

RESPONSIBILITIES OF THE AIRCRAFT OWNER

In addition to operating the aircraft within the limitations on the Permit to Fly, the aircraft owner has the following responsibilities:

1. Ensure the aircraft is maintained in Airworthy Condition

It is always preferable to keep the aircraft tidy throughout the year rather than allowing a long list of jobs to build up with the intention of tackling them all at renewal time. In addition, manufacturers' recommendations should be followed regarding the routine maintenance schedule to be adhered to, fifty hour checks etc. In the absence of a manufacturer's schedule, the LAMS (Light Aircraft Maintenance Schedule CAP 411, downloadable from www.caa.co.uk/docs/33/CAP411.pdf) should be used as a guide. Maintenance that can be carried out by the owner/pilot without involving a LAA inspector is limited to those areas defined in LAA TL 2.05, available by download from our website or on request from LAA Engineering. Even though you may have built the aircraft yourself from scratch, now it is up and flying you cannot do more than basic maintenance without getting your LAA inspector to inspect and sign for the work.

Duplicate inspections are required whenever engine or flying controls are disturbed. Each part of such inspections should be signed by a suitably approved LAA inspector or suitably licensed CAA Engineer. Where there is no possibility of such a person being available, an owner/pilot who is also a member of the LAA may sign the second part of the duplicate inspection. When doing so, the owner/pilot must include his pilot's license number with his signature.

2. Maintain the Aircraft Documentation

Ensure that all work carried out on the aeroplane other than that in the 'pilot maintenance' category is inspected by a suitably approved LAA inspector and signed out by him or her before further flight. The inspector will 'certify' the work by signing a PMR (Permit Maintenance Release). Where control systems are broken down and re-assembled (other than those designed for connection prior to each flight by the pilot), duplicate inspections are required. If two LAA inspectors are not available, a pilot/owner may carry out the second inspection.

Ensure that all flights and work carried out on the aircraft, repairs, replacements etc are recorded in airframe and engine logbooks of a CAA approved type and signed up where required by the LAA inspector.

Maintain an accurate weight and balance schedule either by re-weighing or making a calculated correction when any significant weight changes occur (e.g. after a recover, or after adding a new electrical system, radio, etc). Aircraft should be routinely re-weighed at intervals not exceeding ten years to keep track of natural 'weight growth'. Microlights must be weighed every five years.

3. Ensure that the Aircraft Conforms to a LAA Approved Design Standard

This means making sure that any modifications to the aircraft are approved by LAA Engineering (not just the local inspector). Where a modification is installed and approval is pending but not yet granted, the aircraft must not be flown. If the aircraft is flown with an unapproved modification, the Permit to Fly is invalidated and the flight would be illegal. Were an accident to occur, and claims made for injury for damages, the owner could find himself held personally liable. Whilst a LAA inspector will have to inspect any modifications and may of course express his opinion about the design of the modification, a LAA inspector cannot clear the design of modifications. Modifications include for example fitting wheel spats, servo operated trim tabs, alternative pitot tubes, extra fuel tanks etc. Changing the propeller to one of a different type to that shown on the Permit to Fly 'Operating Limitations' sheet is a modification which requires LAA Engineering acceptance and may require a special flight test.

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4. Keep Informed of all Airworthiness Bulletins and take Appropriate Action

Airworthiness bulletins may be issued by LAA, CAA, kit manufacturers, engine manufacturers etc. Compliance with Airworthiness Directives and Mandatory Permit Directives (MPDs) is mandatory. LAA inspectors are informed of ADs, MPDs, and Bulletins through the system of 'Notes to LAA Inspectors' (SPARS).

5. Make Sure that the Aircraft is Adequately Insured.

Ensure that the minimum legal level of third party and passenger liability insurance is in place. Adverts and contact details for various insurance brokers can be found in the monthly magazine 'Light Aviation'.

6. Report any Defects

Defects found such as cracks in airframe parts, engine malfunctions etc should be reported to LAA Engineering. We may need to review the design, issue a modification or to pass on details as a warning to other aircraft owners who might suffer the same problem. In addition, where operational problems may be significant to non-LAA aircraft they may be reported to the CAA via the MOR scheme – the application forms are usually available from airfield operators.

7. Report any Accidents

Reportable accidents, should one occur, must be reported to the AAIB at Farnborough, telephone 01252 512299. A reportable accident is one in which crew are injured or killed, or (more commonly) where any damage is caused to the aircraft, other than purely "engine failure or damage, where damage is restricted to the engine itself and its accessories or cowling, or to propellers, wing tips, aerals, tyres, brakes, fairings, small dents or punctured holes in the aircraft skin". Should a reportable accident occur, other than in exceptional circumstances (e.g. to allow trapped occupants to be extricated) the aircraft should not be moved until permission has been given to do so by AAIB. The AAIB reporting line is constantly manned and in the case of minor reportable accidents, permission to move will normally be given by the officer on duty straight away once he has heard your account of the accident.

Where minor damage occurs, repairs by direct replacement and/or following standard repair schemes as shown in AC43.13 (obtainable from LAA book list) or Civil Aircraft Airworthiness Information and Procedures CAP 562, downloadable from www.caa.co.uk/docs/33/CAP562.pdf can be carried out under the supervision of the local LAA inspector without contacting LAA Engineering. Refer TL 3.05 for more details. Major repairs must be agreed with LAA Engineering before work begins, and since the Permit to Fly will have been invalidated by the damage, the repaired aircraft may not be flown until cleared for test flight by LAA Engineering.

8. Seek Permission for any Flights Outside UK Airspace

It is not normally permissible to base a LAA aircraft outside the UK. Unlike an internationally recognised Certificate of Airworthiness, the LAA Permit brings with it no 'right of flight' outside the UK airspace. Although the Permit to Fly includes an 'Exemption' which allows the aircraft to leave UK airspace, this does not give permission to enter another country's airspace. For the purpose of foreign touring, if you contact the national aviation authorities of each country whose airspace you want to visit WELL IN ADVANCE, sending a copy of your LAA Permit to Fly, there should be no problem in obtaining a temporary permission.

9. Ensure the Certificate of Validity Remains Current.

It is your responsibility to observe the period of validity of the Permit to Fly. We do not send out 'reminders' when the validity period of your Permit is about to expire. You may wish to keep the Permit to Fly 'validity slip' on display in the aircraft's cockpit as a reminder of the date of expiry. We have encapsulated the validity slip in plastic to help keep it in legible condition. When the time for renewal draws near it is your responsibility to contact a LAA inspector and make the

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arrangements for the Permit renewal work schedule and inspection. The Permit to Fly renewal application form is obtained from your inspector, not from the LAA Office. It is always preferable to carry out the permit renewal inspection and flight test before the present Permit expires, as otherwise the test flight cannot be carried out without obtaining specific clearance either from your inspector or (if expired by more than 12 months) from LAA Engineering.