

APPLICATION FOR RNP AR APCH OPERATIONAL APPROVAL (FOR FIJI OPERATORS)

*(For Foreign Operators: apply RNP AR APCH operational approval using form **OP 138I**)*

Please complete the form in BLOCK CAPITALS using black or dark blue ink.

This form is designed to elicit all the required information from those operators requiring RNP AR APCH operations approvals. The completed form and supporting documentation should be submitted to Civil Aviation Department at the address listed below:

Civil Aviation Authority of Fiji
Nadi, Fiji
EMAIL: standards@caaf.org.fj
Fax: (679) 672 1500

Note: Application submission should be at least 30 days before the start of operations

- Section I** Operator details and Signature (completion is mandatory)
Section II Notes for completion
Section III Operator's submissions matrix
Section IV Job Aid (completion is mandatory)

SECTION I - OPERATOR DETAILS AND SIGNATURE		
1.	Name of Operator	
2.	Applicant's name	
3.	Title	

4.	Mailing Address	
5.	E-mail Address	
6.	Telephone Number	
	Fax Number	
7.	Date of submission	
SIGNATURE		
SECTION II - NOTES FOR COMPLETION		
1	Applicability	
	General description of the operation with references to appropriate standards and guidance material.	
2	Operator's submissions matrix	
	Section III of this application form is to highlight the documents required for submission.	
3	Documents to be included with the submission	
	<p>Copies of all documents referred to in the operator's submissions matrix should be included when returning the completed application form to the Civil Aviation Department. Original documents should not be sent; photocopies are sufficient. Do not send complete manuals, only the relevant sections/pages.</p> <p>FAILURE TO INCLUDE ALL RELEVANT DOCUMENTATION MAY RESULT IN A DELAY IN PROCESSING THE APPLICATION.</p>	
4	Submissions and enquiries	

	Email: standards@caaf.org.fj Fax: (679) 672 1500
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SECTION III - OPERATOR'S SUBMISSIONS MATRIX	
Reference documents	Submission based upon current regulatory material. Compliance statement should show how criteria have been satisfied.
Airworthiness navigation system capability compliance statement	Specify to what standards the navigation system complies.
Aircraft flight manual	Copy of the extract from the AFM showing the certification standard for PBN operation.
Navigation system FMS/autopilot interface capability	Full details of navigation system, FMS and autopilot including type, number, software version.
Navigation accuracy	Statement of certified navigation accuracy.
Navigation database	Details of the supplier of the navigation database, the supplier's approval status and, where necessary, additional quality assurance/data integrity checks applied by the operator or the supplier.
Maintenance	Details of maintenance procedures applicable to the navigation system and associated databases.
Charts	Details of the supplier of charts, supplier's approval status and, where necessary, additional quality assurance/data integrity checks applied by the operator or the supplier.
Error reporting	Outline of error reporting process and procedures for error analysis, prevention and correction, including feedback to the CAA Fiji.
Standard operating procedures	Details of applicable operating procedures. It is recommended that the manufacturer's procedures are used as a starting point.
Operations manual	Details of dispatch requirements (navigation accuracy, MEL, RAIM, NOTAMs); RTF phraseology; SOPs; crew authorisation requirements; training and testing requirements.
Any further comments	

SECTION IV. RNP AR APCH JOB AID APPLICATION TO CONDUCT RNP AR APCH OPERATIONS

1. Purpose of the job aid

- (a) To provide information on the relevant reference documents.
- (b) To provide a record of the operator application, the inspector comments and the operator follow-up action for each relevant paragraph in the reference document(s).

2. Actions recommended for the inspector and operator

- (a) At the pre-application meeting, the operator and the inspector review the approval process events and establish the form and content of the approval application.
- (b) The operator records references to material in company documents for each relevant paragraph in the job aid.
- (c) The operator submits to the inspector the completed job aid with the application.
- (d) The inspector records his/her findings for each relevant paragraph in the job aid indicating compliance or necessary corrective action.
- (e) The inspector informs the operator as soon as possible when a corrective action is required.
- (f) The operator provides the inspector with the revised material when so requested.
- (g) The CAA Fiji provides the operator with the operations specifications (Ops Specs) and a formal approval when the tasks and documents have been completed.

3. Reference documents

Publisher	Reference	Title
CAAF	SD-PBN	Standard Document – Performance Based Navigation
ICAO	Annex 2	Rules of the Air
	Annex 6	Operation of Aircraft
	Doc 4444	Procedure for Air Navigation Services — Air Traffic Management
	Doc 7030	Regional Supplementary Procedures
	Doc 9613	Performance-based Navigation (PBN) Manual

FAA	AC 90-101()	Approval Guidance for RNP Procedures with SAAAR
	14 CFR Part 121, Subpart G	Manual Requirements
EASA	AMC 20-26	Airworthiness Approval and Operational Criteria for RNP Authorisation Required (RNP AR) Operations
CASA	AC 91U-II-C-6	Navigation Authorisations — RNP AR Operations
ICAO (SAM)	AC 91-009	Aircraft and Operators Approval for RNP Authorisation Required Approach (RNP AR APCH) Operations

PART 1. GENERAL INFORMATION
BASIC EVENTS OF THE APPROVAL PROCESS

	Action by Operator	Action by Inspector
1	Establish the need for the authorization.	
2	Review the AFM, AFM supplement, TC data sheet, other appropriate documents (e.g. STCs, SB, SLs) to determine aircraft eligibility. If necessary, contact the aircraft and/or avionics OEM to confirm eligibility.	
3	Schedule a pre-application meeting with the inspector.	
4		During the pre-application meeting establish: <ul style="list-style-type: none"> form and contents of the application documents required to support the application; target date for the application submission; requirement for flight validation.
5	Submit the application at least 30 days prior to startup of the planned operations.	
6		Review submission.
7	Ensure amendments to manuals, programmes and other relevant documents are complete; provide training to flight crews, flight dispatchers and maintenance personnel; if required, conduct a validation flight.	If required, participate in the validation flight.
8		Once requirements have been met, issue operational approval.

To be completed by CAAF
Remarks:

Evaluated by (Name and Title):	Signature	Date
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firPART 2. IDENTIFICATION OF AIRCRAFT AND OPERATORS				
<i>Aircraft manufacturer, model and series</i>	<i>Registration number</i>	<i>Serial number</i>	<i>Navigation system manufacturer, model and number</i>	<i>RNP specification</i>

Date of pre-application meeting: Date when application received by CAAF: Date when operator intends to begin RNP APCH Operations: Is the CAAF notification date appropriate? Yes No			
To be completed by CAAF			
Remarks :			
Evaluated by (Name and Title):		Signature:	Date:
PART 3. Operator Application RNP AR			
Annex	Title	Inclusion by Operator	Comments by Inspector
A	Request for authorization		
B	Aircraft eligibility — airworthiness AFM, AFM revision, AFM supplement, TCDS showing that the aircraft RNAV systems are eligible.		
C	Aircraft eligibility — modifications (if applicable) Maintenance records documenting installation or modification of aircraft systems to achieve eligibility.		

D	Continuing Airworthiness Navigation database and RNP AR APCH system maintenance practices. Provide details of procedures for: <ul style="list-style-type: none"> - Revising the electrical load analysis for each aircraft when it is modified and the electrical load is changed. - Assessing modification documentation and managing the aircraft configuration, including procedures to modify any affected synthetic training devices (aircraft simulators or other training systems) - Software configuration management to an individual aircraft level. Aircraft operational data updating procedures e.g. navigation, terrain, SATCOM calling databases.		
E	Minimum Equipment List		
F	Training Part 91/GA operators or equivalent: Course completion records Part 121/135/CAT operators or equivalent: Training programmes for flight crew, flight dispatchers and maintenance personnel.		
G	Operating policies and procedures Part 91/GA operators or equivalent: Extracts from the operations manual corresponding to the application. Part 121/135/CAT operators or equivalent: Operations manual and checklists.		
H	Navigation database Validation programme and procedures.		
I	Withdrawal of approval Possibility of withdrawal of approval following navigation error reports.		
J	Validation flights Formal plan to validate proposed operation.		

K	Monitoring programme Data collection plan.		
L	Flight operational safety assessment (FOSA) An established methodology for a formal safety assessment of the proposed operation.		

To be completed by CAAF
Remarks:

Evaluated by (Name and Title):	Signature	Date
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<p align="center">CAAF Decision:</p> <p align="center">Approval granted Not Approved</p>
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Contents of the application to be *submitted by the operator*

- Compliance documentation for the aircraft/navigation systems;
- Operating procedures and policies;
- Sections of the maintenance manual related to navigation databases.

Note - Documents may be grouped in a single binder or may be submitted as individual documents.

PART 4. CONTENTS OF THE OPERATOR APPLICATION

#	Topic	Specific ICAO reference	Specific State guidance reference	Operator compliance description	Inspector disposition/ comments	Follow-up by the Inspector (Optional)
		(Doc 9613, Volume II, Part C, Chapter 6)	(AC/AMC/CA, etc.)	(Document reference / method)	(Accepted / not accepted)	(Status & Date)
1	Authorization request Statement of intent to obtain authorization.					
2	Aircraft/navigation system eligibility Documents that establish eligibility.	6.3.2.5				
3	Training Details of courses completed (Part 91 operators). Details of training programmes (Part 121 and Part 135 operators).	6.3.2.6.2 6.3.5				
4	Operating policies and procedures Extracts from the operations manual or other documentation (Part 91 operators). Operations manual and checklists (Part 121 and Part 135 operators).	6.3.2.6.3				

PART 5. OPERATING PROCEDURES

#	Topic	Specific ICAO reference	Operator compliance description	Inspector disposition/ comments	Follow-up by Inspector
		(Doc 9613 fourth edition Volume II, Part C, Chapter 6)	(Document reference/ method)	(Accepted/not accepted)	(Status and date)
1	Flight planning	—	—	—	—
1a	Verify that the aircraft and crew are approved for RNP AR operations.	6.3.2			
1b	If dispatch predicated on procedure with RF leg, verify AP/FD is operational.	Appendix 1 to Part C 5.5.3			
1c	Verify MEL.	6.3.4.1.1			
1d	Verify RNP availability.	6.3.4.1.3			
1e	Verify procedures for NAVAID exclusion.	6.3.4.1.4			
1f	Verify that the navigation database is current.	6.3.4.1.5			
1g	Review contingency procedures/options.	6.3.4.2.20 6.3.4.2.21			
1h	Verify FPL: “R” should appear in field 10 and PBN/T1 or T2 in field 18.				

#	Topic	Specific ICAO reference	Operator compliance description	Inspector disposition/ comments	Follow-up by Inspector
		(Doc 9613 fourth edition Volume II, Chapter 6) Part C,	(Document reference/ method)	(Accepted/not accepted)	(Status and date)
2	Prior to commencing procedure	—	—	—	—
2a	Verify that the correct procedure is loaded.	6.3.4.2.1 6.3.4.2.6			
2b	Verify correct RNP accuracy requirements.	6.3.4.2.3			
2c	Cross-check the chart with the RNAV system display.	6.3.4.2.1 6.3.4.2.6			
2d	Verify GNSS sensor in use (only for multi-sensor systems).	6.3.4.2.4			
2e	Inhibit specific NAVAIDS as required.	6.3.4.2.5			
2f	Modify only to accept direct to waypoint before FAF and not preceding an RF leg or to change altitude/speed constraints in initial, intermediate or missed approach segments.	6.3.4.2.1			
2g	Confirm that the aircraft is capable of complying with the missed approach climb gradient.	6.3.4.2.16			

#	Topic	Specific ICAO reference	Operator compliance description	Inspector disposition/ comments	Follow-up by Inspector
		(Doc 9613 fourth edition Volume II, Part C, Chapter 6)	(Document reference/ method)	(Accepted/not accepted)	(Status and date)
3	During procedure	—	—	—	—
3a	Maintain centre line; monitor track deviation; lateral deviation limited to $\pm 1/2$ navigation accuracy (up to 1 x RNP in fly-by turns). Execute missed approach if 1 x RNP is exceeded.	6.3.4.2.7			
3b	Maintain vertical path; monitor vertical deviation: limited to - 22 m (- 75 ft). Execute a missed approach if - 22 m (- 75 ft) is exceeded.	6.3.4.2.8 6.3.4.2.9			
3c	For RNP < 0.3, cross-check lateral and vertical guidance against other data sources.	6.3.4.2.10			
3d	Do not exceed aircraft category speeds in RF legs.	6.3.4.2.11			
3e	Apply temperature compensation as appropriate.	6.3.4.2.12			
3f	Ensure that the local QNH is set before FAF.	6.3.4.2.13			
3g	Cross-check altimeters after IAF and before FAF ± 30 m (± 100 ft).	6.3.4.2.14			
3h	Do not exceed 30 m (100 ft) vertical deviation at VNAV capture.	6.3.4.2.15			

#	Topic	Specific ICAO reference	Operator compliance description	Inspector disposition/ comments	Follow-up by Inspector
		(Doc 9613 fourth edition Volume II, Part C, Chapter 6)	(Document reference/ method)	(Accepted/not accepted)	(Status and date)
3i	If LNAV is disengaged at TOGA, re-engage as quickly as possible.	6.3.4.2.18			
3j	Manage speed to maintain track in any go-around.	6.3.4.2.19			
3k	Comply with the manufacturer's instructions/procedures.	6.3.4.2.5			
3l	Use FD and/or AP.	6.3.4.2.7			
4	RF requirements	—	—	—	
4a	Be established on procedure prior to RF leg.	Appendix 1 to Part C 5.5.5			
4b	Cross-track deviation not to exceed ½ RNP.	Appendix 1 to Part C 5.5.6			
4c	Do not exceed maximum airspeed associated with design.	Appendix 1 to Part C 5.5.7			

PART 6. CONTINGENCY PROCEDURES

#	Topic	Specific ICAO reference	Operator compliance description	Inspector disposition/ comments	Follow-up Inspector by
		(Doc 4444, Chapter 15)	(Document reference/ method)	(Accepted/not accepted)	(Status and date)
1	Contingencies	—	—	—	—
1a	Advise ATC if unable to comply with the requirements for RNP AR APCH.	15.2.1.1			
1b	Air-ground communications failure.	15.3			
1c	If unable to follow RF turn due to system failure, maintain bank and roll out on charted exit course. Inform ATC.	Doc 9613 fourth edition Volume II, Appendix 1 to Part C, 5.5.8			

Personal Data Collection Statement

1. Purposes of Collection

The personal data provided by means of this form, including all the supporting documents included in the application, will be used by CAAF for the following purposes:

- a. Processing of your application in this form;
- b. Carrying out relevant provisions of the Civil Aviation SD-PBN /Regulations
- c. Assisting in the enforcement of any other Regulations and SD and Departments
- d. For communication purposes between CAAF and yourself;
- e. For validation and verification of authenticity of your supporting documents in association with the application;
- f. For statistics and research purposes on the condition that the resulting statistics or results will not be made available in a form which will identify the data subjects

It is obligatory for you to supply the personal data as required in this form. If you fail to supply the required data, we may not be able to process your application

2. Classes of Transferees

The personal data you provided by means of this form may be disclosed to:

- a. Other Government Ministry's and Departments for the purposes mentioned in paragraph 1 above;
- b. Other Contracting States of the International Civil Aviation Organisation and Civil Aviation Authorities for the purpose mentioned in paragraph 1 above;
- c. Other organisations or agencies for execution of their duties as required by CAAF.

3. Access to Personal Data

You have a right of access and correction with respect to personal data as provided for in Sections 18 and 22 and Principle 6 of Schedule 1 of the Personal Data (Privacy) Ordinance. Your right of access includes the right to obtain a copy of your personal data provided by this form.

4. Enquiries

Enquiries concerning the personal data collected by means of this form, including the making of access and correction, should be addressed to:

**Civil Aviation Authority of Fiji
Nadi International Airport,
NAP0354, Nadi Airport, Fiji**