



**LIBYAN CIVIL AVIATION AUTHORITY
FLIGHT SAFETY DEPARTMENT
OPERATIONS SECTION**

SPECIAL OPERATIONS APPROVAL (SPA) - EFB

Date: 20/12/2017
Revision:00

APPLICATION FOR SPECIAL OPERATIONS APPROVAL

Flight Operations Section

Commercial Air Transport (A) - AOC Operations Specifications EFB Approval Application

Submit at least one 60 Days before the intended date of operation

Section A - Organization

1. Organization Details.

a	Company Details		
	• Registered name		
	• Trading name if different		
	• Mailing address		
	• Telephone		
	• Fax		
	• E-mail		
b	Principal Place of Business		
	• Mailing address		
	• Telephone		
	• Fax		
	• E-mail		
c	Proposed Start Date		
d	AOC variation Focal Point Contact Details		
	Name	Phone No.	E-mail

2. Approved/Accept Management Details

Management	Name	Phone	E-mail
• Operations Post Holders			
• Training Post Holders			
• Maintenance Post Holders			
• Ground Operations Post Holders			
• Safety Management System Holder			
• Quality Manager, or			
○ Operations Quality Manager			
○ Maintenance Quality Manager			

Section B - Organization

3. Approved Type of Operation

<input type="checkbox"/> Schedule	<input type="checkbox"/> Non Schedule	<input type="checkbox"/> Passenger	<input type="checkbox"/> Cargo
<input type="checkbox"/> Passenger & Cargo – Passenger airplane		<input type="checkbox"/> Passenger & Cargo – Cargo airplane	



**LIBYAN CIVIL AVIATION AUTHORITY
FLIGHT SAFETY DEPARTMENT
OPERATIONS SECTION**

SPECIAL OPERATIONS APPROVAL (SPA) - EFB

Date: 20/12/2017
Revision:00

4. Approved Airplane Type

Airplane Type	Manufacturer	Model	Build Date	Engine	Registration	Seat Installed	Pay Load

5. Approved Area of Operations. (Enter coordinate of the area or national/FIR boundaries)

6. Approved Special Authorisation

<input type="checkbox"/> Low visibility take-off (LVTO) operation	<input type="checkbox"/> Standard CAT II operation
<input type="checkbox"/> Standard CAT III A operation	<input type="checkbox"/> Standard CAT III B operation
<input type="checkbox"/> MNPS (Minimum navigation performance specification)	<input type="checkbox"/> R NAV (Area navigation)
<input type="checkbox"/> RVSM (Reduced vertical separation area)	<input type="checkbox"/> ETOPS (Extended range operation twin engine airplane)
<input type="checkbox"/> DGs (Transport of dangerous goods)	<input type="checkbox"/> Cabin Crew initial safety training

Section C- EFBs Approval Details

7. EFBs Approval

<input type="checkbox"/> Initial AOC Certification	<input type="checkbox"/> AOC Variation
<input type="checkbox"/> Initial Request	<input type="checkbox"/> Additional Request
<input type="checkbox"/> Approval for Class 1 EFB	
<input type="checkbox"/> Approval for Class 2 EFB	
<input type="checkbox"/> Approval for Class 3 EFB	

8. Approval Application Attachments

• Aircraft flight manual	• Maintenance Program
• EFB Software application and integrity	• Operations Manual A
• System considerations	• Operations Manual D - Training Program
• MEL (with EFB Adaptation)	• Others

Section D- Accountable Manager Declaration

The undersigned certify that statements and answers provided in this application form and attachments are complete and true to the best of my knowledge and agree that they are to be considered as part of the basis for issuance of EFBs approval in accordance with LYCAA-AC-OPS 009.	



**LIBYAN CIVIL AVIATION AUTHORITY
FLIGHT SAFETY DEPARTMENT
OPERATIONS SECTION**

SPECIAL OPERATIONS APPROVAL (SPA) - EFB

Date: 20/12/2017
Revision:00

--	--

SECTION E SPA NOTES FOR COMPLETION

1 Applicability

AMC2 CAT.GEN.MPA.140 outlines the procedures and training requirements for using EFB.

Reference material:

- LYCARs CAT.GEN.MPA.140
- AMC1 CAT.GEN.MPA.140
- AMC2 CAT.GEN.MPA.140
- AMC 20-25

Formal approval will normally be subject to a flight Inspection.

2 Applicant's Submissions Matrix

Section IV of this application form is the Applicant's Submissions Matrix. All applicants should complete Column 4 of this matrix in full.

Failure to complete the Submission Matrix may result in a delay in processing your application.

3 Documents to be included with the application

Copies of all documents referred to in Column 4 of the Applicant's Submissions Matrix should be included when returning the completed application form to the LYCAA. Original documents should not be sent, photocopies are sufficient. Do not send complete manuals, only the relevant sections/pages will be required.

Failure to complete the Submission Matrix may result in a delay in processing your application.

4 Submissions and Enquiries Address for submissions:

Libyan Civil Aviation Authority
Flight Safety Department
Operations Section

Contact details for enquiries:

Telephone: +218213613323
Fax: +218213605322
Email: ops@flightsafety.caa.gov.ly

SECTION F - SIGNATURE BLOCK

Title (position)

Surname

Forename

Signature

Date

Please note that a minimum of 30 working days will normally be required to check and confirm the information given above - If data is missing or omitted, the process may take considerably longer.



**LIBYAN CIVIL AVIATION AUTHORITY
FLIGHT SAFETY DEPARTMENT
OPERATIONS SECTION**

SPECIAL OPERATIONS APPROVAL (SPA) - EFB

Date: 20/12/2017
Revision:00

SECTION G APPLICANT'S SUBMISSIONS MATRIX

Main Heading	Expanded areas to be addressed by application	Sub-requirement	Applicant's Operations Manual Reference or Document Reference
1.0 System Description	Purpose		
	Aircraft Types		
	Hardware Specification		
	Operating system specification		
	Software specification and configuration control		
	Administrator and user selectable options		
	Manufacturer/supplier		
2.0 Aircraft Certification Documentation	Supplemental type certificate(STC)		
3.0 Equipment Safety Compliance Statements	EMI		
	Battery specification		
	Power supply		
	Rapid depressurisation test results		
4.0 EFB Administrator (EFBA)(OM Part A)	Reporting to nominated person		
	Training and Qualifications		
	Responsibilities		



**LIBYAN CIVIL AVIATION AUTHORITY
FLIGHT SAFETY DEPARTMENT
OPERATIONS SECTION**

SPECIAL OPERATIONS APPROVAL (SPA) - EFB

Date: 20/12/2017
Revision:00

SECTION G APPLICANT'S SUBMISSIONS MATRIX

Main Heading	Expanded areas to be addressed by application	Sub-requirement	Operator's Operations Manual Reference or Document Reference
5.0 AFM and Flight Crew Operation's manual compliance checklist MEL and checklists [OM-B] [Note 3]	Limitations		
	Operating philosophy		
	Normal and abnormal procedures including EFB failures		
	Hardware and software system description		
6.0 Human Factors Assessment	AMC 20-25 (appendix D).		
7.0 Operation risk analysis	Detail all risks, with appropriate mitigations		



**LIBYAN CIVIL AVIATION AUTHORITY
FLIGHT SAFETY DEPARTMENT
OPERATIONS SECTION**

SPECIAL OPERATIONS APPROVAL (SPA) - EFB

Date: 20/12/2017
Revision:00

Main Heading	Expanded areas to be addressed by application	Sub-requirement	Operator's Operations Manual Reference or Document Reference
8.0 Training Program (OM Part D and Ground Staff Training Programs)	Training methods/media		
	Timetable		
	Recurrent training and checking		
9.0 Hardware Management Procedures	Repair, maintenance and stock control		
	Stowage and security		
	Hardware modification and upgrade		
10.0 Software Management Procedures	Application and operating system		
11.0 Data Management Procedures			
12.0 Compliance Monitoring	Compliance with ORO. GEN.200		
	Hardware modification and upgrade		
13.0 Evaluation Plan	Correctly documented		
	Realistic timetable		
	Adequate training completed before evaluation		
	Provision to suspend or modify the plan in the event of safety critical deficiencies		
14.0 Implementation Plan	Post-approval implementation		



**LIBYAN CIVIL AVIATION AUTHORITY
FLIGHT SAFETY DEPARTMENT
OPERATIONS SECTION**

SPECIAL OPERATIONS APPROVAL (SPA) - EFB

Date: 20/12/2017
Revision:00

Any Further Comments to Support Your Application

A large, empty rectangular box intended for providing further comments to support the application.