

## You Have Ordered an RVSM for Your Aircraft

# WHAT YOU HAVE RECEIVED AND WHAT TO DO NOW

GLN Compliance Group – [www.gln-compliance.com](http://www.gln-compliance.com) or the eStore at [www.gln-estore.com](http://www.gln-estore.com)

Telephone: 303-925-1491 – Fax: 303-925-1495 – Email: [rvsm@gln-compliance.com](mailto:rvsm@gln-compliance.com)

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### **RVSM WORKSHEET HAS BEEN SENT TO YOU**

#### **02-RVSM Online Application Form 10-165c.doc**

We have uploaded to you the RVSM worksheet. You would need to order an International Operations Manual and MEL on separate worksheets from their respective store areas

The questions are mostly self-explanatory and there are several pages of details about questions at the end of the worksheet. If you are unsure, call our Denver office (Mountain Time) at 303-925-1491, or if you do not have the time, send an email to [rvsm@gln-compliance.com](mailto:rvsm@gln-compliance.com) and someone will quickly get to your question.

We are repeating many of the same questions, such as your name and aircraft, but we need to do so and ensure that when the worksheet is back that it is closely linked to our CRM records.

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### **CREDIT CARD CHARGE PROCESS**

Your credit card has been charged by the eStore system, but if you have NOT returned the worksheet within ten days then we will have to charge back the card and you will have to start a new order. If you think there is going to be a delay on the worksheet then let us know.

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### **RVSM FORMS**

We have a wide variety of forms related to your RVSM project and to international flight operations and related training. We will customize the forms along with your manual in our production process, but we felt you might want to have a collection of blank sample forms in case you wanted to do some editing.

Some of the forms are internationally used, though ours might look a bit more stylish, but you have probably seen similar forms in your training or other international operations documents.

Besides the included forms we have nearly 200 other aviation compliance forms, such as flight and maintenance logs, operations, training and maintenance forms, personnel, scheduling, etc. that you can buy for a nominal charge on the [www.gln-estore.com](http://www.gln-estore.com) site. For now, the most important forms are all included.

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### **RVSM APPLICATION LETTER SAMPLE**

We will provide the completed application letter and other application and review documents, but we have included the blank ones here for your review and maybe some future use.

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## OTHER THINGS YOU MAY NEED TO GET THIS DONE

From a lack of FAA standards, though getting better, you may need to provide some of the following:

- Aircraft Inspection Program Data Cards: Depending on the FSDO, we may need to incorporate the actual inspection program data cards that are related to RVSM. About half the time, so pull them together. That would be from 4-20 sheets you may have to fax to us at 303-925-1495 or scan and email to: [rvsm@gln-compliance.com](mailto:rvsm@gln-compliance.com).
- STC and ICAs: Some inspectors want to see the STC and Instructions for Continuous Airworthiness (ICA) for non-factory RVSM aircraft and perhaps the SB if the equipment was installed but you needed to meet the SB requirement. Sometimes this is also a showing of a logbook entry to show compliance with the STC, ICAs and/or SB.
- Pilot Training Records or Certificates: Pretty common and we have a tabbed area in the RVSM training (the actual training is not done with the manuals).
- FCC Cards: For operations outside of the USA.

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## INTERNATIONAL OPERATIONS MANUAL

If you go outside the USA you will need an approved international operations manual and if you do operations in the MNPS airspace, will need to show training or prior operations.

- We have three basic International Operations Manuals covering just the western hemisphere and then two worldwide versions. Very comprehensive and a bit large.
- These manuals, from GLN anyway, are company-specific, so you need only one version regardless of mixed operational aircraft. So you can buy copies at a fraction of the first one cost, or get the PDF versions of the customized manuals and print your own. To support that you can buy empty GLN binders.

## WHAT YOU NEED TO DO WITH THE RVSM WHEN IT ARRIVES OR IS ELECTRONICALLY PROVIDED

### REVIEW THE RVSM MANUAL

1. Be very thorough. We are not beyond having some minor editing errors, but mostly let's look at this to see that it is truly how you would operate.
2. There is a separate RVSM Maintenance binder and at the end of that are tabs for the individual aircraft, so the first aircraft is included and you can add on aircraft at about half the cost.
3. Recheck the equipment listed and be sure it is right.

## **AIRCRAFT-SPECIFIC SUPPLEMENT**

1. The aircraft-specific supplement for each aircraft is at the end of the RVSM Maintenance manual.
2. Review this for the correct AMM references, inspection program and the MEL ATA item references.

## **APPLICATION LETTER**

We include the application and related letter. We have uploaded to you the raw documents, but they will be 90% completed when we send the RVSM manuals. This way you get an advance review.

## **FAA REVIEW DOCUMENT**

1. This is rather complex and there is one for the Airworthiness Inspector and one for the Operations Inspector.
2. The document is derived from the most current FAA guidance, so that could change between revisions, but is otherwise very detailed and specific about how the manuals comply and where to find the referenced compliance statements.

## **SUBMIT TO THE FAA**

1. When you have the review done, you need to send it to the FAA. We recommend that you have already contacted them about the submission as local offices could have different rules and sometimes even a different application process.
2. The FAA will have this from two days (rare) to several weeks (most common) and will likely come back with changes either as sticky notes or a correction letter. There is nothing wrong with the manuals and with thousands of FAA approvals the issues would be something different an inspector wants, so we need to see and if an item is not a show stopped, we will go with it, but if you might be limited in some way we want to be involved.
3. We can talk directly to the FAA, but only with your approval and the inspectors and mostly they want to deal directly with the operator, as it is YOUR program.

## **FUTURE CHANGES AND UPDATES**

1. The FAA has made major changes about every two years since they put this in place, so plan on it.
2. A major FAA change cannot be incorporated into existing manuals so generally there must be a new manual set that gathers all their issues together.
3. We do the complete new manual changes at a greatly reduced cost.
4. GLN does not charge annual fees for updates as they are rare.