



**Subject:** TGM FOR REQUIRED DOCUMENTATION FOR EXEMPTION APPLICATION

**Date:** 24 May 2022

## 1. BACKGROUND

**SA CAR Part 11.04.1** states that the Director may issue an exemption from any requirement prescribed in the regulations, if the Director is satisfied, after consideration of the reasons for the required exemption, that—

- (a) the prescribed requirement has been substantially complied with and that further compliance is unnecessary; or
- (b) an acceptable level of safety has been taken which is as effective or more effective than the prescribed requirement; or
- (c) the prescribed requirement is inappropriate, or events have occurred which make the requirement unnecessary in the particular case; and
- (d) the granting of the exemption will not cause a serious risk to air safety and security.

**SA CAR Part 11.04.2** states that an application for an exemption shall be made to the Director in the appropriate form. (*Form Number: CA 11-09, which can be downloaded on SACAA website*).

**SA CAR Part 11.04.4** (1) states that The Director may—

- (a) grant an exemption under such conditions and for such period which the Director may determine, which may not exceed 180 days; or
- (b) refuse an exemption.

**Note:** If the 25 days extension was approved for the facility, the Director may grant an exemption that may not exceed 155 days.

## 2. PURPOSE

The purpose of this technical guidance material is to assist applicants who want to exercise the privileges granted in the provisions of SA CAR Part 11.04.1, by providing clarity to the required documentation for exemption application, to ensure uniformity.

## 3. REQUIRED DOCUMENTATION FOR EXEMPTION APPLICATION FOR ILS

- Completed and signed application for exemption CA11-09 form (please use latest application form)
- Signed motivation letter for exemption from the Aerodrome License Holder submitted (where applicable)
- Signed motivation letter for exemption from the contracted Maintenance Service Provider
- Signed motivation letter for exemption from Flight Inspection Service Provider
- Three previous flight inspection certificates and reports
- Post-flight calibration checks including ground checks
- Latest ILS ground checks
- Latest Localizer, Glide Path, and DME transmitter/transponder 1&2 operational status
- Latest Localizer, Glide Path, and DME monitor readings
- Fault reports (if any)

- NOTAM (if any)
- Adverse reports from users since last flight calibration (if any)

**Note:** Kindly ensure that the equipment status and monitor readings reflect current equipment status and should be captured at least 1 week or less before the application is sent to SACAA.


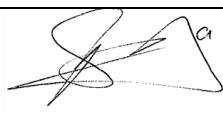

#### 4. REQUIRED DOCUMENTATION FOR EXEMPTION APPLICATION FOR VOR

- Completed and signed application for exemption CA11-09 form (please use latest application form)
- Signed motivation letter for exemption from the Aerodrome License Holder (where applicable)
- Signed motivation letter for exemption from the contracted Maintenance Service Provider
- Signed motivation letter for exemption from Flight Inspection Service Provider
- Three previous flight inspection certificates and reports
- Post-flight calibration checks including ground checks
- Latest VOR ground checks
- Latest VOR and DME transmitter/transponder 1&2 operational status
- Latest VOR and DME monitor readings
- Fault reports (if any)
- NOTAM (if any)
- Adverse reports from users since last flight calibration (if any)

**Note:** Kindly ensure that the equipment status and monitor readings reflect current equipment status and should be captured at least 1 week or less before the application is sent to SACAA.

#### 5. HOW TO SUBMIT AN APPLICATION FOR EXEMPTION

An applicant may submit all the required documentation for exemption application electronically, to Mr. Bhuttie Keagile, Manager: CNS – keagileb@caa.co.za

<b>DEVELOPED BY:</b>		
	<b>O W KEAGILE</b>	<b>24/05/2022</b>
<b>SIGNATURE OF MANAGER: CNS</b>	<b>NAME IN BLOCK LETTERS</b>	<b>DATE</b>
<b>REVIEWED &amp; VALIDATED BY:</b>		
	<b>S. MAPHANGA</b>	<b>25 MAY 2022</b>
<b>SIGNATURE OF SENIOR MANAGER: ANS</b>	<b>NAME IN BLOCK LETTERS</b>	<b>DATE</b>
<b>APPROVED BY:</b>		
	<b>G H BESTBIER</b>	<b>25 MAY 2022</b>
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