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| Form | 171-2 | **CIVIL AVIATION AUTHORITY**  **Directorate General for Civil Aviation Regulation**  **Air Navigation Safety Department** |  |
| Revision | 02 |
| Date | 30 NOV 2024 |
| **Application for Flight Inspection Service Provider**  **Documentation Checklist** | | | |

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| --- | --- | --- | --- |
| **Date (yyyy/mm/dd):** | | **Applicant Name:** | |
| **Indicate if you are applying for Initial or Renewal Certificate** | | | |
| **Initial** | **Renewal** | **If renewal, previous**  **expire date (yyyy/mm/dd):** | |
| 1. **Checklist of Required Documentation for Initial Certificate** | | | |
| Application Cover letter from the service provider's Chief Executive to DGCAR | | |  |
| Filled Form 171-2 and Form 171-3 | | |  |
| Proof of application fee payment\* | | |  |
| Regulatory Compliance Statement | | |  |
| Applicant Financial viability evidence | | |  |
| Applicant's Organization Exposition | | |  |
| Applicant Manual of Operation | | |  |
| CAA Country of Origin Accepted SMS and QMS manual | | |  |
| Applicant Flight Inspection Procedure/ Manual | | |  |
| Flight Inspection System Manual | | |  |
| Aircraft Characteristic information sheet | | |  |
| AOC/POC/SPO/similar certificate | | |  |
| Aircraft Registration, Aircraft Airworthiness Certificate, Radio License, A/C Insurance, Noise Certificate, A/C MEL | | |  |
| Valid License and Medical certificate for Flight Crew | | |  |
| Training Records of Flight Crew | | |  |
| Sample of conducted full Flight Inspection certificate and report (routine, special (if any) and Commissioning) for each equipment to be inspected | | |  |
| Third Party Agreement, (if applicable) | | |  |
| Other documents as may be requested by DGCAR | | |  |
| 1. **Checklist of Required Documentation for Renewal Certificate** | | | |
| Application Cover letter from the service provider's Chief Executive to DGCAR | | |  |
| Filled Form 171-2 and Form 171-3 | | |  |
| Copy of previous Certificate | | |  |
| Proof of application fee payment\* | | |  |
| Regulatory Compliance Statement | | |  |
| Applicant Financial viability evidence | | |  |
| Aircraft Airworthiness Certificate, Radio License, A/C Insurance, Noise Certificate, A/C MEL | | |  |
| Valid License and Medical certificate for Flight Crew | | |  |
| Training Records of Flight Crew | | |  |
| Update on above Part A submitted document, if any | | |  |
| Other documents as may be requested by DGCAR | | |  |
| **Applicant Signature and Title** | | | |
|  | | | |

\* Application fee is non-refundable. Certification fee will be billed upon approval of application and prior to certificate issuance.