

INSTRUCTIONS FOR COMPLETING THE FIELD APPROVAL CHECKLIST FORM

The following instructions apply to corresponding items 1 through 12 of the form.

Item 1—STC Information. Self-explanatory.

Item 2—Aircraft Information. Information to complete the Make, Model, and Serial Number blocks will be found on the aircraft manufacturer's identification plate. The Registration Number is the same as shown on AC Form 8050-3, Certificate of Aircraft Registration (the N number).

NOTE: Only U.S.-registered aircraft are eligible for field approvals.

Item 3—Applicant Information. If a repair station is doing the work: Fill in the Company's Name, and Address Information. Check the Certified Repair Station Box, and fill in the CRS# Block. Also enter a Point of Contact Name and Telephone number if you are using a repair station. If the ASI doing the approval has a question, this will make it easier for him or her to find someone knowledgeable about the project.

If an Certified A&P Mechanic / IA is doing the work; Enter the Name of the Certificated Mechanic who will be doing the work in the Point of Contact Block. The Mechanic should also provide a Telephone Number in the P.O.C. Telephone Block. Leave the Company Name Blank and enter the Address where the work will be done. The Mechanic's A&P Certificate Number should be entered in the AP/IA Number Block. This should be as complete as possible.

Item 4—Type of Product and Certification Basis. On the upper line, enter a check mark in the appropriate box to identify the item being approved. Enter the TCDS # for this item. On the bottom line, check the box that identifies how your aircraft or product was certificated. If you don't know this information, you can find it on the Type Certificate Data Sheet (TCDS) for your aircraft or engine. On the TCDS, look in the section titled Certification Basis. If you check "OTHER" enter the description in the space provided.

Item 5—Schedule For Completion of Project. Using the space provided, enter the date when the Field Approval is needed. Enter a date for ASI visit, if needed or requested. Enter projected completion date for the alteration.

Item 5A—Brief Description of Project. Using the space provided, enter a short summary of the proposed alteration or repair. Describe the items, components or systems being installed as a result of this alteration. Include any interfacing to the existing aircraft systems. Include any information concerning the removal of any items, components or systems pertaining to this alteration; e.g. (*Example: "This Alteration is for the airworthiness and VFR Operational Approval of a Garmin GNS-430 System. The alteration consists of the removal of the #1 COM/NAV System and the Installation of a Garmin GNS-430 as the #1 COM/NAV/GPS System. The alteration includes the Installation of a GPS Antenna in the Pressurized Area of the Fuselage. The GNS-430 Unit is Interfaced to the existing S-TEC 602. AUTOPILOT SYSTEM"*) If additional space is needed, attach a continuation page and make a note of that on the form in this area.

INSTRUCTIONS FOR COMPLETING THE FIELD APPROVAL CHECKLIST FORM (Continued)

FAR Compliance Review. Using the space provided, list ALL applicable Federal Aviation Regulations, which apply or will be evaluated by the modifier for the proposed alteration or repair. Before completing the alteration or repair to your aircraft, be aware that after it has been altered or repaired the aircraft must still meet its certification basis. In FAR Compliance Review Block, you include the proof (data) that it still does. Your compliance statement should explain how your aircraft still meets its certification basis. For example, if you want to modify the wheels of your small airplane, you would need to ensure that the altered wheels still conform to Title 14 of the Code of Federal Regulations (14 CFR) part 23, section 23.731. The compliance checklist will list each affected 14 CFR/Civil Air Regulation (CAR) and indicate how compliance was shown. This checklist is created by the person doing the alteration or repair and should address each section of the regulations applicable to the project.

Item 5B—Previous Alterations or Repairs that may be affected by this alteration. Look at the aircraft and review its records to determine if there are any modifications, Supplemental Type Certificates (STC), alterations, or repairs that could cause a problem or conflict with the proposed alteration or repair. If an FAA Form 337 was completed for any alteration or repair that might be affected, include it. If a logbook entry was made concerning the work done, make a copy of that entry and include it in your package. Photographs and drawings of previous alterations or repairs that might be a factor can also be very helpful. Using the space provided, enter a short summary of previous alterations may be affected by the proposed alteration or repair, e.g., *(Example: #1 COM/NAV System was Installed on a Previously Approved FAA Form 337 Dated xx/xx/xx. The existing S-TEC 602 AUTOPILOT SYSTEM was installed by the Manufacturer as stated in the Aircraft's Logbook: Entry on Page X, DATED XX/XX/XX.* If additional space is needed, attach a continuation page and make a note of that on the form in this area.

Item 6—Designees (DARs and DERs). If you are working with any Designated Engineering Representatives (DER) or Designated Airworthiness Representatives (DAR) for this project, include their names and telephone numbers in case the ASI needs to contact them for additional information or clarification. DERs have limitations to their authorization(s). If you are working with a designee, check with him or her to make sure that the work you want the designee to do is within the scope of his or her authorization

Item 7—Aircraft Operating Under One Of The Following. If the aircraft operates under an Air Carrier Certificate check this box and the appropriate box listed beneath it. If the aircraft is operated under FAR Part 91, check this box. If you are uncertain of the operation for the aircraft check "Do Not Know". Pressurized Aircraft, Check the appropriate box.

INSTRUCTIONS FOR COMPLETING THE FIELD APPROVAL CHECKLIST FORM (Continued)

Item 8—Aircraft Flight Manual Supplement (AFMS). Self-explanatory. Check the appropriate Block. If you have an AFMS for your alteration, include a copy of it. Guidance for creating an AFMS is available in Advisory Circular (AC) 23-8, Flight Test Guide for Certification of Part 23 Airplanes, as amended. Appendix 5 of AC 23-8 has a sample format that can be used.

Item 9—Instructions for Continued Airworthiness (ICA). Self-explanatory. Check the appropriate Block. In this attachment, describe how you will keep the altered or repaired part of the aircraft airworthy. These should be specific instructions that include what should be looked at and minimum or maximum measurements of parts for wear or deterioration. Troubleshooting, functional checks, installation and removal procedures, and servicing requirements, such as fluid change intervals or lubrication schedules, are also items that would be included.

Item 10— Data Attached. A list of the data that is commonly included in the SDP is available. If the data you are attaching is included on this list, check the appropriate box. If you have data or information that is not included in this list, check the box labeled OTHER and enter a short description of what you are including in the space provided. Include ICA if aircraft was issued a type certificate (TC) after January 28, 1981.

Item 11—Damage Tolerance Evaluation. Self-explanatory. If the “Yes” Block is checked in the Upper Section, provide copies of the Items listed in the Lower Section.

Item 12—Additional Information. Self-explanatory. Check all that will apply for the Items listed in this Section. For TSO Product, list the TSO Number if “Yes” if checked

FAA Use Only. Don't write or mark in this area, it is for FAA use only.