



# NIGERIA CIVIL AVIATION AUTHORITY

Corporate Headquarters  
Nnamdi Azikiwe Int'l Airport, Domestic Wing, Abuja, Nigeria

**CL:O-AWS002A**

## AIRCRAFT CERTIFICATION (FIXED WING) ISSUE/RENEWAL INSPECTION REPORT – CHECK LIST

### General Information:

1. Name of Applicant /Operator :
2. Address of Applicant /Operator :

3. Type of Inspection :	
4. Date of Inspection :	5. Place of Inspection :
6. Registration Marks :	7. C of A Category :
8. Aircraft Manufacturer :	9. Date of Manufacture :
10. Type of Aircraft :	11. Manufacturer Serial No. :
12. Total Aircraft Hours :	13. Total Aircraft Cycles:
14. Hrs/Cycs. Since Last C of A Renewal:	

15. Engine Manufacturer :
16. Engine Designation :
17. Propeller Manufacturer :
18. Propeller Designation :

### Engines, APU and Propeller Details:

Engine TBO \_\_\_\_\_ Propeller TBO \_\_\_\_\_

	No: 1	No: 2	No: 3	No: 4	APU
<b>Engines</b>					
Serial Numbers:					
Total Engine Hours:					
Total Engine Cycles:					
Hrs. to Overhaul/Shop visit:					
Cycles to Shop Visit:					
<b>Propellers</b>					
Serial Numbers:					
Total Propeller hours:					
Hours since Overhaul:					
Date Fitted:					

## DOCUMENT EVALUATION:

	<b>Document</b>	<b>Validity/ Availability/Status</b>
1.	Last Major Maint. Certificate of Release to Service	
2.	Current C R S (if different from 1 above)	
3.	Certificate of Insurance	
4.	Radio Station Licence	
5.	Weight and Balance Schedule	
6.	AD's and SB's Compliance status	
7.	Airborne Nav. Equip Approval for Operation (RVSM, RNP, EDTOs, MNPS, PBN etc.)	
8.	Minimum Equipment List (MEL) Approval page & MMEL Rev. status	
9.	Technical Records – Complete and Updated	
10.	Log-Books Entries Update and Certification	
11.	Flight Manual / Pilot Operating Hand Book Rev.status	
12.	Approved Maintenance Programme Approval page	
13.	Manufacturer's Documents (AMM, SRM, WDM, etc.) Available & current	
14.	Production or Flight Test Report (For First of its type) on Nigerian Register or as applicable	
15.	Technical Log-Book up-to-date	
16.	Allowable Deferred Defects Clearance	
17.	A/C Ageing Programmes, Corrosion Control Program Compliance	
18.	Aircraft Instruments and Avionics Equipment Form	
19.	Aircraft C of A Issue / Renewal Status Report	
20.	Standby Compass Swing Status	
21.	Hard Time Component Records / Status of Life Limited Parts (Airframe & Engine)	
22.	List of Avionics Equipment (issue only)	
23.	History of Accidents/Reportable Incidents Statement	
24.	Dent and Buckle Mapping	
25.	Last Flight Data Recorder Read Out	
26.	Noise Certificate (issue only)	
27.	Certificate of Airworthiness (or Export C of A)	
28.	Manufacturer Delivery Documents (If New) (issue only)	
29.	Electrical Load Analysis (As applicable)	
30.	Approved LOPA and Safety Equipment Layout (issue only)	
31.	Modification and Repairs Record	
32.	Aircraft Type Certificate Data Sheet (TCDS) (issue only)	
33.	FDR Data Frame Layout Information Available	
34.	Compliance Status with Approved Maintenance Programme	
35.	Annual examination of the recorded signal on the CVR	
36.	Statement of Compliance with Nig. CARs Part 7 (Issue only)	
37.	Airworthiness Review Report by CAMO (every 6 months)	

# PHYSICAL INSPECTION

## INTERIOR INSPECTION

	Assessment			
	YES	NO	N/C	N/A
<b>EXAMINE AIRWORTHINESS AND REGISTRATION CERTIFICATES TO ENSURE THE FOLLOWING:</b>				
Airworthiness and Registration certificates are current and valid				
• Both certificates contain the same model, serial number, and registration markings				
• (If temporary registration, is it current)				
• Signatures are in permanent ink				
<b>FLIGHT DECK INSPECTION. INSPECT THE FOLLOWING:</b>				
• Aircraft Technical Log for a journey record section and maintenance record section				
• Instrument security and range markings				
• Windshields/windows for delamination, scratches, crazing, and general visibility				
• Seat belts and shoulder harnesses (TSO markings, metal to metal latching and general condition)				
• Medical Kit (passenger flights only) (if installed in the flight deck)				
• Emergency Equipment as a minimum should consist of:				
→ First Aid Kit (FAK)				
→ Crash Axe (AX)				
→ Portable Oxygen Bottle (POB)				
→ Halon Fire Extinguisher (HL)				
→ Emergency Flashlights (ELS)				
→ Protective Breathing Equipment (PBE)				
→ Crew Life Vests (CLV)				
→ Emergency Escape Ropes				
• Check completeness and currency of Aircraft documents				
I. MEL and Configuration Deviation List (CDL).				
II. Air Operator Certificate (AOC) and Op specs, if required				
III. Noise certificate				
IV. Airplane Flight Manual (AFM)				
V. Category II or III Manual, as applicable				
VI. NOTAMs briefing documentation				
VII. Mass and balance documentation				
VIII. Radio station licence				
IX. Insurance certificate				
X. Maintenance Release				
XI. Forms for reporting of MOR to the Authority.				
XII. Maintenance Manual				
• Function Check Mandatory equipment visible:				
I. FDR (must be digital )				
II. CVR				
III. GPS (Navigation database up to date)				
IV. Radio Altimeter				
V. GPWS (terrain and obstacle database up to date)				

VI. ELT 406Mhz (Check battery validity, that ELT is registered, copy hexadecimal Code)				
VII. TCAS				
VIII. NAV Data base Status				
<b>If jump seat use is intended check the following:</b>				
• Turn on and check oxygen regulator, set to 100% oxygen				
• Interphone system. Select Comm 1 and Comm 2 to ensure system is operating				
• Ensure the jump seat is serviceable and that the seat belt and shoulder harness are available and serviceable				
• If the forward most seat is in the cabin, coordinate with the crew for connecting the cables and headset				
	<b>YES</b>	<b>NO</b>	<b>N/C</b>	<b>N/A</b>
<b>Inspect the cabin to include the following:</b>				
<b>Lavatory. Ensure the following:</b>				
• Fire extinguisher system installed in sealed trash containers				
• Smoke detection system is installed				
<b>Note: The following items are normally required by Airworthiness Directives</b>				
• Trash containers are sealed according to the AD				
• "No Smoking" placards are posted				
• Smoke detector placards installed				
• Ashtrays are available outside the lavatory				
<b>Flight attendant seats</b>				
• Pull the jump seat down to the sitting position and ensure it will retract automatically (if in isle way path to exit)				
• Seat belts and shoulder harnesses (TSO markings, metal to metal latching and general condition)				
• Flight attendant emergency flashlights				
<b>Cabin emergency equipment.</b> All equipment requiring periodic inspections should have an inspection date marked on it. Inspect the following:				
• Slide raft containers to ensure containers are marked for content. Check pressure of slide raft inflation bottle				
• Medical kit (if not checked on flight deck)				
• First aid kit(s)				
• Emergency oxygen bottles and masks (proper pressure, security and conditions)				
• Megaphone(s) (security and general condition)				
• Fire extinguishers (security, pressure, seal, and type)				
• Protective Breathing Equipment (PBE)				
• Emergency briefing cards (random sample)				
• Emergency floor path lighting system (general condition)				
• Placement of all "Emergency Exit" signs				
• Presence and legibility of "Emergency Exit" operating instructions				
• Location of all emergency equipment identified by placards				
• Life preservers (vests) crew and passengers				
• Life raft(s) (if required)				
<b>0 Passenger seats. Ensure the following:</b>				

• Seats that are adjacent to emergency exits do not block exit path				
• Seats are secure in seat tracks (random sample)				
• Seat “breakover” pressure in accordance with operator’s maintenance program (random sample)				
• “Fasten Seat Belt While Seated” placards/signs are visible from all seats				
• Seat belts have metal-to metal latches and are in good general condition				
<b>O Galleys/Service centers. Inspect the following:</b>				
• Storage compartment restraints in place and secure, weight restriction placards				
• Trash bin lids for proper fit				
• Lower lobe equipment/restraints in place/secure (if applicable)				
• Lift operation (if applicable)				
• Galley supply stowage in serviceable condition				
	<b>YES</b>	<b>NO</b>	<b>N/C</b>	<b>N/A</b>
<b>O Overhead baggage compartments.</b> Check for weight restriction placards and the doors for proper latching (when applicable)				
<b>O Inspect cargo compartments (cargo operation)</b>				
• Cargo compartment fire protection is appropriate for the classification				
• Cargo liner is free from tears and/or punctures. If these are noted, inspect structure behind liner for damage, e.g., stringers, circumferential, etc. Ensure sealing tape is proper type and in good condition.				
• Cargo door is free of fluid leaks and structural damage				
• Fuselage door structure and sill is free from damage				
• Smoke detectors are in operable condition				
• Lighting is operable and protective grills are installed				
• Cargo floor is free from structural damage				
• Pallet positions/compartments are placarded for position identification and weight limitations				
<b>Inspect pallet system, if applicable. Ensure the following:</b>				
• Ball mats are serviceable, no broken or missing balls				
• Forward, aft, and side restraints are serviceable				
• Roller assemblies are secure and have no missing or broken rollers				
• Ensure that cargo restraint/net is serviceable				
• Inspect fire extinguishers for inspection due dates and pressure				
• Inspect cabin-mounted equipment				
<b>Hazardous Material, if present.</b> Inspect load manifest for hazardous material				
• Determine crew knowledge of the following:				
• Location and labelling of hazardous material				
• Special requirements if any				
• If proper paperwork is on board				



## EXTERIOR INSPECTION

	YES	NO	N/C	N/A
<b>Accompany a flight crewmember during the exterior inspection, if possible, and inspect the following items, as applicable.</b>				
<b>Landing gear and wheel well areas.</b> Check for the following:				
• Any indication of wear, chaffing lines, chaffing wires, cracks, dents, or other damage				
• Structural integrity of gear doors (cracks, dents, or other damage)				
• Hydraulic leaks (gear struts, actuators, steering valves, etc.)				
• Tire condition and pressure (if pressure indicators installed)				
• Wheel installation and safety locking devices				
• Wear, line security, leaks, and installation of brakes				
• Corrosion				
<b>Fuselage and Pylons.</b> Inspect the following:				
• Structure for cracks, corrosion, dents, or other damage				
• Fasteners (loose, improper, missing)				
• Condition of radome				
• Condition of pitottubes				
• Static ports (cleanliness and free from obstructions)				
• Stall warning devices and other sensors				
• Antennas (security, and indication of corrosion)				
• Stains of other indications of leaks				
• Lavatory servicing areas (evidence of "Blue Water" streaks)				
• Cargo compartments for integrity of fire protective liners (no holes, or duct tape used for repairs) Blow-out panels not taped closed				
• Emergency exit identification/markings (Two inch contrasting borders out lining exits)				
• Registration markings (match airworthiness and registration certificates)				
• Identification and Data Plate (location and condition/ legibility)				
• All lights (general condition, broken lenses, etc.)				
<b>Wings and Pylons.</b> Inspect the following:				
• Structure for cracks, corrosion, dents or other damage				
• Leading edge (dents and/or damage in line with engine inlets)				
• Leading edge devices (when open for actuator leaks, general condition of line, wires, and plumbing)				
• Evidence of fuel leaks (if found, maintenance must prove leak is within limits)				
• All lights (general condition, broken lenses, etc.)				
• Flaps (cracks, corrosion, dents, and delamination)				
• Flap wells (general condition of lines, wires, and plumbing)				
• Static eliminators (number missing in accordance with MEL/CDL)				
• Ailerons and aileron tabs (cracks, corrosion, dents, delamination)				
• Missing, loose, or improperly secured access door/inspection panels and blow-out panels				
<b>0 Propellers.</b> Inspect the following:				
• Leading edge of propeller for cracks, dents, and other damage				
• De-Icer boots for signs of deterioration and security				
• Spinners for security, cracks, and evidence of fluid leaks				

	YES	NO	N/C	N/A
<b>Engines.</b> Inspect the following:				
• Intakes for fan blade damage and oil leaks				
• Ring cowl for security and proper fit				
• Cowling doors for security and proper fit				
• Lower cowling for security and evidence of fluid leaks				
• Exhaust for turbine and tailpipe damage and evidence of fluids				
• Reverser doors for stowage and security, evidence of leaks				
• Access doors for security				
<b>Empennage.</b> Inspect the following:				
• Leading edge for dents				
• All lights (general condition, broken lenses, etc.)				
• Missing static discharge eliminators (in accordance with MEL/CDL)				
• Elevators, rudders, and tabs (cracks, corrosion, dents delamination)				
• Evidence of elevator and rudder power units for hydraulic leaks				
<b>Note:</b> Time permitting the following ground safety areas should be inspected.				
<b>Baggage.</b> Observe the loading and unloading of baggage compartments to include the following:				
• Baggage restraining system (in-place and proper use)				
• Load distribution in accordance with weight placard instructions				
• Positioning of ground support equipment (GSE)				
• Fuelling of aircraft to include the following:				
→ Refueling pressure				
→ Condition of refueling units (leaks, filter change dates, exhaust system, etc.)				
→ Ground connections and procedures				
→ Fire protection				
→ General fuelling procedures				

<b><i>Inspectors Remarks</i></b>

<b>Inspectors Recommendation</b>
The Aircraft Registration ..... , Serial No. .... , and its documents have been inspected and evaluated in accordance with the Nigeria Civil Aviation Regulations currently in force and I hereby Certify that this Aircraft <b>is / not</b> recommended for <b>Issue / Renewal</b> of its Certification of Airworthiness for a period of ..... ( ) months with effect from.....
Name of Inspector ..... Signature ..... Date .....

<b>Manager/Head of Dept, Airworthiness Remarks</b>
Remarks:
I have <b>Reviewed</b> the Aircraft Inspection Report of this aircraft and found it satisfactory
Signature ..... Manager/HOD, Airworthiness