



PURSUANT to Section 30 of the Civil Aviation Act 1990

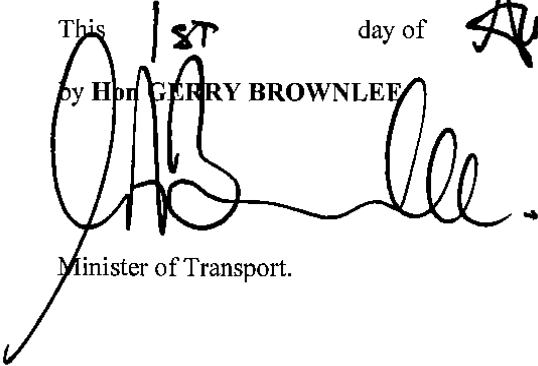
I, **GERRY BROWNLEE**, Minister of Transport,

HEREBY MAKE the following ordinary rules.

SIGNED AT Wellington

This 1st day of August 2012

by Hon **GERRY BROWNLEE**


Minister of Transport.

Civil Aviation Rules

Part 141, Amendment 2

Aviation Training Organisations - Certification

Docket 6/CAR/5

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Rule objective

The objective of amendment 2 to Part 141 is to update rule 141.59 *Records* as a consequence to the introduction of rule 121.577 *Crew members training records*.

Extent of consultation

Development of the rule amendment proposal included informal discussions, meetings and email exchange with a number of key Industry members. Prior to the publication of the notice of proposed rule making (NPRM), the rule amendment project for Part 121 was undertaken in consultation with a project working group (PWG) that consisted of representatives from the aviation industry, and the CAA operational group.

NPRM 10-03, containing the proposed amendment to Part 121 was issued for public consultation under Docket 6/CAR/5 on 30 November 2010.

The publication of this NPRM was notified in the Gazette on 30 November 2010. The NPRM was published on the CAA web site and mailed to identified stakeholders including representative organisations who were considered likely to have an interest in the proposal.

A period of 36 working days was allowed for comment on the proposed rule.

Summary of submissions

Two submissions (a total of 12 responses from 2 organisations) were received on the NPRM. No changes were made to Part 141 as a result of the submissions.

Examination of submissions

Submissions may be examined by application to the Docket Clerk at the Civil Aviation Authority between 8:30 am and 4:30 pm on weekdays, except statutory holidays.

There were no submissions relating to the amendment of Part 141.

Insertion of Amendments

The amendment to the rule is reflected by the revocation and replacement of rule 141.59.

Effective date of rule

Amendment 2 to Part 141 comes into force on 06 September 2012.

Availability of rules

Civil Aviation Rules are available from–

CAA web site: <http://www.caa.govt.nz/>

Freephone: 0800 GET RULES (0800 438 785)

Part 141 Aviation Training Organisations - Certification

Rule 141.59 Records is revoked and replaced by the following rule:

141.59 Records

- (a) An applicant for the grant of a standard aviation training organisation certificate must establish procedures for identifying, collecting, indexing, storing, and maintaining the records that are necessary for the training courses and assessments listed in the applicant's exposition.
- (b) The procedures required by paragraph (a) must provide for a record to be maintained for the following—
- (1) every person who conducts a training course or assessment; and
 - (2) every person who undertakes a training course or an assessment; and
 - (3) every internal quality assurance audit or review.
- (c) The records required by paragraph (b)(1) must include the person's name and details of the person's experience, qualifications, training, and competency assessments.
- (d) The records required by paragraph (b)(2) must include the following details:
- (1) the person's name and date of birth:
 - (2) the method used to identify the person:
 - (3) details of any aviation document held by the person:
 - (4) details of the person's enrolment, course attendance, and subjects:

- (5) details as applicable of the person's ground training and flight training, instructor comments, internal assessments:
 - (6) details of any external examination, and any associated knowledge deficiency report, that is undertaken by the person as part of the person's enrolment with the applicant's organisation:
 - (7) details of, and the result of, any aviation assessment undertaken by the person as part of the person's enrolment with the applicant's organisation, to meet a rule requirement.
- (e) The records required by paragraph (b) must be—
- (1) accurate, legible and of a permanent nature; and
 - (2) retained for a period of 3 years from the date of the last entry.

Consultation Details

(This statement does not form part of the rules contained in Part 141. It provides details of the consultation undertaken in making the rules.)

A Notice of Proposed Rulemaking, NPRM 10-03 *Part 121 Air Operations – Large Aeroplanes*, containing the proposed rules was issued for public consultation under Docket 6/CAR/5 on 30 November 2010.

Two submissions (a total of 12 responses from 2 organisations) to the NPRM were received.

Details regarding the list of submitters and a summary of the public submissions can be found in the consultation details of the final rule document for Amendment 22 to Part 121.