Applicant Name		ARN		Date		File Number	

Worksheet A – All Aircraft
CASR Subpart 21.H – Approval of Special Flight Permits (SFP)

1. Worksheet A (this worksheet) must be completed for all SFP applications.
2. Worksheet B through Worksheet H may be required to be completed in addition to this worksheet depending on the SFP purpose.
3. The referencing numbering used in this document aligns with the equivalent section of Principle (SFP.01).

Reference	Condition	Yes	No	N/A	Assessor Comments
What is the purpose of the SFP?					
CASR 21.197(1)(a)	Flying the aircraft to a base where repairs, alterations, or maintenance are to be performed, or to a point of storage.	☐	☐	☐	
	• Complete Worksheet A (this worksheet) only	☐	☐	☐	
CASR 21.197(1)(b)	Delivering or exporting the aircraft	☐	☐	☐	
	• Complete Worksheet A and Worksheet B	☐	☐	☐	
CASR 21.197(1)(c)	Production flight testing new production aircraft	☐	☐	☐	
	• Complete Worksheet A and Worksheet C	☐	☐	☐	
CASR 21.197(1)(d)	Evacuating the aircraft from areas of impending danger	☐	☐	☐	
	• Complete Worksheet A and Worksheet D	☐	☐	☐	
CASR 21.197(1)(e)	Conducting customer demonstration flights in new production aircraft that have satisfactorily completed production flight tests	☐	☐	☐	
	• Complete Worksheet A and Worksheet E	☐	☐	☐	

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Reference	Condition	Yes	No	N/A	Assessor Comments
CASR 21.197(1)(f)	Assisting in searching for, bringing aid to or rescuing persons in danger on a particular occasion	☐	☐	☐	
	• Complete Worksheet A and Worksheet F	☐	☐	☐	
CASR 21.197(1)(g)	Assisting in dealing with a state of emergency?	☐	☐	☐	
	• Complete Worksheet A and Worksheet G	☐	☐	☐	
Overweight operations					
CASR 21.197(2)	Does the purpose CASR 21.197(1)(a) through 21.197(1)(g) involve operations in excess of its certificated maximum take-off weight (MTOW)?	☐	☐	☐	
	Is the excess weight limited to the additional fuel, fuel-carrying facilities, and navigation equipment necessary for the flight?	☐	☐	☐	
	• Complete Worksheet A and Worksheet H	☐	☐	☐	
Criteria for approval - General requirements					
3.2.1(a)	Does the CASA/ Authorised person's delegation or instrument specifically permit the approval of this type of SFP application?	☐	☐	☐	
3.2.1(b)	Does the application contain all required information?	☐	☐	☐	
3.2.1(c)	Is the intended purpose permitted by the regulations stated in CASR 21.197(1)?	☐	☐	☐	
3.2.1(d)	Is the Registered Operator (RO) aware of the application?	☐	☐	☐	

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Reference	Condition	Yes	No	N/A	Assessor Comments
Purpose of Special Flight Permits					
3.4.1(a)	Have outstanding maintenance requirements been considered?	☐	☐	☐	
3.4.1(b)	For aircraft maintained under CAR 1988;				
	• Is the maintenance release current?	☐	☐	☐	
	• If yes, did the applicant attach a copy of the current maintenance release?	☐	☐	☐	
	• Maintenance Release Number	☐	☐	☐	
	• If no, why did the maintenance release expire?	☐	☐	☐	
	• Maintenance Release expiry hours and date	☐	☐	☐	
3.4.1(c)	Is the proposed flight duration considered reasonable for the intended purpose?	☐	☐	☐	
3.4.1(d)	Does the aircraft have damage?	☐	☐	☐	
	• Is an inspection by an assessor or qualified person required?	☐	☐	☐	

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Reference	Condition	Yes	No	N/A	Assessor Comments
3.4.1(d)	• Is there a repair drawing or maintenance to cover the damage?	☐	☐	☐	
	• Can any inspections or temporary repairs be made prior to flight?	☐	☐	☐	
3.4.1(d)	Are there any outstanding defects from the last maintenance inspection?	☐	☐	☐	
3.4.1(d)	Are there any MEL's or PUs applied?	☐	☐	☐	
3.4.1(e)	For aircraft moving to storage;				
	• Date the aircraft was last flown? _____	☐	☐	☐	
	• Date the engines last operated? _____	☐	☐	☐	
	• Has the aircraft been prepared for storage?	☐	☐	☐	
3.4.1(e)	For aircraft moving out of storage;				
	• Date the aircraft was last flown? _____	☐	☐	☐	
	• Date the engines last operated? _____	☐	☐	☐	
	• Have inhibiting methods been used whilst the aircraft was in storage?	☐	☐	☐	

Reference	Condition	Yes	No	N/A	Assessor Comments
Inspecting the condition of the aircraft					
3.5	Is an inspection required prior to further progress of the application?	☐	☐	☐	
	• If yes, notate the contact details of the person performing the inspection.	☐	☐	☐	
	• Have existing repairs been considered?	☐	☐	☐	
	• Is the structural integrity of the aircraft affected?	☐	☐	☐	
Operating conditions					
3.6	Does the application require discussion with an appropriately qualified operations expert?	☐	☐	☐	
Crew required for the flight					
3.7	Has the applicant clearly identified the crew and equipment required to operate the aircraft?	☐	☐	☐	

Reference	Condition	Yes	No	N/A	Assessor Comments
Approving an application					
3.8(a)	Has enough evidence been provided to be satisfied that all legal requirements are met, and the aircraft can reasonably be expected to be capable of safe flight for the intended purpose?	☐	☐	☐	
3.8(b)	Is the aircraft and the circumstances of the application consistent with the legal requirements of CASR 21.197 to 21.200?	☐	☐	☐	
Issuing the Special Flight Permit					
3.9(a)	Has the Permit been issued using Form 721 – Special Flight Permit?	☐	☐	☐	
3.9(b)	Have the applicable purpose(s) as described in regulation 21.197 of CASR been stated in the SFP certificate Form 721 - Special Flight Permit?	☐	☐	☐	
3.9(c)	Is the requested period of time for the permit sufficient?	☐	☐	☐	

Applicant Name		File Number	

This worksheet verifies the application for the approval of a Special Flight Permit for the above-named applicant has been assessed in accordance with the current revision of Protocol (SFP.01). CASA 21.200 states CASA or an authorised person must issue a special flight permit if the applicant:

a) Is eligible, under regulation 21.196 of CASR to apply for the permit
b) Has applied for the permit in accordance with CASR Subpart 21.H
c) Otherwise complies with the requirements of CASR Subpart 21.H

Recommendation to approve	**Assessor comments**
☐ Yes ☐ No	
Agree with recommendation	**Peer review comments**
☐ Yes ☐ No ☐ N/A	
Agree with recommendation to approve Special Flight Permit	**Delegate comments**
☐ Yes ☐ No	

Assessment results continuation page (check applicable box)

☐ Assessor ☐ Peer review ☐ Delegate

Assessment results continuation page (check applicable box)

☐ Assessor ☐ Peer review ☐ Delegate