



香港特別行政區政府

民航處

Civil Aviation Department

The Government of the Hong Kong Special Administrative Region

DCA 4046 (FOREIGN) (RNP AR APCH) (04/2018)

APPLICATION FOR FOREIGN OPERATORS TO CONDUCT RNP AR APCH AT HONG KONG INTERNATIONAL AIRPORT

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

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

Flight Standards and Airworthiness Division

Civil Aviation Department Headquarters

1 Tung Fai Road, Chek Lap Kok

Lantau, Hong Kong

Email: ops@cad.gov.hk

Fax: (852) 2362 4250

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

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.

FAILURE TO INCLUDE ALL RELEVANT DOCUMENTATION MAY RESULT IN A DELAY IN PROCESSING THE APPLICATION.

4. Submissions and enquiries

Email: ops@cad.gov.hk

Fax: (852) 2362 4250



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 CAD, navigation database and chart suppliers, as well as OEMs.
Standard operating procedures	Details of applicable operating procedures. It is recommended that the manufacturer's procedures are used as a starting point.



香港特別行政區政府

民航處

Civil Aviation Department

The Government of the Hong Kong Special Administrative Region

DCA 4046 (FOREIGN) (RNP AR APCH) (04/2018)

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 FOR FOREIGN OPERATORS 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 CAD provides the operator with a formal approval when the tasks and documents have been completed.

3. Reference documents

<i>Publisher</i>	<i>Reference</i>	<i>Title</i>
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

	<i>Action by Operator</i>	<i>Action by Inspector</i>
1	Establish the need for the authorisation.	
2	Review the AFM, AFM supplement, TC data sheet, other appropriate documents (e.g. STCs, SBs, 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: - 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 that amendments to manuals, programmes and other relevant documents are complete; provide training to flight crews, flight dispatchers and maintenance personnel; if required, conduct validation flight(s) as appropriate.	If required, participate in the validation flight(s).
8		Once the requirements have been met, issue operational approval.



PART 2. IDENTIFICATION OF AIRCRAFT AND OPERATORS

Name of Operator: _____

<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 when operator intends to begin RNP AR APCH operations at HKIA: _____

<p>Date when application received by CAD: _____</p> <p>Date of pre-application meeting: _____</p>	FOR OFFICIAL USE
---	-------------------------

**PART 3. OPERATOR APPLICATION**

<i>Annex</i>	<i>Title</i>	<i>Inclusion by Operator</i>	<i>Comments by Inspector</i>
A	Request for authorisation		
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. Where possible, reference should be made to aircraft OEM documentation.		
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.		



<i>Annex</i>	<i>Title</i>	<i>Inclusion by Operator</i>	<i>Comments by Inspector</i>
E	Minimum equipment list		
F	Training Training programmes for flight crew, flight dispatchers and maintenance personnel.		
G	Operating policies and procedures 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.		



Contents of the application to be submitted by the operator

- Documents showing RNP AR APCH compliance by aircraft / navigation systems;
- Operating Procedures and Policies;
- Sections of the Maintenance Manual related to RNP AR APCH systems (if not previously reviewed);
- A copy of the letter of approval granted by the national aviation authority for the conduct of RNP AR APCH/SAAAR;
- The contents of ground, simulator and flight training to qualify flight crews for RNP AR operations;
- Programme for flight crews to maintain proficiency in the RNP AR operations; and
- Briefing and training programme to qualify flight crew members for RNP AR APCH at Hong Kong International Airport

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



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 Civil Aviation Department for the following purposes:

- a. Processing of your application in this form;
- b. Carrying out relevant provisions of the Civil Aviation Ordinance (Chapter 448) and its subsidiary Orders / Regulations;
- c. Assisting in the enforcement of any other Ordinances and Regulations by other Government Bureaux and Departments;
- d. For communication purposes between Civil Aviation Department 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 Bureaux 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 Civil Aviation Department.

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 :

Flight Standards Office
Flight Standards and Airworthiness Division
Civil Aviation Department Headquarters
1 Tung Fai Road
Hong Kong International Airport
Lantau, Hong Kong

(Attn.: Safety Officer (Technical Support))

Anti-bribery Reminder:

Anyone, while having dealings of any kind with the Civil Aviation Department (CAD), should not offer advantage to the CAD officers, or else he may commit an offence under section 4(1) and/or section 8 of the Prevention of Bribery Ordinance (Chapter 201 of Laws of Hong Kong), and be liable to a maximum penalty of a fine of \$500,000 and imprisonment for 7 years.