

SURVEY REPORT AND RECOMMENDATION FOR CERTIFICATE OF AIRWORTHINESS



Issue

Renewal

Export

The data shall be completed by the operator's Contracted Continued Airworthiness Management Organisation.

Where specified* attach and make reference to supporting documentation

GENERAL SECTION

1	Aircraft Registration	VP –
	Fireproof plate fitted & compliant with OTAR Part 47?	Yes No
2 <i>See notes</i>	Aircraft operational Category	Commercial Air Transport
	Aircraft certification Specification (Refer to Type Certificate data sheet)	Private
		e.g. CS 25 Large Aeroplane /FAR 23 Normal Category etc
3 <i>See notes</i>	Aircraft Type/Designation per TCDS and Type Acceptance Certificate Reference	Aircraft Type: TCDS Reference No. TAC Reference No.
4	Aircraft Serial No:	
	Data plate and records match?	Yes No
5 <i>See notes</i>	Year of Manufacture	
6 <i>See notes</i>	Original Export Certificate of Airworthiness available from last state of registry?	Yes No N/a
	Provide details of any Derogations/waivers/exemptions:	
7	Contracted line & base maintenance organisations holding valid OTAR Part 145 approvals / authorisations	OTAR Part 145 Approval No/s.
8	Registered owners Technical coordinator or AOC nominated post holder OTAR Part 39 Approval Number.	OTAR Part 39 Approval No.

9 See notes	Aircraft total flight hours/cycles	Total Flight hours: Date:	
		Total Cycles: Date:	
		OTAA use only	
		Hours since last C of A: Date: <i>(last C of A visit date, or last validity date whichever is earlier)</i>	
Cycles since last C of A: Date: <i>(last C of A visit date, or last validity date whichever is earlier)</i>			
10 See notes	Last Weight & Balance report (Within 5 years OTAR 39.81)	Date: Max Takeoff Weight:	
		Report reference:	
FLIGHT MANUAL			
11	Manufacturers Flight Manual reference & revision status	Reference No.	
		Revision number: Date:	
		Latest revision? Yes No	
MAINTENANCE			
12	Airframe/Engine/Propeller logbooks up to date?	Yes No	
13 See notes	Approved Maintenance Programme	OTAA Approval No.	
		Date: Revision No.	
		Operators reference No.	
14 See notes	OTAA agreed bridging check carried out (<i>C of A issue only</i>)	Reference:	
		Yes No N/a	
15	Is the aircraft annual utilisation in accordance with the approved Maintenance Programme?	Yes No	
16	Engine/s Manufacturer/s & Model Number/s	Manufacturer/s:	
		Model number/s:	
17	Engine Type Certificate Data Sheet reference No.		
18	Engine serial Numbers installed	LH: RH:	
		LH: RH:	

19	Engine serial numbers match logbook records	Yes	No
20	Engine manufacturers TBO and life limits in accordance with Maintenance Programme	Yes	No
		AMP TBO:	
21 See notes	Engine Time since new/cycles since new; Or Time since overhaul/cycles since overhaul (<i>as applicable</i>).	LH: 1. TSN: CSN: 2. TSN: CSN: 1. Date of manufacture: 2. Date of manufacture: 1. TSO: CSO: 2. TSO: CSO: 1. Date of overhaul: 2. Date of overhaul:	
		RH: 3. TSN: CSN: 4. TSN: CSN: 3. Date of manufacture: 4. Date of manufacture: 3. TSO: CSO: 4. TSO: CSO: 3. Date of overhaul: 4. Date of overhaul:	
22	Propeller/s Manufacturer/s & Model Number/s	Manufacturer/s: Model number:	
23	Propeller Type certificate data sheet reference No.		
24	Propeller serial numbers installed	LH:	RH:
		LH:	RH:
25	Propeller serial numbers match logbook records	Yes	No
26	Propeller manufacturers TBO and life limits in accordance with Maintenance Programme	Yes	No
		AMP TBO:	
27 See notes	Propeller hours Installation date Manufacture or Overhaul date	1. LH Hours: 1. Installation date: 1. Manufacture/overhaul date: 2. LH Hours: 2. Installation date: 2. Manufacture/overhaul date:	

		3. RH Hours: 3. Installation date: 3. Manufacture/overhaul date: 4. RH Hours: 4. Installation date: 4. Manufacture/overhaul date:
28	APU Model Type and serial number.	Model Type: N/a Serial No.
29 <i>See notes</i>	Life limited parts within Manufacturers limits?	Yes No
30	Is a life limited parts list attached to this application	Yes No
31	Assigned Mode S code installed Octal reference No.	Yes No N/a
32	ELT 406 MHz installed 15 Hex identification No.	Yes No
TYPE CERTIFICATION		
33 <i>See notes</i>	Are the Airworthiness Directives in compliance with OTAR 39.67?	Yes No
34	Is the AD Status list attached to this application? Applicable AD's	Yes No EASA FAA TCCA Other's as applicable:
DOCUMENTS TO BE CARRIED (OTAR 121, 125, 135)		
35	Current certificate of Registration	Yes No Ref No.
36	Current certificate of Airworthiness	Yes No Ref No.
37	Noise Certificate	Yes No Ref No.
38	Radio license	Yes No Ref No.
39	Compass correction card fitted	Yes No Date of last swing:

EQUIPMENT & PLACARDS			
40	First Aid kits fitted & in date	Yes No Date:	
		Comments:	
41	Sufficient life jackets fitted & in date	Yes No Date:	
		Comments:	
42	Mandatory placards installed as per the Flight Manual	Yes No	
		Comments:	
43	Life rafts fitted & in date	Yes No Date:	
		Comments:	
44	Fire extinguishers fitted & in date	Yes No Date:	
		Comments:	
45	Survival pack fitted and in date	Yes No Date:	
		Comments:	
46	Door handle operation/s placarded	Yes No	
		Comments:	
47	Passenger briefing cards onboard	Yes No	
		Comments:	
48	All exits & emergency exits placarded	Yes No	
		Comments:	
49 <i>See notes</i>	Aircraft software control process in place & database to latest version	Yes No	
		Version No. Date:	
50	ASSI Approved MEL to the latest revision	Yes No	
		Approval Ref: Revision No. Date:	
SCHEDULED INSPECTIONS SINCE LAST C OF A RENEWAL			
51	Inspection/hours/date	Inspection/hours/date	Inspection/hours/date
<i>Example: C/100/date</i>			
52 (a,b,c,d) <i>See notes</i>	Significant repairs, replacements, defects, Modifications since last C of A renewal including certification basis		
52a	Significant repairs (<i>Continue on a separate sheet if required and attach with this application</i>)		

52b	Significant replacements <i>(Continue on a separate sheet if required and attach with this application)</i>	
52c	Significant defects <i>(Continue on a separate sheet if required and attach with this application)</i>	
52d	Modifications <i>(Continue on a separate sheet if required and attach with this application)</i>	
53 <i>See notes</i>	Instrument & Equipment compliance statement against the relevant operational OTAR (as applicable) completed and submitted.	Yes No
CERTIFICATION (OTAR Part 39 Organisation Post holder / Technical Coordinator)		
I hereby certify that such inspection and work necessary to ensure the continued airworthiness of the aircraft has been carried out and recorded and the contents of this report has been compiled from mandatory documentation and thereby certify that the aircraft is considered satisfactory for the issue/reissue of the Certificate of Airworthiness.		
Name:		Signature:
		<i>Note: Not required if sent by E-mail</i>
Date:		Position:
CERTIFICATION (OTAA use only)		
Aircraft Survey Report Completed		
Certificate of Airworthiness Issue/Reissue recommended	Yes No	
Surveyor	Signature/Stamp	
Date	Location	

Surveyors Comments:**GUIDANCE NOTES:**

- The Technical Coordinator/OTAR Part 39 Organisation post holder must present the aircraft with all the relevant documents and publications at the time of the survey.
- The aircraft shall be located within a suitable maintenance facility, shall have undergone maintenance which should be substantially complete but still have sufficient cowlings and panels removed to facilitate the survey of the aircraft.

Item 2 – Aircraft Certification Specification

The aircraft certification specification refers to the certification code reference given to the aircraft type in the type certificate data sheet. EASA codes are prefixed with 'CS' FAA codes are prefixed with 'FAR' and Transport Canada codes are prefixed with 'CAR' all prefixes are followed by the certification category i.e. 23 for Normal/Utility category, or 25 for Large Transport aircraft etc.

Item 3 – Aircraft Type / designation per TCDS

This means the Type/model designated on the Type certificate data sheet. There are occasions where an aircraft may have two designations. For example Falcon F900 'Easy'. The term 'Easy' in this case refers to a marketing designation and should not be referenced for certification purposes.

Item 5 – Year of Manufacturer (confirmed from aircraft records)

Applicants should note that the date of the first C of A issue is not necessarily the year of manufacture. The year of manufacture is generally taken from the date the Type certificate holder declares the aircraft conforms to its Type certificate. This is usually when the first C of A is issued, but not in every case.

Item 6 – Original of Export Certificate of Airworthiness

The Export Certificate of Airworthiness will state the Type Certificate data sheet used. This will also determine the Continued Airworthiness requirements for the aircraft.

Item 9 – Aircraft total flight hours/cycles

Enter the date and current total accrued hours and cycles.

Item 10 – Last weight and Balance report

OTAR 39.81 requires aircraft to be weighed and a report to be issued at a period of every 5 years.

Item 13 – Approved Maintenance Programme

The approved maintenance programme MUST be made available to the surveyor for review.

Item 14 – OTAA agreed bridging check

Bridging checks must be substantiated. The operator must demonstrate that all programme and performance rules of any maintenance review board report, or service information etc has been followed. An entry must also be entered in the log book stating a bridging check has been completed. Calculations must be produced to support any pro-rated components.

Item 21 - Engine time since new, or time since overhaul

For engines that have not reached their first overhaul period since manufacture, record the time since new (TSN) cycles since new (CSN). For engines that have been overhauled, record the time since overhaul (TSO) cycles since overhaul (CSO).

Item 27 - Propeller hours/installation date

Even propellers with low operating hours or those stored within a heated hangar are susceptible to degradation over calendar time due to corrosion, internal seal aging, and breakdown of internal lubricants. It is important to state not only the installation date, but the overhaul or manufacture date, as applicable, in order to accurately record the time between overhauls.

Item 29 – Life limited parts within Manufacturers limits

Operators must submit a substantiated listing to demonstrate all life limited components are within the permitted time periods.

Item 33 – Airworthiness Directives compliance in accordance with OTAR 39.67

This refers to the mandatory AD's associated with the Type Acceptance Certificate. The type certification can be identified on the Certificate of Airworthiness. For example: A Britten-Norman may be type certificated against a Transport Canada, or EASA TC; therefore either Transport Canada or EASA AD's would be applicable. The engines however may be manufactured by Lycoming, whereby FAA AD's would apply.

Item 49 – Aircraft software control processes & database version

This refers to the manufacturer's software revision service bulletins and the regular updating of the navigation database on the aircraft. (If applicable to aircraft type)

Item 52 (a,b,c,d) - Significant repairs, replacements, defects, Modifications since last C of A renewal including certification basis

Significant repairs are those repairs carried out on the airframe/Engine or equipment to maintain structural integrity.

Significant replacements are typically Aircraft engines, propellers, wings, fuselage, landing gears, helicopter power drives etc. This excludes routine items, such as wheel changes.

Significant defects are those determined by experience and knowledge to have a detrimental effect on airworthiness, or if not corrected could present an airworthiness issue.

Significant modifications are those that have an appreciable effect on weight and balance, or operational procedures or flight characteristics.

Item 53 – Statement of compliance with Operational OTARs

To ensure that the aircraft meets the Operational equipment requirements, the owner/operator must ensure that the instruments and equipment fitted to the aircraft are in compliance with the Operational OTAR's. The compliance Form OPS001a or OPS001b (as applicable) are available for this purpose.