

**Declaration of Compliance**  
**for Flights *Not* Operated for Hire or Reward**

**Note: Operators are to follow the procedures below for completing the Declaration Form:**

- (1) Operators should ensure full compliance with the slot request requirements and procedures as per Schedule Coordination Guidelines for HKIA (available at : [http://www.hkgslot.gov.hk/Useful\\_Info.html](http://www.hkgslot.gov.hk/Useful_Info.html) ).
- (2) Complete the Declaration Form and submit it to CAD by email at [aic@cad.gov.hk](mailto:aic@cad.gov.hk) and [asdo@cad.gov.hk](mailto:asdo@cad.gov.hk), or by fax on +852 2910 1180 and +852 2877 8542. Then call +852 2910 6174 to confirm receipt of this form.

To: The Director-General of Civil Aviation (DGCA), Civil Aviation Department, Hong Kong

Name of Operator: \_\_\_\_\_

Aircraft Type: \_\_\_\_\_ (Registration Mark: \_\_\_\_\_)

Radio Call Sign: \_\_\_\_\_

Flight Details: From \_\_\_\_\_ to HKG on (date) \_\_\_\_\_ ETA(UTC)

From HKG to \_\_\_\_\_ on (date) \_\_\_\_\_ ETD(UTC)

Ground Handling Agent: \_\_\_\_\_

I, as the operator of the above flight(s), hereby declare that, in respect of the above operations to/from Hong Kong:

1. The aircraft meets the requirements for operational approval and for carriage of equipment as specified in GEN 1.5 para 3 of AIP Hong Kong;
2. A valid certificate of airworthiness, unless otherwise exempted, is in my possession in respect of the above aircraft pursuant to Article 7(1) in the Air Navigation (Hong Kong) Order;
3. There is adequate insurance for third party and any applicable passenger, baggage, cargo and mail liabilities to a combined single limit coverage of not less than the applicable amount shown in the table below and a relevant certificate of insurance is available:

Aircraft maximum ramp or taxi weight, whichever is greater (if not applicable, maximum take-off weight or maximum weight, whichever is greater), as stipulated in its manufacturer's flight manual or operations manual	Applicable amount (equivalent to)
Not exceeding 5 700 kg	US\$ 15 000 000
Exceeding 5 700 kg but not exceeding 10 000 kg	US\$ 25 000 000
Exceeding 10 000 kg but not exceeding 28 000 kg	US\$ 60 000 000
Exceeding 28 000 kg but not exceeding 100 000 kg	US\$ 200 000 000
Exceeding 100 000 kg but not exceeding 170 000 kg	US\$ 500 000 000
Exceeding 170 000 kg	US\$ 1 000 000 000

4. For subsonic jet aircraft - the aircraft is not MCC3 (Marginally Compliant Chapter 3) aircraft and meets the ICAO Chapter 3 noise standards and a copy of the aircraft noise certificate or equivalent documentary proof is carried on board the aircraft;
5. The above flight(s) is / are **NOT** operated for hire or reward; and
6. Slot(s) has / have been checked at <http://www.hkgslot.gov.hk> or obtained from HKSCO, and is / are available.

**I undertake to produce the documentary proof of the above-mentioned documents to the DGCA or any authorized person upon request and I understand that:**

- a) **it is an offence under the law if the insurance certificate or the aircraft noise certificate cannot be produced at request;**
- b) **the above documents / information have to be submitted to Air Services and Safety Management Division (ASMD) by email at [asdo@cad.gov.hk](mailto:asdo@cad.gov.hk), by fax on +852 2877 8542, or by e-filing at [http://www.cad.gov.hk/english/efiling\\_home.html](http://www.cad.gov.hk/english/efiling_home.html) by the next working day; and**
- c) **it is the obligation of the operator to ensure that slot(s) is / are available before making this declaration.**

Signature of Operator \_\_\_\_\_

Name & Post \_\_\_\_\_

Tel no. & Fax no. \_\_\_\_\_

Contact Person Email Address \_\_\_\_\_

Date \_\_\_\_\_

If any of above requirements cannot be met, operator may contact ASMD Duty Officer on telephone no. +852 2910 6648, or +852 9101 6329 for assistance.

*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.*