



香港特別行政區政府

民航處

Civil Aviation Department

The Government of the Hong Kong Special Administrative Region

## FLIGHT CONDITIONS FOR A PERMIT TO FLY – APPROVAL FORM

(For DOA Holders applying for approval of flight conditions)

<b>1. Applicant:</b> DOA Approval No:	<b>2. Report/Document Ref. No:</b> Issue:
<b>3. Aircraft manufacturer/type</b>	<b>4. Serial number(s)</b>
<b>5. Purpose</b>	
<b>6. Aircraft configuration</b> The above aircraft for which a permit to fly is requested is defined in:	
<b>7. Substantiations</b>	
<b>8. Conditions/Restrictions</b> The above aircraft must be used with the following conditions or restrictions:	
<b>9. Statement</b> The determination of the flight conditions has been made in accordance with the relevant DOA procedure agreed by CAD. The aircraft as defined in block 6 above has no features and characteristics making it unsafe for the intended operation under the identified conditions and restrictions. <i>[strike through what is not applicable]</i>	
<b>10a. Approved under the authority of CAD DOA</b> <i>[when the privilege to approve flight condition applies]</i>	
<b>10b. Submitted under the authority of CAD DOA</b> <i>[when the privilege to approve flight condition does not apply]</i>	
<b>11. Date of issue</b>	<b>12. Name and signature</b>

The original completed application shall 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: Senior Airworthiness Officer (Certification)

Note: To facilitate the application process, the completed application may be emailed to:  
certification@cad.gov.hk

**13. CAD approval and date**

Note: CAD Form 37 must be completed and submitted to CAD together with this Form.

## **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.