

**Safety Regulation Group
Personnel Licensing Department**



**The Aircraft Maintenance Engineer's Logbook and
Logbook Assessor**

Document No. 44, Version 5

Introduction

Under Part 66 there is a requirement to record satisfactory basic training and skills attainment as a prerequisite for basic licence issue, both for applicants who have completed a Part 147 training course and applicants who have not had formal technical training.

To assist both basic and type rating applicants to demonstrate that they meet the licensing requirements, the CAA has introduced an Aircraft Maintenance Engineer's Logbook which is now available for use and can be ordered from the TSO at www.tso.co.uk. The Logbook is not available directly from the CAA.

Logbook Use

Use of the logbook is voluntary, but where a logbook is submitted in support of an application for a licence issue or licence extension it will enable the CAA to process the application more efficiently and reduce the handling time for the application. A general reference to the logbook contents as it applies to the application will continue to be required on the application form, but the logbook, provided that it has been maintained clearly and accurately and is relevant to the application, will be accepted in lieu of detailed worksheets. The CAA reserves the right to request supporting information when further clarification becomes necessary. The logbook may be used to support applications under BCAR Section L and Part 66.

The Logbook Holder

It is the responsibility of the logbook holder to record the tasks, qualifications and experience as necessary and overall to maintain the logbook in a clear and accurate manner.

The Validator

The Validator should be a supervisory aircraft maintenance engineer who is in regular contact with the logbook holder. The Validator will sign off the entries made by the logbook holder when satisfied that the entries reflect what work he has carried out.

The Part 145/147 Logbook Assessor

The Assessor will be nominated by the Part 145 or Part 147 organisation by virtue of holding a supervisory or management position within the approved organisation. In this case the CAA would expect the nominated person or persons to be included in the organisation's exposition. This will allow the person or persons of that organisation to act as an Assessor for that organisation for the duration of that organisation's Part 145 or Part 147 approval.

The CAA Authorised Assessor (for applicants working outside of Part 145 and Part 147 organisations)

The Assessor will be a senior licensed aircraft maintenance engineer whose licence coverage encompasses that for which the application is being made. Or, the Assessor will be a person with acceptable experience who holds or who has held a senior position in an approved aircraft maintenance organisation. In this case an application will need to be made to the CAA on form SRG\1016. There will be no fee for this service.

A letter of approval will be issued to the CAA Authorised Assessor and will be valid for two years. After this period the Assessor must re-apply.

The Assessors Responsibilities

It is the Assessors responsibility to evaluate and agree the extent of practical skills and maintenance experience necessary for the holder to submit an application for an engineers licence.

Making Your Application to become a CAA Authorised Assessor

Form SRG\1016 should be completed and returned to Personnel Licensing Department, CAA, Aviation House, Gatwick Airport South, West Sussex, RH6 OYR. This form may be downloaded from our website.

Supporting Documents

- A certified copy of your passport by your Manager/Quality Department
- A certified copy of your licence by your Manager/Quality Department