



**FLIGHT OPERATIONS DIVISION
SPECIFIC APPROVALS
APPLICATION FORM**

CAAM/BOP/SPA/GEN


About this Application Form:

This form is approved by the Civil Aviation Authority of Malaysia (CAAM) for the issuance of specific approvals. The application form is made up of five sections as follows:

- 1) Section A- Details of the Applicant
- 2) Section B- Details of Proposed/ Approved Type of Operations
- 3) Section C- Applicant(s) Declaration
- 4) Section D- Flight Operations Section
- 5) Section E- Airworthiness Section

Abbreviations

AFM	=	Aircraft Flight Manual
AMMD	=	aircraft moving map display
AMO	=	Approved Maintenance Organisation
AOC	=	Air operator certificate
AWI	=	Airworthiness Inspector
CAAM	=	The Civil Aviation Authority of Malaysia
CAD	=	Civil Aviation Directives
CAGM	=	Civil Aviation guidance manual
CAMO	=	Continuing Airworthiness Management Organisation
DG	=	Dangerous goods
EDTO	=	Extended diversion time operations
EFB	=	Electronic. Flight bag
FOI	=	Flight Operations Inspector
HEMS (H)	=	Helicopter Emergency Medical Service
HHO (H)	=	Helicopter Hoist Operations
HOFO (H)	=	Helicopter Offshore Operations
IMC	=	Instrument meteorological conditions
LVO	=	Low Visibility Operations
MCAR	=	Malaysian Civil Aviation Regulations
MOE	=	Maintenance Organisation Exposition
NAT-HLA	=	North Atlantic High-Level Airspace
NVIS (H)	=	Night Vision Imaging Systems
PMI	=	Principal Maintenance Inspector

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POI	=	Principal Operations Inspector
PBN	=	Performance based navigation
RVSM	=	Reduced Vertical Separation Minimum
SET-IMC	=	Single - Engined Turbine Aeroplane Operations at night or in IMC
SPA	=	Specific approval
SAM	=	Specific Approvals Manager
SME	=	Subject Matter Expert
TSO	=	Technical Standard Order

GUIDELINES FOR COMPLETING THIS APPLICATION FORM

All applicants shall fill all sections of this application form. If applying for multiple specific approvals, only ONE section A to section C is required, followed with all the relevant section D and section E as applicable to the SPA being applied for.

All information will be used to assess if the applicant is entitled to a Specific Approval. An incomplete, poorly prepared or inaccurate application may:

- Result in rejection of the application
- Result in delays
- Result a refusal to issue the SPA.

Please remember it is an offence to make a false declaration in this form in accordance with Regulation 164 of the Civil Aviation Regulations 2016 (MCAR 2016)

If the form is filled by hand, use block letters and either a black or blue ballpoint pen. Some questions contain check boxes or columns to be ticked, Annotate with a ✓ where appropriate. This information is used by the F.O./A.W.I when going through the application package.

Section A – Details of the applicant										
Applicant type:			AOC Number:	<input type="text"/>						
<input type="checkbox"/> Initial issue of Specific Approval			Proposed Start Date:	<input type="text"/>						
<input type="checkbox"/> Variation to existing Specific Approval										
Details of the operator of the aircraft:										
Name of Operator		<input type="text"/>								
Trading name if different		<input type="text"/>		<input type="text"/>						
Phone		<input type="text"/>		Fax	<input type="text"/>					
Registered Address		<input type="text"/>								
		<input type="text"/>		City	<input type="text"/>					
		State	<input type="text"/>	Postcode	<input type="text"/>					
Details of the person that you wish CAAM to contact in relation to this application										
Full Name		<input type="text"/>								
Phone		<input type="text"/>		Mobile	<input type="text"/>					
Email		<input type="text"/>								
Section B – Details of proposed type of operations										
<input type="checkbox"/>	RVSM	<input type="checkbox"/>	PBN	<input type="checkbox"/>	LVO	<input type="checkbox"/>	EDTO	<input type="checkbox"/>	EFB	
<input type="checkbox"/>	NAT HLA	<input type="checkbox"/>	PBCS	<input type="checkbox"/>	CPDLC	<input type="checkbox"/>	ADS-C	<input type="checkbox"/>	ADS-B OUT	
<input type="checkbox"/>	ADS-B IN	<input type="checkbox"/>	NVIS(H)	<input type="checkbox"/>	HHO(H)	<input type="checkbox"/>	HEMS(H)	<input type="checkbox"/>	HOFO(H)	
<input type="checkbox"/>	SET-IMC	<input type="checkbox"/>	DG	<input type="checkbox"/>	Others	Specify:				
Proposed/Approved type of operations										
<input type="checkbox"/>	Schedule		<input type="checkbox"/>	Non-Schedule		<input type="checkbox"/>	Passenger		<input type="checkbox"/>	Cargo

Authorisation and Aircraft Details – Provide details of the aircraft.							
<i>*Note: the column “SPA being applied for” is only applicable when applying for different SPA’s on different aircraft. If applying for similar SPA’s on all aircraft listed below as ticked in section B, the column need not be filled.</i>							
#	Aircraft Manufacturer	Aircraft Model	MSN	Registration Mark	Is it a new Aircraft? (Y/N)	Est. date of entry into service dd/mmm/yy. (applicable to new aircraft only)	SPA being applied for.*

(Use additional sheets if necessary)

Section C- Applicants Declaration**DECLARATION**

1. I declare and undersign below that the statements, answers and attachments provided in this application form is true and correct to the best of my knowledge in accordance with Civil Aviation Regulations 2016 (MCAR) and Civil Aviation Directives (CAD).

Giving false or misleading information is an offence under Regulation 164 of the Civil Aviation Regulations 2016 (MCAR)

2. I understand that processing the application may be delayed if:
- The application does not accurately and completely identify my/our requirements; or
 - The details in this application are subsequently changed; or
 - Adequate supporting documentation has not been provided.
3. I understand and agree that for CAAM to proceed with this application, I must:
- Accept the cost as per civil aviation (fees and charges) regulation; and
 - Forward the prescribed payment; and
 - Forward all supporting documentation as required by the specific approval being applied for.

Note. – CAAM may send materials/responses relating to this application by email or by mail.

Name of DFO		Signature		Date	
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Section D1 – Flight Operations

Note. – The Operational Authorisation Checklist must be completed along with this section.

PART 1 – NAT- HLA

Note: Documented Objective Evidence and/or Extracts of manuals must be provided to support answers listed below.

NAT-HLA (MNPS) Approval can only be granted to operators who are already RVSM approved or who are applying concurrently for RVSM Approval. Refer to the accompanying notes and to the latest edition of “The North Atlantic Airspace And Operations Manual” available on the Internet – excerpts from this manual could be used for an operator’s “operations manual”.

	Elements	Yes	No	If Yes, Provide details
1	Does the Aircraft Flight Manual or other document that has been approved by the certifying authority as part of the airworthiness assessment confirm the aircraft is NAT- HLA compliance?			
2	Do the Operations Manuals include NAT- HLA procedures to support NAT-HLA operations?			
3	Does the Operators MEL embody all operational procedures and processes for upgrade/downgrade of NAT-HLA due to system failures within NAT-HLA critical systems?			
4	Has NAT-HLA training, both initial and recurrent, for flight crew been incorporated in Training Manual?			

PART 2 – give details of crew experience in NAT-HLA (MNPS) operations.

Additional space for providing details. (if required)

(Use additional sheets if necessary)

Section D2 – Flight Operations

Note. – The at the end of this application form contains a combined section for both flight operations and airworthiness to be completed.

PART 1 – PBCS

Note: Documented Objective Evidence and/or Extracts of manuals must be provided to support answers listed below.

PBCS operations can only be authorized to operators who are already NAT-HLA approved or who are applying concurrently for NAT-HLA with no restrictions

	Elements	Yes	No	If Yes, Provide details
1	Does the Aircraft Flight Manual or other document that has been approved by the certifying authority as part of the airworthiness assessment confirm the aircraft is PBCS RCP240 RSP180 & RNP 4 compliance?			
2	Does the operation manual include PBCS procedures to support PBCS operations including CPDLC and ADS-C?			
3	Does the operational MEL embody all operational procedures and processes for upgrade/ downgrade of PBCS due to systems including RCP and RSP?			
4	Has PBCS training, both initial and recurrent, for flight crew and operations controllers been incorporated in training manual?			

Additional space for providing details. (if required)

(Use additional sheets if necessary)

Section D3 – Flight Operations

Note. – The at the end of this application form contains a combined section for both flight operations and airworthiness to be completed.

PART 1 – CPDLC, ADS-C and ADS-B OUT

Note: Documented Objective Evidence and/or Extracts of manuals must be provided to support answers listed below.

		✓
Proof of required equipment	Letter(s) from manufacturer attesting compliance OR Type Certificate Aircraft Flight Manual (AFM) or Supplemental Type Certificate (STC)	
MMEL/MEL		
Previous CPDLC and/or ADS approvals	<i>(submit with application if applicable)</i>	
RNP 4 approval from CAAM	<i>(may be required for specific CPDLC airspace)</i>	

Declaration of Compliance

		✓
Required Instruments & equipment	Installed	
Operations Manual (SOPs)	Procedures included	
Aircraft checklists (e.g. QRH)	Checklists adequate	
Adequacy of maintenance	Determined to be acceptable	
Training - Pilot	Conducted to formal syllabus for initial/recurrent	
Provision of information	Charts, publications & NOTAMs etc. are adequate	

Section E1 – Airworthiness Elements				
Part 1 – ADS-B				
Note: Documented Objective Evidence and/or Extracts of manuals must be provided to support answers listed below.				
	Elements	Yes	No	If Yes, Provide details
1	ADS-B equipment (hardware and software) Note: List of equipment details (e.g. Manufacturer, quantity ,part number and serial number)			
2	ADS-B equipment standard as per CAGM 3.2.2.2 Note: Letter(s) from manufacturer attesting compliance and/or statement of compliance in Aircraft Flight Manual (AFM) and/or Supplemental Type Certificate (STC)			
3	Does the equipment installation shall be in the failure of any single unit or any combination thereof will not result in the failure of another unit for ADS-B purpose?			
4	Aircraft Flight Manual or Supplement Flight manual (only related pages to ADS-B)			
5	Are there Limitations and Abnormal procedures in the AFM relating to ADS-B?			
6	ADS-B Equipment installation Note: Evidence of installation or verification on aircraft			
7	Has a unique ICAO 24-bit aircraft address been assigned by CAAM?			
8	Minimum Equipment List (MEL)			

	<p>Note: The Approved MEL for applicable aircraft reg. no. or serial no. should highlight:</p> <p>(a) the related ADS-B's MEL item is/are clearly identified.</p> <p>(b) the dispatch possibility with the ADS-B system unserviceable or partially unserviceable.</p>			
9	<p>Approved Aircraft Maintenance Programme (AMP)</p> <p>Note: Only copies of the relevant section including related task from the AMP on the ADS-B Systems</p>			
11	Do the Maintenance tests include a periodic verification check of aircraft derived data including the ICAO 24-bit aircraft address using suitable ramp test equipment as per MPD or others.			
12	Do the Maintenance tests include checks to check the correct functioning of system fault detectors?			
13	Has the Periodicity for the check of the ADS-B related been established?			
14	Does the Maintenance organisation have access to the required manuals (e.g. MM, CMM) referenced in the Aircraft Maintenance Program?			
15	ADS-B Reliability program			
16	Training program for engineering / maintenance personnel addressing the ADS-B system.			

Additional space for providing details. (if required)

PART E2 – Airworthiness Elements

For PBCS, ADS-C & NAT HLA the Airworthiness requirements are outline in Operational Authorisation checklist below.

Operational Authorisation checklist (to be filled by applicant)			
Applicable RCP/RSP being applied for			
1. Aircraft eligibility: Select one of the following conditions applicable on aircraft or fleet type and provide required document(s). <i>Note1. – Compliance statement should include applicable sub network (VDLM0/A, VDL M2, HFDL, Inmarsat, Iridium).</i> <i>Note2. – Applicable RCP/RSP specifications would be incorporated into relevant compliance documents.</i> <i>Note3. – Other means of compliance would be by performance data and other considerable requirement by State of Registry or State of the Operator to meet the other components of RCP/RSP specifications (e.g. integrity, availability, safety, and alerting requirement described on Doc 9869).</i>			
	Type of compliance statement	Required documents	✓
1.1	RCP/RSP compliance statement in AFM/TC/other supplemental documents	Documents on RCP/RSP compliance	
1.2	Alternate compliance statement by aircraft manufacturer	Other documents that include compliance statement Supplemental operator document (if applicable)	
1.3	All other means of compliance	All documents supporting the other means of compliance	
2. Engineering: Provide the following document(s).			
	Required Documents		✓
2.1	Records of data link equipment installation and maintenance, which includes manufacturer/model and supporting documents (e.g. AFM, Service Bulletins and Aircraft Service Changes (ASC), Supplemental Type Certificates (STCs) etc.) <i>Note 1. – Data link equipment refers to FANS 1/A (Satellite, HF, VHF) and, if installed, ATN (VDL 2).</i> <i>Note 2. – If the operator has already submitted above-mentioned documents for their data link approval, they may not be required to resubmit these documents</i>		
2.2	Documentation of current configuration (e.g. current avionics software load); aircraft modifications (if applicable, listing of all Aircraft Service Changes (ASC) specific to data link communications, Service Bulletins etc.) <i>Note. – The operator should indicate whether aircraft modifications have affected the data link system. If the system was affected, the operator should confirm compliance with the associated applicable RCP/RSP specifications</i>		
2.3	Documentation of user modifiable software configuration and its control process <i>Note. – User modifiable software would control communication media and routing policies to meet RCP/RSP specifications</i>		

3. Operation: Provide the following document(s)		
	Required Documents	✓
3.1	Procedures and limitations applicable to the use of specific data link system(s) by aircraft type (e.g. AFM, OEM checklist/guide or operations manual)	
3.2	Procedures for pilots and other operational personnel that addresses the following: <ul style="list-style-type: none"> a) pre-flight planning requirements including MELs, eligible flight plan filing; b) actions to be taken in the data link operation, to include specific RCP/RSP required cases; c) actions to be taken for the loss of data link capability while in and prior to entering the airspace requiring specific RCP/RSP specifications; d) problem reporting to the local/regional PBCS monitoring agency (e.g. central reporting agency) specific regional requirements, if applicable 	
4. CSP Compliance: Select and provide one of the following documents.		
	Required Documents	✓
4.1	Arrangements with each CSP (copies of contracts or other CSP compliance documents) to ensure the following is provided: <ul style="list-style-type: none"> a) failure notification; b) recording data link messages; c) CSP Integrity; d) compliance with CSP allocations for RCP/RSP specifications, and e) adequate subnetwork coverage for the route flown 	
4.2	A record of registration to PBCS Charter (e.g. a copy of PBCS Charter web page which includes the name of contracted CSP and the operator)	
5. MEL/MMEL: Provide the following document(s).		
	Required Documents	✓
5.1	Minimum Equipment List (MEL) and/or Master Minimum Equipment List (MMEL) addressing all data communication equipment related to the operation that requires specific RCP/RSP requirements. <i>Note: The MEL should highlight the impact of losing an associated system/sub-system on data link operational capability</i>	
6. Flight Planning: Provide the following document(s)		
	Required Documents	✓
6.1	Documentation ensuring that proper information indicating PBCS approved capabilities will be included in the ICAO flight plan	

7. Performance Monitoring: Provide the following document(s)		
	Required Documents	✓
7.1	Process to participate in local or regional PBCS monitoring programmes (e.g. registration on the websites of the appropriate monitoring agencies)	
7.2	Procedures to report data link failures and/or problems such as log-on failure, disconnect, corrupted messages and excessive delay. The process should include contacting the appropriate monitoring agencies for your area of operation	
7.3	Procedures to disclose operational data (data/system logs), including data from its CSPs/SSPs, in a timely manner, to the appropriate monitoring agencies, when requested for the purposes of investigating a reported problem	
7.4	Procedures to investigate the cause of non-compliance with applicable RCP/RSP specifications, reported by the appropriate monitoring agencies and to take an action to resolve the reported non-compliance	
8. Training: Provide the following document(s)		
<i>Note. – For operator with valid approval for data link operation, only records of trainings on PBCS are needed</i>		
	Required documents	✓
8.1	Pilot training programme addressing the operational practices and procedures related to data link communication and PBCS operations (e.g., initial, upgrade, or recurrent training for pilots)	
8.2	Training programme for dispatch and engineering personnel addressing the datalink communication and PBCS operations	

FOR CAAM USE ONLY			
Date of Initial application Received by administrator		<p>.....</p> <p>Name & Signature of CAAM Personnel</p>	
Fee payable			
Cash / Credit Card			
Receipt No.:			
Subject	Responsible division	Date	Name & Signature
Application Form and application package checked for completeness.	SAM & Airworthiness SME		
Airworthiness Recommendation granted	Airworthiness SME/PMI		
Operational Approval granted (<i>AOC, AOC Extract, or letter of Authorisation</i>).	POI/SAM		
Approval process administratively completed (<i>OPS Spec Update, Billing, and Exchange of Certificates</i>).	Administrator		
Approved (if no, state reasons below)	YES		NO
Remarks (Attach extra sheet(s) if required):			