**С политиката за защита на личните данни в ГД ГВА може да се запознаете на интернет страницата на ГД ГВА – раздел „За ГД ГВА“, Политика на защита на личните данни в Главна дирекция „Гражданска въздухоплавателна администрация“ -** [**https://www.caa.bg/bg/category/747/8879**](https://www.caa.bg/bg/category/747/8879)

|  |  |
| --- | --- |
| **ПОПЪЛВА СЕ ОТ ГД ГВА / *BG CAA USE ONLY*** | **САО №** (ако има) ***/ AOC №*** *(if applicable)* |
| № / *Reference No* | **BG \_\_\_** |
| Дата / *Date* |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **I.** | **ОБЩА ИНФОРМАЦИЯ / *GENERAL INFORMATION*** | | | | |
| 1. | Име на организацията |  | | | |
| *Name of Organization* |  | | | |
| 2. | Eдинен идентификационен код (ЕИК)  *Unified Identification Code (UIC)* |  | | | |
| 3. | Адрес на регистрация |  | | | |
| *Legal seat* |  | | | |
| 4. | Адрес на опериране  (ако е различен от този на регистрация) |  | | | |
| *Address of operation*  *(if different from that of legal seat)* |  | | | |
| 5. | Телефон / *Phone* |  | | | |
| 6. | Факс / *Fax* |  | | | |
| 7. | Електронен адрес / *E-mail* |  | | | |
| 8. | Интернет адрес / *Home page* |  | | | |
| 9. | Вид на организацията / *Type of organisation* | **COMPLEX** |  | **NON-COMPLEX** |  |
| 10. | Отговорен ръководител (име, презиме, фамилия) |  | | | |
| *Accountable Manager (name, middle name, Surname)* |  | | | |
| 11. | EFB администратор:(име, презиме, фамилия) |  | | | |
| *EFB Administrator: (name, middle name, Surname)* |  | | | |
| 12. | Телефон / *Phone* |  | | | |
| 13. | Електронен адрес / *E-mail* |  | | | |
| 14. | Дата / *Date* |  | | | |

| **II.** | **ЗАЯВЛЕНИЕ ЗА / *Scope of Application*** | | |
| --- | --- | --- | --- |
| **A** | **New EFB Application** | ***YES*** | ***NO*** |
| **B** | **Modification to Current Assessment** | ***YES*** | ***NO*** |
| ***NEW*** | ***CHANGE*** |
| 1. | Aircraft Type |  |  |
| 2. | Type B Software |  |  |
| 3. | Device Hardware |  |  |
| 4. | Viewable Stowage |  |  |
| 5. | EFB Administrator |  |  |
|  | **INSTALLED SOFTWARE (MARK AS APPLICABLE)** | ***YES*** | ***NO*** |
| 1. | Type A |  |  |
| 2. | Type B |  |  |
| 3. | Miscellaneous |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
|  | **AIRFRAME DETAILS/ AIRCRAFT DETAILS** | | |
|  | **Aeroplane Type** | **Aeroplane Series** | **Registration Marks** |
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |

| **III.** | **СПЕЦИАЛНА ИНФОРМАЦИЯ / *special INFORMATION*** | | | |
| --- | --- | --- | --- | --- |
| **A** | **EFB HARDWARE** | | | |
| **1.** | |  |  |  |  | | --- | --- | --- | --- | | **HARDWARE TYPE / OPERATING SYSTEM (MARK AS APPLICABLE)** |  | **MANUFACTURER AND MODEL** | **OPERATING SYSTEM** | | Installed EFB |  |  |  | | Portable EFB without Installed Resources |  |  |  | | Portable EFB with Installed Resources |  |  |  | | List the Installed Resources components to be used with EFB. |  |  | | | | | |
| 2. | On-board Power Supply (add details): | |  | |
| 3. | Installation Method: | |  | |
| 4. | EMI Demonstration\* | |  | |
| 5. | Rapid Depressurization Testing\* | |  | |
| **B** | **EFB SOFTWARE** | | | |
| 1. | Data Storage Device: | | Installed |  |
| CD/DVD |  |
| Other\* |  |
| 2. | Notebook |  | Make & Type: | |
| Notepad |  |
| PDA |  |
| 3. | Data Control & Update Procedure\* | |  | |

| **IV.** | **ПРИЛОЖЕНИЯ КЪМ ЗАЯВЛЕНИЕТО / *APPLICATION ATTACHMENTS*** | **ДА**  ***YES*** | **НЕ**  ***NO*** |
| --- | --- | --- | --- |
| 1. | AFM, AFM Supplement, FCOM, Checklists, and/or STD (if applicable) |  |  |
| 2. | OM Part A 8.9 or EFB Policy & Procedures Manual |  |  |
| 3. | OM Part D, EFB Training Program |  |  |
| 4. | Operational Evaluation Test Report |  |  |
| 5. | Final Operational Report |  |  |
| 6. | MEL chapter 46 |  |  |
| 7. | Operational Risk Analysis |  |  |
| 8. | Compliance Checklist PART- SPA\_EFB |  |  |

| **V.\*** | **ЛЕТАТЕЛНА ГОДНОСТ / *AIRWORTHINESS*** | | | |
| --- | --- | --- | --- | --- |
| **Type Design Approval for referenced Aircraft Type Designation** | | | | |
| 1. | EFB type design approval is reflected in: | | YES | NO |
| Aircraft Flight Manual | |  |  |
| Aircraft Flight Manual Supplements | |  |  |
| Type certification Data sheet | |  |  |
| Supplemental Type Certificate | |  |  |
| Other | (Description) |  |  |
| 2. | Aircraft Flight Manual (AFM) or AFM Supplement refers to following airworthiness approval basis for EFB system installation: | | YES | NO |
| Regulation (EC) No 748/2012 | |  |  |
| Other: | |  |  |
| 3. | Are there restrictions on power connection/battery charging of Class 1 and 2 EFBs? | |  |  |
| 4. | Do procedures include safe stowage and security of Class 1 and 2 EFBs? | |  |  |
| 5. | Is the Hardware Class for the affected aeroplanes, identified by their respective registration number, clearly defined? | |  |  |
| 6. | Is the associated Software Type mentioned together with the operational Application? | |  |  |
| **Maintenance Program (\*)** | | | YES | NO |
| 10. | The applicant should have an established Maintenance Program that contains all EFB related maintenance requirements prescribed by manufacturer or design organization.  EFB Maintenance Program established? (if applicable) | |  |  |
| **Minimum Equipment List (MEL) (\*)** | | | YES | NO |
| 11. | The applicant should revise the relevant parts of MEL to reflect system requirements  (e.g. redundancy levels) appropriate to the intended EFB operations.  Minimum Equipment List revised? | |  |  |

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| **VI.\*** | **ТЕХНИЧЕСКО ОБСЛУЖВАНЕ / *Maintenance*** | |
| **Maintenance Practices and Procedures (\*)** | | |
| The applicant must institute procedures in respect of continuing airworthiness practices for EFB.  These procedures should cover the following subjects: | | ***To be completed by applicant***  Maintenance Practices and Procedures are described in (add manual reference, chapter and subchapter): |
| 1. | Maintenance of EFB equipment (adherence to manufacturer’s maintenance instructions, modification procedures, repair procedures, system calibration policy, EFB maintenance practices, handling of on-board systems, etc.). |  |
| 2. | Action for non-compliant aircraft (downgrading, technical log entries, corrective actions, placarding, upgrading, release to service procedures, monitoring and reporting of repetitive defects, reliability reporting, reporting to the BG CAA, etc.). |  |
| 3. | Maintenance training (initial training and recurrent training of applicant’s maintenance management staff and contractor’s maintenance personnel, training syllabi qualification of maintenance personnel, etc.). |  |
| 4. | Test equipment (use of test equipment, handling, calibration, etc.). |  |

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| **VII.\*** | **ЛЕТАТЕЛНА ЕКСПЛОАТАЦИЯ / *FLIGHT OPERATIONS*** | |
| **Operating Practices and Procedures (\*)** | | |
| The applicant must institute EFB Operating Practices and Procedures. These practices and procedures should cover the following subjects: | | ***To be completed by applicant***  Operating Practices and Procedures are described in (add manual reference, chapter and sub-chapter): |
| 1. | Flight planning procedures (EFB status, review of technical log, use of minimum equipment list (MEL),etc.). |  |
| 2. | Pre-flight procedures for each flight with EFB (review of technical log, inspection, functional check of electronic devices, etc.). |  |
| 3. | EFB in-flight procedures (serviceability of required equipment, etc.) |  |
| 4. | Procedures with respect to flight crew response to abnormal situations |  |
| 5. | Post-flight procedures (technical log entries, defects description, reporting of electronic devices errors, etc.). |  |
| **Flight crew training and qualification (\*)** | | |
| The applicant is required to establish the following  (covering the subjects under **1** to **5**): | | ***To be completed by applicant***  Description in (add manual reference, chapter and subchapter): |
| 6. | Flight crew qualification requirements. |  |
| 7. | Description of initial and recurrent training, checking and training-syllabi. |  |
| 8. | Crew Resource Management in relation to EFB. |  |
| 9. | The training programme incorporates training for system changes and upgrades. |  |

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| **VIII**. | **ДЕКЛАРАЦИЯ НА ЗАЯВИТЕЛЯ / *applicant’s DECLARATION*** | | | |
|  | *We, the undersigned of behalf of………..……… Air Operator, holder of AOC BG….. hereby confirm that the application form and compliance checklists PART- SPA\_EFB are in accordance with the COMMISSION REGULATION (EU) No 965/2012 of 5 October 2012 laying down technical requirements and administrative procedures related to air operations pursuant to Regulation (EC) № 1139/2018 of the European Parliament and of the Council.*  *Ние, долуподписаните от страна на ………………..авиационен оператор, притежаващ САО BG…….декларираме съответствието на Заявлението и приложената контролна карта PART- SPA\_EFB съгласно изискванията на Регламент (ЕС) № 965/2012 на Комисията от 5 октомври 2012 година за определяне на технически изисквания и административни процедури във връзка с въздушните операции, в съответствие с Регламент (ЕО) № 1139/2018 на Европейския парламент и на Съвета и във връзка с неговите изменения и допълнения, както и с приемливите средства за съответствие* | | | |
| **Ръководител Съответствие**:  *Compliance Manager* | |  | **Подпис:**  *Signature:*  **Дата:**  *Date:* |  |
| **Отговорен Ръководител:**  *Accountable Manager* | |  | **Подпис:**  *Signature:*  **Дата:**  *Date:* |  |

**INSTRUCTIONS FOR COMPLETING THE FORM**

Each relevant Box should be completed with a (X). Items marked with an asterisk (\*)to be completed only for first aeroplane of each aeroplane type / model in operators fleet. Where form must be completed by referring to a document of applicant’s documentation system, add manual reference, chapter and sub-chapter. Please ensure all applicable areas are completed.