Advisory Circular

NCAA-AC-AWS022

SEPT 2023

NIGERIA CIVIL AVIATION AUTHORITY

GUIDELINES AND REQUIREMENTS FOR AIRCRAFT TYPE CERTIFICATE ACCEPTANCE IN NIGERIA

1.0 PURPOSE

This Advisory Circular provides information on the Type Certificate Acceptance process for aircraft to be registered in Nigeria for the first time.

2.0 APPLICABILITY

This AC applies to all persons or operator intending to import aircraft type for the first time into Nigeria. The statutory fees for Aircraft Type Acceptance are contained in the NCAA Schedule of fees.

3.0 REFERENCES

3.1 Part 5 of the Nigeria Civil Aviation Regulations.

3.2 Form AC-AWS022, Form AC-AWS022A, Form AC-AWS022B, Form AC-AWS022C, Form AC-AWS022D,

3.3

4.0 APPLICATION FOR A TYPE ACCEPTANCE CERTIFICATE

Any person may apply for a TAC in respect of a type certificated aircraft which has been certificated by a State of design as one of the ICAO States. The TAC is issued in respect of the aircraft type itself. The application shall be submitted by the Type Certicate Holder (TCH) accompanied with a letter from the State of Design to the NCAA via email to info@ncaa.gov.ng, or postal services

5.0 GUIDANCE INFORMATION

a) This document prescribes the guidelines and requirements to be followed before an aircraft can be accepted for registration in Nigeria. The regulatory requirements is found in Nig. CARs Part 5.3.1.2

6.0 ACCEPTANCE OF TYPE CERTIFICATES

a) The Authority may accept an aircraft type certificate or equivalent document issued by a State of Design in respect of an aircraft or aircraft component provided that:

(i) The type certificate or equivalent document was issued on, or is based on contracting state airworthiness code recognized by the Authority.

(ii) The design, materials, construction, equipment, evaluation against a recognized airworthiness code has been carried out by the Authority and has been found to meet the required standards.

(b) Acceptance of an aircraft type certificate or equivalent document issued by a State of Design in this respect means that; the type certificate or equivalent document in relation to design, materials, construction, equipment, was issued on, or is based on contracting state airworthiness code recognized by the Authority.

(c) A 'recognized airworthiness code' – means Civil Aviation Regulations and Standards of the contracting State of design relating to the design, materials, construction, equipment, performance and maintenance of aircraft or aircraft components acceptable to the Authority.

(d) To facilitate effective aircraft safety oversight, the State of design or State of manufacture acceptable Aircraft Type Certificate must have provisions:

(i) To publish aircraft technical documents and literature (e.g. flight manual, maintenance manuals etc) in English.
(ii) To mail to the authority and the operator the current amendments of all relevant aircraft technical and operation literature.
(iii) To manufacture aircraft equipment, instruments with indication markings and placards in English and Arabic numerals.
(iv) To deliver aircraft type design incorporating the minimum recommended emergency features (e.g. emergency windows), and emergency equipment with clear operating instructions in English.

The Authority will issue a type acceptance certificate and type acceptance certificate datasheet to the manufacturer after successful completion of the type acceptance process.

7.0 AIRCRAFT SAFETY OVERSIGHT REQUIREMENTS

7.1 Training requirements to Ensure Effective Safety Oversight:

For a new aircraft type on the Nigeria Civil Aircraft Register, the applicant (operator or manufacturer) will be required to provide training to Authority's inspectors on the type.

(a) The number of inspectors to be trained will depend on the size and complexity of the aircraft. This will include Airworthiness and Flight Operations inspectors;

(b) For a series type of an aircraft, a refresher or difference course may be required to keep abreast to the technological advancement or differences.

8. 0 AIRCRAFT TYPE CERTIFICATION DOCUMENTS REQUIRED

a) Formal Application-by manufacturer or proposed operator, **Form: AC-AWS022B**.

b) Evidence that the type design has been approved by the State of design.

c) Aircraft Type Specification-build standard forming basis for design, construction and, delivery of the standard aircraft.

d) Details of any equivalent safety determinations, waivers or special conditions that were made in the course of the type certification;

e) Type Certificate, Type Certificate Data Sheets and Supplemental Type Certificate (if any).

f) An undertaking from the holder of the foreign TC to provide CAA with continuing airworthiness data

g) Summary of Reports on the principal Structural elements regarding stress level substantiation (i.e. Static, fatigue and failsafe/damage tolerance).

h) Complete index of reports and notes prepared for Type Certification (compliance checklist) or production certificate.

i) Inspection Report, including procedures and tolerances (Production Test Flight Report).

j) Complete sets of CURRENT manufacturers' Manuals for Aircraft, Engines, propellers (if any) and Principal accessories, i.e. Maintenance and Overhaul Manuals; Maintenance Schedule/Planning Guide/Planning Data; Wiring Diagram; illustrated Parts Catalogue; Structural Repair Manual; (Master) Minimum Equipment List; Electronic equipment manuals; Flight Manual; Weight and Balance Handbook; Inspection Requirements Manual; Engine Specifications and operating Instructions; etc.

k) Full set of production Wiring Diagram including all optional fits.

l) Service Information: Service Letters (SLs), Service Bulletins (SBs), Airworthiness Directives (ADs), Vendor SBs not covered by aircraft manufacturer's SBs.

m) Significant in-service problems summary,

n) Electrical Load Analysis

o) MRB Programme -where applicable

p) Details of Exemptions, Equivalent Safety Findings and Special Conditions Airworthiness

q) Details of Noise and Emissions Certification

r) Post Type Certificate Acceptance arrangement document (Refer to Appendix A)

9.0 DOCUMENTS REQUIRED FOR INDIVIDUAL AIRCRAFT

a) Statement of Build Standard, including any differences from previously accepted aircraft (on Nigerian register)

b) Modification Standard including customer Options Incorporated

c) Equipment Incorporated, including items of equipment not necessarily installed by the manufacturer:

(i) SB Compliance - List of SBs incorporated during production.
(ii) Declaration of Compliance with all ADs issued by the appropriate Airworthiness Authorities. Where optional means of compliance are offered, the means chosen shall be stated.
(iii) Export Certificate of Airworthiness to be issued within a period of 60 days immediately preceding the date of application for Nigerian Certification or Validation, as appropriate except as otherwise acceptable to Nigeria in a particular case.
(iv) Technical Log Books as required by the Nigeria civil Aviation Regulations
(v) Statement of Compliance with relevant Airworthiness Notices / Nig CARs.
(vi) List of Serial Numbers of Significant Component Parts.
(vii) Time/Life limitations.
(viii) Record of Compass System and Magnetic Compass Swings
(ix) Detailed list of radio equipment constituting the radio station
(x) Weight Schedule and Weighing Report.
(xi) Acceptable Air Test Report.
(xii) Aircraft to be surveyed to ensure that it conforms to the standard originally accepted.
(xiii) Equipment must include HF Comms, GPWS, digital FDR, and independent GPS (if INS or similar equipment not installed)

NOTE: ALL AIRCRAFT TO BE REGISTERED AND OPERATED IN NIGERIA MUST COMPLY WITH ALL THE REQUIRED INSTRUMENTS AND EQUIPMENT AS CONTAINED IN PART 7 OF THE NIGERIA CIVIL AVIATION REGULATIONS.

10.0 A Statement of Compliance (SOC) with Nig. CARs Part 7 must be submitted.

Should you require further information do not hesitate to contact:

The Director General, Civil Aviation
Nigeria Civil Aviation Authority

APPENDIX A

STATE OF DESIGN Certification Authority (CA) – Nigeria Civil Aviation Authority (TAA) – xxxxxxxxxxxxx (TC Holder) POST-TYPE CERTIFICATE ACCEPTANCE ARRANGEMENT for Aircraft Make and Models (xxxxxxxxxx)

Location:

Date:

1. COMMUNICATION:

a. A focal point will be assigned by each party to facilitate the implementation of this Working Arrangement. All routine communication will take place between these focal points. The list of focal points will be amended as required by any party.

b. All communication between the parties related to the activities of this Working Arrangement will be made in the English language.

c. Unless otherwise specified, SOD CA shall be copied on all correspondence between TCH and the NCAA related to the activities of the considered project conducted under the provisions of this Working Arrangement in order for SOD CA to support as required.

2. POST-TYPE CERTIFICATE ACCEPTANCE ACTIVITIES:

Post type certificate acceptance activities include:

a. Approving changes to the type design (Including revisions of approved manuals) made by the SODCA or by TCH for the above mentioned A/C models, not requiring a new or amended TC.

b. Continued Airworthiness activities including the issuance of Airworthiness Directives.

3. TAA RESPONSIBILITIES DURING POST-TYPE CERTIFICATEACCEPTANCE:

a. NCAA, as the Type Accepting Authority (TAA), must ensure that the Type Design, as amended by Post-Type Acceptance Design Changes, continues to comply with the NCAA certification basis. NCAA must also ensure the continued airworthiness of the product, as a State of Registry is responsible for the safety of all products on its registry.

NCAA accepts the airworthiness code of SODCA as the Certification Basis as listed in the TCDS (number) Issue (Number) and Amendment status (number)

b. NCAA accepts SODCA approval of any Post-Type Acceptance Design Changes (Including revisions of approved manuals) under the accepted TC, as well as those changes made by the Design Approval Organization (DAO) approved by SODCA, on these Aircraft make and models for which the NCAA has issued a Type Acceptance Certificate.

c. NCAA acknowledges CA as the authority representing the State of Design responsible for the continuing airworthiness for the aircraft make and models and accepts Airworthiness Directives issued by SODCA.

d. NCAA can inquire to SODCA about any post type acceptance activities including:
   i. Approvals of Design Changes made to the NCAA registered aircraft,
   ii. Any mandatory corrective action, and/or
   iii. Any significant ongoing continued airworthiness investigations

4. SODCA RESPONSIBILITIES DURING POST-TYPE ACCEPTANCE:

a. SODCA is responsible for the continued airworthiness of the type certificated product worldwide and will issue Airworthiness Directives (AD) when necessary. SODCA will inform the NCAA immediately of all such mandatory actions, including those resulting from reports on aircraft under the NCAA registry or within the NCAA jurisdiction.

b. SODCA, as the state of design and manufacturing, has the right to become involved withthe NCAA to resolve continued operational safety issues directly involving an accident or incident to aircraft under the NCAA registry or within the NCAA jurisdiction.

5. UPDATES TO APPROVED MANUALS AFM, MMEL AND ICAs:

Post-Type Certificate Acceptance, NCAA will continue to receive updates for the AFM,MMEL, and ICAs from the TC holder digitally via the online portal or emails.

6. ACRONYMS

A/C: Aircraft
ICA: Instructions for Continued Airworthiness
AD: Airworthiness Directives
MMEL: Master Minimum Equipment List
AFM: Aeroplane Flight Manual
TC: Type Certificate
CA: Certification Authority
NCAA: Nigeria Civil Aviation Authority
SODCA: State of Design Civil Aviation
DAO: Design Approval Organization
TAA: Type Accepting Authority

7. Focal Points

STATE OD DESIGN CIVIL AVIATION
Names and Titles

NIGERIA CIVIL AVIATION AUTHORITY
Names and Titles

TYPE CERTIFICATE HOLDER
Names and Titles

8. Signatures

The Authorities and the TC holder agree on the provisions of this Working Arrangement for aircraft make and models as indicated by their duly authorized representatives.

FOR **SODCAA**	For **NCAA**	For **TCH**
Signature	Signature	Signature
Date:	Date:	Date:
Name:	Name:	Name:
Title:	Title:	Title:
Address:	Address:	Address:
Email:	Email:	Email:
Tel:	Tel:	Tel: