



AIRWORTHINESS

ADVISORY

CIRCULAR

CIVIL AVIATION AUTHORITY OF BOTSWANA

CAAB Document AAC-014

**TYPE ACCEPTANCE CERTIFICATE:
ACCEPTANCE OF IMPORTED
AERONAUTICAL PRODUCTS INTO
BOTSWANA**

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1. PURPOSE

This Airworthiness Advisory Circular (AAC) provides information and guidance and prescribes special requirements and procedures that apply to civil aeronautical products that are imported into the Republic of Botswana. Applicable special requirements must be met at the time of import.

2. STATUS OF THIS ADVISORY CIRCULAR

This AAC is an original issuance.

3. EFFECTIVE DATE

This AAC becomes effective immediately.

4. APPLICABILITY

This AAC is applicable to all individuals, operators, organizations and other entities applying for the issuance of a Botswana Type Acceptance Certificate (TAC).

5. RELATED REGULATIONS

Copies may be obtained from the Government Printer.

- Civil Aviation (Airworthiness) Regulations: Regulation 3
- Civil Aviation (Approved Maintenance Organisations) Regulations.

6. RELATED PUBLICATIONS

Copies may be obtained from Document Sales Unit, ICAO, 999 University Street, Montreal, Quebec, Canada H3C 5H7.

- ICAO Annex 8
- ICAO Doc 9760

7. DEFINITIONS AND ACRONYMS

7.1 The following definitions are used in this circular

Authority means the CAAB, unless otherwise specified.

State of Design means the State which has jurisdiction over the organization responsible for the type design.

Type Certificate means a certificate issued by a State of Design to define an aircraft type design and to certify that this design meets the appropriate airworthiness requirements of that State.

7.2 The following acronyms are used in this circular

AAC Airworthiness Advisory Circular

AC Advisory Circular

AD Airworthiness Directive

CAA Civil Aviation Authority

CAAB Civil Aviation Authority of Botswana

CARs (Botswana) Civil Aviation Regulations

Advisory Circulars (ACs) are intended to provide advice and guidance to illustrate an acceptable means, but not necessarily the only means, of complying with the regulations, or to explain certain regulatory requirements by providing informative, interpretative and explanatory material. Where a regulation contains the words "prescribed by the Authority," the AC may be considered to prescribe a viable method of compliance, but status of that "prescription" is always "guidance" (never regulation).

EASA	European Aviation Safety Agency
ICAO	International Civil Aviation Organization
NAA	National Airworthiness Authority
SoD	State of Design
TAC	Type Acceptance Certificate
TC	Type Certificate
TCDS	Type Certificate Data Sheet

8. BACKGROUND

Regulation 3 of the Civil Aviation (Airworthiness) Regulations, 2012 requires any person who intends to operate an aircraft that qualifies for a Certificate of Airworthiness in Botswana to be in possession of a Type Acceptance Certificate (TAC) issued by the Authority for that type of aircraft. The TAC is a prerequisite to issuance of a Botswana Certificate of Airworthiness. All aircraft, aircraft engines, and propellers imported into Republic of Botswana may be of a type which has been issued a Botswana TAC. The TAC indicates the CAAB's acceptance of a foreign type certification. When a CAAB Type Acceptance Certificate has been granted, all aircraft of the same type which conform to the defined standard may be registered in Botswana without going through the type acceptance process and would qualify for a Certificate of Airworthiness, provided the condition of the aircraft concerned is acceptable to the Authority. CAAB certification rules will only consider the type acceptance of aircraft type certificated by recognized National Aviation Authority (NAA).

This AAC prescribes the rules governing the type acceptance certification of aircraft types to be registered in Botswana; and the operating requirements for the holder of a type certificate.

9. RECOGNIZED NAA

Botswana recognizes aircraft type that has been issued with a TC or equivalent document by the NAA of one of the following countries or economic communities:

- Canada - Transport Canada
- European Union - European Aviation Safety Agency
- The United States of America - Federal Aviation Administration.

10. APPLICATION FOR A TYPE ACCEPTANCE CERTIFICATE

10.1 Who may apply

The holder of the original Type Certificate or any person may apply for a TAC in respect of a type and model of aircraft which is the subject of a TC issued by the NAA of one of the recognized countries. The TAC is issued in respect of the aircraft type itself. The applicant for the TAC is not named on the TAC and there is no certificate holder.

10.2 Application form

10.2.1 The applicant should submit to CAAB a completed **CAAB Form AIR 111** "Application for Type Acceptance Certificate".

10.2.2 Completed application forms and any general enquiries regarding TACs should be forwarded to: Airworthiness Division, Civil Aviation Authority of Botswana, P. O Box 250, Gaborone, Botswana. Email: flightAirworthiness@caab.co.bw

10.3 Aircraft Type Details and Category of C of A

- (a) The application must state exactly which model(s) are to be included on the TAC. These models must be included on the foreign TC. The data requirements specified in paragraph 10.3 must be met for each model to be included on the TAC.
- (b) TACs enable certificates of airworthiness to be issued in one or more of the following categories.

A – Transport category (Passenger)	C – Aerial Work category	E – Special category.
B – Transport category (Cargo)	D – Private category	

10.4 Supply of Type Data

10.4.1 The following or equivalent documents must be submitted for issuance of a Botswana TAC:

- (a) Copy of CAA's original TC;
- (b) Latest issue of the CAA's TCDS;
- (c) CAA approved Flight Manual and/or Pilot's Operating Handbook;
- (d) General engineering description of the aircraft including definition of the type design standards, installations, primary structures, and three-view drawings of major assemblies;
- (e) All amendments to TCs and STCs on basic type designs which are applicable at the time of certification by Republic of Botswana.
- (f) Manufacturer's Compliance Checklist;
- (g) Compliance Reports showing that type design meets Botswana airworthiness requirements;
- (h) List of documents necessary for continuing airworthiness and safe operation of aircraft including equipment, operation, maintenance, overhaul, and repair manuals;
- (i) Master Minimum Equipment List (MMEL);
- (j) Maintenance Review Board (MRB) report / Maintenance Planning Data (MPD);
- (k) Parts Catalogue relating to the aircraft and major equipment;
- (l) List of all incorporated Service Bulletins and applicable Airworthiness Directives;
- (m) Certification summary report;
- (n) General interior arrangement configuration drawings;
- (o) Master drawing list; and,

- (p) List of service life for critical parts subject to fatigue.

NOTES:

1. *This data and the continuing airworthiness data mentioned in paragraph 10.5 must be supplied to CAAB without charge.*
2. *Instead of supplying CAAB with a document and amendments to that document it is acceptable if CAAB is granted permanent access to a website which displays the current version of the document and is sponsored by the TC holder*
3. *When a TAC is issued, the NAA that issued the foreign TC on which the TAC is based becomes the "relevant NAA".*

10.4.2 If the application relates to a model of an aircraft type for which there is already a TAC in force, then only data peculiar to the model need be supplied. The TAC will be amended to include the new model.

10.5 Supply of Continuing Airworthiness Information

10.5.1 An inherent requirement for type acceptance is the continued support of the aircraft and components in the form of service bulletins and other instructions for continuing airworthiness, amendments to documents, and foreign airworthiness directives (ADs) etc.

10.5.2 The applicant must provide CAAB with an undertaking from the holder of the foreign TC to continue to supply to CAAB those items applicable to the models to be included on the TAC. These are:

- Service Bulletins;
- other instructions for continued airworthiness; and,
- a set and amendments to documents specified in the following table;

Classification of Manual	Number Required	
	" * "	" ** "
Flight Manual	1	1
Maintenance Manual	1	1
Operations (or Pilot Operating Handbook)	1	1
Weight and Balance loading Procedure	1	-
Overhaul Manual	1	-
Structural Repair Manual (SRM)	1	-
Component Overhaul Manual	1	-
Engine Maintenance and Overhaul	1	-
NDT (None Destructive Test)	1	-
Structurally significant items	1	-
Part catalogue	1	1
Maintenance planning guide	1	-

NOTES:

1. *" * " means the quantity required only with the very first aircraft of a particular type and model exported to Botswana.*
2. *" ** " means the quantity required with the same model that has been exported to and certificated in Botswana.*

10.5.3 The CAAB will arrange with the NAA of the SoD for the supply of ADs issued by that NAA for the aircraft type.

10.6 Airworthiness Requirements

10.6.1 Each applicant for the grant of a type acceptance certificate for an aircraft type shall demonstrate to CAAB the following:

- (a) the aircraft type has been appropriately type certified by recognized NAA ;
- (b) the aircraft type meets the ICAO Annex 16 in regard to noise, fuel venting and emission standards;
- (c) the aircraft type meets any special conditions imposed under the foreign type certification or prescribed by the CAAB;
- (d) any airworthiness requirements not complied with are compensated for by the factors providing an equivalent level of safety; and,
- (e) no feature or characteristic of the aircraft type makes it unsafe for the intended use.

10.6.2 A meeting between the applicant and CAAB will normally be held to review the following:

- (a) Aircraft design, systems, structure and operational characteristics in sufficient detail that any unusual or new features can be identified;
- (b) Provide details of the basis of domestic Type Certification, including any Special conditions, and where equivalent safety measures were made;
- (c) Any waivers or variations granted by the state of manufacture;
- (d) Establishing the certification basis for CAAB type acceptance approval;
 - 1. Complementary technical conditions to address the differences between airworthiness design standards specified in Civil Aviation (Equipment and Instruments) Regulations and the code used by the State of Manufacture for Type Certification;
 - 2. Supplementary basis for issue of a CAAB Certificate of Airworthiness and compliance with operational legislation such as Aeronautical Circulars and relevant CARs.
- (e) Review of in service experience, including major defects currently under investigation and any corrective action.
- (f) Initial maintenance requirements.
- (g) Continued airworthiness review.

11. CONDITIONS, REFUSAL, SUSPENSION AND CANCELLATION

11.1 Issue of a TAC subject to conditions

Persons intending to apply for a TAC should note that CAAB may issue a TAC subject to a condition if there are reasonable safety grounds, provided the condition is substantially the same as a condition imposed by the NAA of a recognized country on the corresponding foreign TC.

CAAB may also issue a TAC subject to other conditions, provided there are reasonable grounds for believing that issuing the certificate without imposing

conditions or taking other measures would constitute a significant threat to aviation safety

11.2 **Refusal to issue a TAC**

Persons intending to apply for a TAC should note that CAAB may refuse to issue a TAC if there are reasonable safety grounds.

11.3 **Suspension or Cancellation of a TAC**

A TAC may be suspended or cancelled if, in the interests of aviation safety, CAAB considers it necessary. An inability on the part of the foreign TC holder to provide on-going technical support for the aircraft type may constitute grounds for such suspension or cancellation.

11.4 **Consultation**

In all the cases in paragraphs 11.1, 11.2 and 11.3, the CAAB will first consult with and consider the views of the applicant, the NAA that issued the foreign TC, and the manufacturer.

11.5 **Exercise of powers**

Only the CAAB Director, Flight Safety has the power to:

- issue a TAC subject to a condition in accordance with paragraph 11.1;
- refuse (Decline) to issue a TAC in accordance with paragraph 11.2; or
- Suspend or cancel a TAC in accordance with paragraph 11.3.

11.6 **Duration of TAC**

A Type Acceptance Certificate shall remain in force until it is suspended or revoked.

12. **DOCUMENTS REQUIRED FOR OBTAINING BOTSWANA AIRWORTHINESS CERTIFICATES**

The CAAB requires that an applicant for a Botswana airworthiness certificate submit substantiating evidence as may be necessary for establishment of airworthiness and eligibility for certification by CAAB.

12.1 **New Aircraft**

For new aircraft, the person applying for TAC shall provide:

- (a) CAA's Export Certificate of Airworthiness for aircraft, engines, and propellers;
- (b) Modification status, including customer options incorporated and any supplemental type certificates (STCs) installed;
- (c) Airworthiness Directives
 - i. A declaration of compliance with all applicable Airworthiness Directives issued by a State of Design must be provided. Where optional means of compliance are offered, the means chosen shall be stated.

- ii. Airworthiness Directives issued by a State of Design containing repetitive compliance requirements must be identified. Information as to when the next compliance is due also must be provided.
- (d) List of all incorporated Service Bulletins and Alert Service Bulletins
- (e) Production flight test reports and any statements regarding the corrective actions taken for defects during the production flight test
- (f) Logbooks of aircraft, engines and propellers
- (g) Seat configuration approval documents
- (h) Weight and Balance report
- (i) Records of compass system and magnetic compass swing;
- (j) Master Minimum Equipment list;
- (k) Flight Data Recorder/Cockpit Voice Recorders type and data format records and interpretation reports;
- (l) Time/Life limitations;
- (m) Records showing that the interior fabrications are made of flame proof material.

12.2 Used Aircraft

In addition to the requirements in paragraph 10.1 (a) through (d) and (f) through (l), the following are also required for used aircraft:

- (a) A complete history of aircraft, engines, propellers, components and equipment including:
 - (1) Number of landings/cycles where the aircraft is subject to mandatory life limitations.
 - (2) Record of aircraft's maintenance program that includes past and future check cycles
- (b) Flight times of aircraft, engines, propellers, and equipment for reaching their mandatory life limitations.
- (c) Flight times of aircraft, engines, propellers, and equipment for reaching their approved overhaul periods
- (d) Details of all changes of major structural components such as wings, tail planes, helicopter rotors or transmission components, and histories of all replaced parts
- (e) Details of major structural repairs including the nature of damage in each case.

12.3 Noise Requirements for Airworthiness Certificate of Aircraft.

In accordance with the CARS, an aircraft will qualify for airworthiness certificate only if its noise level is as low as technologically practicable and appropriate to the aircraft type in question. Civil Aviation (Airworthiness) Regulations Part V is the standards for conformance with Botswana noise requirements.

13. PROCEDURES FOR ACCEPTANCE OF CLASS II AND CLASS III PRODUCTS

13.1 Class II Products

13.1.1 A foreign manufacturer of a Class II product is required to supply information and documentation deemed necessary by CAAB for justifying its installation on a Class I product that requires CAAB certification.

13.1.2 CAAB installation acceptance of a Class II product on a Class I product will be granted upon issuance of the Supplemental Type Certificate by the state of design that issued Type Certificate for that product.

13.1.3 Each Class II product exported to Botswana must have an airworthiness approval tag from exporting CAA issued in accordance with appropriate regulations of an exporting state and must include a statement of compliance with all applicable Airworthiness Directives and incorporated Service Bulletins.

13.2 Class III Products

13.2.1 A Class III Product is compatible for installation on Botswana registered aircraft when the Class III Product:

- (a) conforms to the design data for the Class I product of which it is a part or component, or conforms to industrial or national standards (e.g., AN, SAE, NAS, etc.);
- (b) is identical with the manufacturer's name and part number, either on the product or the packaging, whichever is appropriate; and,
- (c) is a condition for safe operation.

13.2.2 For Class III products, CAAB will accept as proof of conformity an original manufacturer's release document with a statement certifying the product conforms to its recognized standard or specification.

14. CONTINUING AIRWORTHINESS.

A foreign manufacturer of product approved by CAAB is responsible for providing all information relating to continuing airworthiness to CAAB. This includes prompt communication with CAAB of all information regarding hazardous service difficulties, corresponding design corrections, proposed operational precautions and limitations.

15. TRAINING REQUIREMENTS

15.1 It is a requirement that in the event the aircraft is the first of its type to be entered into the Botswana civil aircraft register, the operator/importer must make arrangements for maintenance training courses that are considered necessary and relevant to CAAB Airworthiness Inspectors in order to enable them to conduct the certification and continuous safety oversight of the aircraft and its components. This training must be conducted at the Manufacturers' training facilities.


15.2 Attendance at these courses will be undertaken at no charge to the CAAB and will be considered essential for issuance of a Botswana Certificate of Airworthiness and the amendment of the AOC to include the aircraft type in question.

15.3 Those concerned are advised that it may be necessary for up to three (3) CAAB staff members to attend such courses, depending on the aircraft concerned.

- 15.4 The operator will also be required to provide biennial recurrent training for the CAAB staff at no cost to the Authority if the aircraft in question is certified for scheduled services.
- 15.5 Training for the CAAB staff will also be required at any time if there is no expertise within the Authority regardless of the fact that the aircraft had previously been imported into the country.
- 15.6 Adequate arrangements should be made in time to enable CAAB staff to complete the training at least four (4) weeks prior to first arrival of the aircraft in the country.

16. PAYMENT OF FEES

The applicant shall pay to CAAB account the applicable statutory fees, bear the travelling and upkeep costs of the aviation safety inspector(s).


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For/Civil Aviation Authority of Botswana



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