

 <p>SOUTH AFRICAN CIVIL AVIATION AUTHORITY</p>	<p>REPUBLIC OF SOUTH AFRICA</p> <p>CIVIL AVIATION AUTHORITY</p>	<p>SACAA Private Bag X 73 Halfway House 1685</p>
<p>Tel: (011) 545-1000 Fax: (011) 545-1465 E-Mail: mail@caa.co.za</p>	<p>GENERAL NOTICE # AIR-2019/003 – Revision 0.</p>	<p>DATED: 01 October 2019</p>

Renewal and/or reissue of Authority to Fly

1. Applicability

This General Notice is applicable to non-type certificated aircraft registered in South Africa.

2. Regulatory Reference

CAR 2011 part 24.02.6 applies.

3. Purpose

The purpose of this Maintenance GENERAL NOTICE is to assist the aviation industry in acquiring a better understanding of the current regulatory requirements pertaining to the renewal/re-issue of an Authority to Fly and the annual currency fee requirement.

4. Background

CAR 24.02.6 which provides amongst other conditions, that-

(1) An authority to fly and a proving flight authority shall be valid until—

(a) the expiry date.

The Director of Civil Aviation made the determination with effect from the 1 October 2019, that all Authorities to Fly (ATF's) will be issued with an expiry date that coincides with the annual date on which the currency fee for that particular aircraft is payable.

Furthermore, an aircraft may not be released to service if the authorised person is not satisfied that the aircraft and all its equipment are in every way serviceable for flight and that all maintenance has been carried out in accordance with the Civil Aviation Regulations of 2011, as amended, and the aircraft's Accepted Maintenance Schedule (AMS).

5. Problem Statement

It has come to the attention of the Director that difficulties exist when an aircraft is released to service after having carried out maintenance activities, of which the Authority to Fly may have already expired. Releasing an aircraft to service with an invalid Authority to Fly would be a contravention of the General Maintenance Rules as per CAR Part 44.

Another complication that relates to the renewal ATF's is that the client must submit to the SACAA a valid Release to Service. On the other hand, the Aircraft Maintenance Organization and Approved Persons are not able to issue the Release to Service of an aircraft which does not hold a valid Authority to Fly.

6. Proposed Solution

The Director has determined that Aircraft Maintenance Organizations and Approved Persons may release an aircraft to service after carrying out maintenance, even though their respective Authority to Fly has expired; provided the following conditions are complied with:

- I. The Aircraft Maintenance Organizations or Approved Person notifies the SACAA immediately upon receiving an aircraft with an expired Authority to Fly;
- II. When an application is submitted to the SACAA within a grace period of 90 days after expiry of an Authority to Fly, but the Certificate of Release to Service is still valid, the Authority to Fly may be renewed as per paragraph 6.1;
- III. When an application is received with an Authority to Fly expired for a period longer than ninety (90) days, irrespective of the status of the Certificate of Release to Service, a re-inspection of the aircraft is to be carried out by an Authorized Officer of the SACAA for the re-issue of the Authority to Fly as per paragraph 6.2;
- IV. That the Aircraft Maintenance Organization or Approved Person endorse the Certificate of Release to Service for the aircraft with an expired Authority to Fly with the following wording:
“Re-instatement of the ATF will validate the Release to Service (CRS)”.

6.1. Renewal of an Authority to Fly that has not expired for more than ninety (90) days.

1. Completion of form CA 24-03;
2. Proof of Currency Fee Payment in terms of Part 187;
3. Certificate of Release to Service obtained from the AMO or AP;
4. Mandatory Inspection report obtained from the AMO or AP form CA 44-01;
5. The expired Authority to Fly must be returned to the SACAA within 30 days from the date of expiry.

Note: If the aircraft is in maintenance for a period longer than ninety (90) days, no re-inspection will be required provided that the aircraft had a valid Authority to Fly before maintenance was commenced and that the SACAA was notified of such action, then requirements as per paragraph 6.1 will apply.

6.2. Re-Issue of an Authority to Fly that has expired for a period greater than ninety (90) days.

1. Completion of form CA 24-02 (Application for an Authority to Fly);
2. Proof of application fee payment in terms of Part 187;
3. The expired Authority to Fly must be returned to the SACAA within 30 days from the date of expiry.

Note: All application forms are available on the CAA website at www.caa.co.za.

6.3 As an Example

1. If an aircraft had an Authority to Fly that expired in December 2008, prior to 1 April 2010 the owner would have been able to present a valid Certificate of Release to service, a valid CA 44-01 and the relevant fees, the Authority to Fly would have been issued without the requirement of a re-inspection;
2. This same aircraft with an Authority to Fly expired in Dec 2008 and the relevant paperwork submitted on the 2nd of April 2010 would then require a re-inspection.
3. If an Authority to Fly expired on 31 January 2010, on 1st April this Authority to Fly would have expired for 60 days and as such would not require a re-inspection, but submission of the relevant documents and the fees would allow for it to be renewed without a re-inspection. However, when the documents are submitted after the 30th of April 2010, by which time the Authority to Fly would have expired for 90 days then the re-inspection becomes a requirement.

6.4 Conditions for renewal of Authority to Fly

1. The aircraft needs to be serviceable when an Authority to Fly is being renewed;
2. Before an Authority to Fly can be issued, any changes to the design criteria and the build standard e.g. engine or propeller changer, the aircraft has to undergo the Proving Flight approval process to confirm compliance with the appropriate design criteria as prescribed in SA-CATS 24 Subpart 2;
3. If the aircraft is grounded for whatever reason, the Authority to Fly will not be issued until the aircraft has been removed from the grounding list;
4. The inspection report (CA 44-01) needs to be correctly completed to avoid the certificate not being issued due to some incorrect information e.g. date of the last weighing.

6.5 . The turnaround time for the renewal of an Authority to Fly.

1. Turnaround time will be 21 days after submission of final documents;
2. All documents are required to process the ATF renewals are listed in the application form CA 24-03;
3. All ATF applications must be sent to atf@caa.co.za 60 days ahead of expiry for processing. There is a 20-working day turnaround time for the processing and issuing of the certificate. The turnaround time is subject to all documents and all other relevant requirements being met.

Note: GENERAL NOTICE # AIR-2019/002 serves to provide guidance to NTCA aircraft owners or operators regarding the processing and acceptance of items listed in section 4 of this Notice such as the AMS.

6.6. The turnaround time for the issuing of an Authority to Fly.

1. After an application is received for issue or re-issue of an ATF the applications are then sent to the SACAA finance department which also has a time factor attached to the process;
2. Upon receipt of the application from finance verification, the inspection will be scheduled by the responsible airworthiness inspector at the facility of the applicant. The applicant must ensure that all the necessary documentation is available and that all the requirements of the Civil Aviation Regulations, as amended, have been met and that the aircraft is indeed **ready** for the required inspection. Should this not be the case, the inspection will be **terminated** and rescheduled, and as such, the client will be held responsible for the additional costs involved.
3. A report will be sent to the client with all the findings if any within 7 days after the inspection.
4. The client will be afforded 14 days to respond by sending evidence that addresses the findings the responsible inspector;
5. The inspector completes an internal process which will involve a compliance check of the documents and complete process followed;
6. When the process is complete and approved, the ATF is re-issued, and the client is contacted for confirmation of collection.

Note: The time spent re-issuing the ATF by the Authorized Officer / Inspector will be billed at the prevailing hourly rate as specified in CAR Part 187.

6.7. Requirements

Please be advised, before a non-type certificated aircraft, other than an aircraft classified in paragraphs (k) and (l) in regulation 24.01.1 (2), is airworthy it shall—

- (a) have been issued with an authority to fly or a proving flight authority or special flight permit, in terms of this part;
- (b) have been maintained in accordance with the provisions of part 44;
- (c) have no known condition which could make the aircraft unsafe for flight; and
- (d) have on board, and in working order, the relevant communication and navigation equipment prescribed in part 94 and part 96 as applicable for the operation of the aircraft.

7. General

It must be noted that the owner is responsible for paying the annual currency fee in advance, on or before the anniversary date on which the certificate is due to expire. It must also be noted that should the aircraft not be serviceable or not likely to be returned to service for a long period of time then the currency fee is waived until such time as the aircraft is again serviceable. In this case, the Authority to Fly will have to be re-issued and the re-issue fee will become a requirement. The SACAA shall be advised of this to prevent unnecessary currency fee invoicing.


The SACAA is aware that during an inspection the aircraft may be found to have a hidden defect and the necessary parts to rectify this cannot be procured locally. This unscheduled maintenance will not require the Authority to Fly to be re-issued and the normal currency fee will still apply. The SACAA should be advised of this to prevent the re-issue fee taking effect.

8. Effective Date

The effective date of this Advisory Notice will be the **1 October 2019**. The Director may, however, rescind this authority should circumstances warrant such action or when regulations come into force which would nullify this notice.

Please note that it is at the prerogative of the Director and SACAA to call for an inspection of any aircraft at any time should circumstances warrant such action.

This General Notice is issued in the interests of aviation and public safety and compliance is considered mandatory.

Issued by the South African Civil Aviation Authority (SACAA):		
	JURIE GOUWS	1 October 2019
SIGNATURE OF MANAGER: Aircraft Inspection & Registration	NAME IN BLOCK LETTERS	DATE