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|  | **Prezes Urzędu Lotnictwa Cywilnego**President of the Civil Aviation AuthorityApplication for Approval of Flight Conditionsfor a Permit to Fly |
| Nr sprawy (wypełnia ULC) *File No. (To be filled by the CAA)* |  |
| **1. Applicant**  |
| * 1. Applicant’s Reference*(if applicable)*
 | Internal Reference |
| * 1. Name
 | Name |
| 1.3 Address *(registered business/postal  address)* | Address |
| 1.4 Contact Person  *(if applicable)* | Contact Person |
| 1.5 Telephone | Phone |
| 1.6 Fax  | Fax |
| 1.7 E-mail | Email |
| 1.8.1 Financial Contact  *(if applicable*) | Financial Contact |
| 1.8.2 Address | Address |
| 1.8.3 Telephone | Phone |
| 1.8.4 Fax | Fax |
| 1.8.5 E-mail | E-mail |
| **2. Scope** Approval of flight conditions For applicants who are not DOA holders: **[ ] ** EASA Form 18B is attached (see Annex) **[ ] ** EASA Form 18B is not attached because: For DOA Holders applying for approval of flight conditions, for cases excluded by  21A.263(c)(6):**[ ] ** EASA ULC Form 18A is attached**[ ] ** EASA ULC Form 18A is not attached because |

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| **3. Applicability / Description** |
| 3.1 Applicability  (*Aircraft manufacturer/type*) |       |
| 3.2 Serial Number |       |
| 3.3 Nationality and  Registration marks |       |
| 3.4 This application is  related to an ongoing  certification project | [ ]  **Not applicable** [ ]  **TC/RTC** [ ]  **Change/Repair****P-EASA.****(***insert P-No***)** |
|  [ ]  Large Aeroplane [ ]  Small Aeroplane, Sailplane, Powered Sailplane, VLA [ ]  Rotorcraft [ ]  Balloon/Airship |
| **4. Permit to Fly** |
| 4.1 Requested duration for  the Permit to Fly | [ ]  from       dd.mm.yyyy  until       dd.mm.yyyy (maximum 12 months)[ ]  Unlimited (Only in combination with 4.2 Purpose, item 15) |
| 4.2 Purpose | [ ]  1. Development[ ]  2. Showing compliance with  regulations or specifications[ ]  3. Design organisations or  production organisations crew  training[ ]  4. Production flight testing of new  production aircraft[ ]  5. Flying aircraft under production  between production facilities[ ]  6. Flying the aircraft for customer  acceptance[ ]  7. Delivering or exporting the  aircraft[ ]  8. Flying the aircraft for Authority  acceptance[ ]  9. Market survey, including  customer’s crew training[ ]  10. Exhibition and airshow | [ ]  11. Flying the aircraft to a location  where maintenance or  airworthiness review are to be  performed, or to a place of storage[ ]  12. Flying an aircraft at a weight in  excess of its maximum  certificated takeoff weight for  flight beyond the normal range  over water, or over land areas  where adequate landing facilities or appropriate fuel is not available;[ ]  13. Record breaking, air racing or  similar competition[ ]  14. Flying aircraft meeting the  applicable airworthiness  requirements before conformity  to the environmental  requirements is shown[ ]  15. For non-commercial flying  activity on individual non-complex  aircraft or types for which the  Agency agrees that a certificate of  airworthiness or restricted certificate of airworthiness is not  appropriate[ ]  16. Flying an aircraft for troubleshooting purposes or to  check the functioning of one or  more systems, parts and appliances after maintenance  |
| 4.3 Description of the  non-compliance with the  applicable airworthiness  requirements |  |
| **5. Applicant’s declaration** |
| I confirm that the information contained herein is correct and complete.  |
| ***Information clause in the case of collecting data from a person whom such data concern****Implementing the information obligation referred to in Article 13 in relation to Article 5 par 1 and Article 5 par 2 of Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of individuals with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (general data protection regulation), I inform you that:* *1. The administrator of your personal data is the President of the Civil Aviation Office with headquarters in Warsaw (02-247), ul. Marcin Flisa 2,* *tel. +48225207200, e-mail address: kancelaria@ulc.gov.pl .* *2. The President of the Civil Aviation Authority has appointed a Data Protection Officer who can be contacted in all matters regarding the processing of one’s personal data via email: daneosobowe@ulc.gov.pl or in writing to the above address with an annotation “Data Protection Officer”.**3. The Civil Aviation Authority processes your data for the purpose of processing the application by the President of the Civil Aviation Office.**4. The legal basis for processing your data is Article 6 par. 1 letter c* *of Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of individuals with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (general data protection regulation) in connection with Article 21 par 1 of the Aviation Law Act of 03.07.2002.**5. The recipients of your personal data may be:** 1. *Administrative courts,*
	2. *The Supreme Administrative Court,*
	3. *Minister responsible for transport,*
	4. *entities performing processing on behalf of the President of the Civil Aviation Authority based on data processing entrustment agreements,*
	5. *other authorized entities based on specific provisions.*

*6. The President of the Civil Aviation Office does not intend to transfer your personal data to third countries and international organizations.* *7. Your personal data will be stored for a period of 2 years from the date of aircraft final withdrawal from operations, and then - in cases where it is required by the provisions of the Act of July 14, 1983 on the national archive resource and archives (Journal of Laws of 2020, item 164), for the period specified in these provisions.**8. In connection with the processing of personal data you have the right to request from the administrator:** *access your personal data,*
* *correcting personal data,*
* *deletion of your personal data.*

*9. You have the right to lodge a complaint to the supervisory body dealing with the protection of personal data, that is the President of the Office for Personal Data Protection with its registered office in Warsaw (00-193) at ul. Stawki 2.**10. Providing personal data is a statutory obligation. Failure to provide them may result in the inability to conduct the proceedings or the extension of its duration.* *11. The personal data provided by you will not be used for processing involving automated decision making, including profiling.* |
| **6. Signature** |
| Date      | Name      | Signature |
| ***7. To be filled in only by the CAA:*** |
| ***Statement of technical satisfaction***  |
| *The certification team is satisfied that the applicant has shown that the aircraft is capable of safe flight under the conditions or restrictions necessary for safe operation of the aircraft in accordance with the hereby approved flight conditions.*  |
| ***Notes/Remarks/Restrictions:*** |
| *Project Certification Manager* | *Signature* | *Date of Signature* *(dd/mm/yyyy)* |
| This application should be sent to: Urząd Lotnictwa Cywilnego Departament Techniki Lotniczejul. Marcina Flisa 202-247 Warszawa |

**DO NOT FORGET TO SIGN THE APPLICATION FORM**

Information to be entered into Form 37 - Application for Approval of Flight Conditions:

The use of this form is required to enable EASA to process applications without undue delay. The individual fields of the application form may be varied in size to allow entry of all required information. It is strongly recommended to use the English language.

Field 1.1: Enter your reference (optional).

Field 1.2: Enter the name of the legal entity making the application.

Field 1.3: Enter registered business address to be printed on the certificate; add postal address if different e.g. for mailing or billing purposes

Field 1.4-1.7: Enter name, telephone, fax and e-mail of contact person for this application; in case the purpose for the permit is 4.2(15), the applicant must be the owner of the aircraft.

Field 1.8.1-1.8.5: Enter name, address, telephone, fax and e-mail of financial contact person for this application; in case the data differ from fields 1.4-1.7.

Field 2: A DOA holder having the privilege to approve flight conditions must submit its EASA Form 18A for Agency approval, when the flight conditions are related to the cases excluded from the privilege (see 21A.263(c)(6)). In that case, the EASA Form 18A, or equivalent Form, defined in DOA Holder procedures must be sent together with the EASA Form 37. If the EASA Form 18A is submitted at a later stage, the applicant should explain the reasons why..

Field 3.1-3.3: Enter manufacturer, type / model, serial number, nationality and registration mark.

Field 3.4: If the application for approval of flight conditions is related to an ongoing certification project that has already been applied for tick the dedicated boxes and insert the complete EASA project number (P-No).

Field 4: Information entered under 4.1. - 4.4. do not replace the separate application of the Permit to Fly to be made to the competent NAA of the State of Registry

Field 4.1: Identify the duration until the Permit to Fly shall be valid; a standard Permit to Fly shall be issued for a maximum of 12 months; for the purpose of 21A.701(a)(15) a Permit to Fly may be issued for unlimited duration.

Field 4.2: (1) - Testing of new aircraft or modifications.

 - Testing of new concepts of airframe, engine propeller and equipment

 - Testing of new operating techniques.

 (2) -Certification flight testing for Type Certification, Supplemental Type Certificates, changes to Type Certificates or European Technical Standard Order Authorisation.

 - Flights for the purpose of noise measurements.

 (3) Flights for training of crew that will perform design or production flight testing before the design approval and Certificate of Airworthiness (CofA) can be issued.

(4) For establishing conformity with the approved design, typically this would be the same programme for a number of similar aircraft.

(5) Green aircraft ferry for follow on final production.

(6) Before the aircraft is sold and/or registered.

(7) Before the aircraft is registered in the State where the CofA will be issued.

(8) In the case of inspection flight test by the authority before the CofA is issued.

(9) Flights for the purpose of conducting market survey, sales demonstrations and customer crew training with non type certificated aircraft or aircraft for which conformity has not yet been established or for non-registered a/c and before CofA is issued.

(10) Flying the aircraft to an exhibition or show and participating to the exhibition or show before the design approval is issued or before conformity with the approved design has been shown.

(11) Ferry flights in cases where maintenance is not performed in accordance with approved programmes, where an AD has not been complied with, where certain equipment outside the Minimum Equipment List (MEL) is unserviceable or when the aircraft has sustained damage beyond the applicable limits.

(12) Oversees ferry flights with additional fuel capacity.

(13) Training flight and positioning flight for this purpose are included.

(14) Flying an aircraft which has been shown to comply with all applicable airworthiness requirements but not with environmental requirements for example due to weather constraints.

(15) For aircraft which cannot practically meet all applicable airworthiness requirements, such as certain aircraft without TC-holder (“generically termed orphan aircraft”) or aircraft which have been under national systems of Permit to Fly and have not been shown to meet all applicable requirements. The option of a Permit to Fly for such an aircraft should only be used if a certificate of airworthiness or restricted certificate of airworthiness cannot be issued due to conditions which are outside the direct control of the aircraft owner, such as the absence of properly certified spare parts.

(16) Flying an aircraft for troubleshooting purposes or to check the functioning of one or more systems, parts and appliances after maintenance.

*Note: The above listing is of cases when a Permit to Fly MAY be issued; it does not mean that in the described cases a Permit to Fly MUST be issued. If other legal means are available to allow the intended flight(s) they can also be used*.

Field 4.3: This is the most important field! Give a short description of the non-compliance with the applicable airworthiness requirements.

Field 5: To be filled in only by the Agency/NAA.

Field 8: Signature of an authorised representative of the applicant.

Annex:

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| **FLIGHT CONDITIONS FOR A PERMIT TO FLY – APPROVAL FORM** |
| **1. Applicant**       | **2. Approval form nr.** **Issue:**  |
| **3. Aircraft manufacturer/type**  | **4. Serial number(s)**  |
| **5. Aircraft configuration** The above aircraft for which a Permit to Fly is requested is defined in  |
| **6. Substantiations**  |
| **7. Conditions/Restrictions** The above aircraft must be used with the following conditions or restrictions:       |
| **8. Statement** The flight conditions have been established and justified in accordance with 21A.708.The aircraft has no features and characteristics making it unsafe for the intended operation under the identified conditions and restrictions. |
| **9.** Approved under [ORGANISATION APPROVAL NUMBER]      |
| **10. Date of issue**  | **11. Name and signature**       |
| **12. Approval and date** |
| EASA form 18B |

General Note for EASA ULC Form 18B:

* ***A SIGNED EASA Form 18b is not an authorisation to FLY; a permit to fly is required.***
* Please fill in all required fields.

Information to be entered by the applicant into Annex: EASA Form 18B – Flight Conditions for a Permit to Fly Approval Form:

The use of this form is required to enable EASA to process applications for applications of flight conditions without undue delay. The individual fields of the approval form may be varied in size to allow entry of all required information. It is strongly recommended to use the English language.

Field 1: Name of organisation providing the flight conditions and associated justifications

Field 2: Number and issue, for traceability purpose, please enter the applicant’s reference

Field 5: Add reference to the document(s) identifying the configuration of the aircraft

 For change(s) affecting the initial approval form: description of change(s). This form must be re-issued.

Field 6: Please provide all justifications and make references to the document(s) justifying that the aircraft (as described in 5.) can perform the intended flight(s) safely under the defined conditions or restrictions

 For change(s) affecting the initial approval form: reference(s) to additional justification(s). This form must be re-issued.

Field 7: Details of these conditions/restrictions, or reference to relevant document, including specific maintenance instructions and conditions to perform these instructions

Field 8: Not to be filled in. The flight conditions have been established and justified including any condition or restriction necessary for safe operation of the aircraft, namely:

a. the conditions or restrictions put on itineraries or airspace, or both, required for the flight(s);

b. the conditions and restrictions put on the flight crew to fly the aircraft;

c. the restrictions regarding carriage of persons other than flight crew;

d. the operating limitations, specific procedures or technical conditions to be met;

e. the specific flight test programme (if applicable);

f. the specific continuing airworthiness arrangements including maintenance instructions and regime under which they will be performed.

g. the method used for the control of the aircraft configuration, in order to remain within the established conditions

Field 9: To be filled in when approved under a privilege of an approved organisation

Field 11: To be signed by an authorised representative of the applicant. If not signed, delays will occur

Field 12: To be filled in ONLY by EASA or the competent Authority

***PLEASE DO NOT FORGET TO SIGN FORM 37 and FORM 18B***