Application for CPDLC Operations approval

Completion of form: Each relevant box should be completed with a tick (√) or a (X). Where form must be completed by referring to a document of applicant's documentation system, add manual reference, chapter and sub-chapter. Please ensure all applicable areas are completed.

1. GENERAL

General Information				
1. Applicant Name and Address:	2. Tel./Fax/e-mail:	3. Contact Person Name/Tel./Fax/e-mail:		
2. Aeroplane Registration	3. Aeroplane Manufacturer	4. Aeroplane Type Designation / Model Designation	5. Aeroplane Serial No.	6. Aeroplane Mode S Address (Hexadecimal)
7. Aircraft Area of Operation:				

2. AIRWORTHINESS

Type Design Approval for referenced Aeroplane Type Designation		
1. The approval of the CPDLC systems installation is based on: □ Type design □ EASA STC □ Service Bulletin □ other (specify): _____		
2. Aeroplane Flight Manual (AFM) or AFM Supplement refers to following airworthiness approval basis for CPDLC system installation: □ EUROCAE ED-120 □ ED-110B □AMC 20-11 □other (specify): _____		
Maintenance Program	**Yes**	**No**
4. The applicant should have an established Maintenance Program that contains all CPDLC related maintenance requirements prescribed by manufactured or design organisation? CPDLC Maintenance program established?	□	□
Minimum Equipment List		
5. The applicant should revised parts of Minimum Equipment List to reflect system requirements appropriate to the intended CPDLC operations? Minimum Equipment List revised?	□	□

Maintenance Practices and Procedures (CAME; MOE, etc.)	
The applicant must institute procedures in respect of continuing airworthiness practices for CPDLC. These procedures should cover the following subjects:	*To be completed by applicant* CPDLC Maintenance Practices and Procedures are described in (Add manual reference, chapter and sub-chapter)
6. Maintenance of CPDLC equipment (adherence to manufacturer's maintenance instructions, modification procedures, etc.)	
7. Action for non-compliant aeroplane (downgrading, reporting to CAA, corrective actions, upgrading, etc.)	
8. Maintenance Training (training of applicant's maintenance management staff, training of contractor's maintenance personnel, initial training, recurrent training, training syllabi, etc.)	
9. Test Equipment (use of test equipment, handling, calibration, etc.)	

3. OPERATION

Operating Practices and Procedures	
The applicant must institute CPDLC Operating Practices and Procedures in accordance with JAA Administrative & Guidance Material, Section Four: Operations, Part Three: Temporary Guidance: Leaflets (JAR-OPS),LEAFLET No 40: OPERATIONAL CONSIDERATIONS FOR THE USE OF INITIAL SERVICES FOR AIR-GROUND DATA LINK COMMUNICATIONS IN EUROPEAN AIRSPACE. These practices and procedures should cover the following subjects:	*To be completed by applicant* CPDLC Operating Practices and Procedures are described in (add manual reference, chapter and sub-chapter):
1. Flight planning procedures (the filing of flight plans regarding information pertaining to data link capability).	
2. Company operational control (FMC route and wind/temp data uplink)	
3. Cockpit preparation procedures (review of technical log, external inspection (navigation antennas), use of MEL, verification of NAV database validity, etc.).	
3. En-route procedures (ATS Facilities Notification (AFN) log-on, CPDLC procedures, ATC/crew/dispatch initiated re-route, required time of arrival, complimentary voice communications, navigation: GNSS, GPS if applicable and rules and procedures for RNP operations, surveillance (ADS), dynamic airborne reroute procedure (DARP) operation, weather deviation, message sets).	
4. Procedures with respect to flight crew response to abnormal situations (response to non-normal events, notification of ATC of CPDLC systems problems, non-normal procedures of CPDLC, DARP, RNP, contingency procedures, RNP airspace/large navigation errors, etc.).	
5. Software updates	
6. Incident reporting	
Flight Crew Training and Qualification	
The applicant is required to establish the following (covering subjects under 3.1 to 3.6):	*To be completed by applicant* Description in (add manual reference, chapter and sub-chapter):
7. Flight crew qualification requirements.	
8. Description of initial and recurrent training, checking and training-syllabi, training devices, training material and training staff for: - General understanding of data link operating principles - Geographical area/airspace of data link use - Uplink and downlink messages and their significance - Specific data link related phraseology - The message sets actually implemented in aircraft equipment - The characteristics and limitations of the flight deck human-machine interface, annunciation, controls, displays, printing that will be used in working with data link - Data conventions associated with data input (e.g. flight identification) - Data link operational procedures including timers. - Handling of errors (error messages) - Data link system failures - Incident reporting procedures - Crew Resources Management (CRM) and the above HF issues	

4. APPLICATION PACKAGE

Documentation to be submitted to the CAA	Submitted ?	
	Yes	No
1. Compliance statement which shows how the criteria for CPDLC operations, have been satisfied (Section 5. of this application).	☐	☐
2. Relevant section(s) of the applicable document(s) (e.g. AFM/POH, STC data package, etc.) and other relevant documents that support installation of required system if installed trough modification.	☐	☐
3. Flight crew CPDLC training programmes and syllabi for initial and recurrent training.	☐	☐
4. Operation manual and checklists that include CPDLC operating practices and procedures	☐	☐
5. Minimum Equipment List (MEL) that include items pertinent to CPDLC operations.	☐	☐
6. Maintenance program or revision thereof that includes items pertinent to CPDLC equipment.	☐	☐

5. APPLICANT'S STATEMENT

The undersigned certifies that the above items ticked indicate that the aeroplane systems installation, continuing airworthiness of systems, minimum equipment for dispatch, operating procedures and flight crew training comply with the requirements of the CAA.

Name of Post Holder Maintenance:	Signature:	Date:
Name of Post Holder Operations:	Signature:	Date:
Name of Post Holder Training:	Signature:	Date:

(For official use only)

Subject	Responsible	Date	Signature
1. AACK/DSF/OPS-FRM-001 and AACK/DSF/OPS-FRM-038 and item 4 application package checked for completeness.	OPS		
2. Airworthiness Approval granted (Appendix to Certificate of Airworthiness).	AW		
3. Operational Approval granted (AOC, OS)	OPS		
4. CPDLC approval process administratively completed (OPS Update, Exchange of Certificates).	OPS		

Withdrawal of CPDLC Approval

Reason:

Name: *Date:* *Signature:*