Country Specific Steps to Obtain Canadian Design Approvals

CANADA
Transport Canada Civil Aviation (TCCA)

GENERAL INFORMATION		
	For more details see IPA paragraph:	**Note**
Agreement Type: Bilateral Aviation Safety Agreement (BASA) and Implementation Procedures for Airworthiness (IPA) rev 3		
What form of recognition does the TCCA give U.S. approved products and articles?	3.1	There are three ways in which products and articles can be accepted or approved.
1. Acceptance with no issuance of TCCA approval, and no application for validation required.	3.2 and 3.3	Full and automatic acceptance per 3.2.1 (subject to any exception described in 3.3 or exclusion under 3.2.2).
2. Streamlined Validation	3.4, 3.5, and 3.5.5	Streamlined Validation requires application and will result in the issuance of a TCCA approval without any technical involvement.
3. Technical Validation	3.4, 3.5, and 3.5.6	Technical Validation requires application and the activities within a validation program will typically require both technical familiarization and a level of technical involvement.
AIR-40 Inbox		9-AWA-AVS-AIR400@faa.gov

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APPLICATION PROCEDURE		
	For more details see IPA paragraph:	**Note**
Applicant Responsibilities		
1. Applicants apply through the FAA via the nearest Certification Branch office within applicant's geographic region.	3.5.3	
2. An application consists of three items: cover letter from the FAA to the appropriate TCCA office; the specified TCCA application form completed by the applicant DAH; and the DAH's data package.	3.5.3.1	How to apply: Type Certificate (TC) Supplemental TC CAN-TSO
3. Make design data and/or other information available upon request to support familiarization.	3.4.6	
FAA Responsibilities		
1. Review application to ensure it is within scope of the IPA	3.5.1.3(a)	
2. Ensure FAA cover letter identifies the FAA project manager/officer responsible for processing the application and communicating and coordinating with TCCA counterpart until the validation is concluded).	3.5.3.1	Use Canada Template on AIR-40 web site
3. Applications must include:	3.5.3.1	
a. Classification of the application (on the title page or in the cover letter) as Basic or Non-Basic.	3.5.3.1(a) 3.5.2.1: TC approval classification criteria 3.5.2.2: Design change approval classification criteria	For design change applications classified as Non-Basic, clearly identify the specific design change criteria that resulted in the decision.
b. Copy of the FAA's design approval document, if available, that identifies the certification basis.	3.5.3.1(b)	Confirm DAH information, including legal name and address, is accurate, up to date, and matches the information detailed on issued documents.
c. For applications classified as Basic, include a statement in the cover letter certifying that the design complies with the VA's certification basis for the product.	3.5.3.1(c)	
d. Date of application, when required, to the FAA and the applicant's requested date for TCCA approval.	3.5.3.1(d)	For TC or Amended TC validations, the date of application to the FAA will be used to determine

		the applicable amendment level of the associated design standards.
e. Technical data to enable the VA to complete the applicable review including but not limited to the following:	3.5.3.1(e)	
(1) Certification plan, or equivalent, to include a compliance checklist to the VA's certification basis;	3.5.3.1(e)(1)	Canadian Aviation Regulations (SOR/96-433)
(2) Approved Manuals or changes to Approved Manuals as applicable;	3.5.3.1(e)(2)	
(3) Master Documentation List / Master Drawing List;	3.5.3.1(e)(3)	
(4) Maintenance / Repair Manual Supplements;	3.5.3.1(e)(4)	
(5) Weight and Balance data; and	3.5.3.1(e)(5)	
(6) Instructions for Continued Airworthiness (ICA).	3.5.3.1(e)(6)	
4. If known at the time of application, the application must also contain the following:		
a. description of all novel or unusual design features known to the applicant or the FAA;	3.5.3.2 (a)	
b. known or expected exemptions, special conditions, or equivalent levels of safety findings;	3.5.3.2 (b)	
c. all Issue Papers raised during the CA's certification activities;	3.5.3.2 (c)	
d. information on any TCCA customer(s) and associated delivery schedules; and	3.5.3.2 (d)	
e. any additional data/information for known in-service issues to understand continuing airworthiness implications and how they have been addressed.	3.5.3.2 (e)	
5. Restricted Category applications will be accepted for the specific special purposes as outlined in the IPA.	3.5.3.3	

6. Forward above items to TCCA: TC and amended TC applications (including Non-Basic) where the FAA does not have an established TCCA point of contact are to be submitted to: E-mail: TC.AARDEgovernance-gouvernanceAARDE.TC@tc.gc.ca All STC applications are to be submitted electronically to: Email: TC.CivAv.STC.CTS.AvCiv.TC@tc.gc.ca * For STC applications please identify Canadian Customer		National Aircraft Certification Branch Transport Canada Civil Aviation 159 Cleopatra Dr, Nepean, ON K2G 5X4 Canada

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POST APPLICATION - PRE-TC ISSUANCE PROCEDURES		
	For more details see IPA paragraph:	**Note**
TCCA Responsibilities		
1. Acknowledgement: notify the FAA within ten (10) working days of receipt of application package from FAA:	3.5.4.1	
a. Identify TCCA project manager/officer responsible for processing the application and coordinating the validation.	3.5.4.1(a)	
b. Review the application and request any missing information within thirty (30) working days of receipt.	3.5.4.1(a)	
2. Accept FAA's application classification as provided and initiate processing of the application through the Streamlined Validation (2a) or Technical Validation (2b) process.	3.5.4.2	If TCCA has concern over the classification of an application, TCCA and FAA project managers/officers should initiate technical consultation in accordance with 3.5.4.3.
2(a). Streamlined Validation Process	3.5.5	
a. Agreement on certification and design data provided by FAA as TCCA certification basis.	3.5.5.1	
b. TCCA accepts FAA's design approval and provides a certifying statement that the design complies with the VA's certification basis for the product.	3.5.5.2	
c. TCCA issues corresponding design approval or letter of acceptance, as appropriate.	3.5.5.3	
2(b). Technical Validation Process	3.5.6	
a. Establish project team and notify FAA of any necessary technical familiarization activity.	3.5.6.1	NOTE: VA flight tests are typically conducted for all new TC validations and may also be conducted for design changes that meet the Non-Basic criteria.
b. Establish certification basis (additional technical conditions, special conditions, exemptions, equivalent level of safety, or other areas).	3.5.6.2	Application date that determined the applicable standards applied by the FAA for the issuance of FAA design approval will be applied.
c. Develop management approved work plan to	3.5.6.3	NOTE: level of

define scope and depth of TCCA's level of involvement.		involvement is based only on those design features that resulted in the Non-Basic classification of the application.
d. Data submittal & Design Review	3.5.6.4(a) and 3.5.6.4(b)	Data requests should support the areas of VA involvement identified in the work plan.
e. Arrange any required technical meetings through the FAA.	3.5.6.4(b)(1)	
f. Coordinate any IPs through the FAA and incorporate the FAA's and the applicant's position in all TCCA originated issue papers.	3.5.6.4(b)(4)	The VA shall not generate a new issue paper on a subject already addressed by the CA with which the VA concurs.
g. Coordinate flight testing requirements for validation and familiarization.	3.5.6.4(c)	NOTE: VA flight tests are typically conducted for all new TC validations and may also be conducted for design changes that meet the Non-Basic criteria.
h. Complete review and acceptance of Approved Manuals.	3.5.6.4(d)	NOTE: For applications classified as Basic, TCCA will accept FAA approved manuals provided in the application package.
Applicant Responsibilities		
1. Pay TCCA any associated fees.		
2. Comply with additional requirements in the interest of safety to include any ELOS findings, Special Conditions, and/or Exemptions.	3.5.6.2(a)	
3. Comply with TCCA noise, fuel venting, and exhaust standards as specified in Part V of the CARS.	3.5.6.2(c)	

4. Support technical familiarization meetings.	3.5.6.1(e)	
FAA Responsibilities		
1. Communicate with TCCA through respective Project Managers.	3.5.6.1(a)	
a. Agreement on certification criteria	3.5.6.2	
b. Support flight test requirements agreed in the work plan	3.5.6.3(d)	
c. Make findings of compliance on behalf of TCCA to the maximum extent practicable.	3.5.6.3(e)	
d. Data submittal & Design Review (additional technical conditions, special conditions, equivalent level of safety, or other areas).	3.5.6.4	
e. Submit Approved Manuals, or changes to approved manuals, to TCCA for review and acceptance.	3.5.6.4(d)	NOTE: For design approval applications classified as Basic, TCCA will accept the FAA's approved manuals provided in the application package.
f. Support technical meetings	3.5.6.1(b)&(e)	

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ESTABLISHING CERT BASIS FOR APPROVAL		
	For more details see IPA paragraph:	**Note**
TCCA Responsibilities		
1. TCCA establishes the type certification basis.	3.5.6.2	
2. TCCA cert basis uses applicable standards in effect on date application made to FAA for U.S. design approval.	3.5.6.2	
3. TCCA may supplement applicable airworthiness standards with the following:		
a. additional requirements in the interest of safety to include actions deemed necessary as a result of service history and actions taken by either Authority to correct unsafe conditions.	3.5.6.2 (a)(1)	
b. ELOS findings, Special Conditions, and/or Exemptions based on a review of the FAA's certification basis.	3.5.6.2 (a)(2) 3.5.6.2 (a)(3)	TCCA may adopt as part of its certification basis any FAA Special Conditions, Exemptions or ELOS findings that it finds appropriate in order to minimize duplication
4. Prepare issue papers (IP) as necessary and incorporate FAA's and applicant's position in all TCCA originated IPs.	3.5.6.4(b)(4)	TCCA shall not generate a new issue paper on a subject already addressed by the FAA with which TCCA concurs.
FAA Responsibilities		
1. Coordinate issue papers with TCCA and applicant.	3.5.6.4(b)(4)	
Applicant Responsibilities		
1. Support issue papers and areas of concern.	3.5.6.4(b)(4)	
2. Applicants for a Canadian TC or STC must also comply with the applicable noise, fuel venting, and exhaust standards as specified in Part V of the CARS.	3.5.6.2 (c)	

ISSUANCE OF APPROVAL OR ACCEPTANCE		
	For more details see IPA paragraph:	**Note**
TCCA Responsibilities		
1. TCCA issues corresponding design approval or letter of acceptance, as appropriate, for a **Streamlined Validation** when:		
a. validation data requirements have been met, the administrative review of the application file has been completed, and the applicable design approval documentation has been prepared.	3.5.5.3	
2. TCCA issues corresponding design approval or letter of acceptance, as appropriate, for a **Technical Validation** when:		
b. Technical Validation is completed, the work plan activities are concluded and compliance with TCCA's certification basis has been found.	3.5.6.5	
FAA Responsibilities		
1. FAA issues statement certifying compliance with the TCCA certification basis, and	3.4.1.1 and 3.4.2.3(e)	
2. FAA issues U.S. TC or STC, as applicable, for approved product or article.	3.5.1.3(b) and 3.5.1.3(c)	