

Chapter A8-15 Aeroplanes and Rotorcraft not exceeding 2730 kg - Maintenance Organisations - Group M3

1 Introduction (See also Chapter A8–15 Appendix 1)

1.1 The requirements of this Chapter A8–15 are applicable to the Approval of Organisations to make recommendations for the renewal of a National Airworthiness Review Certificate in respect of aeroplanes and rotorcraft having a maximum total weight authorised (MTWA) not exceeding 2730 kg.

1.2 An Organisation may, subject to compliance with the requirements of this Chapter, be approved in respect of aeroplanes and/or rotorcraft defined in Commission Regulation (EC) 216/2008 Article 2 (State aircraft) and Annex II, both categories normally referred to collectively as 'non-EASA aircraft':

- a) to perform, in respect of the maintenance of aircraft (see Chapter A6–1), such maintenance checks (see Chapter A8–15 Appendix 1) as are prescribed in the Approved Maintenance Programme and which are required to be completed by an Organisation Approved by the CAA for the purpose;
- b) to perform the Airworthiness Review as specified in Chapter A3-1 for aeroplanes and rotorcraft, as appropriate;
- c) to undertake assessments and make recommendations to the CAA in respect of the renewal and extension of National Airworthiness Review Certificates for non commercial air transport aircraft in accordance with Chapter A3-1.

NOTE 1: With respect to paragraph 1.2, any non-EASA aircraft used for Commercial Air Transport or State purposes must be maintained and released to service by an Organisation appropriately approved in accordance with BCAR A8-23 M1.

NOTE 2: Where the CAA makes reference to Maintenance Schedules in associated documentation, this means Maintenance Programme in the context of this requirement.

2 Application

Application for approval shall be made on Forms AD 457 and AD 461, copies of which may be obtained from the CAA website > Publications > Forms > Organisation Approval Forms, which when completed in duplicate should be returned.

3 Conditions for Approval

3.1 **Personnel** (See Chapter A8–15 Appendix 1, paragraph 2)

3.1.1 The Applicant shall nominate, for CAA acceptance, appropriately qualified personnel who will be employed specifically for the purposes of 1.2 a), b) and c), as follows:

- a) the holder of a United Kingdom BCAR Section L Aircraft Maintenance Engineers' Licence, with Type Ratings in at least both Categories A and C, who will be responsible for recommendations to be made in accordance with 1.2 c);

NOTE: More than one such person may be nominated.

- b) any additional holders of United Kingdom BCAR Section L Aircraft Maintenance Engineers' Licences with Type Ratings appropriate to certifications to be made in accordance with 1.2 a) and b), and who will be responsible for making such certifications.

3.1.2 Where, in some instances certifications under paragraphs 1.2 a) and b), including BCAR Section L Categories X and R, may need to be made by personnel not permanently employed by the Organisation, the Applicant shall satisfy the CAA that acceptable arrangements exist between the particular person and the Organisation.

3.1.3 The Applicant shall satisfy the CAA that licensed and un-licensed staff are of sufficient numbers and are suitably experienced to undertake the volume and type of work appropriate to the certifications to be made. (See A8–15, Appendix 1, paragraph 3.3).

3.2 **Organisation and Procedures** (see A8–15, Appendix 1, paragraph 2)

3.2.1. The Applicant shall satisfy the CAA that it has technical and administrative procedures, compatible with the likely volume of work, in respect of:

- a) matters affecting continued airworthiness, as detailed in Chapter A6-1;
- b) the carrying out of airworthiness reviews and extensions, and making recommendations to the CAA;
- c) the evaluation of technical information issued by manufacturers and Airworthiness Authorities.

3.2.2 Where an Organisation is already Approved in accordance with BCAR Sub-section A8 or EASA requirements, procedures relating to paragraph 3.2.1 a), b) and c) may be added to the existing Exposition or associated procedures manual of the Organisation.

3.2.3 Where applicable the terms of reference of persons nominated in accordance with paragraph 3.1.1, as applicable to the activities covered by the Approval under paragraphs 1.2 b) and c), shall be the subject of acceptance by the CAA.

3.2.4 An Organisation, approved in accordance with this Chapter, placing orders on suppliers and unapproved organisations shall satisfy itself that the origin of each

item supplied is identified and that the item is acceptable and suitable for the intended purpose.

NOTE: CAA Approved Organisations when undertaking work outside their terms of Approval are deemed to be unapproved.

3.3 Accommodation

3.3.1 Hangar accommodation, with adequate lighting and power supplies and of sufficient size to house the size and number of aircraft anticipated to be in work at any one time, shall be provided. Approval of the main premises may, for a particular case and with the prior agreement of the CAA, be extended to cover other premises.

3.3.2 The accommodation shall include suitable areas where data, publications and drawings may be studied and where aircraft maintenance documents may be prepared and stored.

3.3.3 Adequate storage arrangements, together with the necessary records and systems for controlling aircraft components, parts and materials shall be provided.

3.4 Equipment

3.4.1 Adequate equipment, including general maintenance equipment and specialised tools shall be provided.

3.4.2 The calibration of test equipment shall be checked as frequently as is necessary to maintain confidence in the accuracy of the equipment.

3.5 Publications and Information

3.5.1 The Organisation shall make available to the staff concerned the necessary continuing airworthiness data, e.g. CAA publications, approved manuals, specifications, data sheets and related literature appropriate to the class of work for which Approval is sought.

a) The continuing airworthiness data shall consist of that issued from the manufacturers or Type Certificate Holder by way of maintenance manuals, service bulletins, service information and other forms of instructions for continued airworthiness.

b) Arrangements shall be made by the Organisation with the appropriate manufacturers, or other recognised suppliers, for the supply of amendments and changes to the publications held. A suitable system for amending the documents shall be provided.

c) Where continuing airworthiness data is supplied by the aircraft owner or held on loan it shall be the responsibility of the user to ensure that the documents concerned are amended, up to date and available when needed.

4 Continuation of Approval

- 4.1 The Organisation shall be maintained to the standard necessary to undertake the work for which it is Approved. The CAA shall have access to the Organisation at reasonable dates and times for the purpose of assessing compliance with this requirement.
- 4.2 Changes of personnel nominated in accordance with paragraph 3.1.1 shall be notified to the CAA in writing for acceptance.
- 4.3 The CAA shall be consulted where there is any difficulty about the interpretation of the requirements, the associated procedures, or on any airworthiness matter which involves new problems or techniques.
- 4.4 The CAA may revoke, suspend, or vary the Terms of Approval if the conditions prescribed for Approval are not maintained.

5 Findings

- 5.1 When objective evidence is found showing non-compliance of the holder of an organisation approval with the applicable requirements, the finding shall be classified as follows:
 - a) a level one finding is any non-compliance with the applicable requirements, which lowers the safety standard and hazards flight safety;
 - b) a level two finding is any non-compliance with the applicable requirements, which is not classified as level one.
- 5.2 After receipt of notification of findings:
 - a) the holder of the approval shall define the corrective action plan and demonstrate corrective action to the satisfaction of the CAA, and within a period agreed with the CAA;
 - b) for level one findings, immediate action may be taken by the CAA to revoke, limit or suspend in whole or in part, the organisation approval, until successful corrective action has been taken by the organisation;
 - c) for level two findings, the corrective action period granted by the CAA will be appropriate to the nature of the finding and initially will not be more than 3 months. In certain circumstances, the CAA may extend the 3 month period, subject to the nature of the finding and the demonstration of a satisfactory corrective action plan.
 - d) action will be taken by the CAA to suspend in whole or in part the organisation approval in case of failure to comply within the agreed timescales.
- 5.3 In the case of level one or level two findings, the organisation approval may be subject to a partial or full suspension or revocation. The holder of the organisation approval shall provide confirmation of receipt of the notice of suspension or revocation of the organisation approval in a timely manner.

Appendix 1 to A8-15 Assessment of Suitability for Approval

1 Introduction

- 1.1 The purpose of Approval in accordance with Chapter A8-15 is to ensure that, as a condition of renewal of the National Airworthiness Review Certificate (NARC) at the end of a three-year period, or upon the subsequent application for renewal, the following must be carried out at an organisation appropriately approved by the CAA for the purpose:
- a) for piston-engined aeroplanes and rotorcraft below 2730 kg MTWA;
 - i) the annual check, which is coincident with the annual review, prescribed in the Approved Aircraft Maintenance Programme; and
 - ii) the aircraft airworthiness review (See BCAR Chapter A3-1);
 - b) for turbine-engine aeroplanes and rotorcraft below 2730 kg MTWA,
 - the required aircraft survey, annual check and airworthiness review of the aircraft records, as required by Chapter A3-1.

2 Organisation and Procedures

- 2.1 The Applicant will have to satisfy the CAA that the management of the Organisation will be conducted with due regard to the needs of continuing airworthiness.
- 2.2 The Organisation will have to be such, in the opinion of the CAA, as to ensure that in all matters affecting airworthiness full and efficient co-ordination exists between individual certifying aircraft maintenance engineers and other members of the staff.
- 2.3 When assessing an Organisation for continuation of the Approval the CAA will examine the methods used to control maintenance and this will include:
- a) an assessment of the information contained in Form AD 461;
 - b) the structure of the Organisation;
 - c) the number of licensed aircraft maintenance engineers employed and the scope of the licences, or where applicable certifying authorisations, held by these engineers, appropriate to the Approval;
 - d) the adequacy of the facilities, accommodation and equipment necessary to cover those types of aircraft appropriate to the Approval;
 - e) the holding of technical publications and data for those types of aircraft appropriate to the Approval;

- f) the methods of assessing information promulgated by manufacturers and Airworthiness Authorities to ensure continued airworthiness;
- g) procedures for the preservation and correlation of continuing airworthiness records and airworthiness review recommendation reports.