



CIVIL AVIATION PUBLICATION

AIR 01

CERTIFICATE OF AIRWORTHINESS

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AIR 01

CERTIFICATE OF AIRWORTHINESS

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**LIST OF ABBREVIATIONS**

AD	Airworthiness Directive
AMOC:	Alternative Means of Compliance
APU:	Auxiliary Power Unit
ARC:	Airworthiness Review Certificate
AWO:	All Weather Operations
CAA-B:	Civil Aviation Authority Bahamas
CPDLC:	Controller/Pilot Data Link Communications
CVR:	Cockpit Voice Recorder
C of A:	Certificate of Airworthiness
DTA:	Damage Tolerant Analysis
EFB:	Electronic Flight Bag
ELT	Emergency Locator Transmitter
EVS:	Enhanced Vision Systems
FDR:	Flight Data Recorder
HUD:	Head-Up Display
ELT	Emergency Locator Transmitter
LOPA:	Layout of Passenger Accommodations
MEL:	Minimum Equipment List
MCM:	Maintenance Control Manual
MMEL:	Master Minimum Equipment List
MRI:	Maintenance Requirement Item (e.g. CMR, Airworthiness Limitation Items etc.)
NAA:	National Aviation Authority
RPA	Remotely Piloted Aircraft
RPAS	Remotely Piloted Aircraft System
RPS	Remote Pilot Station
SB:	Service Bulletin
SRM:	Structural Repair Manual
STC:	Supplemental Type Certificates
TCDS:	Type Certificate Data Sheet



1. INTRODUCTION

1.1 Applicability

This CAP is applicable for an applicant of a;

- (a) Certificate of Airworthiness (C of A); or an
- (b) Export C of A (refer to Appendix 4)

1.2 General

This document is a guide for the person or organisation who will be presenting an aircraft and its associated records to the CAA-B's Airworthiness Inspector authorised to make a recommendation that the Certificate of Airworthiness (C of A) be issued or renewed.

The C of A will normally be valid for a period of 12 months from the date of issue, unless satisfactory maintenance arrangements are made by a long term contract with an appropriate organisation acceptable to the CAA-B. In such cases, the C of A may be valid for a period of 24 months. Reference should be made to CAR AIR 1.57 and CAP AIR 02 for the acceptance of satisfactory maintenance arrangements.

The person presenting the aircraft and its records would normally be the operator's Airworthiness Coordinator or Continuing Airworthiness Postholder in the case of aircraft operated commercially, unless different arrangements are agreed on an individual basis in advance with the CAA-B. The Airworthiness Coordinator or Maintenance Postholder is responsible, prior to the aircraft inspection, for ensuring that the aircraft and its associated records meet CAA-B standards and requirements. Please contact the CAA-B if any of the items listed cannot be satisfied.

The aircraft must be positioned at a location acceptable to the CAA-B that allows for an adequate inspection. Usually this will be at a maintenance organisation where facilities such as aircraft or ground power are provided. It may be necessary to open cowlings and panels to facilitate the inspection. The depth and areas of the inspection is at the discretion of the CAA-B's airworthiness inspector, but as a minimum it should provide for the ability to inspect the external fuselage, wings, tail-plane (with flaps lowered), cargo holds, avionics bays, engines (with cowls open), flight deck and cabin with external electrical power to the aircraft. A person should be present, representing the applicant, who can perform maintenance functions and certify such things as panel removal replacements, door opening, functioning of equipment etc.

If the physical inspection of the aircraft and its associated records is satisfactory, the Airworthiness Inspector will make a recommendation to the CAA-B that the certificate of airworthiness may be issued. If deficiencies are found during the inspection, the Airworthiness Inspector will raise Findings for the Airworthiness Coordinator or Maintenance Postholder to correct. When Findings have been corrected and evidence of the corrective actions has been provided to the Inspector (e.g. copies of log book entries, copies of documents, photographs etc.) for their review and agreement that the Finding can be closed.



The CAA-B will endeavour to complete their review as quickly as possible, however the applicant should carefully co-ordinate their intended date and time of the first flight to allow sufficient time for the review and closure of any findings by the CAA-B. When the Inspector is satisfied that all the findings have been corrected, they will make a recommendation for the C of A be issued.

Please do not send original documents for those items marked with **in blue**, as copies of the originals are sufficient to be provided to the Airworthiness Inspector on site or to be sent to the CAA-B.

1.3 Renewal

An application for renewal of a Certificate of Airworthiness may be submitted up to 60 days prior to the expiration date without loss of validity or periodicity.



APPENDIX 1

CHECKLIST FOR THE ISSUANCE OF A CERTIFICATE OF AIRWORTHINESS

NO.	ITEM	REQUIREMENT	COMPLETED
<p>ITEMS REQUIRED PRIOR TO THE AIRCRAFT INSPECTION The following items 1 through 3 must be submitted to the CAA-B prior to the aircraft inspection. Please contact the CAA-B if Item 3 cannot be submitted prior, so that different arrangements can be agreed with the assigned inspector.</p>			
1.	Form AIR 01	Application for the initial issue of a C of A for an aircraft registered in The Bahamas shall be made using Form AIR 01 .	
2.	Form AIR 23	Application for a Nominated Airworthiness Coordinator for aircraft operated privately under CAR OPS 2A/H , or aerial work under CAR OPS 5 or a RPAS operated under CAR OPS 4 .	
3.	Export Certificate of Airworthiness or Equivalent Document	<p>An Export C of A, or an equivalent, should be available in the form of:</p> <p>For newly manufactured aircraft</p> <p>(a) For aircraft manufactured in EASA Member State or the United Kingdom, a Statement of Conformity (EASA Form 52 or CAA Form 52).</p> <p>(b) For aircraft constructed outside of the European Union or the United Kingdom, an Export C of A issued by the State of Manufacturer is required.</p> <p>For used aircraft</p> <p>(a) An Export C of A issued by the last State of Registry confirming that the aircraft conforms with a certification standard acceptable to the CAA-B.</p> <p>(b) In some instances National Aviation Authorities do not issue Certificates of Airworthiness for Export. In this case, a letter from the last State of Registry confirming that the aircraft and its associated records have been inspected, and at the date of issue the aircraft complies with a TCDS acceptable to the CAA-B and is in an airworthy condition.</p> <p>(c) For aircraft imported from an EASA Member State, a valid C of A along with a current Airworthiness Review Certificate (ARC).</p> <p>Note: <i>Export C of A or equivalent document issued by the last State of Registry will normally only be considered valid if issued within the 60 days preceding receipt of the application for the C of A by the CAA-B</i></p>	



ITEMS REQUIRED PRIOR TO THE ISSUANCE OF THE C OF A

The following item 4 must be submitted to the CAA-B when available or prior to the issuance of the C of A.

4.	Aircraft Insurance Certificate	Positively identifying the insured entity or additional insured and the aircraft with C6 registration mark and the period of validity.	
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ITEMS REQUIRED AT THE TIME OF THE AIRCRAFT INSPECTION

The following items 5 through 37 must be available to the Airworthiness Inspector at the time of the aircraft inspection. All records must be in the English language.

5.	Type Certificate Data Sheet (TCDS)	[Confirm the Type Certificate Data Sheet on which CAA-B type acceptance rests and that the aircraft conforms to that TCDS.]	
6.	Concessions or design deviations arising during manufacture	For new aircraft, any information on concessions or design deviations should be available to the Airworthiness Inspector to review.	
7.	Service Bulletin (SB) Status	Service Bulletin status list detailing SBs embodied or applied and date of embodiment (separate list for airframe, engine, propeller, APU and equipment).	
8.	Major Modifications (Supplemental Type Certificates)	Current list of all Major Modifications (STCs) embodied during the life of the aircraft, including any information for continuing airworthiness, design records and embodiment records.	
9.	Other Modifications	A list of all other modifications embodied on the aircraft that are not SBs or STCs, including their method of approval and date of embodiment.	
10.	Major Repairs (repairs outside of the SRM)	<ul style="list-style-type: none"> (a) Current list of all major repairs embodied during the life of the aircraft including their categorisation if subject to a Damage Tolerant Analysis. (b) The maintenance records associated with any major repairs including their method of approval. (c) Current dent & buckle chart, if available. (d) Current list of repairs that require repeat inspections that shows when accomplished and when next due. 	
11.	Airworthiness Directives (AD)	<ul style="list-style-type: none"> (a) Airworthiness Directive status list for the aircraft, engines, APU and equipment, signed and dated at the time of the CAA-B inspection. The list should state the date of compliance and the means of compliance with the AD. (b) Original records of all accomplished Airworthiness Directives (work orders, certified Task Cards, logbook entries, "dirty fingerprint" records etc.) 	
12.	Life Limited Parts (LLP)	If the aircraft has life limited parts, a summary of these must be included in the records showing the total cycles and/or hours and the cycles and/or hours, as applicable, remaining until replacement. The records must include the applicable	

		Part Numbers and Serial Numbers to enable appropriate tracking capability.	
13.	Maintenance Programme Next Due List	A list of all the tasks from the CAA-B accepted Maintenance Programme showing when they were last performed and when they are next due to be performed.	
14.	Shop Visit records for the engines	The records for the Shop Visits of the Engines installed should be available for review by the CAA-B's Airworthiness Inspector.	
15.	Shop Visit records for the Landing Gear	The records for the Shop Visits of the Landing Gears installed should be available for review by the CAA-B's Airworthiness Inspector.	
16.	Shop Visit records for the APU	The records for the Shop Visits of the APU installed should be available for review by the CAA-B's Airworthiness Inspector.	
17.	Airframe, Engine, APU and Propeller Log Books	<p>(a) All required Log books, including historical Log Books, should be available for the Airworthiness Inspector to review.</p> <p>(b) All Log Book entries should be up to date to include the latest maintenance, flying hours and cycles.</p> <p>(c) Any associated maintenance records (work orders, work packs etc.) including their certification, should be made available for review by the CAA-B's Airworthiness Inspector</p> <p><i>Note: An alternative system to hard copy Log Books may be acceptable to the CAA-B.</i></p>	
18.	Technical Log	<p>The format of the Technical Log, as prescribed in EASA Part M.306 is acceptable with the certificate of release to service amended to comply with CAR AIR 1.105 (<i>applicable for aeroplanes above 5700 kg, all turbo-jet engine aeroplanes, helicopters certificated for a maximum take-off mass exceeding 3175 kg and RPA greater than 150 kg</i>).</p> <p>For aircraft operated commercially under CAR OPS 1 or operated under an Article 83bis, the Technical Log needs to be approved by the CAA-B. Application shall be made using CAA-B Form AIR 039.</p>	
19.	Weighing Report	<p>The latest weighing report should be made available for review by the CAA-B's Airworthiness Inspector.</p> <p><i>Note: The aircraft must have been weighed during the preceding 5 years. See CAR 21.175 (13)</i></p>	
20.	Weight Schedule	The Weight Schedule should be available and demonstrate that it contains the latest weighing report and provides details of the variable load (the basic equipment installed) that will then be used to calculate the disposable load of the aircraft prior to flight.	



21.	Passenger cabin configuration	A LOPA showing the current passenger cabin configuration including the location and number of any required emergency equipment should be available for review by the CAA-B's Airworthiness Inspector.	
22.	Maintenance Requirement Items (MRI)	<p>If applicable, a list of the Maintenance Requirement Items (e.g. CMR items) showing when they were last accomplished and when next due should be provided for review by the CAA-B's Airworthiness Inspector.</p> <p>Where Airworthiness Limitations are applicable to the aircraft, the records should contain a summary that shows when the Airworthiness Limitations, Critical Design Configuration Control Limitation (CDCCL) etc. were accomplished and when next due.</p>	
23.	Flight Test Report (new aircraft)	For new aircraft, a copy of the production flight test report should be available for review by the CAA-B's Airworthiness Inspector.	
24.	Flight Manual / Pilot Operating Handbook	The applicable Flight Manual/Pilot Operating Handbook should be available, up to date and include any of the required STC supplements. In addition, confirmation from the manufacturer of the latest revision of the Flight Manual should be available.	
25.	Placards and markings	All required placards and markings must be present and legible. Refer to CAP GEN 02 for guidance.	
26.	Registration Marks	<p>The required registration marks must be present and legible. Refer to CAP GEN 02 for guidance.</p> <p>Bahamas Registration Marks are required by CAR REG.040 and are required to be painted or fixed by a similar means. If adhesive decal type markings have been used, then the Airworthiness Coordinator or Continuing Airworthiness Postholder should ensure that the accepted Maintenance Programme, or approved Maintenance Programme includes an inspection to ensure they are present and legible at an appropriate maintenance check but not to exceed 500 hrs or 6 months.</p>	
27.	Fireproof Plate	A fireproof plate displaying The Bahamas nationality and registration marks must be affixed to the aircraft in a prominent position near the main entrance to the aircraft. Refer to CAP GEN 02 for guidance.	
28.	Airspace Approvals	<p>All Airspace approvals should have been applied for in advance of the CAA-B aircraft inspection.</p> <p>The applicant must be able to demonstrate that the aircraft and its equipment is compliant with the specific configuration and maintenance requirements.</p> <p>All relevant supporting documents must be available for review.</p> <p>Refer to Appendix 2 - Checklist for operational requirements.</p>	

29.	Installed Radio Equipment	<p>(a) A check should be performed to ensure that the radio equipment fitted is the same as that specified on the application form.</p> <p>(b) [All required radio equipment must be of a type approved by a National Aviation Authority listed in CAR 21.21(1).]</p>	
30.	ELT Coding	<p>Any ELTs carried on board must be programmed and appropriately registered with the CAA-B by using Form REG 02.</p> <p><i>Note: Separate forms should be completed for each ELT.</i></p>	
31.	Mode S Transponder Coding	<p>The aircraft transponders must be programmed with the allocated address issued by the CAA-B.</p> <p>The correct transmission of the allocated address must be demonstrated to the satisfaction of the CAA-B prior to the first flight.</p> <p><i>Note: This is normally demonstrated by the test results from an ATC IFR 6000 test set or equivalent showing evidence of the appropriate codes and tail number identification. Certification, showing the correct codes, should be provided for inclusion in the aircraft records.</i></p>	
32.	Flight Data Recorder	<p>[For an aircraft that has a FDR installed, or is required to have a FDR (refer to CAR OPS 2A.425 for privately operated aeroplanes; CAR OPS 2H.429 for privately operated helicopters; CAR OPS 1.710, 1.715, 1.720 and 1.725, for commercially operated aeroplanes and CAR OPS 3.710, 3.715, 3.720 and 3.727 for commercially operated helicopters) a confirmation that the FDR is recording satisfactorily must be provided.]</p>	
33.	Cockpit Voice Recorder	<p>[For an aircraft that has a FDR installed, or is required to have a CVR (refer to CAR OPS 2A.420 for privately operated aeroplanes; CAR OPS 2H.427 for privately operated helicopters; CAR OPS 1.700 for commercially operated aeroplanes and CAR OPS 3.700 for commercially operated helicopters) a confirmation that the CVR is recording satisfactorily must be provided.]</p>	
34.	Maintenance Programme	<p>The Maintenance Programme must be accepted by the CAA-B for aircraft to be operated under CAR OPS 2A/H (applicable for aeroplanes above 5700 kg, all turbo-jet engine aeroplanes and helicopters certificated for a maximum take-off mass exceeding 3175 kg) or for a RPA greater than 150 kg operating under CAR OPS 4.</p> <p>(1) A maintenance programme declaration is required to be submitted using Form AIR 04.</p> <p>(2) CAP AIR 04 provides policies and guidance on what is required to be annotated on the Form AIR 04.</p> <p>The Maintenance Programme must be approved by the CAA-B for aircraft operated commercially under an ICAO Article 83bis</p>	

		<p>agreement or CAR OPS 1/3 (Commercial Air Transport)</p> <p>(1) A formal application can be made using Form AIR 027, which is required to be sent along with Form AIR 028 Maintenance Programme Operator Checklist.</p> <p>(2) CAP AIR 05 provides guidance on what is required to be included in a maintenance programme.</p>	
35.	Maintenance Control Manual (MCM)	<p>A Maintenance Control Manual is required for GA aircraft operated privately under CAR OPS 2A/H (<i>applicable for aeroplanes above 5700 kg, all turbo-jet engine aeroplanes and helicopters certificated for a maximum take-off mass exceeding 3175 kg</i>) and for a RPA greater than 150 kg operating under CAR OPS 4.</p> <p>A MCM declaration using Form AIR 08 is required to be completed and submitted to the CAA-B. CAP AIR 03 provides guidance on an acceptable MCM but an alternative may be used.</p>	
36.	Instruments and Equipment Compliance Statement	<p>[For aircraft operated privately under CAR OPS 2A/H, Form 031A (Aeroplanes) or Form 031H (Helicopter) Instruments and Equipment Compliance Statement must be completed and signed by the Airworthiness Coordinator.</p> <p>For aircraft operated commercially under CAR OPS 1, Form AIR 030A (Aeroplanes) or under CAR OPS 3, Form AIR 31H is submitted as part of the AOC application, not as part of the application for a C of A.]</p>	
37.	Contract with an NAA approved Continuing Airworthiness Management Organisation	<p>For those aircraft operated privately under CAR OPS 2A/H or a RPA operating under CAR OPS 4, where the applicant has requested a 24 month C of A, a copy of the contract with an acceptable CAMO, valid for at least 12 months, must be supplied.</p> <p>Refer to CAR AIR 2.020 and paragraph 20 of CAP 02 for the acceptance of satisfactory maintenance arrangements.</p>	



ITEMS REQUIRED FROM THE CAA-B INSPECTOR PRIOR TO THE ISSUANCE OF THE C OF A
 The following items 38 through 41 must be submitted by an Airworthiness Inspector following the airworthiness inspection of the aircraft and a review of its records, and the completion of any action required, where appropriate, and prior to the issuance of the C of A.

38.	Form AIR 09	The Airworthiness Inspector will complete Form AIR 09 when the inspection of the records has been completed.	
39.		At the discretion of the Director General, an investigation will be completed by the Airworthiness Inspector to determine and have satisfactory evidence that the aircraft conforms with Type Certificate standard specified in item 5 of this Appendix, when an Export C of A or equivalent document is unacceptable or not available.	
40.	Form AIR 09	If there are any findings that prevent a recommendation for the C of A be issued, the Airworthiness Inspector will complete Form AIR 09 and pass a copy to the operator's Airworthiness Coordinator or Maintenance Postholder, once they have been briefed on what the action is required to close the findings.	
41.	Form AIR 01	When the Airworthiness Inspector is satisfied that all Findings recorded on Form AIR 09 have been corrected, he will complete Form AIR 01 to recommend the issue of the C of A.	



APPENDIX 2

CHECKLIST FOR OPERATIONAL REQUIREMENTS

NO.	ITEM	REQUIREMENT	COMPLETED
<p>The following items 1 through 13 describe the operational requirements that must be met before the first flight on the Bahamas aircraft register. The applicant should make every effort to complete them before the issuance of the certificates to prevent delays in flying the aircraft.</p>			
1.	<p>Form PEL 01 Flight Crew Licence Validation</p>	<p>Application for Flight Crew Licence Validation along with supporting documentation.</p>	
2.	<p>Form PEL 07 Pilot Licence</p>	<p>Application for Flight Crew Licence along with supporting documentation.</p>	
3.	<p>Designated Airspace</p>	<p>For aircraft operated privately under CAR OPS 2A/H or RPA operating under CAR OPS 4, Form OPS 07 - Application for Designated Airspace Approval - General Aviation (<i>if applicable</i>) must be completed and submitted along with supporting documentation.</p> <p>For aircraft operated commercially under CAR OPS 1/3, Form OPS 08 - Application for Designated Airspace Approval - Commercial Air Transport (<i>if applicable</i>) must be submitted as part of the AOC application.</p> <p>CAP OPS 03 provides guidance on Designated Airspace.</p>	
4.	<p>All Weather Operations (AWO)</p>	<p>For aircraft operated privately under CAR OPS 2A/H, Form OPS 09- Application for All Weather Operations Approval – General Aviation (<i>if applicable</i>) must be completed and submitted along with supporting documentation.</p> <p>For aircraft operated commercially under CAR OPS 1, Form OPS 10 - Application for All Weather Operation Approval - Commercial Air Transport (<i>if applicable</i>) must be submitted as part of the AOC application.</p> <p>CAP OPS 04 provides guidance on AWO.</p>	



<p>5.</p>	<p>Electronic Flight Bag (EFB)</p>	<p>For aircraft operated privately under CAR OPS 2A/H, Part II, Form OPS 11 - Application for Electronic Flight Bag Approval (<i>if applicable</i>) must be completed and submitted along with supporting documentation.</p> <p>For aircraft operated privately under CAR OPS 2A/H, Part I, Form OPS 12 - Declaration for Carriage of Portable EFB (<i>if applicable</i>) must be completed and submitted as a Declaration of Compliance.</p> <p>CAP OPS 05 Section 8 provides specific guidance for GA operators.</p> <p>For aircraft operated commercially under CAR OPS 1, CAA-B Form OPS 11 must be submitted as part of the AOC application.</p> <p>CAP OPS 05 provides guidance on installed and portable EFB.</p>	
<p>6.</p>	<p>Head-Up Display (HUD) and Enhanced Vision Systems (EVS)</p>	<p>For aircraft operated privately under CAR OPS 2A/H, Form OPS 013 - Application for HUD/EVS Credit Approval - General Aviation (<i>if applicable</i>) must be completed and submitted.</p> <p>For aircraft operated commercially under CAR OPS 1, Form OPS 013 - Application for HUD/EVS Approval - Commercial Air Transport (<i>if applicable</i>) must be submitted as part of the AOC application.</p> <p>CAP OPS 06 provides guidance on HUD/EVS.</p>	
<p>7.</p>	<p>[Controller/Pilot Data Link Communications (CPDLC) and Automatic Dependent Surveillance (ADS)]</p>	<p>[For aircraft operated privately under CAR OPS 2A/H, Form OPS 015 – Application for CPDLC and/or Form OPS 035 for ADS must be completed and submitted along with supporting documentation.</p> <p>For aircraft operated commercially under CAR OPS 1, Form OPS 015 – Application for CPDLC and/or ADS (<i>if applicable</i>) must be submitted as part of the AOC application.</p> <p>CAP OPS 07 provides guidance on CPDLC and CAP OPS 08 for ADS]</p>	
<p>8.</p>	<p>Operation Manual</p>	<p>For aircraft operated privately under CAR OPS 2A/H, Form OPS 014 – Operation Manual Compliance Statement, must be completed and submitted.</p> <p>The manual need not be submitted unless requested to support applications for activities that require a Specific Approval from the CAA-B under CAR OPS 2A.104/2H.107.</p>	



		For aircraft operated commercially under CAR OPS 1 , Form OPS 023 – Operations Manual Compliance Statement must be submitted as part of the AOC application.	
9.	Minimum Equipment List (MEL)	<p>For aircraft operated privately under CAR OPS 2A/H or RPA operating under CAR OPS 4, CAA-B Form OPS 06 - Application for MEL Approval for operator with tailored MEL, along with MMEL (<i>applicable for aeroplanes above 5700 kg, all turbo-jet engine aeroplanes or RPA greater than 150 kg</i>) must be submitted.</p> <p>For aircraft operated commercially under CAR OPS 1, CAA-B Form OPS 06 must be submitted as part of the AOC application.</p> <p>CAP OPS 02 provides guidance on MEL.</p>	
10.	Master Minimum Equipment List (MMEL)	For aircraft operated privately under CAR OPS 2A/H or RPA operating under CAR OPS 4, CAA-B Form OPS 35 - Application for 30 day MMEL Approval for aircraft with no MEL along with MMEL (<i>applicable for aeroplanes above 5700 kg, all turbo-jet engine aeroplanes or RPA greater than 150 kg</i>) can be submitted.	
11.	Extended Diversion Time Operations (EDTO)	<p>For aeroplanes operated commercially under CAR OPS 1, CAA-B Form OPS 029 - Application for EDTO Approval must be submitted as part of the AOC application.</p> <p>AMC OPS 1.246 provides guidance on EDTO.</p>	
12.	Steep Approaches	<p>For aeroplanes operated privately under CAR OPS 2A, CAA-B Form OPS 030 - Application for Steep Approach Approval – General Aviation (<i>if applicable</i>) must be completed and submitted along with supporting documentation.</p> <p>For aircraft operated commercially under CAR OPS 1, CAA-B Form OPS 030 - Application for Steep Approach Approval - Commercial Air Transport (<i>if applicable</i>) must be submitted as part of the AOC application.</p> <p>CAP OPS 13 provides guidance on steep approaches.</p>	



<p>13.</p>	<p>Performance Based Communications & Surveillance (PBCS)</p>	<p>For aircraft operated privately under CAR OPS 2A/H, Form OPS 032 - Application for PBCS Approval – General Aviation (<i>if applicable</i>) must be completed and submitted along with supporting documentation.</p> <p>For aircraft operated commercially under CAR OPS 1, Form OPS 033 - Application for PBCS Approval - Commercial Air Transport (<i>if applicable</i>) must be submitted as part of the AOC application.</p> <p>CAP OPS 14 provides guidance on PBCS.</p>	
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APPENDIX 3

CHECKLIST FOR THE RENEWAL OF A CERTIFICATE OF AIRWORTHINESS

NO.	ITEM	REQUIREMENT	COMPLETED
ITEMS REQUIRED PRIOR TO THE AIRCRAFT INSPECTION			
The following item 1 must be submitted to the CAA-B prior to the aircraft inspection.			
1.	Form AIR 011	Application for the Renewal of a C of A for an aircraft registered in The Bahamas shall be made using Form AIR 011	
The following items 2 through 22 must be available to the Airworthiness Inspector at the time of the aircraft inspection for the renewal of the C of A.			
2.	Flight Manual/Pilot Operating Handbook	The applicable Flight Manual/Pilot Operating Handbook should be available, up to date and include any of the required STC supplements. In addition, confirmation from the manufacturer of the latest revision of the Flight Manual should be available.	
3.	Service Bulletin (SB) Status	Service Bulletin status list detailing SBs embodied or applied and date of embodiment. (Separate list for airframe, engine, propeller, APU and equipment)	
4.	Major Modifications (Supplemental Type Certificates)	Current list of all Major Modification STCs embodied during the life of the aircraft, including any information for continuing airworthiness, design records and embodiment records.	
5.	Other Modifications	A list of all other modifications embodied on the aircraft that are not SBs or STCs, including their method of approval and date of embodiment.	
6.	Major Repairs (repairs outside of the SRM)	(a) Current list of all major repairs embodied during the life of the aircraft including their categorisation if subject to a Damage Tolerant Analysis. (b) The maintenance records associated with any major repairs including their method of approval. (c) Current list of repairs that require repeat inspections that shows when accomplished and when next due.	

7.	Airworthiness Directives (AD)	<p>(a) Airworthiness Directive status list for the aircraft, engines, APU and equipment, signed and dated at the time of the CAA-B inspection. The list should state the date of compliance and the means of compliance with the AD.</p> <p>(b) Original records of all accomplished Airworthiness Directives (work orders, certified Task Cards, logbook entries, “dirty fingerprint” records etc.</p>	
8.	Shop Visit records for the engines	The records for the Shop Visits of the Engines installed should be available for review by the CAA-B’s Airworthiness Inspector.	
9.	Shop Visit records for the Landing Gear	The records for the Shop Visits of the Landing Gears installed should be available for review by the CAA-B Inspector.	
10.	Shop Visit records for the APU	The records for the Shop Visits of the APU installed should be available for review by the CAA-B Inspector.	
11.	Weight Schedule	<p>The Weight Schedule should be available and demonstrate that it contains the latest weighing report and provides details of the variable load (the basic equipment installed) that will then be used to calculate the disposable load of the aircraft prior to flight.</p> <p><i>Note: The aircraft must have been weighed during the preceding 5 years.</i></p>	
12.	Maintenance Programme	<p>For aircraft operated privately under CAR OPS 2A/H, a copy of Form AIR 04 Maintenance Programme Declaration accepted by the CAA-B must be available.</p> <p>For aircraft operated commercially under an ICAO Article 83bis agreement or CAR OPS 1/3/4, a copy of the CAA-B approved Maintenance Programme and any associated Reliability Reports must be available</p>	
13.	Engineer’s validation certificates	If any Engineers have been authorised to perform and certify maintenance on the aircraft, copies of their validation certificates should be available.	
14.	Technical Log Book	The Technical Log, as required for aeroplanes above 5700 kg, all turbo-jet engine aeroplanes and helicopters certificated for a maximum take-off mass exceeding 3175 kg), and RPA greater than 150 kg, must be up to date and available.	

15.	Maintenance Control Manual	For aircraft operated privately under CAR OPS 2A/H, or aerial work under CAR OPS 5 or RPA greater than 150 kg operating under CAR OPS 4, a copy of the up-to-date Maintenance Control Manual must be available. For aircraft operated commercially under an ICAO Article 83bis agreement or CAR OPS 1/3, a copy of the Maintenance Management Exposition (MME) or equivalent must be available.	
16.	Minimum Equipment List (MEL)	A copy of the approved aircraft MEL must be available.	
17.	Life Limited Parts (LLP)	If the aircraft has life limited parts, a summary of these must be included in the records showing the total cycles and/or hours and the cycles and/or hours, as applicable, remaining until replacement. The records must include the applicable Part Numbers and Serial Numbers to enable appropriate tracking capability.	
18.	Maintenance Programme Next Due List	A list of all the tasks from the CAA-B accepted Maintenance Programme showing when they were last performed and when they are next due to be performed.	
19.	Airframe, Engine, APU and Propeller Log Books	<p>(a) All required Log books, including historical Log Books, should be available for the Airworthiness Inspector to review.</p> <p>(b) All Log Book entries should be up to date to include the latest maintenance, flying hours and cycles.</p> <p>(c) Any associated maintenance records (work orders, work packs etc.) including their certification, should be made available for review by the CAA-B's Airworthiness Inspector.</p> <p><i>Note: An alternative system to hard copy Log Books may be acceptable to the CAA-B</i></p>	
20.	Contract with an NAA approved Continuing Airworthiness Management Organisation	For those aircraft privately operated under CAR OPS 2A/H or RPA greater than 150 kg operating under CAR OPS 4 and the applicant has requested a 24 month C of A, a copy of the contract with an acceptable CAMO, valid for at least 12 months, must be supplied. Refer to CAR AIR 2.020 and paragraph 20 of CAP AIR 02 for the acceptance of satisfactory maintenance arrangements.	
21.	Flight Data Recorder	For an aircraft required to have an FDR, (<i>refer to CAR OPS 2A.425 for privately operated aeroplanes; CAR OPS 2H.429 for privately operated helicopters; CAR OPS 1.715, 1.720, 1.725, 1.726 and 1.727 for commercially operated aeroplanes and CAR OPS 3.715, 3.720, 3.725 and 3.727 for commercially operated helicopters</i>) a report confirming that the FDR is recording satisfactorily must be provided. Refer to CAP AIR 02 and CAP AIR <u>04</u> or CAP AIR <u>05</u> , as applicable, for further guidance.	



<p>22.</p>	<p>Cockpit Voice Recorder</p>	<p>For an aircraft required to have a CVR, (refer to CAR OPS 2A.420 for privately operated aeroplanes; CAR OPS 2H.427 for privately operated helicopters; CAR OPS 1.700, 1.705, 1.710 for commercially operated aeroplanes and CAR OPS 3.700 and 3.705, for commercially operated helicopters) a report confirming that the CVR is recording satisfactorily must be provided. Refer to CAP AIR 02 and CAP AIR <u>04</u> or CAP AIR <u>05</u>, as applicable, for further guidance.</p>	
<p>23.</p>	<p>Maintenance Requirement Items (MRI)</p>	<p>If applicable, a list of the Maintenance Requirement Items (e.g. CMR items) showing when they were last accomplished and when next due, should be provided for review by the CAA-B's Airworthiness Inspector. Where Airworthiness Limitations are applicable to the aircraft, the records should contain a summary that shows when the Airworthiness Limitations, Critical Design Configuration Control Limitation (CDCCL) etc. were accomplished and when next due.</p>	
<p>24.</p>	<p>Placards and markings</p>	<p>All required placards and markings must be present and legible. Refer to CAP AIR 02 for guidance.</p>	
<p>25.</p>	<p>Registration Marks</p>	<p>The required registration marks must be present and legible. Refer to CAP GEN 02 for guidance. The Bahamas Registration Marks are required by CAR REG.040 and are required to be painted or fixed by a similar means. If adhesive decal type markings have been used, then the Airworthiness Coordinator or Maintenance Postholder should ensure that the accepted Maintenance Programme or approved Maintenance Programme includes an inspection to ensure they are present and legible at an appropriate maintenance check but not to exceed 500 hrs or 6 months.</p>	



ITEMS REQUIRED FROM THE AIRWORTHINESS INSPECTOR PRIOR TO THE ISSUANCE OF THE RENEWAL OF THE C OF A

The following items 26 through 28 must be submitted by an Airworthiness Inspector following the airworthiness inspection of the aircraft and a review of its records, and the completion of any action required, where appropriate, and prior to the new C of A.

26.	Form AIR 09	The inspector will complete Form AIR 09 when the inspection of the records has been completed.	
27.	Form AIR 09	If there are any Findings that prevent a recommendation that the C of A be issued, then the Airworthiness Inspector will complete Form AIR 09 and a copy is passed to the operator's Airworthiness Coordinator or Maintenance Postholder once he is briefed on what the action is required to close the findings.	
28.	Form AIR 01	When the Airworthiness Inspector is satisfied that all Findings recorded on Form AIR 09 have been corrected, he will complete Form AIR 01 to recommend the C of A.	

APPENDIX 4

CHECKLIST FOR EXPORT CERTIFICATE OF AIRWORTHINESS (C of A)

NO.	ITEM	REQUIREMENT	COMPLETED
ITEMS REQUIRED PRIOR TO THE AIRCRAFT INSPECTION:			
The following items 1 through 2 must be submitted to the CAA-B prior of the aircraft inspection.			
1.	Form AIR 02	Application for Export C of A for an aircraft registered in The Bahamas shall be made using Form AIR 02 .	
2.	Specific certification requirements or conditions of the importing country	The applicant is responsible for advising the CAA-B of any specific certification requirements or conditions of the importing country.	
The following items 3 through 22 must be available to the Airworthiness Inspector at the time of the aircraft inspection for the Export C of A.			
3.	Flight Manual/Pilot Operating Handbook	The applicable Flight Manual/Pilot Operating Handbook should be available, up to date and include any of the required STC supplements. In addition, confirmation from the manufacturer of the latest revision of the Flight Manual should be available.	
4.	Service Bulletin (SB) Status	Service Bulletin status list detailing SBs embodied or applied and date of embodiment. (separate list for airframe, engine, propeller, APU and equipment)	
5.	Major Modifications (Supplemental Type Certificates)	Current list of all Major Modifications and STCs embodied during the life of the aircraft, including any Information for continuing airworthiness, design records and embodiment records.	
6.	Other Modifications	A list of all other modifications embodied on the aircraft that are not SBs or STCs, including their method of approval and date of embodiment.	
7.	Major Repairs (repairs outside of the SRM)	(a) Current list of all major repairs embodied during the life of the aircraft including their categorisation if subject to a Damage Tolerant Analysis. (b) The maintenance records associated with any major repairs including their method of approval. (c) Current list of repairs that require repeat inspections that shows when accomplished and when next due.	



8.	Airworthiness Directives (AD)	<p>(a) Airworthiness Directive status list for the aircraft, engines, APU and equipment, signed and dated at the time of the CAA-B inspection. The list should state the date of compliance and the means of compliance with the AD.</p> <p>(b) Original records of all accomplished Airworthiness Directives (work orders, certified Task Cards, logbook entries, “dirty fingerprint” records etc.</p>	
9.	Life Limited Parts (LLP)	<p>If the aircraft has life limited parts, a summary of these must be included in the records showing the total cycles and/or hours and the cycles and/or hours, as applicable, remaining until replacement. The records must include the applicable Part Numbers and Serial Numbers to enable appropriate tracking capability.</p>	
10.	Maintenance Programme Next Due List	<p>A list of all the tasks from the CAA-B accepted Maintenance Programme showing when they were last performed and when they are next due to be performed.</p>	
11.	Shop Visit records for the engines	<p>The records for the Shop Visits of the Engines installed should be available for review by the CAA-B’s Airworthiness Inspector.</p>	
12.	Shop Visit records for the Landing Gear	<p>The records for the Shop Visits of the Landing Gears installed should be available for review by the CAA-B Inspector.</p>	
13.	Shop Visit records for the APU	<p>The records for the Shop Visits of the APU installed should be available for review by the CAA-B Inspector.</p>	
14.	Airframe, Engine, APU and Propeller Log Books	<p>(a) All required Log books, including historical Log Books, should be available for the Airworthiness Inspector to review.</p> <p>(b) All Log Book entries should be up to date to include the latest maintenance, flying hours and cycles.</p> <p>(c) Any associated maintenance records (work orders, work packs etc.) including their certification should be made available for review by the CAA-B’s Airworthiness Inspector.</p> <p><i>Note: An alternative system to hard copy Log Books may have been found acceptable to the CAA-B.</i></p>	
15.	Weighing Report	<p>The latest weighing report should be made available for review by the CAA-B’s Airworthiness Inspector.</p> <p><i>Note: The aircraft must have been weighed during the preceding 5 years.</i></p>	

16.	Weight Schedule	The Weight Schedule should be available and demonstrate that it contains the latest weighing report and provides details of the variable load (the basic equipment installed) that will then be used to calculate the disposable load of the aircraft prior to flight.	
17.	Maintenance Requirement Items (MRI)	If applicable, a list of the Maintenance Requirement Items (e.g. CMR items) showing when they were last accomplished and when next due, should be provided for review by the CAA-B's Airworthiness Inspector. Where Airworthiness Limitations are applicable to the aircraft, the records should contain a summary that shows when the Airworthiness Limitations, Critical Design Configuration Control Limitation (CDCCL) etc. were accomplished and when next due.	
18.	Placards and markings	All required placards and markings must be present and legible. Refer to CAR REG and CAP GEN 02 for guidance.	
19.	Registration Marks	The required registration marks must be present and legible. Refer to CAR REG and CAP GEN 02 for guidance.	
20.	Fireproof Plate	A fireproof plate bearing The Bahamas nationality and registration marks must be affixed to the aircraft in a prominent position near the main entrance to the aircraft. Refer to CAR REG.055 and CAP GEN 02 for guidance.	
21.	Maintenance Programme	For aircraft operated privately under CAR OPS 2A/H , a copy of Form AIR 04 - Maintenance Programme Declaration accepted by the CAA-B must be available. For aircraft operated commercially under an ICAO Article 83bis agreement or CAR OPS 1/3/4, a copy of the CAA-B approved Maintenance Programme must be available.	
22.	Engineer's validation certificates	If any Engineers/Technicians have been authorised to perform and certify maintenance on the aircraft, copies of their validation certificates should be available. Note: For RPA greater than 150 kg operating under CAR OPS 4, copies of the RPAS Engineer licences must be provided.	



ITEMS REQUIRED FROM THE AIRWORTHINESS INSPECTOR PRIOR TO THE ISSUANCE OF THE EXPORT C OF A

The following items 23 through 25 must be submitted by an Airworthiness Inspector following the airworthiness inspection of the aircraft and a review of its records, and the completion of any action required, where appropriate, and prior to the issuance of the Export C of A.

23.	Form AIR 022	The inspector will complete Form AIR 022 when the inspection of the aircraft and its technical records has been completed.	
24.	Form AIR 022	If there are any Findings that prevent a recommendation that the Export C of A be issued, then the Airworthiness Inspector will complete Form AIR 022 and a copy is passed to the operator's Airworthiness Coordinator or Maintenance Postholder once he is briefed on what the action is required to close the findings.	
25.	Form 016	[When the Airworthiness Inspector is satisfied that all Findings recorded on Form AIR 022 have been corrected, he will draft the Form AIR 016 - Export C of A Certificate.]	