together with an equipment not forming part of the type design available? <i>Note:</i> The aircraft must have a current weight and balance including an equipment list that meets the requirements of	

THE NAMCARs	
<p>3.2.13 Have all life-limited parts been researched to determine that the time in service of each life limited part has not exceeded its maximum permitted life?</p> <p><i>Note 1:</i> Each life limited component, or any product containing a life limited component, which has seen prior service shall be accompanied by its technical record containing details of all repairs and modifications carried out during its service life, and a record of accumulated time in flying hours or cycles, as may be applicable.</p>	
<p>3.2.14 If the aircraft is eligible for a certificate of airworthiness, has it been brought to the required standards through the use of applicable maintenance manuals?</p> <p><i>Note:</i> Reference to "required standards" is intended to ensure that any maintenance accomplished on the aircraft is done in accordance with NAMCAR Part 43 with respect to performance of work.</p>	
<p>3.2.15 Has an application for a certificate of airworthiness been submitted in accordance with NAMCAR Part 21-Application for a C of A.</p>	
<p>3.2.16 Have the appropriate fees been submitted with the Certificate of Airworthiness application?</p>	
<p>3.2.17 Has the aircraft journey log and other technical records been established for the aircraft.</p> <p><i>Note:</i> Has a maintenance release been provided by a person authorized pursuant to NAMCAR 43</p>	
<p>3.2.18 Does the aircraft technical record include a listing of all applicable "supplemental instructions for continued airworthiness"?</p>	
<p>To the best of my knowledge the information contained in the checklists is true and accurate.</p>	
<p>Print name of applicant / representative:</p>	
<p>Signature of applicant / representative:</p>	
<p>Name of Civil Aviation Safety Inspector who verified (sampled) the above requirements.</p>	

This part is to be completed by a **NAMIBIA AVIATION SAFETY INSPECTOR**

Checklist 2 - Aircraft imported without an Export Airworthiness Certificate [continued ...]			
<p>3.2.19 (a) After evaluation of the report (survey) as required by Part 3 Check List 2, sections 3.2.2, 3.2.3, 3.2.4, and inspection of the aircraft, has the Namibia aviation Safety Inspector determined that the work proposed was adequate to bring the aircraft to a condition of conformity to the certified type design and of safe operation?</p>	<p>YES:</p>	<p>NO:</p>	<p>Comments</p>

(b) If no, has the importer been informed in writing identifying why the aircraft did not conform to an approved type design and was not in a condition for safe operation and issuance of a flight permit or authority?	YES:	NO:	Comments
3.2.20 Have items not corrected in the proposed work report been entered in the aircraft journey log book? <i>Note:</i> It is not absolutely essential that all defects found during the import inspection be corrected before the C of A is issued. Items not corrected must be entered in the journey log book as defects and an assessment made by the pilot in command to determine if the defect will adversely affect the safe flight of the aircraft. This assessment is the same for any operational aircraft.	YES:	NO:	Date of issue
3.2.21 Will the Namibian Certificate of Airworthiness be issued?	YES:	NO:	Date of issue
3.2.22 Has the importer / Transport Namibia rescheduled the inspection if necessary?	YES:	NO:	Date Rescheduled:
Remarks:			

Part 3: Checklist 3 - to be completed by the APPLICANT

3.3 The following checklist will be used to ensure essential operating requirements are met. This checklist is applicable to aircraft imported with or without an Export Airworthiness Certificate.	Comment and initial (acceptable, accomplished, N/A.)
Checklist 3 - All type certificated aircraft imported into Namibia	
3.3.1 Is there available an <i>Aircraft Flight Manual</i> as required by the applicable standards of airworthiness?	
3.3.2 Have all <i>Placards</i> required by the applicable standards of airworthiness been affixed to the aircraft or attached to the component in accordance with those standards?	
To the best of my knowledge the information contained in the checklists is true and accurate.	
Print name of applicant / representative:	
Signature of applicant / representative:	

Name of Civil Aviation Safety Inspector who verified (sampled) the above requirements.	
----------------------------------------------------------------------------------------	--

FOR OFFICIAL USE ONLY

Recommendation/observation:.....

Inspector's Name & ASI #	Signature	Date
-------------------------------------	------------------	-------------

Airworthiness chief's Remarks:

The above requirements have been evaluated against the operator submissions and is hereby **approved / not approved** and **recommended / not recommended** to be issued the appropriate Authorization

Signature / Date: