

Country Specific Steps to Obtain a New Zealand Type Acceptance Certificate

New Zealand Civil Aviation Authority of New Zealand CAA

TAC GENERAL INFORMATION		
	For more details see IPA paragraph:	
CAA issues a Type Acceptance Certificate (TAC) in accordance with CAR Part 21 Subpart B and Advisory Circular 21-1. Design standards of CAR Part 21 Appendix C must be met.	3.1.2 3.7.1(l)	Go to website for most current version of CAR, or click here .
Concurrent certifications/validations and other approvals are if mutually agreed upon by CAA and FAA	3.12	
AIR-400 Inbox		9-AWA-AVS-AIR400@faa.gov

TAC APPLICATION PROCEDURE		
	For more details see IPA paragraph:	
Applicant Responsibilities		
1. Applicant use CAA Form for type acceptance	3.0.2.0	Form 24021/02 should be used instead of the one listed in para 3.0.2.0. Click here for the form.
2. Applicant sends application to geographic ACO with applicable data as noted under ACO Responsibilities #2	3.7.2.2	
3. Applicants should read CAA AC21-1, Product Certification – Type Certificate and Type Acceptance Certificate	3.1.2	Click here for CAA AC 21-1.
4. Data submit as required by CAR §21.43	3.7.2	
ACO Responsibilities		
1. ACO cover letter on behalf of applicant (<i>Not necessary but helpful to track receipt and provide POC to CAAS</i>)		Use Memo 12-03 Appendix 1 pages 1 and 2 on AIR-400 website
2. For TCs, ensure applicant’s data package includes supporting documentation necessary to satisfy CAR Part 21.41 and Part 21.43.	3.7.2	Click here for Regulatory Requirements.
a. The U.S. TC and TCDS, if available;	3.7.2.3(1)(a)	
b. Copies of any variations to the certification basis, such as exemptions, equivalent level of safety decisions, and special conditions;	3.7.2.3(1)(b)	
c. Compliance checklist and compliance reports; Note: Compliance reports are not required with the application data package, some may be requested later after CAA reviews the data package;	3.7.2.3(1)(c)	
d. Flight and/or operational manual;	3.7.2.3(1)(d)	
e. Instructions for Continued Airworthiness (e.g. maintenance manuals, IPC and Service Bulletins); and	3.7.2.3(1)(e)	
f. Other reference documents, if necessary.	3.7.2.3(1)(f)	

g. Similar data for the engine and propeller, where applicable, if these are also new.	3.7.2.3(1)(g)	
3. Coordinate with CAA to establish the supporting documentation		
4. Additional data may be required for large aircraft as detailed in CAA AC 21-2, Product Certification – airworthiness certificates in the Standard and Restricted Categories	3.7.2.3(2)	
5. Forward applicants data package to CAAS Civil Aviation Authority of New Zealand Level 15 55 Featherston Street Wellington 6011 New Zealand Email: certification@caa.govt.nz	3.7.2.4	Contact us aviation.govt.nz

TAC POST APPLICATION – PRE-TC ISSUANCE PROCEDURE		
	For more details see IPA paragraph:	
CAA Responsibilities		
1. After receipt of application package from FAA, CAA notifies FAA of the acceptance of application or if incomplete, communicate what is deficient or missing	3.7.2.5	
2. CAA may request a familiarization meeting if appropriate.	3.7.3	
3. CAA may establish a project cert team if appropriate.	3.7.4	
Applicant Responsibilities		
1. Provide information and support meetings (as necessary)	3.7.3 3.7.4	
ACO Responsibilities		
1. Communicate (as necessary) project status between CAA and applicant	3.7.3 3.7.4	

TAC ESTABLISHING CERT BASIS FOR APPROVAL		
	For more details see IPA paragraph:	Note
CAA Responsibilities		
1. Establish certification basis using CAR Part 21 Appendix C effective on US TC application date.	3.7.5.1	
2. CAA Director may prescribe special conditions under CAR 21.23 where product has novel or unusual design or intended use is unconventional.	3.7.5.2	
3. Noise and emission standards effective on US TC application date.	3.7.5.3	
4. Noise standards:		
a. The applicable chapter of Annex 16 Volume I to the Chicago Convention for all aircraft; or	3.7.5.3(1)(a)	
b. The higher standard where it has been specified on the aircraft TC, noise certificate or equivalent document; or	3.7.5.3(1)(b)	
c. acceptable standards advised by CAA	3.7.5.3(1)(c)	
5. Emission standards:		
a. The applicable chapter of Annex 16 Volume II to the Chicago Convention; or	3.7.5.3(2)(a)	
b. A set of acceptable airworthiness design standards as advised by the CAA.	3.7.5.3(2)(a)	
6. CAA may convene technical meetings if necessary	3.7.8	
7. CAA may prepare issue papers as necessary	3.7.9	
ACO Responsibilities		
1. FAA review proposed cert basis and notify CAA of proposed methods of compliance.	3.7.6	
2. Support if necessary, technical meetings, conformity, or compliance inspection with all parties	3.7.8.1	
3. Coordinate with CAA on issue papers as necessary.	3.7.9.2	

ISSUANCE OF TC		
	For more details see IPA paragraph:	
CAA Responsibilities		
1. CAA will notify FAA the issuance of Type Acceptance Certificate	3.7.10	
ACO Responsibilities		
1. FAA should notify applicant of the issuance	3.7.10	
2. FAA should request a copy of the TAC if CAA did not send one to the applicant		

Country Specific Steps to Obtain New Zealand Supplemental Type Certificate (STC)

New Zealand Civil Aviation Authority of New Zealand CAA

GENERAL INFORMATION		
	For more details see IPA paragraph:	Note
New Zealand STCs are issued under CAR Part 21 Subpart E	3.8.1.1	
U.S. STCs are designated acceptable technical data under CAR Part 21 Appendix D, subject to the specified conditions in paragraph (b), without further showing	3.8.1.2	
AIR-400 Inbox		9-AWA-AVS- AIR400@faa.gov

APPLICATION PROCEDURE		
	For more details see IPA paragraph:	Note
Applicant Responsibilities		
1. Applicants complete STC application and send to their geographic ACO with applicable data as noted under ACO Responsibilities #2 and request application be forwarded to CAA ACU	3.8.2.2	
ACO Responsibilities		
6. ACO cover letter on behalf of applicant (<i>Not necessary but helpful to track receipt and provide POC to CAA</i>)		Use Memo 12-03 Appendix 1 pages 1 and 2 on AIR-400 website
7. For STCs, ensure applicant's data package includes supporting documentation necessary to satisfy CAR Part 21	3.8.2	CAA AC 21-8 may assist the applicant to see what is required of a CAA STC holder
8. Forward applicants data package to CAA Civil Aviation Authority of New Zealand Level 15 55 Featherston Street Wellington 6011 New Zealand Email: certification@caa.govt.nz	3.8.2.2	

POST APPLICATION – PRE-STC ISSUANCE PROCEDURE		
	For more details see IPA paragraph:	Note
CAA Responsibilities		
4. After receipt of application package from FAA, CAA notifies FAA of the acceptance of application or if incomplete, communicate what is deficient or missing	3.8.2.3	
Applicant Responsibilities		
2. Provide information (as necessary) such as airworthiness and environmental cert basis		
3. Support technical meetings as needed		
ACO Responsibilities		
2. Communicate (as necessary) project status between CAA and applicant	3.8.2.3	

ISSUANCE OF STC		
	For more details see IPA paragraph:	Note
CAA Responsibilities		
2. CAA will notify FAA the issuance of STC	3.8.3 3.8.4	
ACO Responsibilities		
3. FAA should notify applicant of the issuance		
4. FAA should request a copy of STC if CAA did not send one to the applicant		