

JABATAN PENERBANGAN AWAM
DEPARTMENT OF CIVIL AVIATION
MALAYSIA

CHECKLIST FOR CERTIFICATE OF AIRWORTHINESS (C of A) ISSUE

Registration Marks: **9M** -

Aircraft Type:

S/No.:

1.	Import formalities - custom clearance	
2.	Application for C of R (Form JPA-AP1& Appendix).Refer to AN 66.	
3.	Proof of cancellation of previous registration /not previously registered.	
4.	Application for C of A (Form JPA-AP2 & Appendix)	
5.	Export C of A and details of any previous Export C of A.	
6.	Delivery standard and details of any earlier delivery.	
7.	Maintenance organization survey report and work requirements.	
8.	Full aircraft and maintenance history with special reference to known	
9.	Actual weight record, weighing report and equipment list as weighed.	
10.	Weight and center of gravity schedule as per BCAR format.	
11.	Application for radio license and details of radio equipment fitted (Form JPA/AU/R1 & R2)	
12.	Flight manual (One copy to DCA if first of type) and revision service	
13.	Logbooks - aircraft, engines, props, APU (as applicable) acceptable to DCA.	
14.	Modification record book (or equivalent)	
15.	Aircraft, engines, prop, APU and equipment maintenance, overhaul, repair and other necessary manuals.	
16.	Service publications - bulletins, letters, instructions (including update service) and full set to DCA if first of type.	
17.	Full holdings of appropriate mandatory directives issued by State of Design.	
18.	Evidence of suitable maintenance arrangements.	
19.	Maintenance Schedule submission to DCA for approval.	
19A.	'MEL' submission to DCA for approval (if applicable), based on MMEL	
20.	Flight Test Schedule, including report.	
21.	Radio Flight Test Report (Form JPA/AU/R3)	
22.	Statement and re-certification of all Mandatory Modifications and inspection requirements promulgated by State of Design for aircraft, engines, prop, APU and equipment (as applicable)	
	a. DCA MCAD compliance	
	b. DCA additional requirements compliance (if any)	
	c. DCA Airworthiness Notices compliance.	
23.	Statement of MCAR equipment compliance with schedules and scales appropriate to the intended operation.	
24.	Agreement with DCA on initiating check and certification required for C of A issue.	
25.	Log book entries of work associated with C of A issue including:	
	a. Radio Station - definition of radio installation (AN No. 27)	
	b. Duplicate inspections of flight, engines and prop controls.	
	c. Fuel flow checks	
	d. Engine power assurance checks	
	e. Compass swing and correction card	
26.	Other C of A associated work including:	
	a. Fitting owner's fireproof name plate	
	b. Fuel, oil and other markings as specified in relevant manufactures manuals.	
	c. First aid kits, fire extinguisher and other safety equipment.	
	d. Type Certificate Data Sheets (TCDS) check.	
	e. Flight Manual and placards check.	
27.	Certified clearance of all defects and outstanding work.	
28.	CVR and/or FDR replay/readout evaluation report.	
29.	ASP/ASL and AOC (for Transport Category only)	
30.	Clearance of all requirements, then issue:	
	a. Radio equipment approval document (JPA/AU/R1)	
	b. Radio installation approval document (JPA/AU/R2)	
	c. Certificate of Airworthiness (C of A)	
	d. Certificate of Registration (C of R)	
	e. Maintenance Schedule Approval document	

Inspector's signature:

Date: