

ADVISORY CIRCULAR

SUBJECT:	DATE:	AC NUMBER:	VERSION:
ONE-TIME APPROVAL APPLICATION GUIDE	2016-02-02	043-01	2.0

NOTE: THIS ADVISORY CIRCULAR IS PUBLISHED TO PROVIDE REGULATORY INFORMATION AND DESCRIBE ACCEPTABLE MEANS OF COMPLIANCE WITH THE GENERAL AUTHORITY OF CIVIL AVIATION REGULATIONS (GACAR).

CHAPTER 1 – INTRODUCTION

1.1 Purpose.

The purpose of this advisory circular is to provide information and instructions to the Kingdom of Saudi Arabian aviation industry on the requirements for applications related to the issuance of a one-time approval under GACAR § 43.9(i).

1.2 Applicability.

This advisory circular is applicable to operators of Saudi Arabian registered aircraft who because of exceptional circumstances, is required to utilize a maintenance provider not meeting the requirements of GACAR § 43.9 . Saudi Arabian registered aircraft that experience maintenance problems at locations that are not supported by GACA approved maintenance providers may apply for a one-time (i.e. exceptional) approval to use these providers in order to return the aircraft to an airworthy condition. Requests for one-time approval will not be accepted for scheduled heavy maintenance, major alteration type activities or aircraft painting.

1.3 Cancellation.

This version 2.0 updates the GACA logo and cancels version 1.0 of this Advisory Circulars.

1.4 Related Regulatory Provisions.

GACAR Parts 1, 43, 145 and the Implementing Rules of the Civil Aviation Tariff Act.

1.5 Related Reading Material.

None.

1.6 Definitions of Terms Used in this Advisory Circular.

Affected parties should refer to Subpart A of GACAR Part 1 for a full listing of defined terms used in the new GACAR. Many new or revised definitions have been added to the GACAR. This Advisory Circular does not introduce any new terms.

1.7 Approval.

This Advisory Circular has been approved for publication by the Assistant President, Safety, Security and Air Transport Sector of the General Authority of Civil Aviation.

CHAPTER 2 – APPLICATION PROCEDURES

2.1 General.

This chapter summarizes essential information for all applicants. Applicants are reminded that should GACA refuse to issue their requested one-time approval they may be eligible to appeal that decision in accordance with the appeal regulations prescribed in Subpart I of GACAR Part 13.

NOTE:All applicable forms may be accessed on the GACA website at www.gaca.gov.sa.

2.2 Application for One-Time Approval.

Requests for one-time approval must be made in writing to the GACA SS&AT attention Manager: Airworthiness Department and include the following documentation:

- (a) Particulars of the affected aircraft including aircraft make and model, registration marks and serial number.
- (b) A copy of the filed flight plan, a description of the deviation from the filed itinerary and a copy of the aircraft log page with the listed in-flight problem recorded.
- (c) Information about the proposed maintenance provide including:
 - (i) Description of the specific authorizations being requested including a description of the nature of work to be performed and location of work to be performed.
 - (ii) Copy of the current foreign repair station certificate (or equivalent) and associated terms of approval or operations specifications.
 - (iii) Copy of repair station capability list (specific to the work to be performed).
 - (iv) Name and phone number of the Inspector assigned to the repair station by the foreign CAA.
 - (v) Roster of authorized personnel including the name and qualifications of the specific individual who is being nominated to release the aircraft to service.

Note:

The above information can be sent to GACA via, Fax # 96612-6855745.

The applicant is responsible to provide and cover the expenses for business class return air travel, ground transportation and hotel accommodation for the Airworthiness Inspector who is assigned to perform the inspection of the Repair station's facilities.

As part of the one-time approval process the GACA SS&AT will assess whether the current ratings

approved by the foreign authority are appropriate to the nature of the work to be performed on the Saudi Arabian registered aircraft. The GACA SS&AT will contact the CAA's assigned Inspector as part of the assessment process. In the event that the facility where the unscheduled landing took place is not qualified to perform the necessary maintenance, the GACA Inspector will inform the aircraft owner/operator that they must make suitable arrangement for a GACA repair station with suitable ratings to perform "Work away from Station" in the case that the aircraft is not capable for a special (ferry) flight permit to an Approved GACA Repair Station.

A GACA Airworthiness Inspector will be required to conduct a one-time inspection of the maintenance provider's facilities subject to the complexity of the required maintenance as determined by the GACA SS&AT. At the time of inspection, the GACA Airworthiness Inspector will review with the Quality Assurance/Inspection staff of the foreign repair station, the tooling, maintenance data and condition of the facility for the specific GACA requirements for the performance of maintenance on Saudi Arabian registered aircraft including the provision of the applicable GACA forms.