

Operation of Permit-to-Fly Ex-Military aircraft on the UK register

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Enquiries regarding the content of this publication **should** be addressed to: ga@caa.co.uk

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Revision History

Eighth edition incorporating Amendment 2/2021**November 2021**

This amendment to this incorporates an alteration to the Official Record Series 9 document referred to in Chapter 5 and Appendix F. The red underlining from Edition 8 Amendment 1 is retained for clarity.

Eighth edition incorporating Amendment 1/2021**September 2021**

Amendments to this Edition of CAP 632 are marked in red underlining. This amendment includes guidance and requirements for operators who propose to operate aircraft in excess of the 250 knot airspace speed limitation below 10,000 feet AMSL (refer to SERA.6001). Content is amended in Chapter 5 (paragraphs 5.20–5.22), and a new Appendix F has been added.

Eighth edition**October 2020**

Amendments to this Edition of CAP 632 are based on a review of the feedback received following public consultation. As there have been significant changes to the layout and content, to make it easier to understand there are no marked changes within this CAP. It should therefore be read as a new document.

References to Safety Standards Acknowledgement and Consent (SSAC) have been removed from this publication and incorporated into [CAP 1395 “Safety Standards Acknowledgement and Consent.”](#)

This Edition now includes references to other CAA published documentation rather than create duplication of information e.g. some airworthiness requirements already detailed in [CAP 553 “Airworthiness Procedures where the CAA has Primary Responsibility for Type Approval of the Product”](#). Where possible, a clickable link has been provided for ease of reference.

	Summary of Major Changes
<u>1</u>	<u>References to Safety Standards Acknowledgement and Consent (SSAC) have been removed from this publication and incorporated into CAP 1395 "Safety Standards Acknowledgement and Consent."</u>
<u>2</u>	<u>Re-structure and condensed version</u>
<u>3</u>	<u>Removal of duplication where applicable</u>
<u>4</u>	<u>Introduction of SRG1872 for initial OCM applications and variations</u>
<u>5</u>	<u>Introduction and reference to scheme of charges</u>
<u>6</u>	<u>Simplification of operator responsibilities</u>
<u>7</u>	<u>Introduction of an Accountable Manager role and Continuing Airworthiness Coordinator role</u>
<u>8</u>	<u>Introduction of Mandatory Occurrence Reporting (MOR) in accordance with CAP382</u>
<u>9</u>	<u>Insertion of Fully Remunerated Flying Training application form (previously AIC 55/2016 which will be deleted)</u>
<u>10</u>	<u>Clarification on when passengers can be flown</u>
<u>11</u>	<u>Introduction of an Example Dual check form</u>
<u>12</u>	<u>Introduction of guidance for Commercial Operation</u>

Terminology and Definitions

Throughout this CAP the following terms and definitions are used:

Term	Abbreviation	Definition
Aircraft Type Rating Exemption	ATRE	An exemption issued to allow a pilot to fly an aircraft where normally a type rating would be required.
Air Navigation Order	ANO	Air Navigation Order 2016 (as amended).
British Civil Airworthiness Requirements	BCAR	British Civil Airworthiness Requirements as set out in CAP 553 "Airworthiness Procedures where the CAA has Primary Responsibility for Type Approval of the Product".
Continued Airworthiness Management Organisation (BCAR Section A, A8-25)	CAMO(A8-25)	An organisation having an approval for the management of the continuing airworthiness of non-EASA aircraft with a Certificate of Airworthiness or a Permit-to-Fly
General Aviation Unit	GAU	General Aviation Unit, ga@caa.co.uk . The department within the CAA that deals solely with General Aviation.
MTWA	MTWA	Maximum Total Weight Authorised.
Operator		A person, organisation or enterprise engaged in or offering to engage in the operation of an ex-military aircraft. The Operator will also be the person who at the relevant time has the management of the aircraft as defined in Article 4 of the ANO.
Safety Standards Acknowledgement and Consent	SSAC	Safety Standards Acknowledgement and Consent as defined in CAP1395 . Allows a person to make an informed decision and pay to participate in a flight experience.
Self-Authorisation		Where pilots have been assessed to authorise their own flights (subject to certain restrictions if applicable) instead of requiring the chief pilot or instructor to authorise each individual flight.
Valuable Consideration		Any right, interest, profit or benefit, forbearance, detriment, loss or responsibility accruing, given, suffered or undertaken pursuant to an agreement, which is of more than a nominal nature.

Chapter 1

Introduction

Legal Requirements

- 1.1 The Civil Aviation Act 1982 empowers the Civil Aviation Authority (CAA) to regulate aviation in the United Kingdom in accordance with the requirements of the ANO. This publication sets out the requirements and procedures for operating a UK registered Permit-to-Fly Ex-Military aircraft.
- 1.2 Unless otherwise stated, nothing in this publication is intended to conflict with the ANO or other legislation or CAA published material, which, for the avoidance of doubt, **must** be regarded as overriding. Compliance with this publication does not by itself indemnify any person or persons against liability for an accident or serious incident occurring.
- 1.3 The operator of a UK registered national Permit-to-Fly ex-military aircraft **must** always comply with the conditions stated on the Permit-to-Fly. The Permit-to-Fly specifies the conditions under which an aircraft is to be operated, one such condition being that applicable aircraft **shall** be operated in accordance with CAP 632¹.
- 1.4 Specific requirements **must** be met before the CAA can issue an operational Approval, including the operator adopting a suitable operational and technical framework. The Approval will remain valid, subject to the operator continuing to meet those requirements.
- 1.5 Throughout this document the following editorial practices and definitions shall apply:
 - **'Shall' / 'Shall not'** and **'Must' / 'Must not'** are used to indicate a mandatory requirement
 - **'Should'** is used to indicate strong obligation
 - **'May'** is used to indicate discretion
- 1.6 The use of **'should'** must be taken to mean that further action needs to be considered. If the operator's response is deemed by the CAA to be inadequate, a specific requirement **may** be applied as a condition within the Organisational Control Manual (OCM).

¹ In entirety and inclusive of operational, maintenance and airworthiness considerations.

General

- 1.7 Ex-military aircraft, even more so than other types of aircraft, require the highest standards of airworthiness, operational management and pilot competency. These aircraft were built and operated with the support of complex military systems that are not likely to be available to the civil operator. There are many factors associated with all aspects of their operation and flight which require thorough consideration to maintain safety standards.
- 1.8 This publication contains both specific requirements and guidance material to enhance the safety of participants and members of the public.

Applicability

- 1.9 The operational guidance and requirements set out in this publication are applicable to any ex-military aircraft or replicas thereof with either:
- a) A MTWA of 2730 kg or above, or
 - b) A piston engine with a rating of 800 horsepower or more, or
 - c) A turbine or turbojet engine (excluding helicopters under a MTWA of 2730kgs)
- and which
- d) Are on the UK civil register, and
 - e) Operate on a UK national Permit-to-Fly
- 1.10 It is important to understand that not all ex-military aircraft fall within the scope of this publication. Some ex-military aircraft **may** hold an ICAO-compliant Certificate of Airworthiness (CofA) and therefore would not be considered for operation on this basis.

Extended overseas operations

- 1.11 A UK national Permit-to-Fly aircraft operating under CAP 632 **must not** be operated outside UK airspace for greater than 3 calendar months in any calendar year unless with the specific approval of the CAA.
- 1.12 Flight(s) operated outside UK airspace will also require the written permission of the National Aviation Authority for that airspace as the aircraft does not hold an ICAO-compliant CofA.
- 1.13 To apply for extended overseas operations, operators **should** contact ga@caa.co.uk subject line "CAP 632 Extended Overseas Operation".

Insurance

- 1.14 The operator is responsible for ensuring that insurance cover adequately meets regulatory requirements. The requirement for aircraft insurance cover is contained within Articles 6 & 7 of Regulation (EC) No. 785/2004 (as amended).

Chapter 2

Applications

Initial Applications

- 2.1 Before the CAA approves operations of ex-military aircraft that fall within the scope of this publication, it **must** be satisfied that the operational procedures, personnel, maintenance and airworthiness management provisions are sufficient to provide the operation with the required level of safety.
- 2.2 The operator **shall** apply for an OCM Approval prior to commencing any flying operations. Applications **should** be made to the CAA's GAU ga@caa.co.uk using form [SRG1872](#).
- 2.3 The minimum notice required by the CAA before an Approval can be granted is 28 days from the date of receipt of all the required documents and applicable charge(s).
- 2.4 On receipt of an application and the appropriate fee paid (see Charges, page 13), an inspector from the CAA GAU Operations team will be assigned to the operator. The inspector will carry out a detailed examination of all aspects of the proposed operation, including organisational structure and personnel responsibilities, adequacy of ground and flying staff and arrangements for their training premises, operational documents, equipment and aircraft. A detailed inspection will be made of the operator's OCM, a copy of which will be retained by the CAA throughout the validity of the Approval.
- 2.5 Operators of these aircraft **must** comply with continuing airworthiness requirements set out in the ANO by either contracting with a suitably approved maintenance organisation or being approved themselves ([CAP 553](#), BCAR Section A, A8-25).
- 2.6 When an application has been received, reviewed and deemed acceptable by the CAA, a Letter of Approval (LoA) will be issued to allow operations to commence. Once the OCM has been approved the operator **shall** conduct all operations in accordance with the approved OCM.

Variation of an Approval

- 2.7 For any proposed changes to the OCM, a variation application **must** be sent to ga@caa.co.uk using form [SRG1872](#).

- 2.8 Once the variation application has been received, reviewed and deemed acceptable by the CAA, an updated LoA will be issued to allow those variations to take effect. Operators **must** fly within the limitations of their previous LoA until an updated LoA is received from the CAA.
- 2.9 When immediate amendments or revisions are required in the interest of safety, they **may** be published and applied immediately, provided that the OCM variation application has been submitted.

Cessation of an Approval

- 2.10 Where the holder of an Approval decides that they do not want to operate CAP 632 aircraft for an extended period of time², the CAA GAU **must** be advised, and the Approval will be surrendered until the operator either decides to recommence flying or ceases operations.
- 2.11 If the operator decides to recommence operations, the CAA GAU **must** be informed in writing using form [SRG1872](#), and an audit inspection will be arranged. Subject to a satisfactory audit inspection, the Approval **may** be re-activated.

Refusal, Revocation or Suspension of an Approval

- 2.12 Procedures to be followed by the CAA in connection with the refusal, revocation, or suspension of approved are prescribed in the CAA Regulations³.
- 2.13 Where an application for the grant or variation of an Approval is refused or is granted in terms other than those requested by the applicant, a notice will be served stating the reasons for the decision, and the applicant **may**, within 14 days from the date of service of the notice, request that the case be reviewed by the CAA.
- 2.14 Where the CAA proposes to revoke or suspend an Approval, other than on the application of the holder, the operator will be notified of the proposed revocation or suspension, together with the reason for it.
- 2.15 An Approval **may** be provisionally suspended without notice, pending consideration of, or enquiry into, the case. Before any final decision is made the operator will be able to make representations to the CAA in accordance with the provisions of the CAA Regulations.

² Generally, in excess of 12 months.

³ Regulation 6 of the Civil Aviation Authority Regulations 1991

- 2.16 Where a serious non-compliance with OCM requirements is found during an audit, or where a significant breach of the Approval is identified, the Approval **may** be suspended or revoked by the CAA. This **shall** result in operations being stopped with immediate effect.
- 2.17 The above information is intended to give a general indication of the prescribed procedure. For detailed information reference **should** be made to the CAA Regulations.

Consultation with the CAA

- 2.18 Potential operators who propose to purchase an ex-military aircraft with the intention of obtaining a Permit-to-Fly **should** consult the following CAA departments as early as practicable to determine if a Permit-to-Fly will be issued and to establish any limitations that will apply to operations.
- **Applications and Approvals Department** (Telephone Helpline **0330 022 1908** or email apply@caa.co.uk) on application, maintenance and procedural matters
 - **Airworthiness, GAU** (Telephone **01293 573988** or email ga@caa.co.uk) on matters associated with the design and eligibility of the type
 - **Operations and Authorisations** (Telephone **01293 573988** or email ga@caa.co.uk) on operational matters
- 2.19 Applicants **should** consider the amount of time it will take to research, design, collate and present the information prior to submission to the CAA. The most expeditious way of getting an application approved in a reasonable timeframe is if operators submit all the required documentation. Incomplete or incorrect submissions could delay any application.

Charges

- 2.20 Details of the current charges in respect of Approvals, Exemptions and Permissions under this publication are published in [Series 5 of the CAA Official Record](#) under General Aviation.
- 2.21 Operators applying for Extended Overseas Operations **should** be aware of the additional charges in this Scheme of Charges if any operational or maintenance audits are required to be conducted overseas.

Chapter 3

Operator Requirements

Organisation

- 3.1 The operator **shall** set up an organisation, acceptable to the CAA, which is capable of safely managing the routine operation of the aircraft. This organisation **shall** be capable of managing the following responsibilities:
- a) Every flight **shall** be conducted in accordance with the applicable rules and regulations as well as the provisions within the OCM
 - b) Establish procedures and instructions for the safe operation of the aircraft
 - c) Have suitable facilities allowing the performance and management of all planned tasks
 - d) Ensure that its aircraft are equipped and maintained, and its crews are qualified and suitably trained
 - e) Ensure that all personnel assigned to, or directly involved in, ground and flight operations are aware of their responsibilities and the relationship of such duties to the operation as a whole
 - f) Appoint an accountable manager, and
 - g) Nominate key personnel
- 3.2 The operator **should** also continually assess:
- a) The suitability of the aircraft condition for any intended flight within the limitations laid down in the Permit-to-Fly and OCM
 - b) The currency requirements of the crew (including any supernumerary crew) in relation to any intended flight, and
 - c) Flight planning and operating procedures

Organisational Control Manual (OCM)

- 3.3 The OCM **shall** contain all such information procedures and instructions as **may** be necessary to enable the operating personnel and pilots to perform their duties in a safe manner.

- a) All personnel **shall** have easy access to the OCM relevant to their duties
- b) The OCM **shall** be kept up to date. All personnel **shall** be made aware of the changes that are relevant to their duties
- c) The operator **shall** incorporate all amendments and revisions required by the CAA
- d) All parts of the OCM are consistent and compatible in form and content
- e) The content and amendment status of the OCM is controlled and clearly indicated

3.4 The OCM **should** include a description of its amendment and revision process specifying:

- a) The person(s) who **may** approve amendments or revisions
- b) The conditions for temporary revisions and/or immediate amendments or revision required in the interest of safety, and
- c) The methods by which operator personnel are advised of the changes

3.5 The OCM **must** clearly define the lines of responsibility and accountability for the following roles⁴:

- a) Accountable Manager - An appointed person who has the authority and responsibility for ensuring that all activities can be financed and carried out in accordance with the applicable requirements including a direct safety accountability
- b) Chief Pilot - The nominated person should hold or have held a valid flight crew licence and the associated ratings appropriate to the type operated and is responsible for air operations and the supporting ground operations. This person is responsible to the Accountable Manager .
- c) Chief Instructor and any additional Instructor(s) if required - The nominated person should be a current instructor on a type/class operated. The nominated person should have a thorough knowledge of the operator's crew training requirements and procedures. The Chief Instructor is responsible for all crew training and is responsible

⁴ A person may hold more than one of the nominated posts if such an arrangement is considered suitable and properly matched to the scale and scope of the operation.