



Barbados Civil Aviation
Department

BCAD Document AAC-015

AIRWORTHINESS

ADVISORY

CIRCULAR

ISSUE OF
SPECIAL FLIGHT PERMITS

ISSUE OF SPECIAL FLIGHT PERMITS

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SECTION 1 –ISSUE OF A SPECIAL FLIGHT PERMIT

1. INTRODUCTION.

1.1. From time to time there will be a requirement to ferry an aircraft from Barbados to other overseas countries in order for repairs, modifications or maintenance and other matters to be addressed, when the aircraft is not in a fully serviceable condition.

1.2. The BCAD may issue Special Flight Permits to an aircraft that is capable of safe flight, but unable to meet applicable airworthiness requirements, for the purpose of:

- a). Flying to a base where repairs, modifications, maintenance, or inspections are to be performed or to a point of storage;
- b). Testing after repairs, modifications or maintenance have been performed;
- c). Delivering or exporting the aircraft;
- d). Evacuating aircraft from areas of impending danger;
- e). Operating at a weight in excess of the aircraft's maximum Certified Takeoff Weight for flight beyond normal range over water or land areas where adequate landing facilities or appropriate fuel is not available. The excess weight is limited to additional fuel, fuel-carrying facilities and navigation equipment necessary for the flight; and
- f). Ferry Flights for any purpose

2. PROCEDURE.

2.1 FLIGHT OUTSIDE THE REQUIREMENTS OF THE M.E.L.

2.1.1 If an item of equipment becomes unserviceable which cannot be deferred because of M.E.L. requirements whilst the aircraft is away from its maintenance base, then the Operator may apply to the DCA for approval to ferry the aircraft back to its base, or to a place where repairs can be made.

2.1.2 The Operator will apply for approval in writing using DCA AW-009 (see appendix 1) with the required “ Flight Release Certificate” DCA AW-047 (see appendix 2) to the BCAD giving full details of the nature of the defect and the reasons why this cannot be addressed where the aircraft is located.

2.1.3 The BCAD will consider each case on its merits and, depending upon the defect, may require the Operator to obtain positive support from the OEM.

2.1.4 The “Approval” if granted, will be in the form of a letter listing any operational or airworthiness requirements that may be applicable and this document must be carried on the aircraft.

2.1.5 Approvals will normally be for a single non revenue flight back to the maintenance base, or a place where maintenance may be carried out.

2.1.6 For situations arising outside normal working hours, the Operator will, upon receipt of verbal approval from a BCAD Inspector, make an entry in the Technical Log, noting the date and time of the approval, as well as the BCAD Inspector approving the request.

2.2 FERRY FLIGHT ON EXPORT OF THE AIRCRAFT.

2.2.1. Following the issue of an Export C of A, if the aircraft does not have a Standard C of A, the Operator may request approval to fly the aircraft to a foreign destination where the aircraft will be de-registered.

2.2.2. Under these circumstances the procedures outlined for the issue of an Export C of A, AIGM-011, will be followed and the Special Flight Permit will be issued as part of that procedure.

2.2.3 A properly executed Flight Release Certificate (see appendix 2) authorized in accordance with Civil Aviation (Airworthiness) Regulation 12 must be issued prior to flight.

2.2.4 The operator shall obtain the required over flight authorizations from countries to be over flown on flights outside Barbados.

2.3 FERRY FLIGHT OF AN AIRCRAFT FOR REPAIRS.

2.3.1. When an aircraft is damaged following an accident or an incident, it may be necessary to fly the aircraft back to its maintenance base or to a foreign maintenance facility in order for repairs to take place. If the aircraft has suffered serious structural damage the BCAD may have suspended the C of A.

2.3.2. The responsible maintenance organisation will apply in writing using DCA AW-009 (see appendix 1) to the BCAD for the issue of a Ferry Flight Permit in order to fly to the designated place. The application will contain the following information:

- a). The make, model, serial number and registration marks of the aircraft
- b). The purpose of the flight
- c). The proposed itinerary
- d). The crew required to operate the flight
- e). Details of non-compliance with applicable airworthiness requirements
- f). Any restrictions the maintenance organisation considers necessary for safe operation of the aircraft

2.3.3. The BCAD will also require the maintenance organisation to provide the following:

- (a) A full report on the damage to the aircraft and its engines and the condition of all aircraft systems.
- (b) Repair schemes to bring the aircraft into a safe condition for flight, albeit under prescribed limiting conditions. These repair schemes must be approved by the BCAD

prior to the commencement of any work, except work necessary to make the aircraft safe from fire etc or to vacate the runway if it is an obstruction. The BCAD approval will in general, require the involvement of the aircraft manufacturer and original equipment manufacturers together with appropriate design and stress organisations to certify that the aircraft is safe to fly and under what conditions.

- (c) Details on how the maintenance organisation proposes to carry out the work and the certification arrangements for the BCAD to approve. If this is to be done by organisations from outside Barbados then the BCAD will need to issue specific authorisations.
- (d) The BCAD may require to survey the aircraft at this point.

2.3.4. When the BCAD has approved the repair scheme and the certification arrangements and issued any necessary authorisations, a Special Flight Permit will be issued and this will list any special conditions or procedures that may be applicable to the flight. The BCAD will also inform the Operator/Maintenance Organisation of his responsibility to obtain over-flight authorisations from all countries to be over-flown. Following receipt of this Ferry Flight Permit and subject to permission from the Foreign Authorities, the aircraft may depart on a single direct flight to the agreed repair facility. A properly executed Flight Release Certificate DCA AW-047 (see appendix 2) issued by an organization approved under the Approved Maintenance Organisation Regulations must be issued, stating that the aircraft has been inspected and found safe for the intended flight.

2.3.5. On completion of the work, the Maintenance Organisation will submit the following to the BCAD:

- (a). An Engineers Report Form AW-005
- (b) A Certificate of Release to Service from the authorised Maintenance Organisation.
- (c). The BCAD may elect to carry out a survey of the aircraft, the work packs and records pertaining to the repair although this will be discretionary and may be carried out on the return of the aircraft to Barbados.
- (d). Evidence that a test flight has been carried out and that all necessary systems are operating satisfactorily.

2.3.6. When all aspects are satisfactory and the aircraft is deemed to be airworthy, the Standard Certificate of Airworthiness will be reinstated or re-issued.

2.4 FLIGHT AFTER REPAIRS, MODIFICATIONS OR MAINTENANCE.

2.4.1. The operator/maintenance organization will apply to the BCAD using Form AW-009 (see appendix 1) giving full details of the work carried out. If it is a modification, it must have been approved in accordance with the requirements of the BCAR procedures.

2.4.2. The aircraft must already have qualified for the issue of a Standard Certificate of Airworthiness. If while awaiting repairs or during the maintenance or modification the

Certificate of Airworthiness has expired, then the operator must have applied for and paid for the renewal of the C of A.

2.4.3. The operator / maintenance organization will submit a satisfactory Engineers Report Form AW-005.

2.4.4. The operator / maintenance organization will submit for approval, details of the proposed flight test.

2.4.5. When all matters have been agreed and approved by the BCAD, a Special Flight Permit will be issued.

2.4.6. A properly executed Flight Release Certificate DCA AW-047 (see appendix 2) must be issued by an approved maintenance organisation.

2.5. EVACUATING AIRCRAFT FROM IMPENDING DANGER.

2.5.1. In the event of a hurricane or severe tropical storm approaching the area, the operator/maintenance organization may contact the BCAD by telephone and make a formal request using DCA AW-009 (see appendix 1) which must be supported by a Fax stating the full details of the aircraft, its present airworthiness status and its intended destination.

2.5.2. A properly executed Flight Release Certificate DCA AW-047 (see appendix 2) must be submitted by an approved maintenance organization.

The BCAD will consider the known history of the aircraft, the airworthiness status and if a satisfactory level of safety can be achieved, a Special Flight Permit may be issued.

APPENDIX 1

<p>(a) AIRCRAFT Registration:.....</p> <p>Aircraft Type:..... Serial No:.....</p> <p>Aircraft Location:.....</p>
<p>(b) ADDRESS Name and work address of the Licensed Aircraft Maintenance Technician(s), Approved Maintenance Organisation, or BCAD Authorised Person that will be responsible for the issue of the Flight Release Certificate associated with this Special Flight Permit Name(s): Location(s):</p>
<p>(c) PURPOSE OF FLIGHT(s) Qualify for the Issue/Renewal/Re-Validation of an airworthiness certificate. Functional/operational checks of previously approved modifications. Proceed to or from a place for maintenance/test/weighing/painting to be performed. Proceed to or from a place of storage. Flight testing for showing compliance with applicable certification and environmental protection requirements. Other. (Specify below or on separate attached report.)</p>
<p>(d) DESCRIPTION OF FLIGHT(s)</p> <p>From To</p> <p>Via *Date of intended Flight</p> <p>(If a series of flights are to be carried out under an approved 'Flight Test Programme', specify on separate attached report) *Issue date of Permit</p>
<p>(e) CREW COMPOSTION Specify number(s) of crew to be carried whilst operating on the Special Flight Permit.</p> <p>Pilot(s).....</p> <p>Flight Engineer(s).....</p> <p>Flight Observer(s).....</p> <p>Other (Please specify)</p> <p>Note: Only minimum crew shall be carried on an aircraft operating on a Special Flight Permit.</p>

(f) COMPLIANCE WITH MAINTENANCE AND AIRWORTHINESS REQUIREMENTS The aircraft complies with all applicable type certification, maintenance and airworthiness requirements:

YES NO

If the answer is 'No' complete section (g) **(Delete as appropriate)*

(g) NON-COMPLIANCE WITH TYPE CERTIFICATION, MAINTENANCE & AIRWORTHINESS REQUIREMENTS

The aircraft is not in compliance with the following type certification, maintenance and/or airworthiness requirements specified below:

Note: Any non-compliance with the Maintenance Programme, Airworthiness Directives, Airworthiness Life Limitations or non-compliance with the Type Certification Standard must be declared, including details of any damage. Non-compliance with type certification, airworthiness of maintenance requirements may require technical (engineering) support from the type certificate holder.

(h) MAINTENANCE AND AIRWORTHINESS INSPECTIONS Specify any particular maintenance inspections that will be accomplished in order to establish the airworthiness standard for the intended flight(s) on the Permit to Fly. *(Attach additional report if required.)*

(i) DECLARATION I hereby confirm that with respect to this application I am acting on behalf of the registered Owner/Operator of the aircraft. As an appropriately type rated *Licensed Aircraft Engineer*/AMO Authorised Person*/BCAD Authorised-Approved Person*, I will ensure that prior to any flight a valid Flight Release Certificate is in force, issued in accordance with Airworthiness Notice No. 9 and that the aircraft will be in an appropriate airworthy condition to perform the intended flight(s).

Name: Signature: Licence/Authorisation No:

Date: Organisation Name:

Organisation Approval **Delete as appropriate*

BCAD USE ONLY

Permit to Fly No.

Date of Issue:

A/W Inspector Name: Aircraft/Records Survey performed Yes / No

APPENDIX 2

DCA AW-047

Flight Release Certificate – Civil Aviation (Airworthiness) Regulation 12

Aircraft Type:

Registration:

Serial No.:

It is hereby certified that the aircraft defined herein has been inspected and is considered fit for flight, provided it is properly loaded.

This Certificate is associated with BCAD Special Flight Permit No.....and is valid from until or until the airworthiness condition of the aircraft is altered, whichever is earlier.

Licence / Authorised No.:..... Date:.....

Signed:.....

Name (Print):

Organisation:

Organisation Approval Number:

1. The period of validity shall not exceed 7 days.
2. The Certificate shall only be issued to an aircraft that is to be flown under the authorisation of a BCAD Special Flight Permit issued by the BCAD.
3. The Certificate shall be issued in duplicate and one copy kept elsewhere than in the aircraft.
4. If the airworthiness condition of the aircraft is affected during the period of validity the Certificate shall be reissued.