

Form **8130-3**

Professional

Version

3.0



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Operating Manual

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GENERAL

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1-800-464-3375

Please Note: In order to provide continuing and quality support to all of its customers, CAVU follows a strict adherence to this policy. Telephone support will be provided **only** to those currently covered by the support program appropriate for the product requiring support. CAVU maintains an internet homepage at:

www.CAVUcompanies.com

which contains many of the common questions or problems customers encounter. Access to the CAVU website is free.

Annual support is obtained through CAVU at a nominal charge. Updates to existing product versions will be sent automatically to customers currently on support.

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The products described in this manual are specifically designed for the aviation maintenance/flight operations industry. This is a relatively small market for which to exclusively develop software, particularly at the “off the shelf” pricing at which these products are sold. Illegally copied or “pirated” software undermines the stability of this company and thus threatens the continued development and support of products designed exclusively for your business. We appreciate and encourage your support in this campaign. Thank you for your patronage.

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Overview

Form 8130-3 Pro is a windows based program designed to reduce the work load associated with the tedious completion of Form 8130-3 as required by Federal Aviation Administration regulation. The data entry screen mimics the actual form in order to improve the “intuitiveness” of the program.

The program recreates an exact replica of the Form 8130. The developers note that there are several approved formats of the Form 8130-3, developed during different congressional budgets, however, the differences are purely cosmetic (placement of logos or typeset) and most prior formats are currently accepted by the FAA. See Order 8130.21A

The end user must have Microsoft Windows 95 or higher installed on his computer. The following is the required equipment list.

- Microsoft Windows 95 or above compatible computer
- SVGA monitor (color recommended)
- 486 processor (higher recommended)
- Inkjet, Bubblejet or Laser printer supported by Windows. It is the user’s responsibility to provide proper installation and drivers.
- Windows compatible mouse
- 16 MB RAM
- 15 MB free hard disk space

INSTALLATION

Setup

1. Download the program from the website. Select SAVE versus OPEN at the next dialog box. Pick a location on your hard drive to save the SETUP file. The install location will be determined later.
2. After downloading from the web, press the START button then RUN. Use the browse button to find the location where the program was saved from the web. Select SETUP and OK. You will need the download code to start the installation.
3. The installation allows the placement of FORM 8130-3 within any subdirectory. The default subdirectory is C:\Program files\FORM8130-3 Pro\.
4. BE CAREFUL to install the database in the proper position. Follow the screen prompts to complete the installation.
5. The FORM 8130-3 Pro installation is now complete. The installation should have created a new grouping within Programs entitled Desk Manager Series. Within the Desk Manager group and upon your Desktop is the FORM 8130-3 Pro icon.
6. You must have in your possession the registration code supplied with your software before proceeding. Double click on the FORM 8130-3 pro icon to proceed.
7. The registration screen should appear. If not, or if on re-entry, a password screen appears. The administrator's code is cavu1234. This password should be typed into the lower box without selecting any entry from the pull-down list above. This gives the user administrative rights to the system. Press the SETUP button to enter your company's telephone number and name as it appears on the registration card. You may use separators i.e. (- or / to separate numbers. Enter the complete number including area code but do not precede the number with a "1" and **do not** leave blank. For example:

1-714-555-1212	WRONG
(714) 555-1212	CORRECT

Enter the registration code accompanying this system, in CAPS. If you have questions with this aspect of the installation, call CAVU Companies for support or check the following note.

8. You must select the path to the database. If you are installing on a network, the network drive must be mapped.

SCREEN LAYOUT

The data entry screen roughly resembles the FORM 8130-3 to enhance the user's familiarity with the program. Superfluous labels or sections have been removed to save space and reduce screen clutter.

There are eleven buttons at the lower margin of the screen. They are from top to right, The Previous Scroll button; the SET-UP button; the DEFAULTS button; the DELETE form button; the FIND button; the About CAVU button; the PRINT form button; The NEW form button; the SAVE form button; the EXIT button and the Next Scroll button.

At ACCESS CONTROL, the agent's name must be selected from the pull-down list and his unique password entered to allow access to the program. The default administrator's password, cavu1234, can be entered to allow access for initial set-up.

Status/Work must be selected from the pull-down list, which is viewed by clicking the Status/Work button. Within this list, select NEW, OVERHAULED etc.

DESCRIPTION OF CONTROLS

Scroll Function

The Left and Right Scroll buttons might better be named the "previous" and "next" form button. When pressed, the respective form is presented. The left scroll key begins with the most recently entered form and scrolls to older forms. The right scroll key begins with the first form entered and moves to more recent entries. To see the last form entered, press NEW, then press the left scroll button.

Set-Up Screen

The SET-UP button contains the organization names (two boxes are available and print out side-by-side on the form). Click within the box to enter your company name, address and other information you wish to appear on the form. Your phone number also appears. This should already be filled in from your installation process. Do not attempt to over type this entry as it is linked to your password. Lastly there is a Select Printer button. This button, when pressed, displays a window for selecting the Windows default printer. Be sure the printer selected is a graphic supporting printer.

Set up Agents

To set up agents, click the AGENTS or DMIR button on the SET-UP page. In the upper right hand corner, enter the default administrator password (cavu1234) in the box and click administrator above. The NEW button should become active and a pull-down list filled with previously entered agent names. Click NEW and enter the full agent name and certificate number in the boxes provided. If electronic signatures are to be used, click the checkbox on the right and then use the path tree on the left to locate the bitmap (extension BMP file) that contains the image of the signature for this agent. Enter a unique password for that agent to use when entering the program. If agent is to have administrative rights, click the Administrator toggle on the Right. Press SAVE and EXIT.

When done, press the SET-UP button to exit and save your entries.

Defaults Screen

The DEFAULTS button, when pressed, displays the defaults screen. The screen contains several text entry boxes and three check boxes. The text entry boxes correspond to sections on the form so labeled. To automatically insert entries into the various boxes on the form, enter the desired wording within the text entry box. For example, if you desire a name to automatically appear within section 17 of the form whenever a new form is brought up, enter the name within the text entry box labeled "17. Name". Leave the field blank if no default is desired for that section. A special issue exists with numeric fields such as the system tracking number, the work order/invoice number and the serial/batch number. These fields may be automatically incremented by one (1) with each subsequent new form. The serial/batch number may increment by one (1) for each new line in box 11. To increment automatically, enter a check within the box so labeled below the appropriate fields. The numbers displayed are the latest numbers entered and will be increased by one (if the increment check box is checked) on the next new form. When finished entering defaults, press the DEFAULT button to save and exit.

Find Function

The FIND button, when pressed, displays the Find Match screen. The screen contains a collection of fields which correspond to sections on the form and which can be searched. To search for a specific form, for example a form with Invoice number 12333, enter the number 12333 within the box labeled work order/invoice and press the FIND FIRST or FIND LAST button on the bottom of the screen. To search for forms containing multiple field matches, such as forms signed by Jim Block containing item description "Magneto" then enter "Jim Block" in the 17. Name box and "Magneto" in the Description box. Do not enter quotation marks. Press the FIND FIRST or FIND LAST button. The form will appear behind the Find Match screen. Press the left or right arrow button to scroll to previous or subsequent matching forms. Press the FIND button to remove the Find Match screen.

Delete Button

The on-screen DELETE button deletes the entire form appearing on the screen. It is active only with previously saved forms. When pressed, a message box will appear to confirm your intentions.

Deleting Lines

To remove lines within the items section, position the cursor on the row to delete (remember to click the mouse once). Press the **keyboard** Delete key to immediately remove the line from the screen and the database.

About CAVU

The CAVU logo button displays important information about other products offered by CAVU and copyright information. Click the CAVU logo to display and turn off.

Print Function

The PRINT button, when pressed prints the entire form 8130-3 that appears on the screen on white paper. For multiple copies of the form, click the button again.

New Form

The NEW button initializes the data entry screen and the pull down lists to their neutral state. When entering the data entry form initially, it is not necessary to click this button, however, no harm is done if you do.

Click the NEW button prior to entering a new form. The screen form will appear and those fields containing defaults (see above) will fill. If the description default is set, the top line of the items section will fill with the appropriate entry, including an item number and quantity of one (1). Enter additional information and press SAVE to store your entry.

Press NEW again to bring up a new form.

Save Function

Click the SAVE button whenever you have made changes to a form that you wish to keep. This applies to entry of new forms and modification of existing forms. The number of forms FORM 8130-3 can save is limited only by available disk space.

Exiting

To exit the program and return to the PROGRAM MANAGER (of Windows 3.x) or Your Desktop (of Windows 95), press the EXIT button. This removes FORM 8130-3 from memory and the FORM 8130-3 icon must be pressed again to restart the program.

Note: FORM 8130-3 can remain in resident memory while other Window applications are run by starting FORM 8130-3 as normal and pressing ALT + TAB to switch back to Program Manager without removing FORM 8130-3.

If you exit FORM 8130-3 without saving, any modifications or entries made on the displayed form will be lost and must be re-entered.

A message box appears to confirm your intentions.

PARTS

To set-up parts so that users simply click on the part number from the pull-down list within section 8 of the form, you must first enter those parts into the database.

From the SET-UP screen, select PARTS. With a new database, only the NEW button is active. Click NEW and enter the part number in the top box. Enter all applicable information and then press SAVE.

Validation Initials: As a quality control check, the user will be warned with an on-screen message that the part has not been validated if this field is blank. Enter the initials of the engineer who validated the information on this screen.

Stamp 1-3: FYI information that can be viewed by the user. This information is intended to be copied and pasted into Box 12 or some other app. It is used in addition to default text automatically entered by Form-8130 Pro. There are three stamps per part. Custom entries can also be saved to a part by copying from box 12 and pasted

into the parts information screen. The header of each stamp is a reference field for the operator to quickly select the correct stamp.

Eligibility: This entry will appear on your form (section 9) when the part is selected. (not used in newest release)

The part information screen (for parts listed in section 8-12) can be viewed from the main page by clicking the BOLT icon.

FORM INSTRUCTIONS

Order 8130.21C

Subject: Procedures for Completion and Use of the Authorized Release Certificate, FAA Form 8130-3, Airworthiness Approval Tag

1. PURPOSE. This order revises the Authorized Release Certificate, Federal Aviation Administration (FAA) Form 8130-3, Airworthiness Approval Tag, and the procedures for completion and use of the form. The order contains procedures including airworthiness approval, conformity determination of prototype products/parts, approval for return to service, and export airworthiness approval when specifically requested by the importing country's Civil Aviation Authority (CAA). For the purpose of this order, the term "product" may have various meanings based on the paragraph in which it is used.

2. DISTRIBUTION. This order is distributed to the Washington Headquarters division levels of the Aircraft Certification Service and Flight Standards Service; to the branch levels of the Aircraft Certification Service; to the branch levels in the regional Flight Standards Divisions and Aircraft Certification Directorates; to all Flight Standards District Offices; to all Aircraft Certification Offices; to all Certificate Management Offices and all Manufacturing Inspection District and Satellite Offices; to the Aircraft Certification and Airworthiness Branches at the FAA Academy; to the Suspected Unapproved Parts Program Office; to the Flight Standards International Field Offices; and to the Brussels Aircraft Certification Division.

3. CANCELLATION. FAA Order 8130.21B, Procedures for Completion and Use of FAA Form 8130-3, Airworthiness Approval Tag, dated November 7, 1997, is canceled.

4. BACKGROUND. Revisions to this order and to Form 8130-3 are a direct result of the harmonization effort between the FAA, the Joint Aviation Authorities (JAA), and Transport Canada Civil Aviation (TCCA), and discussions with the aviation industry. The objective of this effort was to develop a single-format document for use by organizations regulated/approved by the FAA, JAA, and TCCA. The FAA took the lead to harmonize this order and Form 8130-3 with the JAA Form One, TCCA Form 24-0078, and their respective procedures. A team from the FAA, JAA, and TCCA was formed to review, evaluate, and accomplish the task of developing a universal form and harmonized instructions. The result of this effort is standardized FAA, JAA, and TCCA forms and procedures within the constraints of the appropriate regulations. The FAA, JAA, and

TCCA agreed to coordinate future significant revisions prior to implementation, thus maintaining form and procedural harmonization.

5. ACRONYMS. The following acronyms are used in this order:

- a. Advisory Circular (AC)
- b. Aircraft Certification Office (ACO)
- c. Airworthiness Directive (AD)
- d. Approved Production Inspection System (APIS)
- e. Bilateral Airworthiness Agreement (BAA)
- f. Bilateral Aviation Safety Agreement (BASA)
- g. Certificate Management Office (CMO)
- h. Civil Aviation Authority (CAA)
- i. Code of Federal Regulations (CFR)
- j. Continued Airworthiness Maintenance Program (CAMP)
- k. Delegation Option Authorization (DOA)
- l. Designated Airworthiness Representative (DAR)
- m. Designated Alteration Station (DAS)
- n. Designated Manufacturing Inspection Representative (DMIR)
- o. Federal Aviation Administration (FAA)
- p. Joint Aviation Authorities (JAA)
- q. Joint Aviation Requirements (JAR)
- r. Manufacturing Inspection District Office (MIDO)
- s. Organizational Designated Airworthiness Representative (ODAR)
- t. Parts Manufacturer Approval (PMA)
- u. Production Approval Holder (PAH)
- v. Production Certificate (PC)
- w. Quality Control (QC)
- x. Supplemental Type Certificate (STC)
- y. Technical Standard Order (TSO) authorization
- z. Title 14, Code of Federal Regulations (14 CFR)
- aa. Transport Canada Civil Aviation (TCCA)
- bb. Type Certificate (TC)

6. DEVIATIONS. Adherence to the procedures in this order is necessary for uniform administration of this directive material. Any deviations from this guidance material must be coordinated and approved by the Production and Airworthiness Division, AIR-200. If a deviation becomes necessary, the FAA employee involved should ensure the deviations are substantiated, documented, and concurred with by the appropriate supervisor. The deviation must be submitted to AIR-200 for review and approval. The limits of federal protection for FAA employees are defined by Title 28 U.S.C. § 2679.

7. MAJOR CHANGES AND CURRENT USES.

a. The following are policy additions, clarifications, or deletions resulting from the harmonization effort:

- (1) Continued coordination with other authorities regarding significant changes to the policy, forms, and form instructions.
 - (2) Policy for the issuance of Form 8130–3 when splitting bulk shipments of previously shipped parts.
 - (3) Policy to inform a requesting CAA that products/parts being exported from the United States conform to the importing country's (the airworthiness authority's) design approval.
 - (4) Deletion of the word "EXPORT" in Block 13. HOWEVER, USE OF THE WORD "EXPORT" REMAINS AN OPTION TO MEET EXISTING BILATERAL AGREEMENT COMMITMENTS OR IF THE IMPORTING COUNTRY SPECIFICALLY REQUESTS THAT THE WORD "EXPORT" BE PLACED IN BLOCK 13.
 - (5) Policy that standard parts produced pursuant to a production approval are eligible for the issuance of Form 8130–3 for the purpose of airworthiness approval.
 - (6) Policy for serviceable parts removed from one certificated aircraft and installed on another certificated aircraft in accordance with the air agency's or air carrier's CAMP.
- b. Changes that affect Form 8130–3 block nomenclature and block-by-block instructions (e.g., Blocks 14 and 19 certifying statements, work identified in Block 12 and described in Block 13).
- c. Form 8130–3 may be used to document the following:
- (1) Conformity determinations.
 - (2) Airworthiness approval of aircraft engines and propellers for domestic shipments only.
 - (3) Airworthiness approval of parts and appliances under Title 14, Code of Federal Regulations (14 CFR) part 21, Certification Procedures for Products and Parts.
 - (4) Splitting bulk shipments of previously shipped parts.
 - (5) Approval for return to service after maintenance, preventive maintenance, rebuilding, and alteration.
 - (6) Export airworthiness approvals of Class II and III products.

8. CONFORMITY DETERMINATIONS.

a. Under part 21, a conformity inspection is performed on a prototype or test product/part/appliance prior to type certification to determine that it conforms to the specified data. FAA Order 8110.4, Type Certification Process, provides specific policy on the conformity inspection requirements and processes. Form 8130–3 may be used to record conformity inspections made by or on behalf of the FAA. When requested, the FAA/CAA of other countries, using the relevant release certificates, may perform and document conformity inspections for products/parts

undergoing type certification pursuant to bilateral agreements and implementing procedures. The JAA and TCCA may use their respective forms when recording conformity inspections.

b. When Form 8130–3 is used to document conformity of prototype products/parts, FAA Form 8130–9, Statement of Conformity, from the applicant, and FAA Form 8100–1, Conformity Inspection Record, or the equivalent, from either the FAA, the CAA, or an FAA designee, will be required to document the conformity status. Only the FAA, designees/delegations, or a CAA's representative when requested/delegated by the FAA, are authorized to perform this function. Form 8130–3 is a record that continues with the product/part/appliance; Form 8130–9 is a record for the responsible ACO; and Form 8100–1 is a record for the responsible MIDO or CMO.

NOTE: When Form 8130–3 is used to ship prototype products/parts, any nonconformities/deviations relative to part conformity must have prior ACO/DER approval. Any nonconformities/deviations that have been approved by the ACO/DER must be annotated in Block 13.

9. AIRWORTHINESS APPROVAL OF NEW PRODUCTS, PARTS, AND APPLIANCES.

a. General. Form 8130–3 is the preferred method for documenting the approval of products, parts, and appliances that are considered approved by the Administrator. Form 8130–3 may be used to identify airworthiness approval status (i.e., engines and propellers, parts, and appliances) and for the splitting of bulk shipments. The FAA strongly recommends that PAHs include Form 8130–3 for all eligible Class II and III part and appliance shipments. This will help the aviation authorities and the industry to assure complete traceability and ease the movement of parts through the aviation system. The PAH is encouraged to issue Form 8130–3 with each shipment while minimizing the quantity of forms for bulk shipments (e.g., 500 turbine blades shipped on one form vs. 500 forms). Issuing the Form 8130–3 with all eligible Class II and III part and appliance shipments will enable the end users to determine airworthiness approval status of parts and appliances. Class I products (engines and propellers) and class II and III products that are not produced under an FAA production approval are not eligible to receive a Form 8130–3.

b. Airworthiness Approval of New Products (Engines and Propellers).

(1) Form 8130–3 can be issued for domestic shipments to identify the airworthiness approval status of new products (engines and propellers) that are produced and located in the United States. The use of Form 8130–3 for this purpose is OPTIONAL.

(2) The FAA, DARs, DMIRs, or persons authorized under the DOA, DAS (for engines or propellers that the DAS has issued an STC), or PAHs'

ODAR are authorized to perform this function for new products. These persons must determine the products conform to the FAA-approved design data and are in a condition for safe operation and document their conformity inspections on Form 8100–1.

(3) All requirements of parts 21 and 45 continue to apply.

(4) Issuance of Form 8130–3 for domestic shipments of engines and propellers to identify airworthiness approval does not constitute an export approval and is not a prerequisite or substitute for issuance of FAA Form 8130–4, Export Certificate of Airworthiness, for Class I products. Each exporter must still meet the applicable requirements of part 21, subpart L, including issuance of a Form 8130–4.

c. Airworthiness Approval of New Parts and Appliances.

(1) The FAA, DARs, DMIRs, or persons authorized under the DOA, DAS (for parts that the DAS has issued a STC), or PAHs' ODAR are authorized to issue Form 8130–3 for traceability and accountability of new parts and appliances. The person authorized to issue Form 8130–3 must have determined that the parts and appliances have passed through the PAH's approved quality system. The use of Form 8130–3 for this purpose is OPTIONAL.

(2) The use of Form 8130–3 for this purpose is not a regulatory requirement. However, except as noted below, the FAA strongly recommends issuance of Form 8130–3 for all parts shipments. This will help the aviation authorities and the industry to assure complete traceability and ease the movement of parts through the aviation system.

NOTE: Standard parts produced pursuant to a production approval are eligible for the issuance of a Form 8130–3 for the purpose of airworthiness approval. However, it is not mandatory.

(3) Issuance of Form 8130–3 as an airworthiness approval document means that the part meets the approved design and is in a condition for safe operation. It does not constitute an export approval, because compliance with a specific country's special import requirements is not verified.

(4) An original Form 8130–3 to document airworthiness approvals may be issued at PAH domestic facilities, including suppliers and associate facilities. The form may also be issued at PAH suppliers or associate facilities outside the United States provided it is NOT issued as an export airworthiness approval. The issuance of Form 8130–3 as an export airworthiness approval is required when the importing country's CAA specifically requests it. Refer to paragraph 12 of this order for export procedures.

10. SPLITTING BULK SHIPMENTS OF PREVIOUSLY SHIPPED PARTS.

a. General. When used to split bulk shipment of new parts, the original Form 8130–3 will have been issued in accordance with paragraphs 9 or 12 of this order, as applicable.

b. Applicability. These procedures apply only to:

(1) The manufacture of new parts by the PAH.

(2) PAHs, PAH-approved suppliers, or PAH associate facilities (also referred to as PAH distribution centers).

(3) PAHs who have in their employ a DAR, DMIR, or person authorized under an ODAR.

(4) DOA representatives.

c. Eligibility and System Requirements.

1. When issuing a supplemental Form 8130–3 for the purpose of splitting bulk shipments, the original Form 8130–3 will have been issued in accordance with paragraph 9 of this order for non-export purposes and paragraph 12 of this order for export purposes. The supplemental Form 8130–3 may be issued for parts located within the United States or at a facility located in another country.

NOTE: For the purpose of this order, the term "supplemental Form 8130-3" means that another Form 8130–3 is required to be issued in accordance with this order (e.g., splitting bulk shipments or replacing a lost form). The supplemental Form 8130–3 must stay with or be attached to a copy of the original.

2. The issuance of a supplemental Form 8130–3 for the purpose of splitting bulk shipments is permitted when the specific parts were produced by a PAH (or a PAH-approved supplier having a "direct ship" authorization).

3. The PAH must submit a written proposal to its geographic MIDO or CMO requesting approval to issue a supplemental Form 8130–3. The proposal must specify the name and address of the PAHs' facilities. It must include the quality system manual, or top-level document/procedures detailing how the products/parts will be controlled in accordance with the procedures in this order. When issuing for export purposes, the proposal must be provided to the MIDO or CMO as soon as possible to determine proposal viability and to allow the MIDO or CMO sufficient time to evaluate the proposal and coordinate with the CAAs of other countries, if necessary.

(a) Upon receipt of the PAH's proposal, the MIDO or CMO will notify the applicable CAA in writing of the PAH's intentions and will request a written response. (See appendix 1 to this order.)

(b) Upon receipt of the CAA's response, the MIDO or CMO will advise the PAH as to whether the CAA will recognize the proposed activities at the facilities operating within its regulatory system. These activities may include CAA surveillance on behalf of the FAA.

4. Parts that were received without a Form 8130–3 must not be commingled with those received with the form. This is to preclude shipment of parts under a supplemental Form 8130–3 that were not received with an original Form 8130–3. When more than one part is listed on a supplemental Form 8130–3, the parts do not need to be from the same quantity or shipment as long as they were received with an original Form 8130–3 and traceability has been maintained.

11. APPROVAL FOR RETURN TO SERVICE OF PRODUCTS AND PARTS.

a. General.

(1) PAHs may issue a Form 8130–3 for approval for return to service after rebuilding or altering their product in accordance with 14 CFR § 43.3(j). The use of Form 8130–3 for this purpose is OPTIONAL.

(2) Air agencies certificated under 14 CFR part 145, Repair Stations, or the holder of a U.S. air carrier certificate operating under 14 CFR part 121, Operating Requirements: Domestic, Flag, and Supplemental Operations, or 14 CFR part 135, Operating Requirements: Commuter and On-Demand Operations and Rules Governing Persons on Board Such Aircraft, with a CAMP are authorized to issue a Form 8130–3 for approval for return to service of a product that has been maintained or altered under part 43.

(3) Blocks 19–23 on Form 8130–3 are used to indicate approval for return to service (along with the information contained in Blocks 1–13).

b. Approval for Return to Service After Maintenance, Preventive Maintenance, Rebuilding, and Alterations — Products/Parts.

(1) Only those persons authorized as stated in paragraph 11a(1) and (2) above, when authorized by § 43.7(c), (d), and (e), may issue a Form 8130–3 for approval for return to service of aircraft products/parts that have undergone maintenance, preventive maintenance, rebuilding, or alterations provided the applicable recordkeeping requirements of 14 CFR § 43.9, § 91.417, § 121.380(c), or § 135.439(c) are met. The use of Form 8130–3 for this purpose is OPTIONAL but is strongly recommended. This will help the aviation authorities and the industry to assure complete traceability and ease the movement of parts through the aviation system.

(a) All work must be performed under the control of part 121 or part 135 certificate holders having a CAMP or an air agency certificated under part 145. This applies to all FAA certificated repair stations, both domestic and foreign.

(b) A manufacturer may also use this form for approval for return to service of products/parts as set forth in § 43.7(d).

(2) In all cases, an appropriately authorized representative of the air agency, air carrier, or manufacturer in accordance with § 43.7(c), (d), or (e) must make the approval for return to service of products/parts.

NOTE: JAA member authorities may recognize an approval for return to service Form 8130–3 only from a JAR 145 accepted organization, e.g., air agency, U.S. air carrier, or manufacturer certified under part 145 and appropriately rated for the product at the time the product was returned to service.

c. Approval for Return to Service — New Unused Products/Parts.

These procedures apply to FAA-approved air agencies, or air carriers. For the purpose of this paragraph, "unused" means that the product/part/appliance has no time in service.

(1) New unused products/parts may be inspected and approved for return to service by persons authorized under paragraph 11b. Issuance of Form 8130–3 for this purpose is OPTIONAL but is strongly recommended. This will help the aviation authorities and the industry to assure complete traceability and ease the movement of parts through the aviation system. When used for this purpose, a PAH, air agency, or air carrier must accomplish the inspection. Form 8130–3 can be used for this purpose, provided the applicable recordkeeping requirements of §§ 43.9, 91.417, 121.380(c), and 135.439(c) are met and the QC system includes the following:

(a) Traceability to an FAA-approved source of manufacture of new products/parts.

(b) Monitoring the current status of the product/part/appliance in relation to shelf life and AD compliance. Each functional test/inspection must be performed in accordance with the standards set forth by § 43.13 to determine the products/parts meet the FAA-approved design data and are in a condition for safe operation.

(c) Provisions for the retention of all records that may be necessary as part of the airworthiness documentation required by part 21, 43, 91, 121, 135, or 145 for approval for return to service (e.g., ADs, life limits).

(d) Provisions for documentation (Form 8130–3, Block 13 or an attachment) that clearly states the process used to determine airworthiness, including each reference to invoices, manufacturer maintenance manuals, etc. If a product/part/appliance is removed from a type-certificated product, identification of that product by type and serial number or equivalent must be annotated.

(2) In all cases, Form 8130–3 must be signed by the appropriately authorized representative of a PAH, FAA-approved air agency, or air carrier.

NOTE: JAA member authorities may recognize an approval for return to service Form 8130–3 only from a JAR 145 accepted organization, e.g., air agency, U.S. air carrier, or manufacturer certified under part 145

appropriately rated for the product at the time the product was returned to service.

d. Issuance of Form 8130–3 for Used Products/Parts Removed from a U.S.-Registered Aircraft for Installation on Another U.S.-Registered Aircraft.

(1) Form 8130–3 may be issued for approval for return to service of those products/parts removed from a U.S.-registered aircraft (under an operating certificate in accordance with part 121 or part 135) for use on another aircraft operated under the same air carrier certificate. The products/parts removal and installation must be accomplished in accordance with the air carrier's CAMP. The use of Form 8130–3 for this purpose is **OPTIONAL**.

(2) Those products/parts removed from aircraft other than those referenced in 11d(1) must have an airworthiness determination made in accordance with § 43.13(a) and (b) by an FAA-approved air agency or U.S. air carrier as appropriate. This also includes compliance with applicable ADs, modification status, and total time/cycles for those products/parts as required in §§ 91.417, 121.380, and 135.349. The use of Form 8130–3 for this purpose is **OPTIONAL**.

12. EXPORT AIRWORTHINESS APPROVALS OF CLASS II AND III PRODUCTS.

a. General. Part 21, subpart L, contains the procedural requirements for application for and issuance of export airworthiness approvals. The application for export is made on FAA Form 8130–1, Application for Export Certificate of Airworthiness. However, written applications are not required for Class II products that are manufactured by a PC holder. In this case, oral applications or requests may be made to the FAA. Applications for Class III products will be made to the designated representative of the Administrator authorized to issue those approvals. Export airworthiness approval of Class II and III products is issued in the form of a Form 8130–3. Class II products must be identified with the manufacturer's name, part number, model designation (when applicable), and serial number(s) (when applicable) or equivalent (this includes but is not limited to batch numbers, lot numbers, work order numbers, or any sequence of letters or combination of numbers and letters established by the manufacturer or repair station to maintain traceability of its products). The FAA, DARs, DMIRs, or persons authorized under the DOA or PAH's ODAR are authorized to perform this function. These persons must determine the products conform to the FAA-approved design data and are in a condition for safe operation.

NOTE 1: Although part 21 provides for the issuance of Form 8130–3 as an export airworthiness approval, it is NOT a regulatory requirement to enter the word "EXPORT" on the form. The FAA, JAA, and TCCA authorities have agreed that

inclusion of the word "EXPORT" in Block 13 is not necessary on each exporting authority's respective forms. The word "EXPORT" in Block 13 remains as an option to meet existing bilateral agreement commitments. The FAA will not require entry of this statement unless the importing country's CAA specifically requests such a statement be placed in Block 13. NOTE 2: It is the exporter's responsibility to meet the special import requirements of the country to which the part is being shipped.

b. Under § 21.323(a), any exporter or authorized representative may obtain an export airworthiness approval for a Class I or II product. Under § 21.323(b), any manufacturer may obtain an export airworthiness approval for a Class III product if the manufacturer has in its employ a designated representative of the Administrator who has been authorized to issue that approval. The manufacturer must also hold for that product a PC, APIS, PMA, or a TSO authorization. Class II and III products that are not produced under an FAA production approval are not eligible for issuance of Form 8130–3 for export.

c. Section 21.325(b)(3) states that export airworthiness approvals are issued for Class II and III products that are manufactured and located in the United States. PAHs that have international manufacturing facilities (e.g., PAH extensions, suppliers) and need to issue an original Form 8130–3 export airworthiness approval would have to be granted an exemption to § 21.325(b)(3).

(1) PAH-approved suppliers (with direct shipment authority) or PAH associate facilities that have been granted an exemption from § 21.325(b)(3) are authorized to issue an original Form 8130–3 to export new Class II and III products from their facilities for the duration of the exemption.

NOTE: In order to inform the end user/installer that the product is being delivered via direct shipment authority by PAH suppliers in accordance with AC 21–20, Supplier Surveillance Procedures, the words "Direct Shipment Authorization" must be written in Block 13.

(2) If an exemption from § 21.325(b)(3) has not been granted, the parts must be manufactured and located in the United States when the original Form 8130–3 for export is issued.

d. The country of import may have a requirement that the exporter certify that the exported product conforms to that country's design approval; that is similar to the requirement placed on the CAAs to certify that products/parts exported to the United States meet the FAA-approved type design in accordance with part 21, subpart N. The statement in Block 14

(approved design data and are in a condition for safe operation) indicates that the products/parts meet the FAA-approved design and are in a condition for safe operation, and meet the importing country's design approval (if any) and any special import requirements.

(1) It is the responsibility of the exporter (e.g., PAH, air agency, air carrier) to obtain sufficient data to verify that the products/parts being exported conform to the importing country's design approval (if any) and any special import requirements.

(2) Sufficient data would be that which verifies the products/parts conform to the importing country's design approval and ANY SPECIAL IMPORT REQUIREMENTS. The special import requirements are referenced in AC 21-2, Export Airworthiness Approval Procedures. The following instructions are to be followed before issuing an export airworthiness approval:

(a) Review. Part II of Form 8130-1, Application for Export Certificate of Airworthiness, must be reviewed to determine its accuracy and the validity of the eligibility of products being submitted for FAA export approval. Designees or DOA representatives will maintain records of the inspection and issuance or denial of Form 8130-3. These records must be made available for review and evaluation as requested by FAA personnel.

(b) Product Inspection. When the application is determined acceptable, the product must be inspected to the extent necessary to ensure that it conforms to the FAA-approved design data and is in a condition for safe operation, is properly identified, and meets any design or special requirements of the importing country. Each designee authorized to issue Class II and III product approvals will document the inspection results on Form 8100-1 for periodic review and evaluation by the FAA. The records must include the results of the inspection, date of issuance, country of destination, description of parts, and the manufacturer's invoice or shipping document number.

NOTE: If a statement is requested by the country of import and no such corresponding design approval/data exists, a statement to that effect must be written in Block 13.

e. New and Newly Overhauled Products.

(1) Export approvals for new and newly overhauled Class II products may be issued in accordance with § 21.331. Export approvals for new Class III products may be issued in accordance with § 21.333. An export approval for a newly overhauled Class III product may NOT be issued unless the country of import has provided written confirmation that it will accept the product as provided under §§ 21.325(c), 21.327(e)(4), and 21.333(b).

(2) "Newly overhauled" is defined by § 21.321(b)(4) as a product that has NOT been operated or placed in service, except for functional testing,

since having been overhauled, inspected, and approved for return to service in accordance with the applicable CFR. The FAA or its designee, in issuing the approval, must determine compliance with the applicable requirements of part 21, subpart L and part 43.

(3) Under §§ 21.331(a)(1) and 21.333(a)(1), the applicant must show that its Class II and III products conform to the approved design data. In the case of products that are newly overhauled, approved design data refers to maintenance data supplied by the holder of the design approval for the product.

(4) Under §§ 21.331(a)(4) and 21.333(a)(3), the applicant must show that the products comply with the special requirements of the importing country.

f. Used Products. Export airworthiness approvals are normally issued for new or newly overhauled Class II and III products, unless the importing country's CAA specifically agrees to accept used products in accordance with §§ 21.325(c) and 21.327(e)(4). These regulations require a written statement from the importing country's CAA, submitted by the applicant, acknowledging the status of the products being exported and that such an export approval is acceptable. However, when such a request is made, it must be processed as required by § 21.325(c) and § 21.331(b) or § 21.333(b).

13. GENERAL PROCEDURES.

a. Form 8130–3 may be folded and put in an envelope, attached to or included with the shipment. When a supplemental Form 8130–3 is issued, the original Form 8130–3 that accompanied each shipment or product/part/appliance must be retained on file in its original paper format or a secure database in accordance with paragraph 13j of this order. The supplemental Form 8130–3 must accompany the product/part/appliance to its final destination.

b. When a Form 8130–3 is issued for approval for return to service in accordance with paragraph 11 of this order, a copy of the original Form 8130–3 that accompanies each shipment or product/part/appliance must be retained on file in its original paper format in accordance with the recordkeeping requirements of parts 43, 91, 121, 135, and 145. These forms must be retained by the facility where Form 8130–3 is issued.

c. Establishment of a numbering system for the information in Block 3 is required.

d. Form 8130–3 may be computer-generated for local reproduction but must duplicate the format of the original Government printed form. **THE OVERALL FORM AS DESIGNED MUST NOT BE CHANGED, NOR MAY ANY WORDS BE ADDED OR DELETED.** It is permissible to preprint the text on Form 8130–3 that is required by this order. The size of blocks, in relationship to each other, may vary slightly, but all blocks **MUST REMAIN IN THEIR ORIGINAL LOCATION.** Form 8130–3 may also be reduced in

overall size to reduce paper consumption, but not to the extent that it is no longer easily readable and readily recognizable.

e. The signature of the person authorized to issue Form 8130–3 may be applied electronically to Blocks 15 and 20 from domestic and international locations; however, only under the direct control of the person whose signature is placed on the form.

(1) For the purpose of issuing Form 8130–3, direct control means:

(a) An electronic signature may be authorized to be applied to Form 8130–3 only at the facility where the authorized person is located and the products/parts are located.

(b) At the time the signature is authorized to be placed on Form 8130–3, the person whose signature appears on the form must have direct access to the products/parts, forms, and other data to monitor the process, perform spot-checks, and ensure the products/parts conform to the FAA-approved design data for new products/parts or meet the requirements of part 43 when inspected.

NOTE: Issuance of Form 8130–3 is an FAA function that is frequently delegated to designees. Automation and use of electronic signature of Form 8130–3 does not relieve the designee or person authorized to issue Form 8130–3 from verifying that the product/part/appliance conforms to FAA-approved design data and is in a condition for safe operation.

(2) A PAH, air agency, or air carrier should develop procedures for managing information systems consistent with AC 21–35, Computer Generated/Stored Records. These procedures shall include a secured electronic auditing system that will reflect all system changes and a secured monitoring system that will record all transactions by part number, serial number(s) (when applicable) or equivalent, quantity, etc.

f. Form 8130–3 shall be completed as detailed in paragraph 14 of this order, Block-by-Block Instructions for Completion of Form 8130–3. All entries must be made in permanent ink and be in the English language. A sample of a Form 8130–3 is included as appendix 2.

g. Blocks 14 through 18 are used for conformity determinations, airworthiness approval of products/parts, export airworthiness approvals, and splitting bulk shipments of parts. Blocks 19 through 23 are used for approval for return to service. When Blocks 14 through 18 are used, Blocks 19 through 23 should be shaded, darkened, or otherwise marked to preclude inadvertent or unauthorized use. Likewise, when Blocks 19 through 23 are used, Blocks 14 through 18 should be shaded, darkened, or otherwise marked to preclude inadvertent or unauthorized use. In no case

will Blocks 14 through 18 and Blocks 19 through 23 be completed on the same form.

h. The new Form 8130–3 may be obtained through normal distribution channels from the Logistics Center, AML-6000, P.O. Box 25082, Oklahoma City, Oklahoma 73125, telephone number (405) 954–3755; or by calling the priority desk at (405) 954–4088. The stock number for Form 8130–3 is 0052–00–012–9005. The old Form 8130–3, dated November 1993, may be issued for up to 1 year after the issuance date of this order. After 1 year, the new form must be used. Each old form that has been issued will remain valid until the product/part/appliance for which it was issued is installed.

i. When the issuer is a designee, the issuer must retain a copy of Form 8130–3 for no less than 2 years; otherwise, copies of each Form 8130–3 issued must be retained for the period required by the regulations. For owner/operators, the retention period must be at least 1 year after the work is approved for return to service, unless the work is repeated or superseded earlier. An air carrier's own manual requirements may require a longer retention period. If a repair station uses Form 8130–3 as the approval for return to service for a major repair in accordance with part 43, appendix B, paragraph (b)(2), then the repair station must retain a copy of the document for at least 2 years. Further, unless the repair station has an alternative recordkeeping mechanism to meet the requirements of § 145.61, all copies of Form 8130–3 completed by the repair station must be retained for at least 2 years.

j. The copies of the Form 8130–3 may be retained in their original paper format or in a secure database, provided the database contains all of the information required on Form 8130–3 and is available for FAA review upon request. Duplicates of Form 8130–3, including signatures retained in a database, do not need to be graphic images of the original documents. However, when a supplemental Form 8130–3 is issued as described by this order, traceability back through a system that assures that products/parts were received with an original Form 8130–3 must be possible.

14. BLOCK-BY-BLOCK INSTRUCTIONS FOR COMPLETION OF FORM 8130–3.

a. Block 1. Approving National Aviation Authority/Country. FAA/United States. (Preprinted.)

b. Block 2. Authorized Release Certificate, FAA Form 8130-3, Airworthiness Approval Tag. (Preprinted.)

c. Block 3. Form Tracking Number.

(1) Enter the unique number established by the numbering system. (Refer to paragraph 13c of this order.)

(2) When used to split bulk shipments of previously shipped products by a PAH, the PAH must establish and enter a supplemental form tracking number for this purpose.

(a) Products/parts serialized as required by § 45.14, Identification of Critical Components. Reenter the original form tracking number established by the PAH below the supplemental form tracking number (e.g., S-1). If the PAH has documented and demonstrated to the FAA that it has a system in place for tracking supplemental forms to the original form issued for those products/parts, reentry of the original form tracking number is not required.

(b) Non-serialized products. Enter only the supplemental form tracking number.

d. Block 4. Organization Name and Address.

(1) Enter the full name and address of the organization or facility for which the form is being issued (and the mailing address of that organization or facility if different from where Form 8130-3 was signed and released) and the PAH approval or certificate number, as applicable.

(2) When a supplier has direct shipment authorization from a PAH, the following information must be entered:

PAH name and address.

c/o supplier name and address.

PAH approval or certificate number.

NOTE: If a supplier produces a product/part/appliance as a replacement/modification part, the supplier must either have direct ship authorization or hold a production approval (PMA/TSO authorization) for each replacement/modification product/part/appliance shipped. If the supplier holds its own production approval, and the products/parts were manufactured and are being shipped under that approval, the information required in paragraph 14d(1) above must be listed.

e. Block 5. Work Order/Contract/Invoice Number.

(1) Fill in the work order number, contract number, invoice number related to the shipment list, or maintenance release authorization number, and state the number of pages attached to the form, including dates, if applicable. If the shipment list contains the information required in Blocks 6 through 12, the respective blocks may be left blank if an original or true copy of the list is attached to the form. In this case, the following statement must be entered in Block 13:

"This is the certification statement for the products/parts listed on the attached document dated _____, containing pages _____ through _____."

(2) In addition, the shipment list must cross-reference the form tracking number located in Block 3. The shipment list may contain more than one item, but it is the responsibility of the shipper to determine whether the CAA of the importing country will accept bulk shipments under a single Form 8130–3. If the CAA does not permit bulk shipments under a single form, Blocks 6 through 12 of each form must be filled in for each product shipped.

f. Block 6. Item. When Form 8130–3 is issued, a single item number or multiple item numbers (e.g., same item with different serial numbers) may be used for the same part number. Multiple items must be numbered in sequence. If a separate listing is used, enter "List Attached" (refer to paragraph 14e of this order for further instructions).

g. Block 7. Description. Enter the name or description of the product/part/appliance as shown on the design data. For approval for return to service products/parts for which design data is not required, the name as referenced in a part catalog, overhaul manual, etc., may be used.

h. Block 8. Part Number. Enter each part number of the product/part/appliance.

i. Block 9. Eligibility.

(1) This block is intended for the use by PAHs, PAH-approved suppliers, or PAH associate facilities. Enter the aircraft, aircraft engine, or propeller model on which the product/part/appliance is eligible for installation. Where parts are TSO articles, enter "TSO Article N/A," because eligibility for installation for TSO articles is determined at the time of installation. When the form is used for approval for return to service, enter "N/A."

(2) An entry in Block 9 indicates those models for which, to the extent known by the signatory of Form 8130–3, the product/part/appliance is eligible (at least one model number shall be entered in Block 9). It does not necessarily mean that a product/part/appliance is only eligible for installation on the listed model(s). Nor does it guarantee that the product/part/appliance is eligible for installation on all entries in Block 9. Eligibility may be affected by modification or configuration changes. In all cases, it is the responsibility of the user or installer to determine the eligibility of the product/part/appliance using FAA-approved data, as applicable.

(3) When using Form 8130–3 for conformity of type certification program, enter "N/A."

NOTE: Form 8130–3 does not constitute approval to install a product/part/appliance on a particular aircraft, aircraft engine, or propeller.

j. Block 10. Quantity. Enter the quantity of each product/part/appliance shipped.

k. Block 11. Serial/Batch Number. Enter the serial number or equivalent (identified on the part) on the form for each product/part/appliance shipped. If a serial number or equivalent is not required on the part, enter "N/A."

l. Block 12. Status/Work. Enter "NEW" in capital letters for newly manufactured parts and products (domestic application for engines and propellers). Enter "OVERHAULED" for those products that have been overhauled in accordance with § 43.2. This includes products that have not been operated or placed in service since overhaul. The other permissible/appropriate terms that can be used in this block are referenced in a specific CFR (i.e., parts 21 and 43) to describe the status of the product/part/appliance. These terms are "INSPECTED," "REPAIRED," "REBUILT," "ALTERED," or "MODIFIED." Only one term may be entered in Block 12, which should reflect the majority of the work performed. Enter "PROTOTYPE" for products/parts submitted to support type certification programs.

NOTE: The terms "NEW SURPLUS" and "OHV" are not to be included, because they are not specific terms referenced in the CFR. The term "INSPECTED" includes testing of products. The term "MODIFIED" is synonymous with the term "ALTERED" and may include the incorporation of ADs, service bulletins, etc.

m. Block 13. Remarks. Enter any information or references to support documentation necessary for the user or installer to make a final determination of airworthiness of the items listed in Block 6. Each statement must specify which item identified in Block 6 is related (if applicable). Examples of information (all of which may not be required depending on the product) to be supplied are as follows:

- (1) All restrictions (e.g., prototype conformity only).
 - (2) Alternative approved part number, part number list, or attachment when multiple part numbers are used.
 - (3) Compliance with ADs or service bulletins.
 - (4) Information on life-limited parts (e.g., total time, total cycles, time since new).
 - (5) Manufacturing, cure, or shelf-life data.
 - (6) Drawing and revision level.
 - (7) "Direct Shipment Authorization" statement, as applicable.
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(8) "Newly Overhauled" for those products that have not been operated or placed in service since overhaul. If newly overhauled is identified in Block 13, Blocks 14, 15, 16, 17, and 18 shall be completed.

(9) When used for conformity, the word "Conformity" must be entered in capital letters. In addition, an explanation of the product/part/appliance's use (e.g., pending approved data, TC pending, for test only) must be provided. Information concerning a conformity inspection such as design data, revision level, date, project number, and special instructions as shown on FAA Form 8120–10, Request for Conformity, must be entered in this block. Form 8130–9 and Form 8100–1 may be required to document type certification activities.

(10) When used by authorized suppliers with properly documented direct shipment authority from the PAH, the words "DIRECT SHIPMENT AUTHORIZATION" in capital letters with the information from paragraph 14(d)(2) must be entered.

(11) When used for an airworthiness approval for new products (engines or propellers), the following statement must be entered in capital letters: "AIRWORTHINESS APPROVAL — ENGINE (or PROPELLER). FOR DOMESTIC SHIPMENTS ONLY." (Refer to paragraph 9b of this order.)

(12) When used for splitting of bulk shipments from a PAH's domestic/international inventory/distribution facility, the words "SUPPLEMENTAL SHIPMENT" must be entered in capital letters.

(13) When used for approval for return to service this block must contain the data required by § 43.9. If other documents such as work orders, shop travelers, or FAA Form 337, Maintenance Release Form, are used by the certificate holders to comply with §§ 43.9 and 43.11, they must be specifically referenced in this block and cross-referenced according to the instructions set forth in paragraph 14e(1) above. The supporting documentation is necessary for the user/installer to make a final airworthiness determination of the item.

(a) The information should be clear, complete, and provided in a form and manner which is adequate for the purpose of making such a determination of airworthiness.

(b) The information should be clearly identified as to which item it relates to. Examples of information to be supplied are as follows:

1 The identity of maintenance documentation used as the approved standard.

2 Compliance with ADs or service bulletins.

3 Repairs or modifications made.

4 Replacement/modification parts installed.

5 Life limited parts history.

6 Deviations from the customer's work order.

7 Identity of national regulation if not part 145.

8 Release statements to satisfy another CAA's maintenance requirement.
9 Release statements to satisfy the conditions of an international maintenance agreement, such as, but not limited to, the Canadian Technical Arrangement Maintenance and Bilateral Agreement - Maintenance Implementation Procedure.

NOTE 1: Examples in 14m(13)(b) 8 and 9 above allow the possibility of dual release against both part 145 and another CAA's maintenance requirement or the single release by a part 145 approved maintenance facility against a CAA maintenance requirement. However, care should be taken to check the relevant box in Block 19 to validate the release. A dual release requires the approved data to be approved/accepted by both the FAA and appropriate national aviation authority. The single release requires approved data to be approved/accepted only by the appropriate national aviation authority.

NOTE 2: Issuance of Form 8130-3 for return to service of an engine or propeller does not constitute an export airworthiness approval and is not a prerequisite or substitute for issuance of Form 8130-4.

(14) When used for export approval for Class II and III used products that have been returned to service based on the requirements of part 43, the words "USED PART, SHIPPED PER COUNTRY ACCEPTANCE LETTER OF USED PART" must be entered in capital letters. (Not necessary for newly overhauled parts.) (Refer to Notes 1 and 2 preceding paragraph 12a above.)

n. Block 14. Airworthiness Approval.

(1) Place a check in the "Approved design data and are in a condition for safe operation" block if the products/parts were manufactured using FAA-approved design data and found to be in a condition for safe operation. Checking this block and signing Block 15 means that the products/parts/appliances identified in Block 8 meet the FAA-approved design data, are in a condition for safe operation, and, in the case of export, meet the importing country's design approval and any other importing country requirements. Also, if "Newly Overhauled" is identified in Block 13, this block shall be checked.

(2) Place a check in the "Non-approved design data specified in Block 13" when Form 8130-3 is used for conformity of a prototype product/part/appliance certification program.

o. Block 15. Authorized Signature. Place the signature of the FAA authorized representative who has the authority to perform this function on behalf of the FAA. The approval signature must be applied at the time and

place of issuance and manually applied, except as provided in paragraph 13e of this order.

p. Block 16. Approval/Authorization Number. Enter the approval/authorization number (DAR, DMIR, ODAR number) of the authorized representative identified in Block 15. If signed by an FAA inspector, the authorization number will be the applicable office identifier.

q. Block 17. Name. Enter the typed or printed name of the authorized representative whose signature appears in Block 15.

r. Block 18. Date. Enter the date (month/day/year) Form 8130–3 is signed and the airworthiness or conformity determination is made. This does not need to be the same as the shipping date, which may occur later.

s. Block 19. Approved for Return to Service. Check the appropriate box indicating which regulations apply to the completed work. If the box "Other regulations specified in Block 13" is checked, the regulations of the other aviation authority must be specifically identified in Block 13. The completed work can be accomplished in accordance with the regulations of the FAA or of another aviation authority. The data used to complete the work must be clearly stated in Block 13 or attached to the form and the attachment identified in Block 13.

t. Block 20. Authorized Signature. Signature of the individual authorized by the air agency, air carrier, or manufacturer in accordance with § 43.7. The approval signature must be applied at the time and place of issuance and manually applied, except as provided in paragraph 13e of this order.

u. Block 21. Approval/Certificate No. Enter the air agency or air carrier certificate number. For manufacturers, authorized in § 43.7(d) to approve products/parts for return to service, enter the PAH's authorization number.

v. Block 22. Name. Enter the typed or printed name of the authorized representative whose signature appears in Block 20.

w. Block 23. Date. Enter the date (month/day/year) Form 8130–3 is signed and the product, part, or appliance is approved for return to service. This does not need to be the same as the shipping date, which may occur later.

15. LOST FAA FORM 8130–3.

a. Forms issued for other than export approval may be reissued by the PAH's designee, air agency, or air carrier but only after re-verification that the product's/part's status is the same as the original issuance. Forms issued as export airworthiness approvals may be reissued by designees.

NOTE: For the purpose of this order, the term "re-verification" means the process to confirm or verify that the product/part/appliance had an original Form 8130–3 issued.

b. For export, the applicant must provide a written statement from the importer that Form 8130–3 has been lost and provide evidence of the

previous export.

c. Once these actions are taken, a file copy of the original form should be provided, if available. Otherwise, a new form will be issued with the words "This is a Replacement Form 8130–3, issued on (the date of original issuance)" typed in Block 13 in capital letters, and the current date applied in Block 18 for Airworthiness Approval or Block 23 for RTS. The replacement form must have an original signature and the same data as the lost Form 8130–3.

16. INFORMATION CURRENCY. Any deficiencies found, clarifications needed, or improvements to be suggested regarding the content of this order should be forwarded to the Aircraft Certification Service, Automated Systems Branch, AIR–520, Attention: Directives Management Officer, for consideration. Your suggestions are welcome. FAA Form 1320–19, Directive Feedback Information, is located on the last page of this order for your convenience. If an interpretation is urgently needed, you may contact AIR–200 at (202) 267–8361, but you should also use Form 1320–19 as a follow-up to the conversation.