



APPLICATION FOR APPROVAL OF AIRCRAFT RADIO INSTALLATION

Important Note: Please read the Completion Instructions before filling this form.

1. Applicant

1.1 Application	<input type="checkbox"/> New Issue of DCA 141 <input type="checkbox"/> Amendment of DCA141 dated : _____(dd/mm/yyyy)*	
1.2 Aircraft Registered Owner	Name	
	Address	
1.3 Applicant	<input type="checkbox"/> Same as Field 1.2. (Go to Field 1.4) <input type="checkbox"/> An agent appointed by the aircraft registered owner.	
	Name	
	Address	
1.4 Contact Person	Title	<input type="checkbox"/> Ir <input type="checkbox"/> Dr <input type="checkbox"/> Mr <input type="checkbox"/> Ms
	Job Title	
	Name	
	Phone	
	Email	

2. Aircraft Particulars

2.1 Registration Mark*	B-	2.2 Make & Model*		2.3 Serial No.*	
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2.4 Radio Installation (for new issue only)		Manufacturer	Model	Qty	Function(s)	Approval(s)
	a					
b						
c						
d						
e						
f						
g						
h						
i						
j						
k						
l						

2.5 Radio Installation (for amendment only)	Add/Delete/ Modify (A/D/M)	Function(s)	From:			To:			Supporting Document (e.g. SB, STC, IPC etc.)
			Manufacturer	Model	Qty	Manufacturer	Model	Qty	
a									
b									
c									
d									
e									
f									

3 Fee Information

A deposit is not required for this application. There is no fee for this application.

4 Applicant's declaration

4.1 Declaration

I declare that *I am authorised by the company to sign this form and* all information provided in this application form is correct and complete.

4.2 Attachments

I am submitting this application form, together with the following applicable documents:

Attachment No.	Documentation	Reference	Field No. Reference
(A) <input type="checkbox"/>	Appointment Letter	Letter ref. #: _____ Dated: _____ <input type="checkbox"/> Not required. The applicant is the aircraft registered owner	1.3
(B) <input type="checkbox"/>	Aircraft Report Relevant Section		2.4
(C) <input type="checkbox"/>	Supporting Documents		2.4/2.5
(D) <input type="checkbox"/>	List of Affected Fleet		*
(E) <input type="checkbox"/>			

4.3 Signature

Name	Position in company	Signature	Date (dd/mm/yyyy)

5 ODA Verification (for New Issue of DCA 141 only)

I have verified and confirmed that the information provided in this application including all attachments is correct and complete. This verification statement is issued under the authority of HKAR-183 with approval reference shown below:

ODA Name		Signature & Stamp
ODA Approval No.		
PC/DPC Name		
PC/DPC's UM/AUM No.		
Date	(dd/mm/yyyy)	

Completion Instructions

This application should be sent to:

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

Attention: Chief, Airworthiness Standards

Email: awo@cad.gov.hk

The use of this form is to enable the Hong Kong Civil Aviation Department (HKCAD) to process applications without undue delay. This section provides instructions and guidance necessary to complete this Application. The individual field of the application form may be varied in size to allow entry of all required information.

Important notes:

1. **Complete all Fields in a clear legible way. Enter 'N/A' for those fields that are not applicable to this application.**
2. **Within one Field, mark only one box with where appropriate.**
3. **Upon receipt of all required documents in good order, the processing time is approximately:**
 - a. **4 weeks for initial application;**
 - b. **2 weeks for amendment application for single aircraft; and**
 - c. **4 weeks for amendment application for multiple aircraft.**

Field #	Completion Instructions										
1.2	Enter the name and address of the aircraft registered owner. This item should correspond with the information on the Certificate of Registration (DCA 559) or the Application for Registration of Aircraft (DCA 99).										
1.3	Enter the name and address of the company or the person making the application. In case the applicant is not the owner of the registered aircraft or person employed by the registered owner, an appointment letter by the registered aircraft owner must accompany the application to authorize the applicant to act on behalf of the registered aircraft owner in relation to the subject application.										
1.4	Enter the applicant's contact person information. HKCAD will contact this person on the subject application if necessary.										
2.1	Enter the registration mark issued or reserved. This item should correspond with the information on the Certificate of Registration (DCA 559) or the Application for Registration of Aircraft (DCA 99). E.g. B-HKG										
2.2	Enter the manufacturer and model of the subject aircraft. This item should correspond with the information on the Certificate of Registration (DCA 559) or the Application for Registration of Aircraft (DCA 99). E.g. Airbus A350-941										
2.3	Enter the aircraft serial number as given by the Type Certificate Holder.										
2.4	For initial application, enter the information at system level for radio equipment which operates on frequencies in the aeronautical bands as defined in ICAO Document 9718, Volume I, Chapter 7. <table border="1" style="width: 100%; margin-top: 5px;"> <tbody> <tr> <td style="width: 20%;">Manufacturer</td> <td>Enter the design approval holder of the radio equipment.</td> </tr> <tr> <td>Model</td> <td>Enter the model number of the radio equipment at system level.</td> </tr> <tr> <td>Qty</td> <td>Enter the quantity of the radio equipment in numerals, such as 1, 2, 3 or 4.</td> </tr> <tr> <td>Function(s)</td> <td>Enter the function(s) of the radio equipment such as ADF, ATC Transponder, DME, GPS, HF COM, ILS, MMR, Radio Altimeter, SAT COM, TCAS, ACARS, VHF COM, VOR, Marker, Weather Radar, etc.</td> </tr> <tr> <td>Approval(s)</td> <td>Enter the radio equipment approval reference such as ETSOA, TSOA, etc.</td> </tr> </tbody> </table>	Manufacturer	Enter the design approval holder of the radio equipment.	Model	Enter the model number of the radio equipment at system level.	Qty	Enter the quantity of the radio equipment in numerals, such as 1, 2, 3 or 4.	Function(s)	Enter the function(s) of the radio equipment such as ADF, ATC Transponder, DME, GPS, HF COM, ILS, MMR, Radio Altimeter, SAT COM, TCAS, ACARS, VHF COM, VOR, Marker, Weather Radar, etc.	Approval(s)	Enter the radio equipment approval reference such as ETSOA, TSOA, etc.
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Model	Enter the model number of the radio equipment at system level.										
Qty	Enter the quantity of the radio equipment in numerals, such as 1, 2, 3 or 4.										
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Approval(s)	Enter the radio equipment approval reference such as ETSOA, TSOA, etc.										

2.5	For amendment application, specify the radio equipment item to be amended and indicate the supporting documents for aircraft installation such as service bulletin, type certificate, supplemental type certificate etc.	
	Add/Delete/Modify	Specify reason for the amendment is either to add (A), delete (D) and/or modify (M) the existing radio installation(s).
	Function(s)	Enter the function(s) of the radio equipment such as ADF, ATC Transponder, DME, GPS, HF COM, ILS, MMR, Radio Altimeter, SAT COM, TCAS, ACARS, VHF COM, VOR, Marker, Weather Radar, etc.
	Manufacturer	Enter the design approval holder of the radio equipment.
	Model	Enter the model number of the radio equipment at system level.
	Qty	Enter the quantity of the radio equipment in numerals, such as 1, 2, 3 or 4.
	Supporting Document	Enter the radio installation approval reference such as SB, STC , etc.
4.1	For applicant who is the registered owner, cross out the words in italics.	
4.2(B)	For initial application, provide the ODA Aircraft Report (AR) section where the radio installation is covered.	
4.2(C)	For amendment of existing DCA141, provide the relevant supporting documents from the Design Approval Holder (DAH) to provide evidence of design approval for the radio installation. E.g. TCH SB, STC, Minor Modification Approval, IPC, etc.	
4.2(D)	For amendment of existing DCA141, the information for Fields marked with * (Field # 1.1, 2.1, 2.2 & 2.3) may be provided in a table format if the same radio installation applies to multiple aircraft.	
4.2(E)	Provide any other supporting documents as necessary.	
4.3	For applicant who is the registered owner and fills this form personally, write "N.A." in the "Position in company" field.	
5	For initial application, this field shall be completed, signed and stamped by an ODA Unit Member (UM) or Associate Unit Member (AUM) approved under HKAR-183. This person shall be the Project Coordinator (PC) or Deputy Project Coordinator (DPC) of the subject aircraft delivery project. Strike out PC/DPC and UM/AUM as appropriate. E.g. PC/DPC, UM/AUM For amendment of existing DCA141, this field does not need to be completed.	

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:

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

(Attn.: Senior Airworthiness Officer (Standards))

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.