



Gliding Federation of Australia CoA Application & Survey Checklist

GFA Form 300 V9 04.02.2022

Survey checklist for the issue of a Standard Certificate of Airworthiness, Special Certificate of Airworthiness for Light Sport Aircraft or Experimental Certificate.

- Checklist covers; Display of Registration Marks, Minimum Equipment, Specific Maintenance Requirements, Placarding, Logbook entries– Airworthiness Directives, Weight & Balance and the Recording of Components and Serial Numbers.
- Refer MOSP 3 and applicable CASA Advisory Circulars (AC) 21-4 for Amateur-Built, AC 21-10 for Experimental and AC 21-41 & AC 21-42 for LSA and LSA Experimental. MOS Part 91 / AC 45-01 contains information on markings and placarding requirements.

CASA Application Requirements

A selection of CASA Forms 371, 372, 681, 682, 684, 717, 718, 727, 767 are required, as applicable in the application process. Only submit forms as instructed in the following checklist and complete only what you know to be true and correct. Leave any box unchecked if in doubt. Contact this office if you require further assistance.

Note: When completing CASA application forms or checklists, do not sign the section reserved for the CASA Delegate / Authorised person.

Notes:

1. This checklist is provided to facilitate an airworthiness assessment of a sailplane or powered sailplane regarding compliance with CAR / CASRs and GFA MOSP3 requirements.
2. The questions are framed so that compliance with a requirement is demonstrated by a 'yes' answer. A 'no' answer demonstrates non-compliance.
3. A 'N/A' answer records that the item is 'not applicable'.
Record Yes or Y, No or N, or N/A in the column.
4. Non-compliance (a 'No' answer) matters need further comment and / or action.
5. AFM = Aircraft / Sailplane Flight Manual
6. AMM = Aircraft / Sailplane Maintenance Manual
7. An Export CoA issued by the exporting NAA is not required to complete the application process. If you do have a current Export CoA please include in the package.
8. **The GFA form 300 and aircrafts CoA are to be issued prior to any Maintenance Release issue.**

Check list

Item	Yes/ No/ N/A	Comment or action
A. Has Registration been completed? (Form 1329 Registration / Certificate of Registration)?		
B. Has an annual inspection IAW GFA Form 2 / manufacturers schedule been completed? Note: Compliant LSA applications require manufacturers maintenance schedules only for airframe, engine, and prop.		
C. Is a Life Inspection Survey required IAW MOSP3 Chapter 14? If so, please submit survey with this application.		
D. Australian logbook started and entries current and complete as per Clause 9.0 below?		
E. CASA Form 717 submitted? (Std CoA applications only)		
F. CASA Form 767 submitted? (Std CoA, *EC and Special CoA for LSA applications) *Not Required for Amateur-built EC		
G. CASA Form 718 submitted? (EC applications only).		
H. CASA Form 372 submitted? (all applications)		
I. CASA Form 681 and 682 completed and submitted? (LSA only). CASA Form 684 checklist for LSA EC applications only.		
J. CASA Form 371 and 727 Eligibility Statement submitted? (Amateur-built EC applications only).		

K. Aircservices Noise Certificate Application submitted (<u>self-launch capable powered sailplanes only</u>). Copy of certificate or 'deemed' AFM extract / TCDSN required with application.		
1.0 Display of Registration Marks (Refer: CASR / MOS Part 45)		
1.1: Are the registration marks on fuselage / fin in accordance with GFA Airworthiness Advice Notice 84 (AN84)? Enclose photos of both sides of fuselage with CoA application. For sailplanes operating outside Australian Territory, full (eg VH-ABC) registration marks are required on the fuselage and under the wings.		
1.2: If a competition mark is required, the mark has been allocated and the sailplane is marked correctly IAW AN84?		
1.3: Is there a manufacturer's data plate? Enclose a photo of the data plate with application. Is there a fireproof registration plate affixed in accordance with GFA AN 84?		
2. Minimum Equipment (Refer: CASR / MOS Part 91 & MOSP3)		
Contrary to below; LSA gliders are to comply with the manufacturers Minimum Equipment List and have manufacturer approval for additional equipment fitted. Does it?		
2.1: Is there an ASI – one (as a minimum)? Does the ASI reflect the maximum indicating speeds as listed in the TCDS, and it must indicate 5% above Vne? Is the ASI in full view of the pilot in command? GFA Rule: training sailplanes must have ASI calibrated in knots. Does your training sailplane meet this requirement?		
2.2: Is there an Altimeter instrument calibrated in feet – require one unit as a minimum? Does the altimeter have its QNH subscale in millibars / hectopascals?		
2.3: Is there one approved four (or five) point harness for each pilot? How old is the harness?? Refer GFA AN85		
2.4: Is there an adequate canopy jettison system? A serviceable BRS (Ballistic Recovery System) in LSA type sailplanes may be fitted in lieu. Does the BRS meet the manufacturers life limitations?		
2.5: Is there a clear view panel, operable with a gloved hand, on any side of the cockpit, this to allow vision at approx. 45 degrees to the line of flight?		
2.6: Does the electrical system have a two-position master switch? Are there fuses for each item of electrical equipment or each bus? Is there a fuse at each battery? (Starter motor exempted). Are all switches installed so switching up turns on?		
2.7: Are there one or two tow releases installed: Aerotow and / or Winch <u>Please circle in comment column:</u> <i>Note: Self launch powered sailplanes may have no releases. Refer to GFA BSE Chapter 16 for requirements.</i>		<ul style="list-style-type: none"> • Aerotow • Winch • No release
2.8: Is the sailplane in the aerobatic category, does it require a G meter (accelerometer)?		
2.9: Is a magnetic compass installed? Is the compass card weighted for the Southern Hemisphere? Has the compass been swung, and results entered in the logbook? (All electrics / radio on and for touring motor gliders - engine at cruise power during the swing? Check controls, eg stick, does not influence the compass). Refer MOSP3 Clause 13.3 for requirements. A compass correction card is not required if all errors are less than one degree.		
2.10 Is there a VHF Radio (720 channel) fitted?		
2.11 (a) Has GFA AD 34 been complied with? (b) Has the requirements of BSE Chapter 15 L'Hotellier Connectors and Chapter 16 Tow Release Maintenance been complied with (if applicable)?		

3. Minimum Additional Equipment for Powered Sailplanes		
3.1: Is there an engine tachometer installed?		
3.2: Is there a carbon monoxide detector for engine installations fixed into the fuselage?		
3.3: Is there a cylinder head temperature gauge or water temperature gauge installed? <i>Note: Not required if original type approved without such. Nevertheless, strongly recommended.</i>		
3.4: Are oil pressure & oil temperature gauges installed, if applicable?		
3.5: Are all relevant engine placards in full view of the command pilot?		
3.6: For Touring Motor Gliders – fuel gauge calibration check and correction placard fitted? Is there a calibrated dip stick?		
3.7: Is there a static earthing point for re-fuelling purposes? If not, the engine exhaust for a bonded engine will suffice.		
4.0 Launching Equipment		
Are weak link placards in place? Refer GFA AN 75		
5.0 Minimum Placarding		
<i>If no AFM is carried then these placards as per AFM must be fitted:</i>		
5.0a.		
Is the operating placard as listed below in full view of the pilot in command?		
Does the placard show the never exceed speed, Vne?		
Does the placard show the maximum rough airspeed, Vra / Vno?		
Does the placard show the maximum manoeuvring speed, Va?		
5.0b If a glider is approved for winch / aero tow launching, does the placard show the maximum winch / aero tow speed?		
5.0c: Is a placard provided for two seat sailplanes showing the maximum and minimum pilot weights on the rear seat for varying pilot weights on the front seat? <i>Note: Such a placard is highly recommended, but not mandatory. Check manufacturer's data for this information.</i>		
5.0d: Is a wing water ballast limitations placard provided if wing water ballast is permitted?		
5.0e: Is fin water ballast limitations placard provided if a fin ballast tank is installed?		
5.0f: Are there canopy jettison operating placards installed?		
5.0g: Are the placards specified in the TCDS / AFM / AMM installed? <i>Note: Duplicate placards in non-standard units need not be fitted.</i>		
5.0h: If oxygen equipment is installed, is a reducing VNE with altitude placard present?		
5.0i: Are weak link placards showing the correct weak links for aerotow and winch / auto tow launch present?		
5.0j: If the belly release is legally removed, is there a placard stating, "Winch Launch Not Permitted"? Is a PUs entered in MR?		
5.0k: Is there a placard stating, "Cloud Flying Prohibited"?		
5.0l: Are all placard units the same as instrument units fitted?		
5.1 Powered Sailplane Placarding		
5.1a: Is there a placard "NO SMOKING" installed?		
5.1b: If the AFM is not carried, is there a placard for self-launch capable powered sailplanes present which shows ground roll to lift off (short dry grass) and total distance to clear 50 feet under standard sea level conditions? Does the placard have extrapolation to 5000 feet above sea level and 30 degrees Celsius?		
5.2 Powered Sailplane Placarding When Operated Under CAO 95.4		
5.2a: Are there placards present, and in full view of every operating seat, stating the following? THIS POWERED SAILPLANE MUST BE OPERATED IN ACCORDANCE WITH THE PROVISIONS OF CAO 95.4 AND THE GFA OPERATIONAL REGULATIONS.		

5.2b: If the powered sailplane is not certified for self launching (power assisted sailplanes), are there placards present, and in full view of every operating seat, stating the following? THIS POWER-ASSISTED SAILPLANE MUST BE OPERATED IN ACCORDANCE WITH THE PROVISIONS OF CAO 95.4 AND THE GFA OPERATIONAL REGULATIONS. TAKE-OFFS USING ONLY INSTALLED ENGINE POWER ARE PROHIBITED.		
5.3 Powered Sailplane Placarding When Operated Under CAO 95.4.1		
5.3a: If the powered sailplane is operated under CAO 95.4.1 (Charter Operations), are there placards present, and in full view of every operating seat, stating the following? THIS POWERED SAILPLANE MUST BE OPERATED IN ACCORDANCE WITH THE PROVISIONS OF CIVIL AVIATION ORDER 95.4 AND 95.4.1		
5.3b: If the powered sailplane is not certified for self launching (power assisted sailplanes), are there placards present, and in full view of every operating seat, stating the following? THIS POWER-ASSISTED SAILPLANE MUST BE OPERATED IN ACCORDANCE WITH THE PROVISIONS OF CIVIL AVIATION ORDER 95.4 AND 95.4.1 TAKE-OFFS USING ONLY INSTALLED ENGINE POWER ARE PROHIBITED.		
5.4 Cockpit Control Identification		
5.4a: Colour Coding (Refer CS 22)		
Are the tow release handles or control(s) yellow?		
Are the airbrake control(s) blue?		
Are the longitudinal trim control(s) green?		
Are the flap control(s) grey, black or pink? (CS 22 states grey)		
Are the canopy jettison handle(s) or control(s) red?		
Are the canopy normal opening handle(s) or control(s) white? <i>Note: A dual function handle (opening & jettison) shall be red.</i>		
5.4b: Control Labelling Are all the cockpit controls (except control column & rudder pedals) labelled with function and sense of operation? <i>Note: Labelling may be pictorial or written.</i> For certified and production built sailplanes, are the labels / placards present & in accordance with the TCDS / AFM / AMM certification requirements? <i>Note: Where placards are not shown in the AFM / AMM, then samples shown in CS-22 may be used.</i>		
5.5 ASI Colour Coding		
5.5a: Where colour coded ASI(s) are specified in the AFM / AMM, are the ASI(s) colour coded? Is the colour coding in accordance with the AFM / AMM?		
5.5b: Where colour coded ASI(s) are not required by the AFM or AMM, and yet a colour coded ASI is installed, then: Is there a <u>red radial line</u> showing Vne? Is there a <u>yellow arc</u> for the upper caution range? This extending from Vne to the allowable rough-air speed Vra / Vno? Is there a <u>green arc</u> for the normal operating range from the lower limit at 1.1 Vs ₁ (max weight, neutral wing-flaps & landing gear retracted) to the upper limit/rough air speed Vra / Vno? Is there a <u>white arc</u> for the wing-flap operating range with lower limit from 1.1 Vs ₀ (at maximum weight) to the upper limit at the allowable wing-flaps extended speed Vfe? For powered sailplanes, is there a <u>blue radial line</u> showing the best rate-of-climb speed Vy?		
6.0 Transponder – If fitted		
6a: If there is a Transponder and Encoder fitted, has MOSP3 and CAO 100.5 requirements been complied with? 6b: Does the altimeter comply with MOSP3 or CAO 100.5 calibration standards?		

7.0 Oxygen – If fitted		
If an Oxygen system is fitted is this oxygen system compliant and have all relevant Airworthiness Directives been satisfied? Does the bottle require a hydrostatic inspection / test? (Oxygen equipment servicing requirements are now listed in CAO 100.5)		
8.0 Weight & Balance		
Do the cockpit placards installed provide weight & balance data or rules, or other matters, are all placards understandable? Do they make sense? Do they cover all that they need to cover?		
9.0 Logbook Complete		
Completed data and transferred initial data from foreign logbook? All applicable General and Specific GFA ADs, CASA, and State of Design ADs (eg EASA / FAA) are carried out, certified complied with and each listed in the aircraft logbook register of ADs? Wing frequencies results for each wing configuration recorded? Lifed components identified and recorded in the logbook?		
10.0 Have Photo's / photocopies been submitted for the following:		
10a Photo Manufacturers Data Plate CASR 21.193(1)(b)(c) and GFA brass or SS registration plate.		
10b Photo of Engine and Propeller Data Plate (if applicable)		
10c Photo of the Instrument Panel / Panels (MOS Part 91 / TCDS / MEL / PUs conformation Ref. AIRW-M015		
10d(i) Photo of "EXPERIMENTAL" placard as required by CASR / MOS Part 45 / MOS Part 91 Chapter 27 (if applicable): WARNING: PERSONS FLY IN THIS AIRCRAFT AT THEIR OWN RISK. THIS AIRCRAFT IS NOT OPERATED TO THE SAME SAFETY STANDARDS AS A NORMAL COMMERCIAL PASSENGER FLIGHT. CASA DOES NOT SET AIRWORTHINESS STANDARDS FOR EXPERIMENTAL AIRCRAFT (note: two seat sailplanes only)		
10d(II) Photo of placard: For LSA sailplanes/ powered sailplanes the placard as required by CASR / MOS Part 91 Chapter 27: THIS AIRCRAFT WAS MANUFACTURED IN ACCORDANCE TO LIGHT AIRCRAFT STANDARDS AND DOES NOT CONFORM TO STANDARD CATEGORY AIRWORTHINESS REQUIREMENTS		
10e Photo of cockpit placards fitted refer TCDS, AFM, AMM and MOSP3 and Regulations		
10f Photo registration mark left & right sides of the fuselage (CASR / MOS Part 45/ GFA AN84)		
10g Photocopy TCDS, AFM and AMM front cover page and revision page to show currency.		
10h Photocopy of the logbook inspection / certification page (logbook entry). Suggest supplying a draft certification to CTO for review.		
10i Photocopy of logbook Lifed Components List. For new aircraft, the manufacturers equipment list affixed to logbook is acceptable.		
10j Photocopy of Recurring and Non-recurring ADs recorded in logbook		
10k Photocopy of the Statement / Certificate of Compliance (if applicable/new aircraft)		
10l Photocopy of the *Factory (for new sailplanes) or GFA Weight and Balance Sheet and Logbook W&B entry *Note: The factory supplied W&B needs to be checked and certified correct by a GFA endorsed W&B inspector.		
10m Photocopy of the Factory Flight Test Report (if applicable)		
10n Photocopy of the Form 2 schedule including applicable engine Appendix (if powered). Note 1: The worksheets need to be signed / fully completed. Note 2: Compliant LSA require manufacturers maintenance schedules for airframe, engine and propeller submitted in lieu of Form 2 airframe / engine worksheets. Note 3: Date on worksheets needs co-ordinating for CoA issue - ref. CTO.		
10o Photocopy of Survey Schedule IAW GFA MOSP3 Chapter 14 (if applicable)		

Record the Sailplane/ Powered Sailplanes Serial numbers and hours (TSO/TTIS):	
Manufacturers Data plate _____	Fuselage _____
Left Wing _____	Right Wing _____
Tailplane _____	Location this Survey was carried out: _____
**The above sailplane components may only be marked with the sailplanes serial number.	
For Powered Sailplanes & Sustainer (turbo) type :	
Engine Make _____	Engine Model _____
Engine Serial No. _____	Magneto (s) Serial No. _____
Alternator Serial No. _____	Starter Motor Serial No. _____
Propeller Make _____	Propeller Model _____
Propeller Serial No. _____	
Confirm that the above serial numbers correspond with those listed in the aircrafts log book. YES / NO	
Total Airframe hours _____	When life extension completed _____
Engine hours since overhaul (TSO) _____	Total Engine hours (TTIS) _____
Propeller hours since overhaul (TSO) _____	Total Propeller hours (TTIS) _____
GFA Inspectors Name: _____	GFA No.: _____
Signature: _____	Date: _____
Airworthiness Rating: (circle relevant rating) Form 2 / Survey / Nil	GFA Membership Expiry Date: _____