

FLIGHT MANUAL APPROVAL AND AMENDMENTS

1. INTRODUCTION

The Aircraft Flight Manual (AFM) is required to be approved by the Department of Civil Aviation (DCA), Airworthiness Division and also any amendment on the AFM shall be first approved by the Airworthiness Division. So, the Air Operator shall submit the AFM and the amendment leaflets to the Airworthiness Division as required. Further more, the operator must establish the amendment procedure and corporate in the company procedure manual.

2. AIRCRAFT FLIGHT MANUAL CONTROL

The approved AFM may be normally controlled by the flight operation section of the Air Operator and one copy of the approved AFM shall be distributed to the Engineering or Quality section. Any repair or modifications which effect the flight configuration must be informed to the flight operation section. The cooperation procedure for flight operation and engineering section will be produced and corporate in the company procedure manual.

3. AIRCRAFT FLIGHT MANUAL APPROVAL

Initial Aircraft Flight Manual shall be approved by the Airworthiness Division. The operator shall submit **one copy** of Aircraft Flight Manual to Airworthiness Division and **one copy** to Flight Standard Division. The Aircraft Flight Manual application form shall be applied with the cover letter of Head of Quality (Director/Manager) together with review and recommendation of related sections of Operator. DCA reviewed the AFM and found to be acceptable, Aircraft Flight Manual approval Certificate Sa Sa Ya.30, will be issued and send back to the operator.

4. AIRCRAFT FLIGHT MANUAL STATUS

The Aircraft Flight Manual should accompany with the following status:

- a. Aircraft Nationality and Registration Marks
- b. Aircraft Manufacturer
- c. Aircraft Manufacturer's Serial No.
- d. Aircraft Type and Model
- e. Engine Type and Model
- f. Aircraft Maximum Weight of Approved
- g. Aircraft Flight Manual Revision Status and Date
- h. List of Modification/Repair related to AFM Amendments (must be reviewed and recommended by Head of Quality)
- i. State of Design Approval