

## Country Specific Steps to Obtain Korean Type Certificate

### KOREA

Korean Office of Civil Aviation (KOCA) formerly known as  
Korean Civil Aviation Safety Authority (KCASA)

GENERAL INFORMATION		
	For more details see IPA paragraph:	Note
KOCA does not issue TCs for products manufactured outside of Korea. Instead, Korea issues a Certificate of Type Certification Validation (TCV). TCV issued under Aviation Safety Act Implementation Regulations (ASAIR) Ch.2, Flight Safety Regulations (FSR) Ch.5, and KOCA Orders (OD) 17-1	2.1.1.1	
KOCA will accept electronic data submission in a format compatible to KOCA information systems. The applicant may provide a copy of the arrangement with the FAA	3.11	
<b>AIR-400 Inbox</b>		<a href="mailto:9-AWA-AVS-AIR-400@faa.gov">9-AWA-AVS-AIR-400@faa.gov</a>

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APPLICATION PROCEDURE		
	For more details see IPA paragraph:	Note
<b>Applicant Responsibilities</b>		
1. Applicant use Korean TCV form	ASAIR Form	Check website for current forms
2. Applicants send application to their geographic ACO with applicable data as noted under ACO Responsibilities #2		
<b>ACO Responsibilities</b>		
1. ACO cover letter on behalf of applicant ( <i>Not necessary but helpful to track receipt and provide POC to KOCA</i> )		<a href="#">Use Memo 12-03 Appendix 1 pages 1 and 2 on AIR-400 website</a>
2. For TCs, ensure applicant's data package includes:		
a. application form completed by applicant	AAIR Form	Check website for current forms
b. copy of FAA TC, if issued	3.7.2.4(a)(1)	
c. copy of FAA TCDS, if established	3.7.2.4(a)(1)	
d. design description	3.7.2.4 (a)(2)	
e. compliance checklist	3.7.2.4 (a)(3)	
f. flight manual	3.7.2.4 (a)(4)	
g. maintenance manual	3.7.2.4 (a)(5)	
3. Other data deemed necessary by KOCA and as mutually agreed to by FAA  Note: Under the new Aviation Act (as of June 27, 2018), KOCA will accept FAA TCs with only an application form and fees for: an airplane (including installed engine and propellers) with the maximum takeoff weight 5,700 kg (12,500 lbs) or a rotorcraft(including installed engine) with the maximum takeoff weight 3,175 kg (7,000 lbs).	3.7.2.4 (b)	
4. Forward applicants data package to KOCA  Airworthiness Division Phone: 82-44-201-4785 Fax: 82-44-201-5630 Email: aw_division@korea.kr Website: http://koca.go.kr	3.7.2.4 (a) Appendix A-6	

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<b>POST APPLICATION - PRE-TC ISSUANCE PROCEDURES</b>		
	For more details see IPA paragraph:	Note
<b>KOCA Responsibilities</b>		
1. After receipt of application package from FAA, KOCA notifies FAA:		
a. acceptance of application or if incomplete, communicate what is deficient or missing ( <i>Not necessary but helpful to provide</i> )	3.7.2.6	
b. identify technical focal point and members of the project certification team	3.7.4.1	
<b>Applicant Responsibilities</b>		
1. Support the familiarization meeting and any requests for additional information	3.7.3.1 3.7.4.1	
<b>ACO Responsibilities</b>		
1. Arrange for a familiarization meeting between KOCA, the FAA, and applicant	3.7.3.1	
a. For simple or less complex projects, technical familiarization may be streamlined if both FAA and KOCA agree	3.7.3.3	
2. Discuss the composition of the project certification team along with KOCA	3.7.4.1	

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<b>ESTABLISHING CERT BASIS FOR APPROVAL</b>		
	<b>For more details see IPA paragraph:</b>	<b>Note</b>
<b>Applicant Responsibilities</b>		
1. Provide KOCA the FAA certification basis and special conditions (if any)	3.7.5.1(a)	KOCA will accept FAA certification basis and special condition approval
2. Comply with any additional technical conditions related to continued safe operation (service history and actions taken by FAA for unsafe conditions)	3.7.5.2(a)	
3. Provide KOCA the FAA environmental certification basis	3.7.5.3	KOCA will accept FAA environmental certification basis
4. Support technical meetings and provide data as requested	3.7.3.1 3.7.3.2	Data specified in ASAIR Ch. 2 & FSR Ch. 5
<b>KOCA Responsibilities</b>		
1. KOCA accepts the FAA type cert basis and special conditions (if any)	3.7.5.1(a)	
a. For type designs with FAA approval, applicable airworthiness and environmental standards in effect on date of application made to FAA for a domestic TC	3.7.5.1(a) 3.7.5.1(b)	
2. KOCA may supplement applicable airworthiness requirements with additional technical conditions (service history and actions taken by FAA for unsafe conditions)	3.7.5.2(b)	
3. Identify if technical meeting is required to communicate additional technical conditions or any outstanding technical issues. Provide in writing the anticipated level of activity by KOCA to FAA as early as possible	3.7.8.2	
4. Prepare issue papers when necessary	3.7.9.1	If FAA and KOCA positions are equivalent, KOCA may use FAA's issue papers
<b>ACO Responsibilities</b>		
1. FAA will coordinate with KOCA on any additional requirements		
a. Verify FAA cert basis and special conditions	3.7.6	
b. Support any service history difficulties or actions taken by FAA for unsafe conditions	3.7.5.2(b)	
c. Support environmental certification findings	3.7.5.3	
2. Support and arrange, if necessary, technical meetings with all parties	3.7.3.1	
3. FAA will coordinate with KOCA on issue papers if necessary	3.7.9.1	

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ISSUANCE OF THE TC		
	For more details see IPA paragraph:	Note
<b>KOCA Responsibilities</b>		
1. KOCA will notify FAA the issuance of TCV	3.7.10	
2. KOCA issues the TCV after reviewing the application and finding compliance	3.7.10	
<b>ACO Responsibilities</b>		
1. FAA should notify applicant of the issuance		
2. FAA should request a copy of the TCV if KOCA did not send one to the applicant		
3. Support final meeting if necessary	3.7.10	

## Country Specific Steps to Obtain Korean STC

### KOREA Korean Office of Civil Aviation (KOCA)

GENERAL INFORMATION		
	For more details see IPA paragraph:	Note
Korean STC issued by KOCA per ASAIR Ch.2 and FSR Ch.5	3.8.1	
KOCA will accept electronic data submission in a format compatible to KOCA information systems. The applicant may provide a copy of the arrangement with the FAA to satisfy the requirement.	3.8.2.2	
<b>AIR- 400 Inbox</b>		<a href="mailto:9-AWA-AVS-AIR-400@faa.gov">9-AWA-AVS-AIR-400@faa.gov</a>

## Country Specific Steps to Obtain Korean STC

### KOREA Korean Office of Civil Aviation (KOCA)

APPLICATION PROCEDURE		
	For more details see IPA paragraph:	Note
<b>Applicant Responsibilities</b>		
1. Applicants complete STC application and send to their geographic ACO with applicable data as noted under ACO Responsibilities #2	3.0.5(b)	
2. Request application be forwarded to the KOCA	3.0.5(b)	
<b>ACO Responsibilities</b>		
1. ACO cover letter on behalf of applicant ( <i>Not necessary but helpful to track receipt and provide POC to KOCA</i> )		<a href="#">Use Memo 12-03 Appendix 1 pages 1 and 2 on AIR-400 website</a>
2. STC applications must include:		
a. U.S. STC and certification basis	3.8.2.3 (1)	
b. Description of the change including a description of all novel or unusual design features	3.8.2.3(2)	
c. Applicant's requested date for issuance of the ROK STCV and ROK market potential	3.8.2.3(3)	
d. Compliance checklist and compliance reports  Note: Compliance reports are not required with the application data package; some may be requested later after KOCA reviews the data package.	3.8.2.3(4)	
e. Supplemental flight manual including operation limitations;	3.8.2.3(5)	
f. Supplemental maintenance manual including instructions for continued airworthiness;	3.8.2.3(6)	
g. Installation instruction manuals and/or Installation Drawings	3.8.2.3(7)	
3. Other data deemed necessary by KOCA	3.8.2.3(8)	
4. Forward applicants data package to KOCA  Airworthiness Division Phone: 82-44-201-4785 Fax: 82-44-201-5630 Email: aw_division@korea.kr Website: http://koca.go.kr	3.8.2.4	

## Country Specific Steps to Obtain Korean STC

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<b>POST APPLICATION - PRE-STC ISSUANCE PROCEDURES</b>		
	<b>For more details see IPA paragraph:</b>	<b>Note</b>
<b>KOCA Responsibilities</b>		
1. After receipt of application package from FAA, KOCA notifies FAA:	3.8.2.5	
a. acceptance of application or if incomplete, communicate what is deficient or missing ( <i>Not necessary but helpful to provide</i> )		
b. identify technical focal point and members of the project certification team	3.7.4.1	
<b>Applicant Responsibilities</b>		
1. Support the familiarization meeting and any requests for additional information (if necessary)	3.2.3.1	
<b>ACO Responsibilities</b>		
1. Arrange for a familiarization meeting between KOCA, the FAA, and applicant (if necessary)	3.2.3.1	
a. For simple or less complex projects, technical familiarization may be streamlined if both FAA and KOCA agree	3.8.4.1	
2. Discuss the composition of the project certification team along with KOCA	3.7.4.1	



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<b>ESTABLISHING CERT BASIS FOR APPROVAL</b>		
	<b>For more details see IPA paragraph:</b>	
<b>Applicant Responsibilities</b>		
1. Applicant provide the following information:	3.0.5(c)	In accordance with ASAIR Ch. 2
a. U.S. STC and certification basis	3.8.2.3 (1)	
b. Description of the change including a description of all novel or unusual design features	3.8.2.3(2)	
c. Applicant's requested date for issuance of the ROK STCV and ROK market potential	3.8.2.3(3)	
d. Compliance checklist and compliance reports Note: Compliance reports are not required with the application data package; some may be requested later after KOCA reviews the data package.	3.8.2.3(4)	
e. Supplemental flight manual including operation limitations;	3.8.2.3(5)	
f. Supplemental maintenance manual including instructions for continued airworthiness;	3.8.2.3(6)	
g. Installation instruction manuals and/or Installation Drawings	3.8.2.3(7)	
<b>KOCA Responsibilities</b>		
1. KOCA accepts the FAA type cert basis and special conditions (if any)		
a. applicable airworthiness and environmental standards in effect on date of application made to FAA for a domestic STC	3.7.5.1(a) 3.7.5.1(b)	
2. KOCA may supplement applicable airworthiness requirements with additional technical conditions (service history and actions taken by FAA for unsafe conditions)	3.7.5.2(b)	
3. Identify if technical meeting is required to communicate additional technical conditions or any outstanding technical issues. Provide in writing the anticipated level of activity by KOCA to FAA as early as possible	3.7.8.2	
4. Prepare issue papers when necessary	3.7.9.1	If FAA and KOCA positions are equivalent, KOCA may use FAA's issue papers
<b>ACO Responsibilities</b>		
1. FAA will coordinate with KOCA on any additional requirements		
a. Verify FAA cert basis and special conditions	3.7.6	
b. Support any service history difficulties or actions taken by FAA for unsafe conditions	3.7.5.2(b)	
c. Support environmental certification findings	3.7.5.3	
2. Support and arrange, if necessary, technical meetings with all parties	3.7.3.1	
3. FAA will coordinate with KOCA on issue papers	3.7.9.1	

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ISSUANCE OF THE STC		
	For more details see IPA paragraph:	
<b>KOCA Responsibilities</b>		
1. KOCA sends Korean STC to FAA for transmittal to applicant after:	3.8.5.1	
a. Compliance to Korean STC basis has been met	3.8.5.1	
2. Request final meeting if necessary and beneficial	3.7.8	
3. KOCA is responsible for coordinating internally with KOCA Aircraft Evaluation Standards Branch for operational and maintenance aspects (if any)	3.8.4.1	
<b>ACO Responsibilities</b>		
1. FAA should notify applicant of the issuance		
2. FAA should request a copy of the TCV if KOCA did not send one to the applicant		
3. Support final meeting if necessary	3.7.8	