



Civil Aviation Safety Authority  
of Papua New Guinea

# Advisory Circular

## AC 21-4

### Product Certification – Permit to Fly

Original

10 November 2024

#### GENERAL

Civil Aviation Authority Advisory Circulars (AC) contain information about standards, practices and procedures that the Director has found to be an Acceptable Means of Compliance (AMC) with the associated rule.

An AMC is not intended to be the only means of compliance with a rule, and consideration will be given to other methods of compliance that may be presented to the Director. When new standards, practices or procedures are found to be acceptable, they will be added to the appropriate Advisory Circular.

This Advisory Circular also includes Explanatory Material (EM) where it has been shown that further explanation is required. Explanatory Material must not be regarded as an acceptable means of compliance

#### PURPOSE

This Advisory Circular provides methods, acceptable to the Director, for showing compliance with the standards, restricted and Special Category airworthiness certification rules set out in Part 21 Subpart D.

#### RELATED CAR

This AC relates specifically to Civil Aviation Rule 21.

#### CHANGE NOTICE

No change. This is the original AC.

#### APPROVAL

This AC has been approved for publication by the Director of Civil Aviation

## TABLE OF CONTENTS

<b>GENERAL</b> .....	3
<b>EM 21.33 Purpose</b> .....	3
<b>EM 21.33 Certificate Categories</b> .....	3
<b>EM 21.37 Application for Permit to Fly</b> .....	4
<b>EM 21.39 Issue of Permit to Fly</b> .....	5
<b>EM 21.47 Permit to Fly Requirements</b> .....	5
<b>EM 21.49 Duration of Certificate</b> .....	6
<b>EM 21.51 Transfer of Certificate</b> .....	6

## GENERAL

Except where the operation of an aircraft is for the purpose of demonstrating the eligibility of the aircraft for the issue, renewal, or reinstatement of an airworthiness certificate, to be eligible to operate in Papua New Guinea, rule 91.101 requires all aircraft to have a current airworthiness certificate.

Rule Part 21 Subpart D prescribes the requirements for issue of airworthiness certificates to aircraft in one of four categories—

- Standard
- Restricted
- Special Flight Permit
- Permit to Fly

This advisory circular provides information to applicants for airworthiness certificates in the Permit to Fly category only.

### EM 21.33 Purpose

The rule is self-explanatory.

### EM 21.33 Certificate Categories

In addition to the standard and restricted category, the following airworthiness certificates may be issued under Part 21:

- a Special Flight Permit.
- A Permit to Fly.

For the purpose of these rules, a Permit to Fly is equally considered to be a Special Category Airworthiness Certificate even though it is in the form of a permit.

Rule 21.35(b) states that the Director may prescribe conditions and limitations, and purposes on an airworthiness certificate.

### Limitations and Conditions

Aircraft issued with a Permit to Fly are subject to any conditions and limitations prescribed by the CASA as appropriate to the use of the aircraft, together with the operational restrictions specified in 91.105—

- no operations involving the carriage of persons, or goods, for hire or reward except for conversion instruction of the operator; and
- no operations over a congested area of a city, town, or settlement, or over an open air assembly of persons.

In all cases the Director may impose additional limitations to ensure the safe operation of the aircraft.

## Purposes for a Permit to Fly

The purpose for which a permit to fly is issued will be prescribed on that permit.

The following are the purposes applicable in each case:

- (a) A Permit to Fly may be issued to an aircraft for a particular flight and for a series of flights (within Papua New Guinea only) for a specific purpose, including—
- Aerial Survey
  - Aerial Photography
  - Aerial Advertisement
  - Search and rescue
  - Parachute drop operations
  - Other aerial work operations acceptable to the Director

## EM 21.37 Application for Permit to Fly

### EM Permit to Fly

An application for a permit to fly should normally be made on Form CA 21/07. This form is available for download from the CASA website.

*All charges associated with the issue of a Permit to Fly will normally be invoiced to the aircraft's registered owner. The CASA will invoice another client if it receives a written request and that client has agreed in writing to accept the charges.*

If any required information is not available when the application is completed, this should be advised separately, with reasons, in a covering letter with the application.

### Aircraft Description

The applicant should ensure correct model designations are used. The data plate should be checked to ensure that the information corresponds to references in the aircraft's documentation. If differences are found, then the reasons for them should be determined and the CASA advised.

### Purpose

The intended purpose of the flight should be specified (Refer EM 21.47 below).

The application should contain the supporting reasons for the Permit to Fly. (Refer EM 21.47 below).

### Aerial Work Program Details

Details pertaining to the specific flight, or flights should be provided, including—

- the proposed route
- the date of the flight
- the proposed flight crew to operate the aircraft and any specialized equipment
- the licensed aircraft maintenance engineer to certify release to service on the aircraft for the duration of the Permit to Fly.
- The structure of the organization including the person(s) responsible for supervising the aerial work operations in PNG.
- The standard operating procedures to be used for the duration of the aerial work operations.

- the proposed operating limitations as determined by safety risk assessments and change management plans
- any other information considered by the Director to be relevant for the purpose of prescribing limitations

### **Release to Service Inspection (Part 43)**

A release to service certificate should be completed and certified only by a licensed aircraft maintenance engineer in accordance with the requirements of Part 43.

### **EM 21.39 Issue of Permit to Fly**

Rule 21.39(e)(2) requires the level of safety for a Permit to Fly to be acceptable to the Director for the purposes and duration for which the aircraft is to be used.

The requirements to be met in regard to a level of safety acceptable to the Director for the purpose of aerial work operations described in 21.39 (e)(2) and in EM 21.47 is taken into consideration together with the safety risk assessments (rule 100) and change management (rule 100) plans submitted with the application.

### **EM 21.47 Permit to Fly Requirements**

#### **General**

A Permit to Fly may be issued to permit the operation of a PNG-registered aircraft or a foreign-registered aircraft within PNG territory for a short period of time (specified on the permit) for specialized aerial work operations.

#### **Purpose of Permit to Fly**

An applicant for a permit to fly should indicate the purpose for which the permit is required. The purpose may be—

#### **Aerial Work Program**

A permit to fly may be issued to permit an aircraft to be flown for aerial work operations. Applicants should submit the following documents as part of their aerial work programme:

- aircraft certificates (CofR, CofA, etc).
- details of flight crew licenses and valid medical certificates to operate the aircraft and any specialized equipment.
- details of person(s) responsible for conducting pre-flight inspections and certifying release to service following maintenance on the aircraft.
- standard operating procedures to be used for the proposed aerial work operations.
- organization and/or persons responsible for supervising the aerial work operations for the duration of the permit to fly.
- Safety risk assessments showing that all identified safety hazards are properly risk assessed and high inherent risks are mitigated to low residual risks
- Change management plans

#### **Aircraft Certificates**

A Permit to fly may be issued to both PNG-registered aircraft for foreign-registered aircraft that hold the following certificates:

- Certificate of registration.
- Certificate of Airworthiness.
- Noise Certificate.
- Radio Station License.
- Aircraft Lease agreement (as applicable)

## **EM 21.49 Duration of Certificate**

### **Permit to Fly**

A permit to fly will be issued with an expiry date appropriate to the purpose for which it is issued.

## **EM 21.51 Transfer of Certificate**

This rule does not apply to a Permit to Fly approvals which is not transferable.