APPLICATION FOR APPROVAL TO TRANSPORT LITHIUM CELLS / BATTERIES

Please complete this form in **BLOCK CAPITALS** using black or dark blue ink then print, sign and submit as instructed. Please read attached Guidance Notes before completing the technical sections of this form.

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| **False Statement** |
| The making of false statement for the purpose of procuring the issue of an approval to lithium cells/batteries is an offence under Article 173 of the Civil Aviation (General) Regulations 2016. The Department of Civil Aviation may, in any case in which they think it is desirable, require the applicant for as approval to transport lithium cells/batteries to furnish such evidence as they may desire and to make and subscribe a statutory declaration as to the truth of the facts set out in the application. |

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| 1. **Details of Applicant**
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| The particulars given should be those of the person who will be the Operator of the aircraft; in the case of an incorporated body, the names, addresses and nationality of the directors, and in the case of an unincorporated association, the name, addresses and nationality of partners. If a business name is used it should be given. Give the place and number of the company registration. All "trading names" used should be specified. Any "trading name" adopted subsequent to the completion of the application form or the issue of the certificate should be notified to the Brunei DCA. The name(s) provided will be reflected on the Certificate when issued. The name(s) provided is (are): |
| 1. **an individual:**
 |
| 1. **a company:**
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| 1. **Personal Particulars of Applicant (In BLOCK CAPITALS)**
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| **Forename**  | **Surname**   |
| **Telephone no (business hours)**   | **Telephone no (out of hours)**   |
| **Email**   | **Mobile no**   |
| **Position in the organisation**  | **Nominated person is also the Accountable Manager**[ ]  **Yes** [ ]  **No**  |

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| 1. **Particulars of Organisation (In BLOCK CAPITALS)**
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| **Registered Name of Organisation / Operator Name**   |
| **Trading as (if applicable)**  |
| **Registration No**  | **Place of Registration**  |
| **Any other Brunei DCA Approvals held (quote approval no)**  |
| **Address of Principal Place of Business (all correspondence will be sent to this address)**  |
|   | **Post Code**  |
| **Address of Operating Base(s)**  |
|   | **Post Code**  |
| **Website address (if applicable)**  |

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| 1. **Application Reason**

(Tick all that apply) (To be completed by the Applicant) |
| This form only applies to requests for approval to transport lithium cells or batteries in accordance with Special Provisions A88, A99 and/or A183 of the ICAO Technical Instructions or for lithium ion cells or batteries that need to be shipped at a State of Charge (SoC) greater than 30%. |
| Type / model of cells / batteriesSpecial Provision : [ ]  **A88** [ ]  **A99** [ ]  **A183** [ ]  **SoC > 30%** |

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| 1. **Documentation**
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| When submitting this form, it must be accompanied by documentation providing justification for why the approval(s) should be issued. This must include details of any tests that have been carried out on the cells and/or batteries and the type of packaging to be used. |

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| 1. **Type of Cells/ Batteries**
 |  | **Product Name** |
| UN3090; Lithium metal batteries |[ ]   |
| UN3091; Lithium metal batteries contained in equipment |[ ]   |
| UN3091; Lithium metal batteries packed with equipment |[ ]   |
| UN3480; Lithium ion batteries |[ ]   |
| UN3481; Lithium ion batteries contained in equipment |[ ]   |
| UN3481; Lithium ion batteries packed with equipment |[ ]   |

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| 1. **Packaging Details**
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| **Full Package Specification Marking (if applicable)** |

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| 1. **Proposed Date of Flight**
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| The completed application form and the application fee should reach the Brunei DCA at least 10 days before the date on which the transport of the cells / batteries is intended to take place. However, the applicant should be aware that additional time may be needed to review the application and documentation and further testing of cells or batteries may be needed before the Brunei DCA can grant an approval. |
| **Proposed date for commencement of transport of the cells / batteries:**   |

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| 1. **Declaration and Signature**
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| Data Protection: The information submitted will be stored on a database and is restricted to authorised persons. I apply for the grant of an Air Operator’s Certificate. |
| I declare that the information provided on this form is true to the best of my knowledge and belief. I have fully reviewed all Guidance Notes and have submitted all of the necessary paperwork for my application to be considered. |
| **Signature**   | **Date**  |

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| **Delivery Instructions** |
| This form, when completed, should be forwarded to:***Flight Operations Section******Regulatory Division******Department of Civil Aviation*** ***Ministry of Transport and Infocommunications*** ***Brunei International Airport*** ***Bandar Seri Begawan, BB2513******Brunei Darussalam***Or via email at flightops.regulatory@dca.gov.bn.  |

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| **Payment Instructions** |
| Where applicable, full payment to be made as per Brunei DCA Scheme of Charges.***Note:*** *This application will not be processed until the applicable charges have been received.* |
| **Important notes** |
| **Additional Charges** | Where the cost of the Brunei DCA investigations exceeds the application charge payable, the applicant shall pay additional charges to recover those excess costs incurred by Brunei DCA in accordance with the Scheme of Charges. |
| **Overseas Visits** | If a Member or employee of Brunei DCA is required to travel overseas in respect of this application you are advised to read Brunei DCA Scheme of Charges to which this application relates and the section entitled 'Additional charge where functions are performed abroad'. All expenses incurred in pursuance of this application by virtue of travelling overseas will be payable by the applicant on demand. |
| **Withdrawal/ Cancellation of Application** | In the event that this application is withdrawn by the applicant, a cancellation charge may be levied. The cancellation charge reflects the work carried out by Brunei DCA on behalf of the applicant up to the point of cancellation. Please see the Brunei DCA Refunds Policy at [www.mtic.gov.bn/dca](http://www.mtic.gov.bn/dca) for more information. Where sufficient funds remain from the original application charge, this charge will be deducted from any refund made in respect of the application following cancellation. |
| **For official use only** |
| **Date of Receipt:**   |
| **Enclosures Checked by** | **Name**  | **Office**  |
| **Application :** [ ]  **Accepted** [ ]  **Rejected** [ ]  **Pending** [ ]  **Approved** |
| **Remarks**  |
| **Name of authorised staff member**  |
| **Signature**  | **Date**  |

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| **Financial declaration** |
| I hereby declare that to the best of my knowledge the particulars entered on this application are accurate.I enclose the charges payable on application in accordance with the Scheme of Charges ([www.mtic.gov.bn/dca).](http://www.caa.co.uk/ors5%29)I agree to pay any additional charges which may become payable in respect of this application under the Scheme of Charges. |
| **Name of Applicant *(as shown in 2)***  |
| **Signature of Applicant *(named in 2)***  | **or Signature of Authorised Representative *(named in 2)***  |
| **Date**  |