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| Colour CAA Logo | *United Kingdom Civil Aviation Authority* **UK REGULATION (EU) No. 1321/2014, ANNEX II PART 145** COMPLIANCE CHECK LIST | | |
|  |  | | Version 5, Nov 2022 |
|  | | **Survey Ref No** CAA Use Only | | |

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| **Organisation Name: Part 145 Approval Number:** | | | |
| **Address:** | | | |
| **Contact Name:** | | **Tel No:**  **Email:** | |
| **MOE Reference:** | | **CAA Regional Office** | |
| **Compiled by; (Org):** | **Reviewed by; (CAA)** CAA Use Only | | Date |

#### Instructions for completion by applicant and CAA

When completing this document it is important to make a positive statement showing how the organisation complies with any relevant part of Part 145 (column 1) by indicating in column (2) the MOE or procedure reference, if any part is not relevant then N/A should be inserted in column (2). It should be stated in the comments column (3) why the part is not applicable.

Column (3) should give details of method of compliance for applicable paragraphs.

If additional information is required to demonstrate compliance please use the space below or attach an appropriately referenced continuation sheet.

Once completed please return this document to the Regional Office Surveyor dealing with the Part 145 approval.

###### Column (4) RESULT is for CAA use only.The [UK Regulation (EU) No 1321/2014](https://www.caa.co.uk/uk-regulations/aviation-safety/basic-regulation-the-implementing-rules-and-uk-caa-amc-gm-cs/continuing-airworthiness/) should be consulted at all times when completing this compliance Check List

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| REGULATION | **PART 145 REFERENCE (1)** | **MOE / PROCEDURE REFERENCE (2)** | **COMMENT (3)** | **RESULT (4)** |
| **Part 145.A.10** | | | | |
| Scope |  |  |  |  |
| Requirements to Qualify | 145.A.10 |  |  |
| **Part 145.A.20** | | | | |
| Terms of Approval |  |  |  |  |
| Ratings  See also AMC 145.A.20 | 145.A.20 |  |  |
| **Part 145.A.25** | | | | |
| Accommodation |  |  |  |  |
| Management and Admin | 145.A.25(b) |  |  |
| Records – Planning – Quality | 145.A.25(b) |  |  |
| Adequate accommodation protected from weather elements | 145.A.25(a) |  |  |
| Location and Security | 145.A.25(d) |  |  |
| Technical Support / Engineering | 145.A.25(b) |  |  |
| Working Area | 145.A.25(a) |  |  |
| House-Keeping | 145.A.25(c) |  |  |
| Certification Sign Off Area | 145.A.25(g) |  |  |

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| **REGULATION** | **PART 145 REFERENCE (1)** | **MOE / PROCEDURE REFERENCE (2)** | | **COMMENT (3)** | **RESULT (4)** |
| **Part 145.A.25 (cont.)** | | | | | |
| Environment | 145.A.25(b) | |  |  |  |
| Office and Working Areas | 145.A.25(c) | |  |  |
| Work Tables and Equipment | 145.A.25(c) | |  |  |
| Cleaning Facilities | 145.A.25(c) | |  |  |
| Humidity and Temperature | 145.A.25(c) | |  |  |
| Inspection Aids | 145.A.25(c) | |  |  |
| Access Equipment | 145.A.25(c) | |  |  |
| Function and Test | 145.A.25(c) | |  |  |
| Contamination | 145.A.25(c) | |  |  |
| Noise Protection | 145.A.25(c) | |  |  |
| Lighting | 145.A.25(c) | |  |  |
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| Storage Facilities |  |  | |  |  |
| Equipment and Tools | 145.A.25(d) |  | |  |
| Parts and Materials | 145.A.25(d) |  | |  |
| ESD Protection | 145.A.25(d) |  | |  |
| Segregation | 145.A.25(d) |  | |  |
| Racking / Binning | 145.A.25(d) |  | |  |
| Bulk / Sheet Material Interview | 145.A.25(d) |  | |  |
| OEM Storage Instructions | 145.A.25(d) |  | |  |
| Access Restricted to Authorised Personnel only | 145.A.25(d) |  | |  |  |
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| **REGULATION** | **PART 145 REFERENCE (1)** | **MOE / PROCEDURE REFERENCE (2)** | **COMMENT (3)** | **RESULT (4)** |
| **Personnel Part 145.A.30** | | | | |
| Management |  |  |  |  |
| Responsibilities defined and understood | 145.A.30(g) |  |  |
| Knowledge and satisfactory experience | 145.A.30(e) |  |  |
| Application of the safety and quality policy | 145.A.30(a) |  |  |
| Adequate understanding of Part 145 | 145.A.30(e) |  |  |
| Supervision of activities | 145.A.30(d) |  |  |
| Managerial deputies | 145.A.30(b)4 |  |  |
| Control of activities | 145.A.30(a) |  |  |
| Staff Competence assessed | 145.A.30(e) |  |  |
| Form 4s submitted | 145.A.30(b)2 |  |  |
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| **REGULATION** | **PART 145 REFERENCE (1)** | **MOE / PROCEDURE REFERENCE (2)** | **COMMENT (3)** | **RESULT (4)** |
| **Personnel Part 145.A.30 (cont.)** | | | | |
| Other Personnel |  |  |  |  |
| One off authorisation reported to CAA within 7 days | 145.A.30(j)5 |  |  |
| Specialised services staff | 145.A.30(e) & (f) |  |  |
| Appropriate Qualifications | 145.A.30(e) |  |  |
| Production man-hours plan | 145.A.30(d) |  |  |
| Register of B1 and B2 support staff | 145.A.30 |  |  |
| Responsibilities appropriate to terms of reference and function | 145.A.30(e) |  |  |
| Sufficient certifying staff | 145.A.30(d) |  |  |
| Sufficient to plan and perform | 145.A.30(d) |  |  |
| Quality function man-hours | 145.A.30(d) |  |  |
| Job description defined | 145.A.30(e) |  |  |
| Compliance with EN 4179 | 145.A.30(f) |  |  |
| Experience appropriate to function | 145.A.30(e) |  |  |
| Issue of one off Authorisations | 145.A.30(j) |  |  |
| Compliance with Appendix IV is applicable | 145.A.30(j) |  |  |
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| **REGULATION** | **PART 145 REFERENCE (1)** | **MOE / PROCEDURE REFERENCE (2)** | **COMMENT (3)** | **RESULT (4)** |
| **Personnel Part 145.A.30 (cont.)** | | | | |
| Competence |  |  |  |  |
| Established in accordance with MOE | 145.A.30(e) |  |  |
| Established qualification standards | 145.A.30(e) |  |  |
| Assessment of sub contract staff | 145.A.75(b) |  |  |
| Initial and continuation training (incl Human Factors) | 145.A.30(e) |  |  |
| Authorisation of Flight Crew | 145.A.30(j) |  |  |
| Human Factors assessment | 145.A.30(e) |  |  |
| Assessment of all Personnel | 145.A.30(e) |  |  |
| Record of qualification and competence assessment | 145.A.30(e) |  |  |
| Training needs analysis | 145.A.30(e) |  |  |
| Compliance with Part 66 | 145.A.30(g)(h)(i) |  |  |
| **Certifying Staff and Category B1 & B2 Support Staff Part 145.A.35** | | | | |
| **Central Record Information** |  |  |  |  |
| Complete | 145.A.35(j) |  |  |
| Accurate | 145.A.35(j) |  |  |
| Up to date | 145.A.35(j) |  |  |
| Restricted to appropriate staff | 145.A.35(j) |  |  |
| QA oversight | 145.A.35(i) |  |  |
| Details required information | 145.A.35(j) |  |  |
| Retention of records | 145.A.35(j) |  |  |
| Control of inspection stamps | 145.A.35(j) |  |  |
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| **REGULATION** | **PART 145 REFERENCE (1)** | **MOE / PROCEDURE REFERENCE (2)** | **COMMENT (3)** | **RESULT (4)** |
| **Certifying Staff and Category B1 & B2 Support Staff Part 145.A.35** | | | | |
| Authorisation Document |  |  |  |  |
| Provided to and held by staff | 145.A.35(k) |  |  |
| Scope of authorisation defined | 145.A.35(h) |  |  |
| Available in the Dept. | 145.A.35(j) |  |  |
| Available within 24 hours | 145.A.35(i) |  |  |
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| Authorisation Issue & Renewal |  |  |  |  |
| Authorisation Procedures Training | 145.A.30(e) |  |  |
| Competency | 145.A.30(e) |  |  |
| Recency | 145.A.35(c) |  |  |
| Based on valid licence | 145.A.35(g) |  |  |
| **Certifying Staff and Category B1 & B2 Support Staff Part 145.A.35 (cont.)** | | | | |
| Competence | 145.A.30(e) |  |  |  |
| Adequate understanding of tasks | 145.A.35(a) |  |  |
| Maintenance experience | 145.A.30(e) |  |  |
| Qualification | 145.A.30(f)(g)(h) & 145.A.35(g) |  |  |
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| **REGULATION** | **PART 145 REFERENCE (1)** | **MOE / PROCEDURE REFERENCE (2)** | **COMMENT (3)** | **RESULT (4)** |
| **Certifying Staff and Category B1 & B2 Support Staff Part 145.A.35 (cont.)** | | | | |
| Continuation Training |  |  |  |  |
| Plan for initial and continuation training | 145.A.35(e) |  |  |
| Procedures | 145.A.35(d) |  |  |
| Human Factors | 145.A.35(d) |  |  |
| Programme defined | 145.A.35(e) |  |  |
| Content | 145.A.35(e) |  |  |
| Technical Knowledge | 145.A.35(d) |  |  |
| Frequency in 2 year period | 145.A.35(d) |  |  |
| Changes in requirements | 145.A.35(d) |  |  |
| **Records of Airworthiness Review Staff Part 145.A.36** | | | | |
| Records |  |  |  |  |
| Record all details concerning the airworthiness review staff | 145.A.36 |  |  |
| Maintain a current list of allthe airworthiness review staff | 145.A.36 |  |  |
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| **REGULATION** | **PART 145 REFERENCE (1)** | **MOE / PROCEDURE REFERENCE (2)** | **COMMENT (3)** | **RESULT (4)** |
| **Tools, Test Equipment & Materials Part 145.A.40)** | | | | |
| Tools & Test Equipment Sufficient for |  |  |  |  |
| Approved scope of work | 145.A.40(a) |  |  |
| Department tasks | 145.A.40(a) |  |  |
| OEM and alternative tools | 145.A.40(a) |  |  |
| Access equipment and inspection docking | 145.A.40(a) |  |  |
| Equipment re-call system | 145.A.40(a) |  |  |
| Personal tool control | 145.A.40(a) |  |  |
| Control register of in-use tools | 145.A.40(a) |  |  |
| Calibration standards (CAAIP 2-14) | 145.A.40(a) |  |  |
| **Tools, Test Equipment & Materials Part 145.A.40) (cont.)** | | | | |
| Tools & Test Equipment Sufficient for (cont.) |  |  |  |  |
| Calibration records | 145.A.40(a) |  |  |
| Availability satisfactory | 145.A.40(a) |  |  |
| Line procedures | 145.A.40(a) |  |  |
| Calibration control and identification | 145.A.40(b) |  |  |
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| **REGULATION** | **PART 145 REFERENCE (1)** | **MOE / PROCEDURE REFERENCE (2)** | **COMMENT (3)** | **RESULT (4)** |
| **Tools, Test Equipment & Materials Part 145.A.40) (cont.)** | | | | |
| Materials and Components |  |  |  |  |
| Supplier evaluation | 145.A.42(a) |  |  |
| Acceptance / Goods in (Form 1, etc) | 145.A.42(a) |  |  |
| Line procedures | 145.A.70(a)12 |  |  |
| Pool parts / spares | 145.A.25 |  |  |
| Storage & identification | 145.A.25 |  |  |
| Shelf Life Control | 145.A.25 |  |  |
| OEM Conditions for storage | 145.A.25(d) |  |  |
| **Acceptance of Components Part 145.A.42** | | | | |
| Goods Inwards |  |  |  |  |
| Appropriately released | 145.A.42(a) |  |  |
| Marked iaw Part 21 Subpart Q | 145.A.42(a)1 |  |  |
| Segregated | 145.A.42(a) |  |  |
| Raw material – spec and traceability | 145.A.42(a)5 |  |  |
| Standard parts | 145.A.42(a)4 |  |  |
|  | | | | |
| Eligibility |  |  |  |  |
| Modification status | 145.A.42(b) |  |  |
| ADs | 145.A.42(b) |  |  |
| Details on Form 1 | 145.A.42(b) |  |  |
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| **REGULATION** | **PART 145 REFERENCE (1)** | **MOE / PROCEDURE REFERENCE (2)** | **COMMENT (3)** | **RESULT (4)** |
| **Acceptance of Components Part 145.A.42 Cont.)** | | | | |
| Fabrication of Parts |  |  |  |  |
| Part No. reflects manufacturing data | 145.A.42(c) |  |  |
| Internal use only | 145.A.42(c) |  |  |
| TC, STC or DOA data | 145.A.42(c) |  |  |
| Inspected | 145.A.42(c) |  |  |
| Defined in scope of work | 145.A.42(c) |  |  |
| Correctly identified and marked | 145.A.42(c) |  |  |
|  | | | | |
| Unsalvageable parts | 145.A.42(d) |  |  |  |
|  | | | | |
| Installation of parts in ELA1 and ELA2 aircraft | 145.A.42(e) |  |  |  |
| **Maintenance Data Part 145.A.45** | | | | |
| Data |  |  |  |  |
| Readily available (close proximity) | 145.A.45(f) |  |  |
| Departmental activities | 145.A.45 |  |  |
| Applicable standards | 145.A.45(b) |  |  |
| For approved Scope of Work | 145.A.45(a) |  |  |
| Up to Date | 145.A.45(a)(g) |  |  |
| Applicable for work in progress | 145.A.45(a) |  |  |
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| **REGULATION** | **PART 145 REFERENCE (1)** | **MOE / PROCEDURE REFERENCE (2)** | **COMMENT (3)** | **RESULT (4)** |
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| Inaccurate Data |  |  |  |  |
| Reporting forms easy to use and readily available | 145.A.45(c) |  |  |
| Record of communication with author | 145.A.45(c) |  |  |
| Record of deficiency | 145.A.45(c) |  |  |
|  | | | | |
| Regulatory and Advisory Information |  |  |  |  |
| TCDS | 145.A.45(b) |  |  |
| Air Navigation Order | 145.A.45(b) |  |  |
| ADs | 145.A.45(b) |  |  |
| AMC / GM to Part 145 | 145.A.45(b) |  |  |
| CAA requirements - CAP 455, CAP 562 and CAP 747 | 145.A.45(b) |  |  |
| Approved Organisations list | 145.A.45(b) |  |  |
| Regulation (EU) No 1321/2014 | 145.A.45(b) |  |  |
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| **REGULATION** | **PART 145 REFERENCE (1)** | **MOE / PROCEDURE REFERENCE (2)** | **COMMENT (3)** | **RESULT (4)** |
| **Maintenance Data Part 145.A.45 (cont.)** | | | | |
| Publications Available |  |  |  |  |
| TC Holders Manuals | 145.A.45(b) |  |  |
| Component Manufacturer | 145.A.45(b) |  |  |
| CMM | 145.A.45(b) |  |  |
| Repair Data | 145.A.45(b) |  |  |
| Applicable Standards | 145.A.45(b) |  |  |
| NDIM | 145.A.45(b) |  |  |
| IPC | 145.A.45(b) |  |  |
| Approved Organisations List | 145.A.45(b) |  |  |
| SRM | 145.A.45(b) |  |  |
| S/Ls | 145.A.45(b) |  |  |
| CCP | 145.A.45(b) |  |  |
| S/Bs | 145.A.45(b) |  |  |
|  | | | | |
| Manual Condition and Control |  |  |  |  |
| Reader / Printer / Terminal | 145.A.45(b) |  |  |
| Condition | 145.A.45(b) |  |  |
| CD controls (CAAIP 11-25) | 145.A.45(b) |  |  |
| Availability | 145.A.45(b) |  |  |
| Serviceability | 145.A.45(b) |  |  |
| Manual Amendments | 145.A.45(b) |  |  |
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| **REGULATION** | **PART 145 REFERENCE (1)** | **MOE / PROCEDURE REFERENCE (2)** | **COMMENT (3)** | **RESULT (4)** |
| **Maintenance Data Part 145.A.45 (cont.)** | | | | |
| MO Produced Data |  |  |  |  |
| Traceable to source documentation | 145.A.45(d) |  |  |
| Up to Date | 145.A.45(b) |  |  |
| Standardisation of documentation | 145.A.45(e) |  |  |
| Revision control | 145.A.45(e) |  |  |
| Meets OEM intent | 145.A.45(d) |  |  |
| Publication and control procedure | 145.A.70(a) |  |  |
| Task itemisation | 145.A.45(e) |  |  |
| Availability | 145.A.45(a) |  |  |
| **Production Planning Part 145.A.47** | | | | |
| Planning |  |  |  |  |
| Human Factors and Human Performance Limitations | 145.A.47(g) |  |  |
| Planning Office | 145.A.25(g) |  |  |
| Planning support during maintenance | 145.A.47(a) |  |  |
| Availability of resources | 145.A.47(a) |  |  |
| Planning of safety critical maintenance tasks | 145.A.65(b)3 |  |  |
| Pre planning procedures | 145.A.47(a) & 145.A.30(d) |  |  |
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| **REGULATION** | **PART 145 REFERENCE (1)** | **MOE / PROCEDURE REFERENCE (2)** | **COMMENT (3)** | **RESULT (4)** |
| **Production Planning Part 145.A.47 (cont.)** | | | | |
| Handover |  |  |  |  |
| Handover Procedures | 145.A.47(c) |  |  |
| Suitable handover area | 145.A.47(b)(c) |  |  |
| Adequate shift overlap | 145.A.47(b)(c) |  |  |
| Verbal and written handover | 145.A.47(c) |  |  |
| **Performance of Maintenance Part 145.A.48** | | | | |
| Procedures |  |  |  |  |
| Tools clearance & Access Panels closed | 145.A.48(a) |  |  |
| Error Capture Methods for critical tasks | 145.A.48(b) |  |  |
| Dual system maintenance | 145.A.48(c) |  |  |
| Damage assessed and repairs/modifications use approved data. | 145.A.48(d) |  |  |  |
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| **REGULATION** | **PART 145 REFERENCE (1)** | **MOE / PROCEDURE REFERENCE (2)** | **COMMENT (3)** | **RESULT (4)** |
| **Certification of Maintenance Part 145.A.50** | | | | |
| CRS Issued |  |  |  |  |
| Appropriately authorised staff with signature | 145.A.50(b) |  |  |
| CRS statement correct | 145.A.50(b) |  |  |
| Dated and life limitation (hours, cycles) | AMC 145.A.50(b) |  |  |
| Approval reference and inspection stamp legibility | AMC 145.A.50(b) |  |  |
| Operator agreement for deferred items | 145.A.50(c)(e) |  |  |
| Cross-referenced to maintenance data used i.e. Maint. | 145.A.50(b) |  |  |
| Control of PINs | AMC 145.A.50(b) |  |  |
| Uncompleted work | 145.A.50(e)(c) |  |  |
| Planning support during maintenance | 145.A.47(a) |  |  |
| No hazardous non-compliances | 145.A.50(a) |  |  |
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| **REGULATION** | **PART 145 REFERENCE (1)** | **MOE / PROCEDURE REFERENCE (2)** | **COMMENT (3)** | **RESULT (4)** |
| **Certification of Maintenance Part 145.A.50 (Cont)** | | | | |
| CRS Issued (cont.) |  |  |  |  |
| Details of work carried out and Work Pack references | 145.A.50(b) |  |  |
| Reflects work order | 145.A.50(a) |  |  |
| Programme or Task | AMC 145.A.50(b) |  |  |
| Revision status of maintenance data | 145.A.50(b) |  |  |
| Dimensional information retained | AMC 145.A.50(b) |  |  |
| Fully completed and signed | 145.A.50(b) |  |  |
| Work Sheet Control |  |  |  |  |
| Tally sheet control of scheduled and unscheduled task cards / work sheets | 145.A.45(e) & 145.A.50(a) |  |  |
| Cross-reference to additional work sheets | 145.A.45(e) & 145.A.50(a) |  |  |
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| **REGULATION** | **PART 145 REFERENCE (1)** | **MOE / PROCEDURE REFERENCE (2)** | **COMMENT (3)** | **RESULT (4)** |
| **Certification of Maintenance Part 145.A.50 (Cont)** | | | | |
| Component CRS |  |  |  |  |
| Component in storage pre Part 145 | AMC 145.A.50(a) |  |  |
| Aircraft withdrawn from service | AMC 145.A.50(a) |  |  |
| Internal release procedures | AMC 145.A.50(a) |  |  |
| Robbery procedures | AMC 145.A.50(a) |  |  |
| Serialised | AMC 145.A.50(a) |  |  |
| AOG situation | 145.A.50(f) |  |  |
| Reflects operating time as appropriate FH/FC/LDGs | 145.A.50(b) |  |  |
| Reflects maintenance data used and revision status | 145.A.55(c) |  |  |
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| **Maintenance Records and Airworthiness Review Part 145.A.55** | | | | |
| Documentation |  |  |  |  |
| Protection from fire, theft and flood | 145.A.55(c) |  |  |
| Records provided to Operator | 145.A.55(b) |  |  |
| In an acceptable manner | 145.A.55(c) |  |  |
| Legible | 145.A.55(a) |  |  |
| Computer programme safeguards against unauthorised use | 145.A.55(c)2 |  |  |
| Copies retained for 2 years but consider Part M.A.305(h) | 145.A.55(c) |  |  |
| CRS / EASA Form 1 raised | 145.A.55(b) |  |  |
| Computer back up and storage satisfactory | 145.A.55(c)(2) |  |  |
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| **REGULATION** | **PART 145 REFERENCE (1)** | **MOE / PROCEDURE REFERENCE (2)** | **COMMENT (3)** | **RESULT (4)** |
| **Occurrence Reporting Part 145.A.60** | | | | |
| Internal Reporting Occurrence |  |  |  |  |
| Report from accessible and easy to use | 145.A.60(c) |  |  |
| Evidence of investigations | 145.A.60(b) |  |  |
| Just culture / disciplinary policy | 145.A.60(b) |  |  |
| Evidence of feedback to reportees | 145.A.60(b) |  |  |
|  | | | | |
| Reports Made |  |  |  |  |
| Reports submitted within 72 hours | 145.A.60(e) |  |  |
| - to the CAA (or EASA if foreign 145) | 145.A.60(a) |  |  |
| - to the Operator | 145.A.60(a) |  |  |
| - to the TC Holder (state of registry) | 145.A.60(a) |  |  |
| What reporting form used | 145.A.60(c) |  |  |
| Follow up / tracking effective | 145.A.60(b) |  |  |
| Dissemination of findings | 145.A.60(b) |  |  |
| Review meetings / bodies | 145.A.60(b) |  |  |
| Closure recommendations | 145.A.60(b) |  |  |
| Standard of Completion | 145.A.60(c) |  |  |
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| **REGULATION** | **PART 145 REFERENCE (1)** | **MOE / PROCEDURE REFERENCE (2)** | **COMMENT (3)** | **RESULT (4)** |
| **Procedures – Departmental Part 145.A.65** | | | | |
| To Ensure Good Maintenance Practices |  |  |  |  |
| Readily available to all staff | 145.A.65(b) |  |  |
| Human Factors principles considered | 145.A.65(b) |  |  |
| Safety and Quality Policy in MOE | 145.A.65(a) |  |  |
| Provision and control of specialised services | 145.A.65(b) |  |  |
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| To Ensure Good Maintenance Practices (cont.) |  |  |  |  |
| Review / Control Procedure | 145.A.65(b) |  |  |
| Work orders / contracts | 145.A.65(b) |  |  |
| Minimise errors on Critical Systems | 145.A.65(b)3 x AMC |  |  |
| Adequately Descriptive | 145.A.65(b) |  |  |
| Departmental Practices | 145.A.65(b) |  |  |
| Certification Procedures | 145.A.65(b) |  |  |
| Procedure Ownership | 145.A.65(b) |  |  |
| Method of Work Control and Sub-contracting | 145.A.65(b)(1) |  |  |
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| **REGULATION** | **PART 145 REFERENCE (1)** | **MOE / PROCEDURE REFERENCE (2)** | **COMMENT (3)** | **RESULT (4)** |
| **Quality System Part 145.A.65** | | | | |
| Includes |  |  |  |  |
| Findings notified to appropriate dept | 145.A.65(c)(2) |  |  |
| Remedial actions | 145.A.65(c)(2) |  |  |
| Findings clearly identified | 145.A.65(c)(2) |  |  |
| Accountable Manager quality meetings | 145.A.65(c)(2) |  |  |
| Senior Manager involvement | 145.A.65(c)(2) |  |  |
| Procedures Audits | 145.A.65(c)(1) |  |  |
| Product sample audits for each product line | 145.A.65(c)(1) |  |  |
| Workshop Audit | 145.A.65(c)(1) |  |  |
| Audit reports adequately descriptive | 145.A.65(c)(1) |  |  |  |
| Random Audits | 145.A.65(c)(1) |  |  |
| Follow up appropriate | 145.A.65(c)(2) |  |  |
| Audit closed appropriately | 145.A.65(c)(2) |  |  |
| Audit Plan | 145.A.65(c)(1) |  |  |
| Feedback system working | 145.A.65(c)(2) |  |  |
| Out of hours monitoring | 145.A.65(c)(1) |  |  |
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| **REGULATION** | **PART 145 REFERENCE (1)** | **MOE / PROCEDURE REFERENCE (2)** | **COMMENT (3)** | **RESULT (4)** |
| **Quality System Part 145.A.65 (cont.)** | | | | |
| Includes (cont.) |  |  |  |  |
| All aspects of Part 145 compliance are checked every 12 months | 145.A.65(c)(1) |  |  |
| Independence of auditors | 145.A.65(c)(1) |  |  |
| Target rectification dates for action | 145.A.65(c)(2) |  |  |
| Qualification Procedures | 145.A.65(c)(1) |  |  |
| Effectiveness of audit programme | 145.A.65(c)(2) |  |  |
| Records retained > 2 years | 145.A.65(c)(2) |  |  |
| Competency assessment | 145.A.65(c)(1) |  |  |
| Root cause addressed | 145.A.65(c)(2) |  |  |
| Line station audits | 145.A.65(c)(1) |  |  |
| Findings corrected in timely manner | 145.A.65(c)(2) |  |  |
| Training of Auditors | 145.A.30(e) & 145.A.65 |  |  |
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| **REGULATION** | **PART 145 REFERENCE (1)** | **MOE / PROCEDURE REFERENCE (2)** | **COMMENT (3)** | **RESULT (4)** |
| Maintenance Organisation Exposition Part 145.A.70 | | | | |
| Accountable Managers statement signed | 145.A.70(a) |  |  |  |
| Scope of work reflects activity | 145.A.70(a) |  |  |
| List of sub contract organisation |  |  |  |
| Nominated persons correct |  |  |  |
| Capability list |  |  |  |
| Minor amendments |  |  |  |
| Availability |  |  |  |
| Approval of changes to the MOE by the CAA | 145.A.70(b) |  |  |
| Indirect approval for minor changes to the MOE | 145.A.70(c) |  |  |
| Privileges of the Approval Part 145.A.75 | | | | |
| a) Maintenance limited to that identified in the approval certificate at an approved location | 145.A.75(a) |  |  |  |
| b) Sub-contract control (The MOE must list the orgs and the controls must be equal to those applied at the primary approved company.) | 145.A.75(b) |  |  |
| c) Unscheduled Maintenance away from approved sites (procedures in MOE) | 145.A.75(c) |  |  |

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| **REGULATION** | **PART 145 REFERENCE (1)** | **MOE / PROCEDURE REFERENCE (2)** | **COMMENT (3)** | **RESULT (4)** |
| Privileges of the Approval Part 145.A.75 (cont.) | | | | |
| d) Maintain any aircraft at a location identified as a line maintenance location capable of supporting minor maintenance. Identified in MOE. | 145.A.75(d) |  |  |  |
| e) Issue certificates of release to service in respect of paragraph (1) to (d) on completion of maintenance in accordance with Part 145.50 | 145.A.75(e) |  |  |  |
| f) If specifically approved to do so for ELA1 aircraft not involved in commercial operations, perform airworthiness reviews and issue the corresponding airworthiness review certificate, under certain conditions. | 145.A.75(f) |  |  |  |
| g) Develop the maintenance programme and process its approval in accordance with point M.A.302 for ELA2 aircraft not involved in commercial operations | 145.A.75(g) |  |  |  |

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| Limitation Part 145.A.80 | | | | |
| Maintain an aircraft or aircraft component for which it is approved when all necessary facilities, equipment, tooling, material, approved technical data and certifying staff are available | 145.A.80 |  |  |  |
| Changes to the Organisation Part 145.A.85 | | | | |
| Agreed Procedures during Changes | 145.A.85 |  |  |  |
| The location of the organisation | 145.A.85 |  |  |
| Additional locations of the organisation | 145.A.85 |  |  |

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| **REGULATION** | **PART 145 REFERENCE (1)** | **MOE / PROCEDURE REFERENCE (2)** | **COMMENT (3)** | **RESULT (4)** |
| Changes to the Organisation Part 145.A.85 | | | | |
| Agreed Procedures during Changes | 145.A.85 |  |  |  |
| Changes to Capability Lists Controlled and recorded | 145.A.85 |  |  |
| Company procedures | 145.A.85 |  |  |
| The name of the organisation | 145.A.85 |  |  |
| Certifying staff | 145.A.85 |  |  |
| Any of the nominated persons | 145.A.85 |  |  |
| The Accountable Manager | 145.A.85 |  |  |
| Notification to the Authority | 145.A.85 |  |  |
| Approved scope of work | 145.A.85 |  |  |
| Facilities, equipment, tools, material etc | 145.A.85 |  |  |
| Continued Validity of Approval Part 145.A.90 | | | | |
| Remain in compliance with Part 145 | 145.A.90(a) |  |  |  |
| Access for CAA / Standardisation Team | 145.A.90(a) |  |  |
| Findings Part 145.A.95 | | | | |
| Root cause addressed within agreed timescales | 145.A.95(c) |  |  |  |
| Corrective action plan | 145.A.95(c) |  |  |