

Safety Attribute Inspection (SAI) Data Collection Tool

1.1.3 Special Flight Permits (AW)

ELEMENT SUMMARY INFORMATION

Purpose of This Element (Certificate Holder's responsibility):

- To provide policy, procedures, instructions and/or information in the manual which allows personnel concerned with the Special Flight Permit process, to perform their duties and responsibilities to a high degree of safety.

Objective (FAA oversight responsibility):

- To determine if the Certificate Holder's Special Flight Permits process meets all applicable requirements of the Federal Aviation Regulations and FAA policies.
- To determine if the Certificate Holder's Special Flight Permits process incorporates the System Safety Attributes.
- To identify any shortfalls in the Certificate Holder's Special Flight Permits process.

SUPPLEMENTAL INFORMATION

Specific Regulatory Requirement(s) (SRRs):

- SRRs:
 - 119.43(b)
 - 119.43(b)(1)
 - 119.43(b)(2)
 - 119.43(c)
 - 121.135(a)(1)
 - 121.135(b)(1)
 - 121.135(b)(16)
 - 121.135(b)(2)
 - 121.135(b)(3)
 - 21.197(a)
 - 21.197(b)
 - 21.197(c)
 - 21.199(a)
 - 21.199(b)
 - 91.611(a)
 - 91.611(a)(2)
 - 91.611(a)(3)
 - 91.611(a)(3)(i)
 - 91.611(a)(3)(ii)

91.611(a)(3)(iii)
91.611(a)(3)(iv)
91.611(a)(4)
91.611(a)(5)
D084
D084(a)
D084(b)
D084(c)
D084(d)
D084(e)
D084(f)
D084(g)
D084(h)

Related CFR(s) & FAA Policy/Guidance:

- Related CFRs:
 - 21.197(a)
 - 21.197(a)(1)
 - 21.197(a)(2)
 - 21.197(a)(4)
 - 21.197(b)
 - 21.199(a)
 - 21.199(a)(1)
 - 21.199(a)(2)
 - 21.199(a)(3)
 - 21.199(a)(4)
 - 21.199(a)(5)
 - 21.199(a)(6)

- FAA Policy/Guidance:
 - FAA Order 8300.10, Volume 2, Chapter 89

SAI SECTION 1 – PROCEDURES ATTRIBUTE

Objective: Procedures, instructions and information contained in Certificate Holder's manual are documented methods for accomplishing a process. Policies contained in the Certificate Holder's manual should establish the Certificate Holder's compliance posture. Policies may not be stand-alone statements but may be imbedded within procedures, instructions or information regarding a particular regulatory requirement. The questions in this section of the data collection tool are designed to assist the inspector in determining if the Certificate Holder's manual has documented or prescribed methods of accomplishing the process requirements that provide answers to the associated who, what, when, where and how type questions. This section of the data collection tool contains policy questions, procedural questions and instructional or informational questions pertaining to various types of Certificate Holder requirements such as actions, prohibitions or resources (i.e., personnel, facilities, equipment, technical data, etc.).

Tasks

To meet this objective, the inspector must accomplish the following tasks:

- 1 Review the information listed in the Supplemental Information section of this data collection tool.
- 2 Review the duties and responsibilities for management and other personnel identified by the Certificate Holder who accomplish the Special Flight Permits process.
- 3 Review the Certificate Holder's manual to ensure that it contains policies, procedures, instructions and information necessary for the Special Flight Permits process.

Questions

To meet this objective, the inspector must answer the following questions:

- 1 Does the Certificate Holder's manual content meet the specific regulatory and FAA policy requirements for a Special Flight Permits process:
 - 1.1 Does the Certificate Holder's manual contain general policies for the Special Flight Permits process that comply with the specific regulatory requirements?
SRRs: 21.197(a); 21.197(b); 21.197(c); 21.199(a); 91.611(a)(4); 121.135(b)(1); D084(a); 91.611(a)

<input type="checkbox"/> Yes
<input type="checkbox"/> No, Explain
 - 1.2 Does the Certificate Holder's manual cite the regulatory requirements listed in the Supplemental Information section of this SAI?
SRRs: 121.135(b)(3)

<input type="checkbox"/> Yes
<input type="checkbox"/> No, Explain
 - 1.3 Does the Certificate Holder's manual contain the duties and responsibilities for personnel who will accomplish the Special Flight Permit process?
SRRs: 121.135(b)(2)

<input type="checkbox"/> Yes
<input type="checkbox"/> No, Explain
 - 1.4 Does the Certificate Holder's manual include instructions and information for personnel to meet the requirements of the Special Flight Permits process?
SRRs: 121.135(a)(1)

<input type="checkbox"/> Yes
<input type="checkbox"/> No, Explain
 - 1.5 Does the Certificate Holder's manual include instructions and information, while operating under a special flight permit, to carry on board the aircraft a copy of D084 operation specification, or appropriate sections of the Certificate Holder's manual that restate the permit?
SRRs: 121.135(a)(1); D084(b)

<input type="checkbox"/> Yes
<input type="checkbox"/> No, Explain
<input type="checkbox"/> Not Applicable

<p><i>Related Design JTIs:</i></p> <ul style="list-style-type: none"> • Check that the Certificate Holder's manual, who is authorized to conduct ferry flights using a special flight permit with the continuous authorization by issuance of D084 Operation Specifications, includes instructions and information necessary for personnel concerned to carry a copy of operation specification D084, or appropriate sections of the Certificate Holder's manual, which restate the permit, on board the aircraft when operating under a special flight permit. <i>Sources:</i> D084(b); 121.135(a)(1) <i>Interfaces:</i> 2.1.4-aw; 2.1.4-op 	
<p>1.6 Does the Certificate Holder's manual contain instructions and procedures to inspect or evaluate an aircraft that does not meet applicable airworthiness requirements and determine that the aircraft can safely be flown to a station where maintenance or alterations can be performed? SRRs: 121.135(b)(16); D084(c)</p> <p><i>Related Design JTIs:</i></p> <ul style="list-style-type: none"> • Check that the Certificate Holder's manual, who is authorized to conduct ferry flights using a special flight permit with the continuous authorization by issuance of D084 Operation Specifications, includes instructions and information necessary for personnel concerned to have an aircraft that does not meet applicable airworthiness requirements inspected or evaluated according to procedures in its manual before operating the aircraft. <i>Sources:</i> D084(c); 121.135(a)(1) <i>Interfaces:</i> 1.1.1-aw; 1.1.2-aw; 1.1.2-op • Check that the Certificate Holder's manual, who is authorized to conduct ferry flights using a special flight permit with the continuous authorization by issuance of D084 Operation Specifications, includes instructions and information necessary for a certificated mechanic or repairman to certify in the aircraft record that the aircraft is in a safe condition for the flight, before operating an aircraft that does not meet applicable airworthiness requirements. <i>Sources:</i> D084(c); 121.135(a)(1) <i>Interfaces:</i> 1.1.1-aw; 4.4.3-aw • Check that the Certificate Holder's manual, who is authorized to conduct ferry flights using a special flight permit with the continuous authorization by issuance of D084 Operation Specifications, includes instructions and information necessary for the personnel concerned to fly only aircraft on its Aircraft List which may not meet applicable airworthiness requirements but are capable of safe flight to a base where the necessary maintenance or alterations can be performed. <i>Sources:</i> D084(a); 121.135(b)(24); 21.197(c)(1) <i>Interfaces:</i> 1.2.6-aw • Check that the Certificate Holder's manual, who is authorized to conduct ferry flights using a special flight permit with the continuous authorization by issuance of D084 Operation Specifications, includes, instructions that they shall impose any further conditions or limitations necessary for safe flight. 	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable

<p>Sources: D084(i); 121.135(b)(24) Interfaces: 1.1.1-aw; 1.1.2-aw; 1.1.2-op; 3.1.9-op</p>	
<p>1.7 Does the Certificate Holder's manual contain instructions and procedures for a certificated mechanic or repairman to certify in the aircraft record that the aircraft is in a safe condition for the flight? SRRs: 21.199(b); 121.135(b)(16); D084(c)</p> <p><i>Related Design JTIs:</i></p> <ul style="list-style-type: none"> • Check that the Certificate Holder's manual, who is authorized to conduct ferry flights using a special flight permit with the continuous authorization by issuance of D084 Operation Specifications, includes instructions and information necessary for a certificated mechanic or repairman to certify in the aircraft record that the aircraft is in a safe condition for the flight, before operating an aircraft that does not meet applicable airworthiness requirements. <p>Sources: D084(c); 121.135(a)(1) Interfaces: 1.1.1-aw; 4.4.3-aw</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No, Explain</p>
<p>1.8 Does the Certificate Holder's manual contain instructions and procedures to allow a certificated mechanic or repairman to certify only for the work for which he or she is employed? SRRs: 21.199(b); 121.135(b)(16); D084(c)</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No, Explain</p>
<p>1.9 Does the Certificate Holder state in their manual that: SRRs: D084</p>	
<p>1.9.1 Only flight crewmembers and persons essential to operations of the aircraft are to be carried aboard during ferry flights where the aircraft flight characteristics may have been appreciably changed or its operation in flight substantially affected? SRRs: D084(d)</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable</p>
<p>1.9.2 The operating weight of the aircraft must be the minimum necessary for the flight with necessary reserve fuel load? SRRs: D084(e)</p> <p><i>Related Design JTIs:</i></p> <ul style="list-style-type: none"> • Check that the Certificate Holder's manual, who is authorized to conduct ferry flights using a special flight permit with the continuous authorization by issuance of D084 Operation Specifications, includes instructions and information necessary for personnel concerned that the operating weight of the aircraft is the minimum necessary for the flight with necessary reserve fuel load. <p>Sources: D084(e); 121.135(a)(1) Interfaces: 1.3.17-aw</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable</p>
<p>1.9.3 The flight shall be conducted according to the appropriate special conditions or limitations described in the maintenance documents referenced in paragraph D084 of the Certificate Holder's operation specifications? SRRs: D084(f)</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable</p>

<p>1.10 Does the Certificate Holder state in its manual that the Operation Specification D084 authorization does not permit operation of a product to which an AD applies except in accordance with the requirements of that AD? SRRs: 121.135(b)(16); D084(g)</p> <p><i>Related Design JTIs:</i></p> <ul style="list-style-type: none"> • Check that the Certificate Holder's manual, who is authorized to conduct ferry flights using a special flight permit with the continuous authorization by issuance of D084 Operation Specifications, includes instructions and information necessary for personnel concerned to, not to permit operation of a product to which an AD applies except in accordance with the requirements of that AD. <p>Sources: D084(g); 121.135(a)(1) Interfaces: 1.1.1-aw; 1.1.2-aw; 1.1.2-op; 1.3.6-aw</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
<p>1.11 Does the Certificate Holder state in its manual that an aircraft involved in an accident or incident may not be ferried before it is released by the NTSB and the local FAA District Office is notified? SRRs: 121.135(b)(16); D084(h)</p> <p><i>Related Design JTIs:</i></p> <ul style="list-style-type: none"> • Check that the Certificate Holder's manual, who is authorized to conduct ferry flights using a special flight permit with the continuous authorization by issuance of D084 Operation Specifications, includes instructions and information necessary for personnel concerned to not ferry an aircraft involved in an accident or incident before it is released by the NTSB and the FAA accident coordinator. <p>Sources: D084(h); 121.135(a)(1)</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
<p>1.12 Does the Certificate Holder conducting a ferry flight of an airplane with one engine inoperative include in its manual instructions and information for personnel concerned to: SRRs: 121.135(a)(1); 91.611(a)</p>	
<p>1.12.1 Conduct the flight in accordance with the one engine inoperative data contained in the AFM? SRRs: 91.611(a)(2)</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
<p>1.12.2 Only carry required flight crew members who are thoroughly familiar with the operating procedures for one engine inoperative ferry flight contained in the Certificate Holder's manual and the limitations and performance information in the Airplane Flight Manual? SRRs: 91.611(a)(5)</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
<p>1.13 Does the Certificate Holder conducting a ferry flight of an airplane with one engine inoperative include in its manual procedures for the safe operation of the airplane, including specific requirements for: SRRs: 91.611(a)(3)</p>	
<p>1.13.1 Limiting the operating weight on any ferry flight to the minimum necessary for the flight, plus the necessary reserve fuel load? SRRs: 91.611(a)(3)(i)</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable

<p>1.13.2 A limitation that takeoffs must be made from dry runways unless, based on a showing of actual operating takeoff techniques on wet runways with one engine inoperative, takeoffs with full controllability from wet runways have been approved for the specific model aircraft and included in the Airplane Flight Manual? SRRs: 91.611(a)(3)(ii)</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
<p>1.13.3 Operations from airports where the runways may require a takeoff or approach over populated areas? SRRs: 91.611(a)(3)(iii)</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
<p>1.13.4 Inspection procedures for determining the operating condition of the operative engines? SRRs: 91.611(a)(3)(iv)</p> <p><i>Related Design JTIs:</i></p> <ul style="list-style-type: none"> • Check that the Certificate Holder, who has FAA approved procedures for operation of a four-engine airplane with one engine inoperative, to a base for the purpose of repairing that engine, includes instructions and information in its manual necessary to allow the personnel concerned to perform the duty and responsibility to include specific requirements for inspection procedures for determining the operating condition of the operative engines. <i>Sources:</i> 91.611(a); 121.135(a)(1); 91.611(a)(3)(iv) <i>Interfaces:</i> 1.3.1-aw • Check that the Certificate Holder, who has FAA approved procedures for operation of a turbine powered airplane equipped with three engines with one engine inoperative, to a base for the purpose of repairing that engine, includes instructions and information in its manual necessary to allow the personnel concerned to perform the duty and responsibility to include specific requirements for inspection procedures for determining the operating condition of the operative engines. <i>Sources:</i> 91.611(a); 121.135(a)(1); 91.611(a)(3)(iv) <i>Interfaces:</i> 1.3.1-aw 	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
<p>1.14 Does the Certificate Holder's manual contain the required references to or excerpts from operations specification, paragraph D084? SRRs: 119.43(b)</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
<p>1.15 If the Certificate Holder's manual includes excerpts from its Operations Specifications, are the excerpts clearly identified as part of the operations specifications? SRRs: 119.43(b)(1)</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
<p>1.16 Does the Certificate Holder's manual require compliance with each operations specification? SRRs: 119.43(b)(2)</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
<p>1.17 Does the Certificate Holder's manual contain a method for keeping all persons used in its operations informed of the provisions of operations specifications paragraph D084? SRRs: 119.43(c)</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable

1.18 Does the Certificate Holder's Special Flight Permit process comply with the related requirements of 14 CFR 21.197 (a)(b)?
 Related CFRs: 21.197(a); 21.197(b); 21.197(a)(1); 21.197(a)(2); 21.197(a)(4)

- Yes
 No, Explain
 Not Applicable

Related Design JTIs:

- Check that the Certificate Holder, who is not authorized to conduct ferry flights using a special flight permit with the continuous authorization by issuance of D084 Operation Specifications, includes in its manual instructions and information necessary for personnel concerned to apply for a special flight permit, in a form and manner prescribed by the administrator, for the purpose of flying an aircraft to a base where repairs, alterations, or maintenance are to be performed or to a point of storage.
Sources: 121.135(a)(1); 21.199(a); 21.197(a)(1)
- Check that the Certificate Holder, who is not authorized to conduct ferry flights using a special flight permit with the continuous authorization by issuance of D084 Operation Specifications, includes in its manual instructions and information necessary for personnel concerned to apply for a special flight permit, in a form and manner prescribed by the administrator, for the purpose of delivering or exporting an aircraft.
Sources: 121.135(a)(1); 21.199(a); 21.197(a)(2)
- Check that the Certificate Holder, who is not authorized to conduct ferry flights using a special flight permit with the continuous authorization by issuance of D084 Operation Specifications, includes in its manual instructions and information necessary for personnel concerned to apply for a special flight permit, in a form and manner prescribed by the administrator, for the purpose of evacuating aircraft from areas of impending danger.
Sources: 121.135(a)(1); 21.197(a)(4); 21.199(a)
- Check that the Certificate Holder, who is not authorized to conduct ferry flights using a special flight permit with the continuous authorization by issuance of D084 Operation Specifications, includes in its manual instructions and information necessary for personnel concerned to apply for a special flight permit, in a form and manner prescribed by the administrator, for the purpose of operation of an aircraft at a weight in excess of its maximum certificated takeoff weight for flight beyond the normal range over water, or over land areas where adequate landing facilities or appropriate fuel is not available.
Sources: 121.135(a)(1); 21.197(b); 21.199(a)
Interfaces: 1.3.17-aw; 3.2.2-op
- Check that the Certificate Holder, who is not authorized to conduct ferry flights using a special flight permit with the continuous authorization by issuance of D084 Operation Specifications, includes in its manual instructions and information necessary for the personnel concerned to apply for a special flight permit, in a form and manner prescribed by the administrator, when operating an aircraft at a weight in excess of its maximum certificated takeoff weight for flight beyond the normal range over water, or over land areas where adequate

<p>landing facilities or appropriate fuel is not available, the excess weight is limited to the additional fuel, fuel-carrying facilities, and navigation equipment necessary for the flight. <i>Sources:</i> 121.135(a)(1); 21.197(b); 21.199(a) <i>Interfaces:</i> 1.3.17-aw; 3.2.2-op</p>	
<p>1.19 Does the Certificate Holder's Special Flight Permit process comply with the related requirements of 14 CFR 21.199? Related CFRs: 21.199(a); 21.199(a)(1); 21.199(a)(2); 21.199(a)(3); 21.199(a)(4); 21.199(a)(5); 21.199(a)(6)</p> <p><i>Related Design JTIs:</i></p> <ul style="list-style-type: none"> • Check that the Certificate Holder, who is not authorized to conduct ferry flights using a special flight permit with the continuous authorization by issuance of D084 Operation Specifications, includes in its manual instructions and information necessary for the applicant for a special flight permit to submit a statement, in a form and manner prescribed by the Administrator, indicating the purpose of the flight. <i>Sources:</i> 121.135(a)(1); 21.199(a); 21.199(a)(1) • Check that the Certificate Holder's manual, who is not authorized to conduct ferry flights using a special flight permit with the continuous authorization by issuance of D084 Operation Specifications, includes instructions and information necessary for the applicant for a special flight permit to submit a statement, in a form and manner prescribed by the Administrator, indicating the proposed itinerary. <i>Sources:</i> 121.135(a)(1); 21.199(a); 21.199(a)(2) • Check that the Certificate Holder, who is not authorized to conduct ferry flights using a special flight permit with the continuous authorization by issuance of D084 Operation Specifications, includes in its manual instructions and information necessary for the applicant for a special flight permit to submit a statement, in a form and manner prescribed by the Administrator, indicating the crew required to operate the aircraft and its equipment, e.g., pilot, co-pilot, navigator, etc. <i>Sources:</i> 121.135(a)(1); 21.199(a); 21.199(a)(3) • Check that the Certificate Holder, who is not authorized to conduct ferry flights using a special flight permit with the continuous authorization by issuance of D084 Operation Specifications, includes in its manual instructions and information necessary for the applicant for a special flight permit to submit a statement, in a form and manner prescribed by the Administrator, indicating the ways, if any, in which the aircraft does not comply with the applicable airworthiness requirements. <i>Sources:</i> 121.135(a)(1); 21.199(a); 21.199(a)(4) • Check that the Certificate Holder, who is not authorized to conduct ferry flights using a special flight permit with the continuous authorization by issuance of D084 Operation Specifications, includes in its manual instructions and information necessary for the applicant for a special flight permit to submit a statement, in a form and manner prescribed by the Administrator, indicating any restriction the applicant considers necessary for safe operation of the aircraft. <i>Sources:</i> 121.135(a)(1); 21.199(a); 21.199(a)(5) 	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable

<ul style="list-style-type: none"> • Check that the Certificate Holder, who is not authorized to conduct ferry flights using a special flight permit with the continuous authorization by issuance of D084 Operation Specifications, includes in its manual instructions and information necessary for the applicant for a special flight permit to submit a statement, in a form and manner prescribed by the Administrator, indicating any other information considered necessary by the Administrator for the purpose of prescribing operating limitations. <i>Sources:</i> 21.199(a); 121.135(a)(1); 21.199(a)(6) 	
<p>1.20 Does the Certificate Holder's Special Flight Permits process comply with the guidance contained in FAA Order 8300.10?</p> <p><i>Related Design JTIs:</i></p> <ul style="list-style-type: none"> • Check that the Certificate Holder, who is authorized to conduct ferry flights using a special flight permit with the continuous authorization by issuance of D084 Operation Specifications, includes in its manual instructions to consider certain conditions and limitations necessary to facilitate the operation of an aircraft including technical data. <i>Sources:</i> 8300.10, Vol. 2, chap 89, section 1, para 5D(1); 8300.10, Vol. 2, chap 89, section 1, para 5D(2)(a) <i>Interfaces:</i> 1.1.1–aw; 3.1.9–op • Check that the Certificate Holder, who is authorized to conduct ferry flights using a special flight permit with the continuous authorization by issuance of D084 Operation Specifications, includes in its manual instructions to consider conditions and limitations necessary to facilitate the operation of an aircraft including operational equipment necessary for safe operation of the aircraft. <i>Sources:</i> 8300.10, Vol. 2, chap 89, section 1, para 5D(1); 8300.10, Vol. 2, chap 89, section 1, para 5D(2)(b) <i>Interfaces:</i> 1.1.2–aw; 1.1.2–op • Check that the Certificate Holder, who is authorized to conduct ferry flights using a special flight permit with the continuous authorization by issuance of D084 Operation Specifications, includes in its manual instructions to consider conditions and limitations necessary to facilitate the operation of an aircraft including weight limits. <i>Sources:</i> 8300.10, Vol. 2, chap 89, section 1, para 5D(1); 8300.10, Vol. 2, chap 89, section 1, para 5D(2)(c) <i>Interfaces:</i> 1.3.17–aw • Check that the Certificate Holder, who is authorized to conduct ferry flights using a special flight permit with the continuous authorization by issuance of D084 Operation Specifications, includes in its manual instructions to consider conditions and limitations necessary to facilitate the operation of an aircraft including fuel distribution limits. <i>Sources:</i> 8300.10, Vol. 2, chap 89, section 1, para 5D(1); 8300.10, Vol. 2, chap 89, section 1, para 5D(2)(d) <i>Interfaces:</i> 1.3.16–aw; 1.3.17–aw • Check that the Certificate Holder, who is authorized to conduct ferry flights using a special flight permit with the continuous authorization by issuance of D084 Operation Specifications, includes in its manual instructions to consider conditions and limitations necessary to facilitate 	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain

<p>the operation of an aircraft including center of gravity limits. <i>Sources:</i> 8300.10, Vol. 2, chap 89, section 1, para 5D(1); 8300.10, Vol. 2, chap 89, section 1, para 5D(2)(e) <i>Interfaces:</i> 1.3.17–aw; 3.1.9–op</p> <ul style="list-style-type: none"> • Check that the Certificate Holder, who is authorized to conduct ferry flights using a special flight permit with the continuous authorization by issuance of D084 Operation Specifications, includes in its manual instructions to consider conditions and limitations necessary to facilitate the operation of an aircraft including flight equipment usage limitations, e.g., autopilot, etc. <i>Sources:</i> 8300.10, Vol. 2, chap 89, section 1, para 5D(1); 8300.10, Vol. 2, chap 89, section 1, para 5D(2)(g) <i>Interfaces:</i> 3.1.9–op • Check that the Certificate Holder, who is authorized to conduct ferry flights using a special flight permit with the continuous authorization by issuance of D084 Operation Specifications, includes in its manual instructions to consider conditions and limitations necessary to facilitate the operation of an aircraft including airspeed limits. <i>Sources:</i> 8300.10, Vol. 2, chap 89, section 1, para 5D(1); 8300.10, Vol. 2, chap 89, section 1, para 5D(2)(h) <i>Interfaces:</i> 3.1.9–op • Check that the Certificate Holder, who is authorized to conduct ferry flights using a special flight permit with the continuous authorization by issuance of D084 Operation Specifications, includes in its manual instructions to consider conditions and limitations necessary to facilitate the operation of an aircraft including required inspections when meteorological limiting conditions are encountered. <i>Sources:</i> 8300.10, Vol. 2, chap 89, section 1, para 5D(1); 8300.10, Vol. 2, chap 89, section 1, para 5D(2)(i) <i>Interfaces:</i> 1.3.2–aw 	
<p>2 If alternate procedures exist for use during irregular conditions, do the alternate procedures provide an equivalent level of safety to achieve the same results as the primary procedures?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable</p>

SAI SECTION 1 – PROCEDURES ATTRIBUTE –Drop Down Menu
1. No procedures, policy, instructions or information specified.
2. Procedures or instructions and information do not identify (who, what, when, where, how).
3. Procedures, policy or instructions and information do not comply with CFR.
4. Procedures, policy or instructions and information do not comply with FAA policy and guidance.
5. Procedures, policy or instructions and information do not comply with other documentation (e.g., manufacturer's data, Jeppesen's Charts, etc.).
6. Procedures, policy or instructions and information unclear or incomplete.
7. Documentation quality (e.g., unreadable or illegible).
8. Procedures, policy or instructions and information inconsistent across Certificate Holder manuals (FOM – Flight Operations Manual to GMM – General Maintenance Manual, etc.).
9. Procedures, policy or instructions and information inconsistent across media (e.g., paper, microfiche, electronic).
10. Resource requirements incomplete (personnel, facilities, equipment, technical data).
11. Other.

SAI SECTION 2 – CONTROLS ATTRIBUTE

Objective: Controls are checks and restraints designed into a process to ensure a desired result. The questions in this section of the data collection tool are designed to assist the inspector in determining if checks and restraints are designed into the process to ensure the desired result is achieved. Controls should be written into the manual system to ensure that the most important manual policies, procedures or instructions and information will be complied with.

Controls may be in the form of "administrative controls" which are secondary or supplemental written procedures. Like written procedures, administrative controls also need to provide answers to the associated who, what, when, where and how type questions. Controls may also be in the form of "engineered controls" such as automated features or mechanical actions or devices (i.e., safety devices, warning devices, etc.).

Tasks

To meet this objective, the inspector must accomplish the following tasks:

- 1 Review the control questions below.
- 2 Review the Certificate Holder's policies, procedures, instructions and information to gain an understanding of the controls that it has documented.

Questions

To meet this objective, the inspector must answer the following questions:

2 Are the following controls built into the Special Flight Permits process:	
2.1 Is there a control in place to ensure the Certificate Holder complies with the Special Flight Permits provisions of the operations specifications D084?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
2.2 Is there a control in place to ensure the Certificate Holder's personnel are trained in accordance with its Special Flight Permits policies and procedures?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
2.3 Is there a control in place to ensure the Certificate Holder audits the Special Flight Permits process?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
2.4 Is there a control in place to ensure ferry flights are conducted in accordance with the special conditions and limitations shown in the operations specifications, paragraph D084(f), maintenance document table?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
2.5 Is there a control in place to ensure pertinent excerpts of the operation specification or appropriate sections of the Certificate Holder's manual (restating the permit) are carried on board the aircraft during the ferry flight?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
2.6 Is there a control in place to ensure aircraft are inspected and certified to be in a condition for safe flight by an appropriately rated mechanic prior to the ferry flight?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
2.7 Is there a control in place to ensure that aircraft are in compliance with all applicable Airworthiness Directives in order to conduct the ferry flight?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
2.8 Is there a control in place to ensure that flight crewmembers are thoroughly familiar and trained with the operating procedures for a one-engine inoperative ferry flight as contained in the certificate holder's manual?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable

2.9 Is there a control in place to ensure the limitations and performance information contained in the Airplane Flight Manual is followed for a ferry flight with one engine inoperative?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
2.10 Is there a control in place to ensure that the operative engines are inspected prior to a ferry flight with one engine inoperative?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
2.11 Is there a control in place to ensure the Certificate Holder conducts the ferry flight with the minimum necessary aircraft weight and necessary reserve fuel load?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
2.12 Is there a control in place to ensure the Certificate Holder conducts the ferry flight with only flight crewmembers and essential persons on board when the aircraft flight characteristics may have been appreciably changed or its operation in flight substantially affected?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
2.13 Is there a control in place to ensure that the Certificate Holder's aircraft involved in an accident or incident is not ferried before being released by the NTSB and notifying the local FAA District Office?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
2.14 Does the Certificate Holder have a documented method for assessing the impact of any changes made to the controls in the Special Flight Permits process?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain

SAI SECTION 2 – CONTROLS ATTRIBUTE –Drop Down Menu
1. No controls specified.
2. Documentation for the controls do not identify (who, what, when, where, how).
3. Controls incomplete.
4. Controls could be circumvented.
5. Controls could be unenforceable.
6. Resource requirements incomplete (personnel, facilities, equipment, technical data).
7. Other.

SAI SECTION 3 – PROCESS MEASUREMENT ATTRIBUTE

Objective: Process measurements are used by the Certificate Holder to measure and assess its processes to identify and correct problems or potential problems and to make improvements to the processes. The questions in this section of the data collection tool are designed to assist the inspector in determining if the Certificate Holder measures or assesses information to identify, analyze and document potential problems with the process. Process measurements are basically a Certificate Holder's internal evaluation or auditing of the most important policies, procedures or instructions and information associated with an element.

To prevent the duplication of work that would otherwise occur, Process Measurements are most commonly addressed through a combination of auditing features contained in both the Certificate Holder's Safety Program/Internal Evaluation Program (for Operations and Cabin Safety related issues) and the auditing function of the Continuous Analysis & Surveillance System (for Airworthiness or Maintenance/Inspection related issues). The Director of Safety and the Quality Assurance Department often work in conjunction to accomplish this function for the Certificate Holder. This approach simply requires amendment of the Safety Program/Internal Evaluation Program audit forms or checklists and the Continuous Analysis & Surveillance System audit forms or checklists to include the specific process measurements for each element.

Tasks

To meet this objective, the inspector must accomplish the following tasks:

- 1 Review the process measurement questions below.
- 2 Review the Certificate Holder's policies, procedures, instructions and information to gain an understanding of the process measurements that it has documented.

Questions

To meet this objective, the inspector must answer the following questions:

- 3 Does the Certificate Holder's Special Flight Permits process include the following process measurements:

3.1 Process measurements that would reveal when the Certificate Holder failed to comply with the Special Flight Permits provisions of the operations specifications D084?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
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3.2 Process measurements that would reveal when the Certificate Holder failed to train personnel in accordance with its Special Flight Permits policies and procedures?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
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3.3 Process measurements that would reveal when the Certificate Holder failed to audit the Special Flight Permits process?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
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3.4 Process measurements that would reveal when the Certificate Holder failed to conduct the ferry flight in accordance with the special conditions and limitations shown in the operations specifications, paragraph D084(f), maintenance document table?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
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3.5 Process measurements that would reveal when the Certificate Holder failed carry pertinent excerpts of the operation specification or appropriate sections of its manual (restating the permit) on board the aircraft during a ferry flight?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
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3.6 Process measurements that would reveal when the Certificate Holder failed to use an appropriately rated mechanic to certify that the aircraft is	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
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	in a condition for safe operation prior to the ferry flight?	
3.7	Process measurements that would reveal when the Certificate Holder failed to ensure that the aircraft was in compliance with all applicable Airworthiness Directives in order to conduct the ferry flight?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
3.8	Process measurements that would reveal when the Certificate Holder failed to ensure that the flight crewmembers were thoroughly familiar and trained with the operating procedures for a one-engine inoperative ferry flight as contained in its manual?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
3.9	Process measurements that would reveal when the Certificate Holder failed to use the limitations and performance information in the Airplane Flight Manual for a ferry flight with one engine inoperative?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
3.10	Process measurements that would reveal when the Certificate Holder failed to ensure that the operative engines were inspected prior to a ferry flight with one engine inoperative?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
3.11	Process measurements that would reveal when the Certificate Holder failed to ensure that the ferry flight was conducted with the minimum necessary aircraft weight and necessary reserve fuel load?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
3.12	Process measurements that would reveal when the Certificate Holder failed to ensure that the ferry flight was conducted with only flight crewmembers and essential persons on board when the aircraft flight characteristics were appreciably changed or its operation in flight substantially affected?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
3.13	Process measurements that would reveal when the Certificate Holder failed to ensure that, if an aircraft is involved in an accident or incident, before it is ferried, it is released by the NTSB and the local FAA office is notified?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
3.14	Does the Certificate Holder document its process measurement methods and results?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
3.15	Does the organization that conducts the process measurements have direct access to the person with responsibility for the Special Flight Permits process?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain

<i>SAI SECTION 3 – PROCESS MEASUREMENT ATTRIBUTE –Drop Down Menu</i>
1. No process measurements specified.
2. Documentation for the process measurements does not identify (who, what, when, where, how).
3. Inability to identify negative findings.
4. No provisions for implementing corrective actions.
5. Ineffective follow-up to determine effectiveness of corrective actions.
6. Resources requirements (personnel, facilities, equipment, technical data).
7. Other.

SAI SECTION 4 – INTERFACES ATTRIBUTE

Objective: Interfaces are used by the Certificate Holder to identify and manage the interactions between processes. The questions in this section of the data collection tool are designed to assist the inspector in determining whether or not interactions between the procedures, policies or instructions and information associated with other independent processes within the Certificate Holder's organization are documented. Written procedures, policies or instructions and information that are interrelated and located in different manuals within the Certificate Holder's manual system need to be consistent and complement each other. For the interfaces to be effectively managed, it is not only important to identify what the interfaces are, but it is imperative to document the specific location of the interfaces within the Certificate Holder's manual system.

Tasks

To meet this objective, the inspector must accomplish the following tasks:

- 1 Review the interfaces associated with the Special Flight Permits process that have been identified along with the individual questions in the Procedures Section (1) of this data collection tool.
- 2 Review the Certificate Holder's policies, procedures, instructions and information to gain an understanding of the interfaces that it has documented.

Questions

To meet this objective, the inspector must answer the following questions:

NOTE: ALL EXPLANATIONS IN THE DROP DOWN MENU FOR "NO" ANSWERS MUST INCLUDE THE INDIVIDUAL QUESTION NUMBER FROM THE PROCEDURES SECTION (1) OF THIS DATA COLLECTION TOOL AND THE ELEMENT NUMBER(S) OF THE INTERFACE(S) THAT WERE NOT ADDRESSED.

4. Does the Certificate Holder's manual:

- | | |
|---|--|
| 4.1 Properly address the interfaces that are identified along with the individual questions in the Procedures Section (1)? | <input type="checkbox"/> Yes
<input type="checkbox"/> No, Explain |
| 4.2 Document a method for assessing the impact of any changes to the associated interfaces within the Special Flight Permits process? | <input type="checkbox"/> Yes
<input type="checkbox"/> No, Explain |
| 4.3 List additional interfaces identified during the accomplishment of this SAI. | |

<i>SAI SECTION 4 – INTERFACES ATTRIBUTE –Drop Down Menu</i>
1. No interfaces specified.
2. The following interfaces not identified within the Certificate Holder's manual system:
3. Interfaces listed are inaccurate.
4. Specific location of interfaces not identified within the manual system.
5. Other

SAI SECTION 5 – MANAGEMENT RESPONSIBILITY & AUTHORITY ATTRIBUTE

Objective: The questions in this section of the data collection tool address the responsibility and authority of the process. They are designed to assist the inspector in determining if there is a clearly identifiable, qualified and knowledgeable person who is responsible for the process, is answerable for the quality of the process and has the authority to establish and modify the process. (The person with the authority may or may not be the person with the responsibility.)

Tasks

To meet this objective, the inspector must accomplish the following tasks:

- 1 Identify the person who has overall responsibility for the Special Flight Permits process.
- 2 Identify the person who has overall authority for the Special Flight Permits process.
- 3 Review the duties and responsibilities of the person(s), documented in the Certificate Holder's manual.
- 4 Review the appropriate organizational chart.

Questions

To meet this objective, the inspector must answer the following questions:

5. Are the following aspects of the Management Responsibility and Authority Attributes addressed in the Special Flight Permits process:

5.1 Does the Certificate Holder's manual clearly identify who is responsible for the quality of the Special Flight Permits process?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
5.2 Does the Certificate Holder's manual clearly identify who has authority to establish and modify the policies, procedures, instructions and information for the Special Flight Permits process?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
5.3 Does the Certificate Holder's manual include the duties and responsibilities of those who manage the work required by the Special Flight Permits process? SRRs: 121.135(b)(2)	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
5.4 Does the Certificate Holder's manual include instructions and information for those who manage the work required by the Special Flight Permits process? SRRs: 121.135(a)(1)	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
5.5 Does the Certificate Holder's manual clearly and completely document the authority for this position?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
5.6 Does the Certificate Holder's manual clearly and completely document their qualification standards for the person having responsibility for the Special Flight Permits process?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
5.7 Does the Certificate Holder's manual clearly and completely document their qualification standards for the person having authority to establish and modify the Certificate Holder's policies, procedures, instructions and information for the Special Flight Permits process?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
5.8 Does the Certificate Holder's manual clearly and completely document the procedures for delegation of authority for the Special Flight Permits process?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain

<i>SAI SECTION 5 – MANAGEMENT RESPONSIBILITY & AUTHORITY ATTRIBUTE –Drop Down Menu</i>

1. Not documented.

2. Documentation unclear.

3. Documentation incomplete.

4. Other.
