

Appendix C – Maintenance Support Arrangements

CAP632 | Edition 9 | June 2026

Operator Name		Date & Location	
EMA		Aircraft Type: Complex/Intermediate/Simple	

REFERENCE	SUBSECTION
Airworthiness Responsibility	
<p>The operator must hold copies of the pre-flight / daily check sheets reflecting the maintenance schedule.</p> <p>The operator will be required to record Operational and technical problems encountered and the measures taken to overcome them. The operator is responsible for ensuring the aircraft is in compliance with the approved maintenance program and mandatory permit directives.</p> <p>Comments:</p>	Pre-Flight checks
	Daily checks
	Defect rectification
	Approved maintenance program
	MPDs
Airworthiness co-ordination	
<p>The operator must be able to review the capability for aircraft maintenance and continuing airworthiness approvals.</p> <p>Qualification and terms of reference for the key personnel within the organisation should be detailed within the OCM. This contract must define each party's responsibilities.</p> <p>Comments:</p>	Maintenance liaison contact
	Maintenance contract
	Capability to review maintenance standards
	Key personnel terms of reference
	Defined operational / engineering responsibilities.
Aircraft maintenance program	
<p>The operator must have the aircraft maintained to an approved maintenance program (BCAR A3-7 refers).</p> <p>Comments:</p>	Check cycle
	Program review
	Program accepted by CAA
Aircraft Technical Log	
<p>The operator must have a technical log for each aircraft operated. Crews should be given guidance on its completion. Policy towards allowable deficiencies with associated flight limitations.</p>	Format
	Permit maintenance release
	Deferred defects

Comments:

Maintenance records

The operator must make arrangements to maintain the aircraft records including maintenance records, flying times, inspection status, exemptions, flight test.

Aircraft records

Flying times

Permit-to-Fly, PMR

Exemptions

Flight test (PFRC)

Comments: