

Project Specific Certification Plans

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What is a PSCP?

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- A plan for successful certification

PSCP Objectives

- An agreed plan between CAA and the applicant to achieve certification
- The prime project management tool used by both applicant and CAA for documenting and coordinating certification information and activities
- Documents any planning and commitment of resources
- Developed cognisant of the constraints that both parties are subject to when implementing the plan
- A roadmap for successful certification

What should a PSCP Contain?

- General administrative information
- Scope
- Identification of Stakeholders (CAA and Applicant)
- Design change description
- Certification Requirements
- Compliance Checklist
- Conformity
- Certification Testing
- Compliance Inspections
- Schedule
- Responsibilities for findings of compliance findings (if delegated)

CAA Observations regarding PSCPs

- Design change description:
 - Insufficient for CAA to gain a reasonable understanding of the project
 - Details omitted may impact on:
 - Scope of certification requirements needing to be substantiated
 - CAA resources required / ability to support
 - Schedule
- Repetition of data from the TCDS that may add little value to the PSCP

CAA Observations regarding PSCPs

- Certification requirements:
 - Should be traceable from PSCP, through substantiation documents to statements of compliance.
- Compliance Checklists:
 - Clearly define MOCs
 - Use of “Similarity” as MOC
 - Do you formally have access to the previously approved data?
 - Substantiation: What data is being produced to substantiate each requirement?
 - Trend is to lump all substantiation into a single report

CAA Observations regarding PSCPs

- Updating of PSCPs
 - Need to be kept up to date to reflect significant changes
 - Is the scope changing?
 - Is your approach to certification changing?
 - Is CAA's ability to support the changes affected?
- Reports: What requirements are they substantiating?
 - Traceability

PSCP Template –AC21-8 App A

- Should be viewed as the minimum information required for a “simple” STC
- More information allows for more informed decision making
- More time on up-front planning and documenting will be saved by avoid re-work in the future

QUESTIONS ?