



WELLINGTON NEW ZEALAND

PURSUANT to Section 28 of the Civil Aviation Act 1990

I, JENNIFER MARY SHIPLEY, Minister of Transport,

HEREBY MAKE the following ordinary rules.

SIGNED AT Wellington

This *17* day of *February* 1997

by **JENNIFER MARY SHIPLEY**

A handwritten signature in black ink, appearing to read 'JMS', with a long horizontal flourish extending to the right.

Minister of Transport

Civil Aviation Rules

Part 145, Amendment No 4

Aircraft Maintenance Organisations – Certification

Docket Nr. 1007

Civil Aviation Rules
Part 145, Amendment No 4

**Aircraft Maintenance Organisations –
Certification**

RULE OBJECTIVE, EXTENT OF CONSULTATION AND COMMENCEMENT

The objective of Part 145, Amendment No 4 is to make amendments to Part 145 necessary for the implementation of Part 66.

Part 145, Amendment No 4 was consulted in conjunction with Part 66 under docket 1007.

This amendment was referred to and signed by the Minister of Transport.

Part 145, Amendment No 4 comes into force on 1 April 1997.

Part 145, Amendment No 4

Part 145 is amended by revoking 145.61 and 145.63 and substituting the following new rules:

“145.60 Authorisation procedures

(a) Each applicant for the grant of a maintenance organisation certificate shall establish procedures for the issue of authorisations that authorise persons to—

- (1) perform and supervise maintenance on the aircraft or components specified in the authorisation; and
- (2) certify the aircraft or components specified in the authorisation for release to service after maintenance has been performed; and
- (3) certify the conformity of major modifications and major repairs to aircraft and components to acceptable technical data.

(b) The procedures shall ensure that no person is authorised to release an aircraft or component to service after maintenance unless that person is the holder of an aircraft maintenance engineer licence in an appropriate category issued under Part 66, and—

- (1) holds an appropriate rating issued under Part 66; or
- (2) meets a standard at least equal to that required by Part 66, Subpart C for the grant of an aircraft maintenance engineer rating.

(c) Notwithstanding paragraph (b), the procedures may permit a person to be authorised to release an component to service after maintenance if—

- (1) that person has—
 - (i) successfully completed a course of training relevant to the type of components for which the authorisation is sought; or
 - (ii) passed an examination acceptable to the Director; and
- (2) that person has 36 months of practical aviation related experience with the procedures, practices, materials, tools, machine tools, and equipment generally used in constructing, maintaining, or modifying airframes, powerplants, or avionic equipment; and
- (3) that person has 6 months supervised experience directly applicable to the type of components for which authorisation is sought; and

- (4) for authorisation to release an component to service after the performance of NDT, that person has passed an applicable examination conducted by the CBIP or other organisation acceptable to the Director; and
 - (5) for authorisation to release an component to service after the performance of welding, that person demonstrates competence in welding to a standard acceptable to the Director.
- (d) The course of training specified in paragraph (c)(1)(i) shall be—
- (1) conducted by the holder of a maintenance organisation certificate issued under Part 145 for the training of that organisation's staff; or
 - (2) conducted by the holder of an aviation training organisation certificate issued under Part 141 which authorises such a course; or
 - (3) conducted by the manufacturer of the applicable component; or
 - (4) approved by the competent authority of a foreign Contracting state.
- (e) The procedures shall ensure that no person is authorised to release an aircraft or component to service after maintenance, unless that person has been examined by the appropriate senior person for—
- (1) familiarity with the maintenance procedures required by 145.59(a); and
 - (2) technical competence in respect of the authorisation to be held.
- (f) The procedures shall ensure that no person is authorised to certify the conformity of major modifications and major repairs to aircraft and components to acceptable technical data unless that person—
- (1) is the holder of an authorisation for the aircraft or component to be certified; and
 - (2) has completed a course of training relevant to modification and repair conformity; and
 - (3) has passed an examination acceptable to the Director.
- (g) The procedures shall ensure that an authorised person shall not exercise the privileges of the authorisation unless they satisfy the recent experience requirements prescribed in 66.57 irrespective of whether that person holds an aircraft maintenance engineer licence issued under Part 66.
- (h) Authorisations issued to a person who meets the requirements of paragraphs (b) or (d) may confer equal or lesser privileges than those conferred by an equivalent rating issued under Part 66, Subpart C.

145.61 Internal quality assurance

(a) Each applicant for the grant of an aircraft maintenance organisation certificate shall establish an internal quality assurance system to ensure compliance with, and the adequacy of, the procedures required by this Part.

(b) The internal quality assurance system shall include—

- (1) a **safety policy** and safety policy procedures that are relevant to the applicant's organisational goals and the expectations and needs of its customers; and
- (2) a procedure to ensure **quality indicators**, including defect and incident reports, and personnel and customer feedback, are monitored to identify existing problems or potential causes of problems within the system; and
- (3) an **internal audit programme** to audit the applicant's organisation for conformity with the procedures in its exposition and achievement of the goals set in its safety policy; and
- (4) a procedure for **corrective action** to ensure existing problems that have been identified within the system are corrected; and
- (5) a procedure for **preventive action** to ensure that potential causes of problems that have been identified within the system are remedied; and
- (6) **management review** procedures, which shall include the use of statistical analysis, to ensure the continuing suitability and effectiveness of the internal quality assurance system in satisfying the requirements of this Part.

(c) The safety policy procedures shall ensure that the safety policy is understood, implemented, and maintained at all levels of the organisation.

(d) The procedure for corrective action shall specify how—

- (1) to correct an existing problem; and
- (2) to follow up a corrective action to ensure the action is effective; and
- (3) management will measure the effectiveness of any corrective action taken.

(e) The procedure for preventive action shall specify how—

- (1) to correct a potential problem; and
- (2) to follow up a preventive action to ensure the action is effective; and

- (3) to amend any procedure required by this Part as a result of a preventive action; and
 - (4) management will measure the effectiveness of any preventive action taken.
- (f) The internal audit programme shall—
- (1) specify the frequency and location of the audits taking into account the nature of the activity to be audited; and
 - (2) ensure audits are performed by trained auditing personnel who are independent of those having direct responsibility for the activity being audited; and
 - (3) ensure the results of audits are reported to the personnel responsible for the activity being audited and the manager responsible for internal audits; and
 - (4) require preventive or corrective action to be taken by the personnel responsible for the activity being audited if problems are found by the audit; and
 - (5) ensure follow up audits to review the effectiveness of any preventive or corrective action taken.
- (g) The procedure for management review shall—
- (1) specify the frequency of management reviews of the quality assurance system taking into account the need for the continuing effectiveness of the system; and
 - (2) identify the responsible manager who shall review the quality assurance system; and
 - (3) ensure the results of the review are evaluated and recorded.
- (h) The senior person who has the responsibility for internal quality assurance shall have direct access to the Chief Executive on matters affecting safety.

145.63 Maintenance Organisation Exposition

- (a) An applicant for the grant of a maintenance organisation certificate shall provide the Director with an exposition which shall contain—
- (1) a statement signed by the Chief Executive, on behalf of the applicant's organisation, confirming that the exposition, and any included manuals:

- (i) define the organisation and demonstrate its means and methods for ensuring ongoing compliance with this Part; and
 - (ii) will be complied with at all times; and
- (2) the titles and names of the senior person or persons required by 145.53(a)(1) and (2); and
 - (3) the duties and responsibilities of the person or persons specified in paragraph (a)(2) including matters for which they have responsibility to deal directly with the Director or the Authority on behalf of the maintenance organisation; and
 - (4) an organisation chart showing lines of responsibility of the senior persons specified in paragraph (a)(2); and
 - (5) details of the applicant's staffing structure at each of the locations listed under paragraph (a)(6); and
 - (6) details of all locations where the applicant conducts maintenance and the facilities at those locations; and
 - (7) a detailed description of the scope of work undertaken by the applicant; and
 - (8) details of the applicant's procedures required by—
 - (i) 145.51(e) regarding the provision of satisfactory environmental conditions; and
 - (ii) 145.51(e) regarding the provision of satisfactory storage and segregation of parts; and
 - (iii) 145.53(b) regarding competence of personnel; and
 - (iv) 145.53(b) regarding on-going training of personnel; and
 - (v) 145.55(b) regarding the control and calibration of tools, equipment and test equipment; and
 - (vi) 145.57(c) regarding the control and amendment of airworthiness data; and
 - (vii) 145.57(d) regarding the publication of data; and
 - (viii) 145.59(a) regarding the performance of maintenance; and
 - (ix) 145.59(b) regarding contractual arrangements with air transport operators; and

- (x) 145.59(c) regarding the procurement and acceptance of components and services from external sources; and
 - (xi) 145.60 regarding the authorisation of personnel; and
 - (xii) 145.61 regarding the internal quality assurance system of the organisation; and
 - (xiii) 145.107(a) regarding the recording of maintenance carried out; and
 - (xiv) 145.107(c) regarding the retention of maintenance records; and
 - (xv) 145.109(a) regarding the reporting of aircraft defects and unairworthy conditions; and
 - (xvi) 145.111(d) regarding maintenance to be carried out at locations not listed in the exposition; and
- (9) procedures to control, amend and distribute the exposition.
- (b) The applicant's exposition must be acceptable to the Director."

145.103 *Certifying maintenance*

Part 145 is amended by revoking 145.103 and substituting the following new rule:

"145.103 *Privileges and limitations of authorisation holders*

- (a) A person shall not release to service an aircraft or component to service after maintenance if that maintenance is required to be performed by an organisation certificated under this Part, unless they have been authorised in accordance with the organisation's exposition.
- (b) A person authorised by the holder of a maintenance organisation certificate is authorised to—
- (1) perform or supervise the maintenance of the aircraft or components specified in the authorisation; and
 - (2) release the aircraft or components to service specified in the authorisation, after maintenance has been performed.
- (c) A person authorised by an organisation certificated under this Part to release aircraft or components to service after maintenance shall release the aircraft or components to service in accordance with Part 43, Subpart C.

(d) A person shall not certify the conformity of major modifications and major repairs to aircraft and components to acceptable technical data unless they have been authorised in accordance with the organisation's exposition."

145.115 Changes to certificate holder's organisation

Part 145 is amended by revoking 145.115 and substituting the following new rule:

"145.115 Changes to certificate holder's organisation

(a) Each holder of a maintenance organisation certificate shall ensure that their exposition is amended so as to remain a current description of the holder's organisation.

(b) The certificate holder shall ensure any amendments made to the holder's exposition meet the applicable requirements of this Part and comply with the amendment procedures contained in the holder's exposition.

(c) The certificate holder shall provide the Director with a copy of each amendment to the holder's exposition as soon as practicable after its incorporation into the exposition.

(d) Where a certificate holder proposes to make a change to any of the following, prior notification to and acceptance by the Director is required:

- (1) the Chief Executive;
- (2) the listed senior persons;
- (3) the locations at which maintenance is carried out;
- (4) the ratings for which the certificate is granted;
- (5) the organisation's internal quality assurance system;
- (6) the organisation's procedure for authorising persons to certify maintenance.

(e) The Director may prescribe conditions under which a certificate holder may operate during or following any of the changes specified in paragraph (d).

(f) A certificate holder shall comply with any conditions prescribed under paragraph (e).

(g) Where any of the changes referred to in this rule requires an amendment to the certificate, the certificate holder shall forward the certificate to the Director as soon as practicable.

(h) The certificate holder shall make such amendments to the holder's exposition as the Director may consider necessary in the interests of aviation safety.