

MAINTENANCE AGREEMENT GUIDANCE

BETWEEN THE

**FEDERAL AVIATION ADMINISTRATION OF THE
UNITED STATES OF AMERICA**

AND THE

**CIVIL AVIATION AUTHORITY OF
THE UNITED KINGDOM OF GREAT BRITAIN AND
NORTHERN IRELAND**



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**MAINTENANCE AGREEMENT GUIDANCE
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Section A - Interaction between the FAA and the CAA

1.0 INTRODUCTION.

- 1.1 This document sets forth guidance for approval and monitoring of maintenance and alteration or modification facilities pursuant to the Maintenance Implementation Procedures (MIP) Under the Agreement between the Government of the United States of America and the Government of the United Kingdom of Great Britain and Northern Ireland (UK) for the Promotion of Aviation Safety (BASA). The Federal Aviation Administration (FAA) and the Civil Aviation Authority (CAA) (collectively, Authorities and individually, Authority) have agreed to cooperate and provide technical support in evaluating and accepting each other's approved maintenance organization systems. This Maintenance Agreement Guidance (U.S.-UK MAG) contains the respective responsibilities and procedures for recommendations for FAA certification, renewal of certification, certificate amendments, and continued monitoring of maintenance and alteration or modification facilities located in the UK. The U.S.-UK MAG also describes the actions required of applicants located in the United States seeking Maintenance Organisation Approval under Commission Regulation (EU) No. 2018/1139, as applicable in the UK legal system by virtue of the European Union (Withdrawal) Act 2018.
- 1.2 FAA legal standards for safety regulation are contained in Title 49 United States Code (49 U.S.C.), Subtitle VII, Part A, Subparts I, III, and IV; and Title 14 Code of Federal Regulations (14 CFR), Chapter I, Subchapters A, C, and G. Guidance material and policy are outlined in ancillary documents and procedures, such as FAA Orders, policy memoranda, and Advisory Circulars (AC).
- 1.3 The Government of the UK has participated in the European Aviation Safety Agency (EASA) (now named the European Union Aviation Safety Agency) since 2003, when the European Union (EU) established EASA pursuant to Regulation (EC) 1592/2002. This regulation has since been repealed and replaced by Regulation (EU) 2018/1139 (Basic Regulation), which came into force on 11 September 2018 and is applicable in UK law through the European Union (Withdrawal) Act 2018 together with all applicable and in force regulations as of December 31, 2020. The Basic Regulation and all other in force and applicable implementing regulations have been amended by the UK's Aviation Safety (Amendment etc.) (EU Exit) Regulations 2019 to address failures of retained EU law to operate in the UK (as opposed to throughout the EU) effectively and to remedy any other deficiencies arising from the withdrawal of the UK from the EU. Relevant departmental procedures, guidance materials, and policies are contained in the CAA's Management System. The CAA's technical standards incorporate, by reference, requirements for continuing airworthiness, as outlined in Commission regulations and Certification Specifications (CS). Guidance material and policy are contained in Acceptable Means of Compliance (AMC) and Guidance Material (GM).
- 1.4 The FAA and the CAA have identified the differences between the (UK) Part 145 regulations and 14 CFR part 145 regulations. These differences are listed in the MIP as Special Conditions. As a result, UK-based Part 145 Approved Maintenance Organisations (AMO), when in compliance with the FAA Special Conditions listed in the MIP, may

apply for a 14 CFR part 145 repair station certificate. The CAA shall rely on EASA certificates issued on the basis of the Annex 2 of the U.S.-EU Agreement for U.S. based 14 CFR part 145 repair stations located within the United States wishing to perform work on civil aeronautical products under the regulatory control of the UK CAA until January 1, 2023.

- 1.5** The FAA’s surveillance program frequency of U.S. based, EASA certificated AMOs is described in FAA Order 8900.1, Flight Standards Information Management System (FSIMS), Volume 10. In addition, FAA Order 8900.1, Volume 10 also provides the policy for developing and executing baseline risk-based surveillance activities. The Safety Assurance System (SAS) uses risk-based concepts to identify hazards and manage risk through adjustments of the work program, which allows an aviation safety inspector (ASI) to target specific areas of elevated risk.
- 1.6** The CAA’s surveillance program frequency of surveillance of UK based 14 CFR part 145 repair stations is described in (UK) Part 145, Section B. Unscheduled surveillance visits to the AMO may be conducted when an organization requests for new or additional capabilities, or the organization has undergone major changes or expansion. Unannounced audits may also be conducted on randomly selected organizations.

2.0 GENERAL U.S.-UK MAG INFORMATION.

2.1 The U.S.-UK MAG is divided into the following five sections:

- a. Section A. Interaction between the FAA and the CAA.
- b. Section B. Requirements for UK-recognized EASA AMOs located in the United States.
- c. Section C. Requirements for 14 CFR part 145 repair stations located in the UK.
- d. Section D. Entry into force and termination.
- e. Section E. Authority.

2.2 Communications.

2.2.1 The FAA and the CAA shall keep each other informed of significant changes within their respective system, such as:

- a. Statutory responsibilities.
- b. Organizational structure (e.g., personnel, management structure, technical training, staffing, office location).
- c. Significant revisions to maintenance organization approval oversight systems standards or procedures.

NOTE: In case of an external audit by a U.S. or UK official entity (e.g., Office of Inspector General), the FAA and CAA shall coordinate the audit activities. The point of contact to coordinate these activities will be determined by the FAA Aircraft Maintenance Division (AFS-300) and the CAA Safety and Airspace Regulation Group, Future Safety Department (SARG).

- 2.2.2 Contact information for the various technical aspects of the U.S.-UK MAG, including communication of urgent issues, is located in Section A, Appendix 1.
 - 2.2.3 Revision to FAA or CAA regulations, acceptable means of compliance, guidance material, policies, procedures, or organizational structure, which may affect the basis and the scope of this U.S.-UK MAG, should be notified in a manner consistent with the MIP. Accordingly, upon notice of such changes, the FAA or the CAA may request a meeting to review the need to amend this U.S.-UK MAG.
- 2.3** Special Conditions. Maintenance organizations must comply with all the applicable Special Conditions that are contained in Appendix 1 of the MIP.
- 2.3.1 FAA Special Conditions specify the requirements of 14 CFR parts 43 and 145 that do not have equivalent requirements in the (UK) Part 145 regulations.
 - 2.3.2 CAA Special Conditions specify the requirements in (UK) Part 145 that do not have equivalent requirements in 14 CFR parts 43 and 145. The CAA will rely on the Special Conditions contained in Annex 2 of the U.S.-EU Agreement.
- 2.4** Websites. The MIP and U.S.-UK MAG are located at the following websites:
- a. FAA Website:
 - 1) http://www.faa.gov/aircraft/air_cert/international/bilateral_agreements/baa_basa_1isting/.
 - 2) <http://www.faa.gov/aircraft/repair/>.
 - b. CAA Website: <https://www.caa.co.uk/home/>
- 2.5** Interpretation and Resolution of Issues between the FAA and the CAA. The FAA and the CAA shall address interpretations and resolve issues through consultation or any other mutually agreed upon means. Every effort must be made to resolve the issues at the lowest level possible. The FAA and the CAA have agreed to the following processes:
- a. For U.S.-located facilities involving UK registered aircraft, or the components for fitment onto such aircraft, the FAA Coordinator (AFS-300) is the first point of contact to coordinate issues with the CAA National Coordinator.
 - b. For UK-located facilities, the CAA National Coordinator is the first point of contact to coordinate issues with the FAA Coordinator of the New York International Field Office (IFO). Unresolved issues will be expeditiously forwarded to the FAA

Coordinator (International Field Office Management Branch (AFS-54)). AFS-54 may consult with AFS-300, as needed.

- c. Issues that cannot be satisfactorily resolved between the FAA AFS-300 Division Manager and the CAA SARG will be added to the next formal meeting agenda for further consideration.
- d. Issues that are not resolved by the next formal meeting will be forwarded to the FAA Director of Safety Standards (AFS-1) and the CAA Director of the SARG for resolution.

NOTE: Meeting attendees should include the offices responsible for the technical coordination of this guidance and additional officials of the FAA and the CAA as needed to address the meeting agenda items. At the discretion of the joint leadership, staff and representatives of other appropriate organizations may be invited to participate. The host is responsible for meeting minutes and action items that are mutually tracked.

2.6 Revisions to the U.S.-UK MAG. Revisions to any applicable regulations, alternative methods of compliance (AMOC), guidance material, policies, procedures, and organizational structure may affect the scope of this guidance. Accordingly, the U.S.-UK MAG may need revisions by the FAA and the CAA.

2.6.1 The FAA Director of Safety Standards and the CAA Director of the SARG, or their designees, shall consult annually to review the MIP and any proposed changes to the U.S.-UK MAG as needed.

2.6.2 The FAA Director of Safety Standards and the CAA Director of the SARG, or their designees, have the authority to approve revisions to the U.S.-UK MAG. The revisions shall become effective on the date of signature, unless otherwise noted.

2.6.3 Any revision to the U.S.-UK MAG that affects FAA or CAA Supplement revisions must be incorporated by the maintenance organizations within 90 days from the effective date.

2.6.4 The U.S.-UK MAG's Revision History page contains a record of all revisions, including a brief description of the revision.

2.6.5 The MIP is the controlling document for Special Conditions. Any revisions to the MIP related to Special Conditions shall be incorporated into the U.S.-UK MAG.

2.7 Aircraft Repair Station Security. On January 13, 2014, the U.S. Transportation Security Administration (TSA) final repair station security rule was published in 49 U.S.C. § 44924. The FAA shall notify the TSA when an FAA 14 CFR part 145 certification has concluded and an Air Agency Certificate is issued.

3.0 DEFINITIONS.

3.1 In addition to the definitions found in Article II of the U.S.-UK BASA and Paragraph 1.7 of the MIP, and notwithstanding definitions contained in 14 CFR part 145 or the (UK) Part 145 regulations, for the purposes of this U.S.-UK MAG, the following definitions apply:

- a. **Accountable Manager.** The Accountable Manager is normally intended to mean the chief executive officer (CEO) of the organization, who, by virtue of position, has overall responsibility for running the organization (in particular and applicable to the CAA, financial responsibility) and ensuring that all maintenance is carried out to the standard required by the FAA and the CAA. When the Accountable Manager is not the CEO, he/she shall have direct access to the CEO and have a sufficiency of maintenance funding allocation.
- b. **Alteration or Modification.** Refer to Article II of the BASA.
- c. **Article.** An article means a material, part, component, process, or appliance.
- d. **CAA National Coordinator.** The CAA National Coordinator serves as the primary liaison for all communications with the FAA. The CAA National Coordinator establishes a line of communication with the appropriate FAA representative to facilitate the smooth implementation and operation of this U.S.-UK MAG.
- e. **Civil Aeronautical Product.** Refer to Article II of the BASA.
- f. **FAA Coordinator (AFS-54).** The FAA Coordinator in the International Field Office Management Branch (AFS-54) serves as the primary liaison for all communications with issues concerning FAA repair stations located outside of the United States. Additional duties and responsibilities of this position can be found in FAA Order 8900.1.
- g. **FAA Coordinator (IFO).** The New York International Field Office (IFO) FAA Coordinator is the first Point of Contact (POC) for oversight responsibilities for 14 CFR part 145 repair stations located in the UK. The FAA Coordinator (IFO) establishes a line of communication with the appropriate CAA representative to facilitate the smooth implementation and operation of this U.S.-UK MAG.
- h. **FAA Coordinator (AFS-300).** The FAA Coordinator supports the MIP and U.S.-UK MAG policy and serves as the liaison between the FAA Coordinator (AFS-54), and the CAA. The FAA Coordinator (AFS-300) also manages interactions pertaining to interpretation of policy issues and other related activities. The FAA Coordinator serves as the primary point of contact for Flight Standards offices with oversight responsibility of U.S.-based repair stations holding AMO approval. This position also provides a central point of contact for the CAA on issues, such as AMO Sampling Inspection System (SIS) audits, communicating changes in FAA guidance, and sharing information related to CAA-identified issues.
- i. **Maintenance Agreement Guidance (U.S.-UK MAG).** The procedural document that defines the procedures and activities as agreed between the FAA and the CAA and

contains the requirements to implement the Special Condition requirements under the MIP to be met by repair stations and AMOs.

- j. Maintenance Implementation Procedures (MIP). The document that defines the maintenance implementation procedures as agreed between the FAA and the CAA authorized under the U.S.-UK BASA.
- k. Modification. Means alteration.
- l. Monitoring. Refer to Article II of the BASA.
- m. Overhaul. Refer to Paragraph 1.7 of the MIP.

NOTE: A person may describe an article as overhauled only after it has been at least disassembled, cleaned, inspected, repaired as necessary, reassembled, and tested in accordance with the above-specified data.

- n. Required Inspection Items (RII). Title 14 CFR §§ 121.369(b)(2) and 135.427(b)(2) require U.S. air carriers to designate the items of maintenance and alteration that must be inspected (required inspection) as RIIs and list them in its manual. RIIs must include, at a minimum, those items that, if not properly performed or if improper parts or materials are used, could result in a failure, malfunction, or defect endangering the safe operation of the aircraft. The RIIs must be inspected by a person other than the one who performed the work, authorized it, and who is under the control of the air carrier inspection unit.
- o. Special Conditions. Refer to Paragraph 1.7 of the MIP.

4.0 FAA AND CAA TRAINING/BRIEFINGS.

- 4.1 In order to comply with the U.S.-UK MAG and the requirements of the MIP, FAA ASIs, with assigned repair stations holding (UK) Part 145 approval, and CAA Surveyors, with assigned AMOs holding 14 CFR part 145 approval, shall complete initial training or workshop briefings prior to the implementation of the MIP. The initial training/briefing will introduce the MIP, the applicable Special Conditions, and certification procedures contained in the U.S.-UK MAG.
- 4.2 The FAA Coordinator(s) and the CAA National Coordinator shall ensure adequate training or workshop briefings are administered to assigned inspectors/surveyors prior to the implementation of the MIP.
- 4.3 Recurrent training or briefings should be conducted at two year intervals, or sooner, if necessary. The training or briefings should cover any revisions to the MIP or U.S.-UK MAG, lessons learned from technical issues, and results from the Sampling Inspection System (SIS) analysis.
- 4.4 Web-based training and briefings, PowerPoint presentations, or other methods are

acceptable. The FAA's AFS-300 and the CAA shall develop and control the training information.

- 4.5 The FAA or the CAA may provide additional on-the-job training or briefings, as necessary.
- 4.6 The FAA and the CAA shall document training and briefing attendance. These records will be available upon request.

5.0 TRANSITION PROVISIONS.

5.1 The transition from Annex 2 of the U.S.-EU Agreement to the MIP for repair stations located in the UK will be accomplished within 90 days of the entry into force date of the MIP. The transition will be accomplished in accordance with the following transition provisions:

- a. The FAA Coordinator (IFO) and the CAA National Coordinator must coordinate and plan the transition requirements for repair stations located in the UK.
- b. The FAA and CAA shall provide records documenting the completion of the workshop briefing of its personnel regarding procedures relating to the MIP, the Special Conditions, and the U.S.-UK MAG, prior to the transition.
- c. The FAA shall provide written correspondence to each repair station advising them of the transition to the MIP and the U.S.-UK MAG requirements.
- d. The FAA or the CAA, as appropriate, may provide additional internal or external clarification, briefings, joint inspections, or on-the-job training as necessary.

5.2 Manual Supplement Requirements. Maintenance organizations will submit a manual supplement as outlined in the applicable section of the U.S.-UK MAG.

5.2.1 The FAA shall request each 14 CFR part 145 repair station located in the UK to review the U.S.-UK MAG, Section C and prepare a revision to the FAA Supplement. The FAA Supplement must be submitted to the CAA within 90 days of entry into force date of the MIP. The FAA Coordinator (IFO) and CAA National Coordinator shall keep a record of the status of the manual supplements to ensure all repair stations located in the UK have transitioned from Annex 2 of the U.S.-EU Agreement to the MIP.

NOTE: It is not necessary for the FAA to review the Maintenance Organisation Exposition (MOE) or FAA Supplement prior to the transition where the FAA Supplements were previously accepted. The FAA may request to review the MOE or FAA Supplement at any time.

5.2.2 Until January 1, 2023, the CAA shall rely on the EASA Supplement based on Annex 2 of the U.S.-EU Agreement for U.S.-based AMOs wishing to perform

work on civil aeronautical products under the regulatory control of the CAA. Additional amendments to the EASA Supplement are not necessary. The CAA may request to review the Repair Station Manual (RSM)/Quality Control Manual (QCM) and/or EASA Supplement at any time.

- 5.3** Unimpeded Access. The FAA and the CAA shall assist the other in gaining unimpeded access to repair stations and AMOs under its jurisdiction.
- 6.0** **RATING COMPARISON AND GUIDANCE.** The FAA and the CAA shall conduct surveillance of repair station and AMO's regulatory compliance, including compliance with the Special Conditions. The certificate issued by an Authority under the MIP will not exceed the ratings or scope of work contained in the certificate issued by the other Authority, unless specified by a Special Condition listed in the U.S.-UK MAG. The Rating Comparison Matrix (see Section A, Appendix 2) is a tool to assist the FAA and the CAA in determining rating comparisons.
- 7.0** **FAA AND CAA RESPONSIBILITIES/ACTIONS.** To promote continued understanding and compatibility with each other's maintenance surveillance systems, the FAA and the CAA need to consult and share information to mitigate risks associated in aviation.
- 7.1** Terms of the MIP. Under the terms of the MIP, the FAA and the CAA shall:
- a. Follow the certification procedures in the U.S.-UK MAG for applicable repair stations and AMO applications.
 - b. Provide recommendations for initial certification, renewal, and amendment of repair station's and AMO's approval.
 - c. Perform surveillance and provide reports regarding the findings of compliance with the procedures outlined in the U.S.-UK MAG.
 - d. Accept or approve, as appropriate, the supplements as described in the U.S.-UK MAG.
- 7.2** Reciprocal Acceptance of Findings of Compliance. The FAA and the CAA shall accept each other's inspections and monitoring of maintenance organizations for findings of compliance with their respective requirements and the basis for the issuance and continued validity of certificates.
- 7.3** Accident/Incident Investigation Request. The MIP, Chapter III, paragraph 3.7 stipulates that the FAA and the CAA shall exchange, on request and in a timely manner, any information regarding accidents/incidents involving civil aeronautical products or regulated entities.
- 7.4** Cooperation in Internal Quality Assurance Activities. To promote continued

understanding and compatibility with each other's maintenance systems, the FAA and the CAA shall consult and share information on internal quality assurance programs. For this purpose, the FAA and the CAA focal points should exchange internal audit reports and schedules to allow for mutual attendance as observers in each other's activities. They should also discuss significant safety findings and reports on matters relating to the MIP.

7.4.1 Internal Quality Assurance Data and Requested Information. The FAA and the CAA shall, upon request and without prejudice to the discretionary power of the FAA and the CAA, provide appropriate information regarding the summary of internal audit reports.

7.4.2 Involvement as Observers. In order to assist the FAA and the CAA in planning and managing each other's internal inspection visit schedule and teams, the FAA and CAA shall notify each other in writing at least two months in advance indicating which audits they wish to attend as observers.

7.4.3 Onsite Observation. The FAA or the CAA onsite observations should include opening and closing meetings. The visit may include observations of inspections, surveillance responsibilities, and verification of compliance with the MIP. The respective coordinator shall receive a copy of any identified items, concerns, or noted observations in the written report within 45 days after the closing meetings.

7.5 Continued Confidence of Compliance with the U.S.-UK MAG. The FAA and the CAA shall continue to demonstrate effective surveillance according to the agreed procedures defined in the U.S.-UK MAG. In particular, the FAA and the CAA shall:

- a. Have the right to participate in each other's quality audits and sampling inspections;
- b. Ensure that regulated entities provide access to the FAA and the CAA for audits and SIS activities;
- c. Make available the reports from quality audits and sampling inspections applicable to the MIP;
- d. Make the appropriate personnel available to participate in the SIS;
- e. Make available the maintenance organization's records and inspection reports, including completed enforcement actions;
- f. Provide interpretive assistance, where necessary, at their office during the review of internal maintenance organization records and documentation;
- g. As applicable, assist each other in the closure of any findings from inspections;
- h. Ensure sampling inspections are risk-based from analysis and objective criteria, without prejudice to the discretionary power of the Authorities.
- i. Notify each other at the earliest opportunity in the event that either the FAA or the

CAA is not able to meet a requirement in the MIP. In the event either the FAA or the CAA believe that technical competency is no longer adequate, the FAA and the CAA shall consult and propose a written action plan, including any necessary rectification activities, in order to address deficiencies identified.

- 1) In the event that the FAA or the CAA believe that technical competency is no longer adequate, the CAA or the FAA may propose to suspend the surveillance and oversight responsibilities. If such a proposal is made, both Authorities shall discuss the reasons for it within 14 days of the date of the proposal with a view outlining how to re-establish mutual confidence.
 - 2) The proposed suspension must be in the form of a written report, outlining the conditions not met in the MIP, and must include a timeframe and recommended corrective actions to enable the suspension to be lifted.
- j. During the periodic meetings specified in paragraph 3.0 of the MIP, address any deficiencies that are not rectified within the timeframe specified in the action plan.

7.6 Technical Consultations and Meetings. To ensure the U.S.-UK MAG remains effective over time, both the FAA and CAA shall consult annually to discuss any issues in the implementation of the MIP and to discuss any enhancements. This will include a discussion of technical issues and the resolution of technical disagreements.

7.6.1 Meeting attendees should include the personnel responsible for the technical coordination and policy implementation of this guidance.

7.6.2 At the discretion of the joint leadership, staff and representatives of other appropriate organizations may participate.

7.6.3 The host is responsible for meeting minutes and tracking action items.

7.6.4 Subgroups may participate at the meetings to address specific technical issues and make recommendations or amendments to policy or guidance.

7.6.5 The FAA and the CAA shall report a consolidated SIS summary identifying systemic issues and the status of the SIS actions during the meeting.

8.0 SAMPLING INSPECTION SYSTEM (SIS).

8.1 Objective of a SIS. The purpose of SIS inspections is to establish the open communication and continued confidence in the ability to comply with the requirements of the MIP and to ensure consistent application of the U.S.-UK MAG procedures by the FAA, the CAA, and the maintenance organizations. The SIS inspection must focus on the application of Special Conditions. It may also be used to document risk associated with the equivalent regulations that are beyond the scope of the Special Conditions.

8.1.1 Both Authorities agree that the SIS process benefits the FAA, the CAA, and

maintenance organizations in understanding the differences between each Authority's regulations, and any procedural differences associated with implementation of the MIP.

- 8.1.2 The FAA and the CAA shall assist each other in gaining unimpeded access to maintenance organizations. If any maintenance organization requires additional security-related information, they will promptly request that the FAA or the CAA provide it. It is incumbent upon the maintenance organization to provide unimpeded access to all work areas maintaining civil aeronautical products.
 - 8.1.3 A consolidated SIS summary identifying systemic issues and the status of closure actions shall be reported by the FAA Coordinator (AFS-300) and the CAA Coordinator to the joint leadership. The report will contain the status of the SIS findings and any recommendations therein. The coordinators' signatures on the SIS forms indicate that they have reviewed the form and understand any findings. The coordinators may add comments to the findings report.
 - 8.1.4 No fees are to be issued to the maintenance organizations for a SIS inspection or any investigations performed.
- 8.2** SIS Team Composition. Each SIS Team should consist of at least two experienced, qualified inspectors/surveyors. Each SIS Team may include an additional inspector/surveyor undergoing team familiarization.
- 8.2.1 The FAA Coordinator (IFO) should be the SIS Team Lead for repair stations located in UK.
 - 8.2.2 The CAA National Coordinator should be the SIS Team Lead for AMOs located in the United States.
 - 8.2.3 It is necessary for the FAA Coordinator or CAA National Coordinator, as appropriate, to accompany the SIS Team during the visit to ensure cooperation and communication in the interpretation or application of maintenance standards or regulations.
 - 8.2.4 It is highly recommended that the in-country (host) inspector/surveyor who is responsible for the repair station/AMO join the SIS Team for the visit.
- 8.3** SIS Team Schedule. The FAA and the CAA Coordinators should notify each other at least 90 days prior to a SIS visit.
- 8.3.1 The use of the appropriate job aid listed in the U.S.-UK MAG, Section A, Appendix 3, will assist in determining confidence in the compliance with the terms of the MIP and U.S.-UK MAG. Upon completion of the visit, provide copies of the job aid to the FAA, the CAA Coordinators, and to the maintenance organizations to carry out any corrective actions.
 - 8.3.2 If the SIS Team's schedule changes, the FAA and the CAA should provide each

other with appropriate notice.

- 8.4** Selection of SIS Sites to Visit. SIS Teams will visit FAA or CAA offices that have surveillance of maintenance organizations operating under the MIP. The following are examples of criteria used when selecting locations and/or maintenance organizations to visit:
- a. Reports of non-compliance by maintenance organizations, occurrences, incidents, or accidents;
 - b. Previous sampling inspections reports that indicate particular concerns;
 - c. Recent changes in manning, growth, downsizing, newly certificated, or other associated risks; and/or
 - d. Internal FAA or CAA risk analysis programs, rotational schedules, or SIS risk decision tools for safety systems analyses.
- 8.5** CAA SIS Audits of AMOs in the United States. The CAA shall rely on the EASA SIS procedures listed in the FAA-EASA MAG, Section A, for AMOs located in the United States approved under EASA Part-145. The CAA may request an EASA SIS report from the FAA at any time, or may conduct a SIS inspection using the FAA-EASA MAG procedures. All certification, renewal, and amendments of the EASA Part-145 approvals in the United States processed in accordance with the MAG between the United States and the EU are acceptable to the CAA.
- 8.6** FAA SIS Inspections in the UK. A SIS inspection is performed at the CAA SARG, and may also be performed at any (UK) Part 145 AMO that holds a 14 CFR part 145 certificate. The FAA Coordinator (AFS-54) shall establish a SIS visit schedule based on risk. AFS-300 must concur with the sampling visit schedule prior to its submission to the CAA.
- 8.6.1 FAA SIS Inspection at the CAA Office. The FAA SIS Team should start the SIS inspection using the “SIS Inspection on CAA” job aid (Section A, Appendix 3). The SIS inspection should focus on the CAA processes, procedures, and surveillance in support of the MIP.
- a. The FAA SIS Team should conduct an in-briefing and out-briefing to the CAA. The briefing will cover the purpose of the SIS, any recent changes in the U.S.-UK MAG, prior lessons learned, and SIS corrective actions procedures. The CAA surveyors with oversight responsibility are encouraged to participate at the briefings.
 - b. The CAA shall provide surveyor training records for review and make available individuals responsible for surveillance.
 - c. The CAA shall provide access to CAA surveillance records, reports, findings, enforcements, and corrective action for AMOs that hold 14 CFR part 145

certificates.

- d. As appropriate and when possible, the CAA should also make available CAA staff to assist the FAA in reviewing the above files.
- e. The FAA SIS Team shall brief the CAA and its management regarding the results of the SIS inspection. The briefing should disclose all identified items. Before leaving, the FAA SIS Team must provide the CAA National Coordinator a signed copy of the completed SIS forms.
- f. The FAA SIS Team Lead shall forward a copy of all signed SIS job aids to the FAA Coordinator (AFS-54).
- g. The CAA shall document and complete the necessary follow-up actions for items listed in the “SIS Inspection on CAA” job aid and provide written correspondence to the FAA Coordinator (IFO) within 90 days of the visit.

NOTE: The CAA should use its internal quality control system to document the findings and corrective actions. Program Tracking and Reporting Subsystem (PTRS) codes 3272/5272 should document the SIS inspection on the CAA with appropriate comments for closure actions.

8.6.2 FAA SIS Inspection at a 14 CFR part 145 Repair Station. The FAA SIS Team may complete SIS inspections by sampling repair stations using the “SIS Inspection on a Repair Station” job aid (Section A, Appendix 3). The FAA SIS Team is to check the achieved standards of (UK) Part 145 regulations and the FAA Special Conditions for equivalence with 14 CFR part 145.

- a. The repair station must take action on all identified items listed on the job aid (SIS Inspection on a Repair Station) and substantiate/report all SIS corrective actions to the CAA surveyor in a timely manner.
- b. The FAA SIS Team and the CAA National Coordinator shall discuss the identified items and agree on a timetable for corrective actions. The corrective action should not exceed 90 days.
- c. A copy of the signed “SIS Inspection on a Repair Station” listing the timeframe for corrective action(s) should be given to the repair station. The repair station must be debriefed to ensure corrective actions are conveyed and understood.
- d. In certain circumstances, and subject to the nature of the finding, the CAA National Coordinator may request to extend the 90-day period. The CAA National Coordinator shall communicate with the FAA Coordinator (IFO) any requests for extensions.
- e. The FAA SIS Team Lead shall forward a copy of all signed “SIS Inspection on a Repair Station” job aids to the FAA Coordinator (AFS-54).

- f. The FAA Principal Inspector (PI) shall enter all identified items recorded on the FAA “SIS Inspection on a Repair Station” job aid into the Safety Assurance System (SAS) as a custom Data Collection Tool (CDT) for that repair station. The FAA PI shall then upload all SIS job aids into SAS and file all supporting paperwork in the office file for the certificate holder.
- g. The CAA shall document and complete the necessary follow-up actions for items listed on the “SIS Inspection on a Repair Station” job aid.
- h. If the repair station fails to correct the identified items, or fails to provide the CAA with an acceptable corrective action plan within 90 days, the CAA may recommend a non-approval to the FAA on the “FAA MIP Audit Report 2” contained in Section C, Appendix 2.
 - 1) The report will be marked as “other” and “SIS corrective actions not acceptable.” Outstanding identified items that are not satisfactorily addressed must be documented on the report.
 - 2) The CAA shall forward the report recommending a non-approval to the FAA Coordinator (IFO) for additional actions.
 - 3) The FAA PI shall take appropriate action as necessary.
- i. Once the corrective actions are acceptable to the CAA surveyor, he or she shall forward the corrective actions with a recommendation to close the SIS on the FAA MIP Audit Report 2 to the FAA Coordinator (IFO). The report will be marked “other” and “SIS corrective actions or a correction action plan submitted is acceptable.”

NOTE: Refer to FAA Order 8900.1, Volume 12 for additional guidance regarding conducting a SIS inspection.

- 8.6.3 FAA SIS Closure Action. A copy of the SIS job aids and corrective actions/accepted corrective action plan must be forwarded to the FAA Coordinator (IFO) within 90 days following the visit.
- a. The FAA SIS Team Lead shall review the corrective actions and, if acceptable, inform the CAA National Coordinator in writing that the corrective action is acceptable to close the SIS.
 - b. The SIS Team Lead/SIS Team member or PI shall complete the SAS DCT for the SIS inspection performed at the repair station.
 - c. The CAA shall notify the repair station that the FAA SIS corrective actions are acceptable and closed.
 - d. The FAA Coordinator (IFO) shall forward a copy of the correspondence documenting FAA acceptance of the corrective actions to the FAA

Coordinator (AFS-54) for closure.

- e. The FAA Coordinator (AFS-54) shall review the closure of the findings and forward a copy of the SIS job aids and correspondence to the FAA Coordinator (AFS-300) for closure.
- f. The FAA Coordinator (AFS-54) shall analyze the results of the SIS inspection and provide a consolidated SIS summary for the previous year to FAA management. The SIS summary will identify any systemic issues, suggested U.S.-UK MAG revisions, and the status of the SIS closure actions during the annual meeting.
- g. AFS-300 shall make any necessary revisions to the U.S.-UK MAG or appropriate changes to training/briefings based on the SIS analysis.

8.7 CAA Classification of Findings. Consistent with the classification of findings developed by the CAA, a Level 1 finding is any significant non-compliance with a (UK) Part 145 requirement that lowers the safety standard and seriously impacts flight safety. A Level 2 finding is a non-compliance with a (UK) Part 145 requirement that could lower the safety standard and possibly impact flight safety.

8.7.1 Level 1 findings require immediate action by the CAA to revoke, limit, or suspend (in whole or in part) the AMO's approval, depending upon the extent of the Level 1 finding, until successful corrective action has been taken by the AMO.

8.7.2 Level 2 findings require a corrective action plan that is appropriate to the nature of the finding, but, in any case initially, must not exceed 3 months. In certain circumstances, and subject to the nature of the finding, the CAA may extend the 3-month period subject to a satisfactory corrective action plan agreed to by the FAA. The CAA shall take action to suspend (in whole or in part) the approval in case of failure to comply within the timescale granted.

8.8 SIS Flow Chart.



9.0 INDEPENDENT INSPECTIONS. In accordance with the MIP, the FAA and the CAA may conduct independent inspections of maintenance organizations when warranted by specific safety concerns. The FAA and the CAA shall coordinate with each other regarding any independent inspections. The FAA and the CAA shall inform each other of the outcome of an independent inspection within 15 days after the inspection.

9.1 Independent Inspection Factors. AFS-300 or the CAA management may request an independent inspection based on the following risk factors:

- a. Specific safety concerns resulting from a SIS inspection;
- b. A safety-related issue, such as an incident, accident, or complaint;
- c. Failure to comply with the MIP;
- d. Downgrade of an International Aviation Safety Assessment (IASA) from a Category 1 to a Category 2; and/or
- e. Any other internal risk decision process that has highlighted a safety concern.

9.2 International Civil Aviation Organization (ICAO) Category. The IASA for the FAA, or the Safety Assessment of Foreign Aircraft (SAFA) for the CAA, determines whether another country's oversight of air carriers that operate, or pursue to operate into another country, or codeshare with a country's air carrier, complies with safety standards established by ICAO. The programs focus on the country's ability to adhere to international aviation standards and recommended practices contained in ICAO annexes. If either Authority has risks identified by failing to meet the aircraft maintenance oversight standards, these risks may affect the MIP or could impose heightened surveillance. The FAA and the CAA shall take actions as listed below:

- a. The FAA (AFS-300) and the CAA SARG Director shall discuss the results and shall conduct a risk assessment and action plan to mitigate any safety concerns. The FAA and CAA may also conduct a joint risk assessment to determine the severity of the downgrade to address any systemic issues.
- b. In the event risks are associated with the continued confidence of either country to implement the MIP, the FAA or the CAA may immediately place applications for initial certifications on hold. They should remain on hold until compliance and risks are mitigated appropriately.
- c. The FAA and the CAA may increase the frequency of surveillance using the SIS inspection procedures.
- d. Depending on the results of the SIS inspections and identified risk imposed on air carriers, the FAA or the CAA may temporarily increase the surveillance frequency or conduct independent inspections to mitigate the risk for certifications, renewals, and amendment of certificates.

10.0 ENFORCEMENT ACTIONS. The FAA and the CAA shall provide, subject to applicable laws and regulations, mutual cooperation and assistance in any investigation or enforcement proceedings of any alleged or suspected violation of any law or regulation under the scope of the MIP. The FAA and the CAA shall inform each other of any enforcement action taken. All enforcement actions taken are subject to regular joint

review. The suspension, revocation, or surrender of a maintenance organization's certificate affects the respective FAA and CAA surveillance and certificate management duties under the MIP. The FAA or the CAA may take actions listed in this paragraph.

- 10.1** 14 CFR part 145 Repair Stations Located in the UK. If a (UK) Part 145 AMO approval is or may be subject to a suspension, revocation, limitation, or surrender, the CAA must immediately notify the FAA. Based on any finding, the CAA shall submit an FAA MIP Audit Report 2 (Section C, Appendix 2) listing the details and nature of the actions. The CAA shall immediately forward the report to the FAA Coordinator (IFO). The FAA Coordinator (IFO) and the CAA Coordinator shall discuss the suspension, revocation, limitation, or surrender and notify the FAA Coordinator (AFS-54).
- a. A repair station surrendering its (UK) Part 145 AMO approval certificate (CAA Form 3) without the intention of surrendering its 14 CFR part 145 certificate no longer meets the requirements of the MIP.
 - b. Upon notification by the CAA of a suspension, or revocation of a (UK) Part 145 AMO approval, the FAA shall open an investigation under the current edition of FAA Order 2150.3, FAA Compliance and Enforcement Program. The FAA shall determine appropriate action for possible non-compliance of regulations affecting U.S.-registered aircraft. Fees per 14 CFR part 187 may not be assessed for FAA enforcement-related expenses.
 - c. Where a CAA finding/discrepancy results in limitations placed on the (UK) Part 145 AMO capabilities, the FAA may investigate any significant safety issues and will take appropriate action.
 - d. Where the CAA takes action against an additional fixed location or line station authorization, then the FAA may investigate any significant safety issues and take appropriate action.
 - e. The FAA PI shall make an entry into SAS and take appropriate action if the 14 CFR § 145.53(b) requirements of the MIP are no longer met based on a (UK) Part 145 AMO suspension, revocation, or surrender.
- 10.2** EASA Part-145 AMOs Located in the United States. EASA Part-145 approval may be suspended or revoked by EASA if the certificate becomes invalid under the conditions specified in Annex 2 of the U.S.-EU Agreement.
- a. Any certificate action involving suspension or revocation will be carried out by EASA in accordance with EASA Part-145.B.35 and applicable EASA procedures.
 - b. If a U.S.-based 14 CFR part 145 repair station with EASA Part-145 AMO approval is subject to a suspension, revocation, or surrender of the FAA certificate, the FAA shall notify the CAA and EASA.

11.0 NON-PAYMENT OF FEES. The FAA or the CAA may suspend or deny any application for certification service in the event of non-payment of required fees until such time the fees are paid.

12.0 APPEALS. A maintenance organization may appeal the suspension or revocation of its certificate. Appeals of FAA enforcement actions are made in accordance with 14 CFR part 13.

Appendix 1. FAA and CAA Contacts

**Table A-1.
FAA and CAA Contacts**

FAA	Director of Flight Standards Service (AFX-1)	Signature Authority for the U.S.-UK MAG
	FAA Coordinator (AFS-300) Aircraft Maintenance Division 950 L'Enfant Plaza, SW Washington, DC 20024 Telephone: +1-202-267-1675 9-AWA-AFS-300-MAINTENANCE@FAA.GOV	Policy and Safety Standards. Technical issues for AMOs located in the United States
	FAA Coordinator (IFO) New York International Field Office 1 Aviation Plaza, Room 504 Jamaica, NY 11434-4809 Telephone: +1-718-995-5450 9-AWA-AVS-AFS-59-NYC-IFO@FAA.GOV	FAA Coordinator for repair stations located in UK
CAA	CAA National Coordinator Safety & Airspace Regulation Group Aviation House Beehive Ring Road Crawley West Sussex RH6 0YR UK Telephone: +44 3301382376 CAA-national-coordinator@caa.co.uk	CAA Coordinator for AMOs located in the UK

NOTE: As there may be regular movement of personnel in the positions identified, the contact details are not included. The CAA and the FAA Coordinator (AFS-300) control lists on AFS-300's SharePoint site. The FAA Coordinator (AFS-300) may provide a current listing of FAA Coordinators on request.

Appendix 2.

Rating Comparison Matrix

- 1.0 RATING COMPARISON MATRIX.** This matrix is for information only and is provided to assist in the comparison of 14 CFR part 145 repair station and (UK) Part 145 AMO ratings for proper comparison under the MIP.
- 1.1 FAA Repair Stations Located in the UK.** Repair station ratings and limitations may not exceed the AMO ratings and limitations. Repair station class ratings should not be authorized in the UK under the MIP.
- a. There are some occasions when the rating of an AMO located in the UK may exceed the FAA rating. In these cases, the FAA shall add an additional limited rating to cover the extent of the CAA rating. Example: a CAA A1 airframe rating also allows some limited powerplant maintenance. The FAA shall issue a limited powerplant rating along with the airframe rating in order to allow the AMO the same privileges as the CAA rating. The AMO should verify that the FAA rating issued covers the appropriate functions under the CAA rating.
 - b. For cases where the FAA specialized services ratings are not approved under the CAA rating system, the FAA shall amend the operation specifications (OpSpecs) to reflect those specialized services under the limited ratings detailing the scope and application of the work performed. The provisions for specialized services on FAA OpSpecs only apply to existing FAA approvals prior to the entry of force of the MIP.
 - c. For tests and inspections of Air Traffic Control (ATC) transponders, altimeters, and altitude reporting equipment installed on U.S.-registered aircraft in accordance with 14 CFR part 91 (§ 91.411 and § 91.413), for which the AMO does not hold the equivalent (UK) Part 145 AMO airframe ratings (e.g., A1, A2, etc.), the FAA shall issue or amend the 14 CFR part 145 OpSpec A003 to include these aircraft under the FAA's appropriate ratings as long as the AMO holds a CAA rating for such equipment (C-3, C-13).
 - d. FAA class ratings in the United States are acceptable and reflected in this matrix for informational purposes only.
- 1.2 EASA Part-145 AMOs Located in the United States.** The AMO ratings and scope of approval may not exceed the repair station ratings and limitations.

**Table A-2.
Aircraft Ratings and Airframe Ratings**

UK CAA Aircraft Ratings	
Ratings	Limitations
A-1 Aeroplanes/Airships (above 5700 kg)	Quote Type
A-2 Aeroplanes/Airships (5700 kg and below)	Quote Manufacturer, Group, or Type
A-3 Helicopter	Quote Manufacturer, Group, or Type

NOTES:

- CAA ratings are limited by type and weight of aircraft.
- A rating may be issued for base or line maintenance.
- Rotors are also listed under components (C-10) and transmissions (C-11)

FAA Airframe Ratings	
Class 1	Composite construction of small aircraft (12,500 lbs. or less GTOW)
Class 2	Composite construction of large aircraft (above 12,500 lbs. GTOW)
Class 3	All metal construction of small aircraft
Class 4	All metal construction of large aircraft
Limited	Airframes of particular make and model or parts thereof

NOTES:

- Type changes require FAA application and approval.
- Installed rotors may be maintained under an Airframe rating.
- Ratings are issued for base maintenance only.
- Line maintenance may be performed at co-located base facilities or in accordance with Line Maintenance Authorization.
- Limitations to ratings are issued for make and model or for parts (e.g., landing gear or interior).
- An Airframe rating authorizes inspection of power plants but not the repair.
- Removed rotors may be listed under a Limited Rotor rating.
- GTOW-stands for Gross Takeoff Weight.

**Table A-3.
Engine and Powerplant Ratings**

UK CAA Rating		FAA Ratings	
Ratings	Limitations		
		Class 1	Reciprocating engines of 400 horsepower (HP) or less
B-1 Turbine	Engine Type	Class 2	Reciprocating engines of more than 400 HP
B-2 Piston	Engine Manufacturer Engine Type or Group	Class 3	Turbine engines
B-3 APU		Limited	Engines of a particular make and model or parts thereof

Auxiliary Power Unit (APU) is listed under Component Engine C-7.

APU is listed as a limited accessory rating. If the engine (APU) is used in propulsion, then a limited engine rating may be issued.



**Table A-4.
Propeller Ratings**

UK CAA Rating		FAA Ratings	
Class	Rating	Propeller Rating	
Components other than complete engines or APU	C-16 Propellers	Class 1	All fixed-pitch and ground adjustable propellers of wood, metal, or composite construction
		Class 2	All other propellers by make
		Limited	Propellers of a particular make and model
No major differences in ratings.			

**Table A-5.
Ratings for Components other than Complete Engines or APUs**

UK CAA Ratings		FAA Ratings
C-1	Air Cond. & Pres	Accessory—Class 1 or 3
C-2	Auto Flight	Instrument—Class 3 Gyroscope
C-3	Comms and Nav	Radio—Class 1 Communication, Class 2 Navigation
C-4	Doors & Hatches	Limited Airframe
C-5	Electrical Power & Lights	Accessory—Class 2 Electrical, Class 3 Electronic
C-6	Equipment	Limited Airframe, Specialized Service or Limited Radio, Accessory
C-7	Engine—APU	Limited Accessory
C-8	Flight Controls	Limited Airframe, Accessory—Class 1, 2, or 3
C-9	Fuel	Limited Airframe, Accessory—Class 1, 2, or 3
C-10	Helicopter—Rotors	Limited Airframe—Make and Model
C-11	Helicopter—Trans	Limited Airframe—Make and Model
C-12	Hydraulic Power	Accessory—Class 1
C-13	Indicating/Recording Systems	Instrument—Class 1 Mechanical, Class 2 Electrical, Class 3 Gyroscope, Class 4 Electronic
C-14	Landing Gear	Limited Airframe—Landing Gear
C-15	Oxygen	Limited Airframe, Limited Accessory, Limited Specialized Service
C-16	Propellers	Class 1 Propeller—Fixed Pitch, Class 2 Propeller—All Other
C-17	Pneumatic & Vacuum	Accessory—Class 1 Mechanical
C-18	Protection (Ice/Rain/Fire)	Accessory—Class 1 Mechanical, Limited Specialized Service
C-19	Windows	Limited Airframe, Limited Specialized Service
C-20	Structural	Limited Airframe
C-21	Water Ballast	Limited Airframe, Accessory
C-22	Propulsion Augmentation	Limited Engine, Accessory
UK CAA Ratings		FAA Ratings
D-1	Nondestructive Testing (NDT)	FAA equivalent as a Limited Rating, either standalone NDT or a function under a higher rating.
NO UK CAA EQUIVALENT, but a function under the limited Airframe/Engine/Accessory rating.		Specialized Service - Welding, Heat Treating, plating or a specific process, etc.
<p>NOTE: All FAA specialized services must be accomplished using FAA-approved data and list the specification used.</p>		

Appendix 3. Sampling Inspection System (SIS) Job Aids

SIS JOB AIDS		
SIS Audit on FAA	CAA uses the SIS Form 10 in the FAA-EASA MAG to conduct a SIS audit at the FAA Flight Standards Office	
SIS Audit on AMO	CAA uses the SIS Form 8 in the FAA-EASA MAG to conduct SIS audits at Approved Maintenance Organizations (AMO) located in the United States	
SIS Inspection on CAA	FAA uses this job aid to conduct a SIS inspections at the CAA Office	
SIS Inspection on a Repair Station	FAA uses this job aid to conduct SIS inspections at repair stations located in the UK, or additional fixed locations or line stations.	

Section B - Requirements for UK-recognized EASA AMOs Located in the United States

- 1.0 INTRODUCTION.** For purposes of the U.S.-UK MAG, the CAA shall rely on EASA certificates issued on the basis of Annex 2 of the U.S.-EU Agreement for U.S.-based maintenance organizations wishing to perform work on civil aeronautical products under the regulatory control of the CAA. The CAA shall not issue its own (UK) Part 145 approval for U.S.-based maintenance organizations.

Section C - Requirements for Repair Stations Located in the UK

1.0 INTRODUCTION. This section of the U.S.-UK MAG sets out procedures for the initial application, renewal, or amendment of a 14 CFR part 145 certificate under the provisions of the MIP applicable to FAA repair stations located in UK.

NOTE: The terms repair station and AMO are synonymous.

1.1 Basic Eligibility. To be eligible under the MIP, an applicant for a 14 CFR part 145 certificate must meet all of the following requirements:

- a. Hold a current (UK) Part 145 AMO certificate in the UK. The FAA ratings and limitations are dependent on the AMO ratings and limitations. The level of capability authorized under the FAA ratings or limitations shall not exceed the AMO's ratings or scope of work contained in the certificate issued by the CAA;
- b. Demonstrate the 14 CFR part 145 repair station certificate and/or rating is necessary for maintaining or altering U.S.-registered aircraft and articles for use on U.S.-registered aircraft, or foreign-registered aircraft operated under the provisions of 14 CFR part 121 or part 135, and articles for use on these aircraft;
- c. Pay the fees imposed by the FAA in accordance with 14 CFR part 187 and the terms of the MIP;
- d. Comply with the requirements of the MIP and the conditions in the U.S.-UK MAG; and
- e. Have knowledge of the MIP, U.S.-UK MAG, and applicable FAA regulations.

1.2 Definitions and explanations for Section C. The following definitions and explanations apply to Section C of the U.S.-UK MAG.

- a. FAA Form 8310-3. This form is the Application for Repair Station Certificate and/or Ratings. This form is required for initial, renewal, and change/amendment to the certificate or OpSpecs. Instructions for completing the form are included with the form.
- b. FAA Form 8400-6. This form is the Pre-application Statement of Intent (PASI). This form is completed by an applicant and used only for initial certification.
- c. FAA MIP Audit Report 2. This report is completed by the CAA to document surveillance and recommendations of the repair station to the FAA. The CAA is required to complete this report for each initial, renewal, and change/amendment to the 14 CFR part 145 certificate or OpSpecs.

- d. Repair Station Vital Information. This job aid is completed by the repair station. Submission of the Repair Station Vital Information provides valuable data to the FAA for certification and/or for amending the certificate and OpSpecs.
- e. FAA Supplement to the MOE. The FAA Supplement to the MOE must have detailed procedures describing how to comply with the FAA Special Conditions. Any revision to the FAA Supplement must be approved by the CAA prior to performing operations under the revised procedures. See Section C, Appendix 1 for additional requirements.
- f. Hazardous Materials (Hazmat) Letter. If the repair station and/or its contractors and subcontractors perform a job function that concerns transporting dangerous goods (i.e., hazmat), the repair station must train its employees to the hazmat standards. Written confirmation from the repair station certifying that the appropriate employees have been trained as outlined in the current edition of the ICAO Technical Instructions for the Safe Transport of Dangerous Goods by Air as specified in Annex 18 and technical instructions in Doc 9284 is required to be submitted to the CAA. If the repair station is involved in the loading or handling of dangerous goods on a U.S.-registered aircraft, the repair station's employees must be trained in accordance with the air carrier's hazmat training program.
- g. Perceived or Continuing Need. 14 CFR § 145.51(c)(1) requires that the applicant show the necessity for a certificate and rating. The applicant must have a current or future operational or economic need (i.e., a perceived need) for the maintenance, preventive maintenance, or alteration of aeronautical articles subject to the FAA's regulatory oversight. The applicant can express this perceived need by including a statement from an operator of U.S.-registered aircraft; a foreign-registered aircraft operated under the provisions of 14 CFR Part 121 or 135; a company that maintains or alters articles to be installed on these aircraft indicating that the repair station's services are required; or documentation from a leasing company or a supplier/distributor showing that the applicant's services are necessary provided the applicant can confirm in writing that the leasing company or supplier/distributor is doing business with operators of U.S.-registered aircraft.
 - 1) A continued need with the above requirements is required at each renewal.
 - 2) If the repair station is adding a new rating (e.g., aircraft rating, engine rating, accessory rating, etc.), the repair station must provide a copy of the perceived need for the added rating.
 - 3) If a repair station adds a civil aeronautical product to an existing rating, the repair station is not required to show a perceived need for the additional product.
- h. TSA Aircraft Repair Station Security. Pursuant to 49 U.S.C. § 44924, the FAA must notify the TSA when a 14 CFR part 145 certificate is issued outside of the United States.

- i. Work Away. A repair station may perform work away for special circumstances or on a recurring basis to support U.S.-registered aircraft or aircraft components for the fitment onto U.S.-registered aircraft. Procedures are required in the FAA Supplement.
- j. Line Maintenance and Additional Fixed Locations. The 14 CFR part 145 certificate will cover additional fixed locations and Line Maintenance outside the UK, but shall not be located in the United States. All locations must be under direct surveillance by the CAA and the AMO must have its principle place of business in the UK.

2.0 INITIAL APPLICATION PROCESS. This section of the U.S.-UK MAG provides information for initial certification for obtaining a 14 CFR part 145 repair station certificate. The application process is illustrated in the diagram contained in the Initial Application Flow Chart located in paragraph 2.7 of this section. An applicant should be familiar with Section C of the U.S.-UK MAG to understand the processes and responsibilities involved in the initial approval.

2.1 Initial Application.

2.1.1 The initial 14 CFR part 145 repair station application process consists of the following five phases:

- a. Pre-application.
- b. Formal application.
- c. Document Compliance.
- d. Demonstration and Inspection.
- e. Certification.

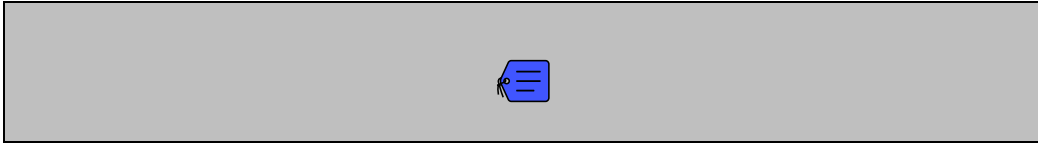
2.1.2 Initial Inquiry. The applicant should review the CAA website for current information regarding the application process. During the pre-application phase, the applicant must become familiar with the current editions of the following FAA documents:

- a. The MIP.
- b. U.S.-UK MAG, specifically Section C.
- c. Title 14 CFR parts 43 and 145 (applicable sections).
- d. AC 187-1, Flight Standards Service Schedule of Charges Outside the United States.

- 2.2** Pre-application. To proceed with the initial application, the applicant is required to submit to the CAA the relevant documents for pre-application as indicated in Section C, Appendix 2, Table C-2 under the heading titled Initial Application Documents, Pre-application.
- 2.2.1 During the pre-application meeting, the applicant and the CAA will establish a timeframe for the certification process and the CAA shall communicate the certification expectations and requirements.
- 2.2.2 The applicant should inform the CAA at the earliest opportunity on its decision to proceed or to terminate the application. Failure to do so within 60 days may result in the application being terminated.
- 2.2.3 Once the submission is verified, the CAA shall make copies of the following completed forms and forward them to the FAA's New York IFO for review.
- a. FAA Form 8400-6 (PASI).
 - b. Perceived Need Statement.
 - c. Repair Station Vital Information Job Aid (Section C, Appendix 2).
- 2.2.4 Once accepted, the FAA shall communicate the certificate numbers (pre-certificate and final certificate) to the CAA. The CAA shall give the applicant the final certification number and advise the applicant that it must only be used for the creation of forms/tags to support the final certification.
- 2.3** Formal Application. To proceed to the formal application phase, the applicant is required to submit to the CAA the documents listed in Section C, Appendix 2, Table C-2 under the heading titled Initial Application Documents, Formal Application.
- 2.3.1 The FAA shall inform the CAA as to what the appropriate FAA ratings are and what the certificate number will be.
- a. The CAA shall review the formal application to ensure completeness and acceptability. This will include an initial review of the proposed FAA Supplement in comparison with the sample in Section C, Appendix 1.
 - b. The FAA Supplement, along with the MOE, sets out the structure and procedures of the repair station to meet the requirements of 14 CFR part 145. The FAA Supplement (as seen in the example in Section C, Appendix 1) must be customized to the repair station procedures and accurately describe how the repair station meets the FAA Special Conditions.
 - c. Instructions and a sample of the FAA Supplement are contained in Section C, Appendix 1.

- 2.4** Document Compliance. The CAA shall review all submitted documents and shall conduct a thorough review of the FAA Supplement in accordance with the U.S.-UK MAG, Section C, Appendix 1. The CAA shall contact the applicant for any corrections.
- 2.5** Demonstration and Inspection. Once the documents are acceptable, the CAA shall verify (UK) Part 145 AMO continued compliance. The CAA shall perform an audit at the applicant's facility, each additional fixed location, and each line station for compliance with the FAA Special Conditions.
- 2.5.1 Verification that FAA Supplementary procedures can be followed. Additional procedures or changes to the FAA Supplement may be required based upon the results of the demonstration and inspection phase.
- 2.5.2 If the CAA discovers deficiencies in the application package, or after conducting an audit, the CAA shall ensure closure of any corrective action(s) before recommending the initial certification.
- 2.5.3 If the applicant fails to correct the deficiencies identified within the time specified by the CAA, the CAA may terminate the application process and recommend non-approval to the FAA.
- 2.5.4 In the event of any unforeseen circumstances arise, the CAA National Coordinator may notify and discuss an extension with the FAA Coordinator (IFO). Any extension given and conditions applied to that extension must be mutually agreed upon.
- 2.6** Certification. If satisfied that the applicant complies with all the FAA Special Conditions and (UK) Part 145 regulations, the CAA shall recommend approval to the FAA using the FAA MIP Audit Report 2 in the U.S.-UK MAG, Section C, Appendix 2, including the other certification documents listed in Section C, paragraph 5.1.1.
- 2.6.1 The New York IFO shall review the completed package containing the required documents and send an invoice to the applicant for the fees applicable to the certification. Once the fees are paid, the FAA shall issue the 14 CFR part 145 certificate and OpSpecs to the repair station.
- 2.6.2 Once the applicant receives the certificate and OpSpecs, the applicant may then exercise the privileges of the 14 CFR part 145 certificate.
- 2.6.3 The expiration date printed on the certificate will be valid for 12 months from initial certification.
- 2.6.4 Depending on the type of operations, the TSA may contact the applicant.

2.7 Initial Application Flow Chart.



3.0 RENEWAL APPLICATION PROCESS. An application for the renewal of the 14 CFR part 145 certificate must be submitted in a form and manner acceptable to the CAA and FAA. To allow for sufficient processing time, it is recommended that the renewal package be submitted to the CAA at least 90 days prior to the expiration date of the 14 CFR part 145 certificate. The repair station's renewal certificate may be issued for 24 months after the initial certification of 12 months. The Renewal Flow Chart in paragraph 3.4 of this section illustrates the necessary steps for the renewal.

3.1 Renewal. The repair station must submit to the CAA the documents listed in Section C, Appendix 2, Table C-2 under the heading titled Renewal Application Documents.

3.1.1 FAA Form 8310-3. Only authorized persons listed in OpSpec A007 may sign Block 5 of FAA Form 8310-3. The current contracting of maintenance functions must be listed in block 4.

3.1.2 The FAA Supplement must reflect current procedures and activities. Any revisions must be submitted to the CAA for approval.

3.1.3 Repair Station Vital Information. This information is used by the FAA to populate the OpSpecs and the SAS database. The Repair Station Vital Information is required at each renewal to verify the data and to update any changes since the last renewal. This is used for any new request of OpSpec authorizations.

3.2 Continued Compliance and CAA Recommendation. The MIP requires the CAA to perform audits on behalf of the FAA to verify continued compliance with FAA Special Conditions and (UK) Part 145 regulations.

3.2.1 If the CAA is satisfied that the repair station complies with all the FAA Special Conditions and (UK) Part 145 regulations, the CAA shall recommend approval of the renewal application to the FAA.

3.2.2 Corrective action plans must be submitted to the CAA in the allowable time period and must properly address all discrepancies and items identified during audits.

3.2.3 The CAA may recommend a non-approval to the FAA if the discrepancies or identified items were not satisfactorily addressed in a timely manner, or if the CAA has not accepted a corrective action plan.

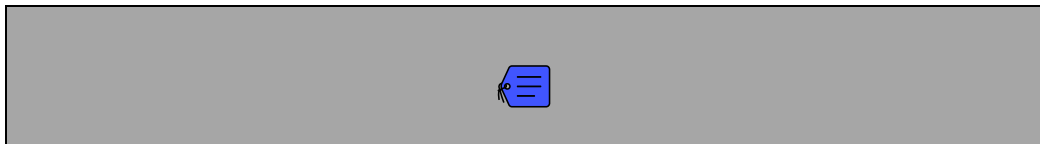
3.3 Issuance of Certificate. Once satisfied with the renewal package and the CAA recommendation, the FAA shall send an invoice to the repair station for the applicable fees.

3.3.1 The FAA's AC 187-1 establishes these fees.

3.3.2 Once the repair station settles the fees, the FAA shall issue the repair station the certificate and any revised OpSpecs.

3.3.3 The FAA shall provide the CAA a copy of the new certificate and any revised OpSpecs. Any revision made to the OpSpecs will be reflected in the current OpSpecs' Table of Contents. Obsolete OpSpecs may be destroyed.

3.4 Renewal Application Flow Chart.



4.0 **CHANGE/AMENDMENT APPLICATION PROCESS.** To apply for an amendment of the certificate and/or OpSpecs, the Change/Amendment Flow Chart located in paragraph 4.5 of this section illustrates the necessary steps. The repair station should notify the CAA a minimum of 30 days in advance of any proposed changes to allow for timely coordination of the issuance of approvals.

4.1 Conditions. The following conditions will require the repair station to notify the CAA for a change/amendment to the 14 CFR part 145 certificate or OpSpecs:

- a. Name change of the repair station (OpSpec A001);
- b. Change in ownership;
- c. Change of location or mailing/postal address (OpSpec A001);
- d. Change or amendment of ratings (OpSpec A003);
- e. Change of Accountable Manager (OpSpec A007);
- f. Use of electronic maintenance records, electronic maintenance signature, or electronic MOE/FAA Supplement (OpSpec A025);
- g. Adding or deleting an additional fixed location (OpSpec A101);
- h. Any new authorization to perform work away from the main facility on a recurrent basis. This is only required if the work is part of everyday business rather than a special circumstance (OpSpec D100); and

- i. Adding or revising the Line Maintenance Authorization.

NOTE 1: Documentation for the perceived need from the U.S. air carrier must include the make/model/series of aircraft (OpSpec D107).

NOTE 2: For changes that affect the FAA scope of work, a formal FAA application is required. For a change to the UK certificate that does not affect the FAA scope of work, the CAA shall forward the revised AMO certificate to the FAA.

4.2 Change/Amendment Application. The applicant repair station must submit to the CAA the documents in Section C, Appendix 2, Table C-2 under the heading titled Change/Amendment Application Documents.

4.2.1 Depending on the request, the FAA Supplement may need an amendment submitted along with other applicable documents. See Section C, Appendix 1 for required FAA Supplement procedures.

4.2.2 Only the applicable sections of the Repair Station Vital Information that apply to the amendment or OpSpecs request are required to be updated.

4.2.3 Depending on the request, the CAA may have to perform an on-site audit.

4.2.4 Subject to the type of change/amendment applied for by the repair station, the FAA may issue an amended FAA Form 8000-4 or revised OpSpecs to reflect such a change/amendment.

4.2.5 Any revision made to the OpSpecs will be reflected in the current Table of Contents. Obsolete OpSpecs may be destroyed.

4.3 Change/Amend Requirements. The following requirements for changes/amendments are explained below.

4.3.1 Addition of Ratings. The CAA must receive documentation for the perceived need to add a new rating.

4.3.2 Change of Location or Mailing/Postal Address. The CAA shall review the application and may authorize continued work while the applicant moves to another facility. The applicant should provide a written contingency plan to the CAA. If only the mailing address will change, the applicant must complete the FAA Form 8310-3, Blocks 1, 2, and 5. For Block 2, mark as “other” and insert the mailing address change.

4.3.3 Change in Ownership. When the amendment to a certificate involves a change in ownership, the following shall apply:

- a. If the sale or transfer of assets (e.g., financial takeover) does not significantly affect or alter the formed basis of the original certification in regards to

employees, facilities, equipment, or daily operation of the repair station, only an application signed by the new owner is required to amend the existing certificate is required.

- b. In situations that involve a change of ownership that affects the basis of the original certification (e.g. location, facilities, or personnel) or disrupts the work performed in a way that could increase risk as a result of the change, the CAA may have to perform an on-site audit and approve the MOE revisions prior to making a recommendation to the FAA. The new owner should propose a written contingency plan to the CAA for the transition of significant changes.
- c. The new owner should submit a written request to the CAA for a new certificate number, or to request to keep the existing certificate number.
 - 1) If the new owner's written request is to keep the existing certificate number, they should clearly understand the liability for the work performed by the previous certificate holder. The new owner should also understand the potential release of information under the U.S. Freedom of Information Act (FOIA) (5 U.S.C. § 552) before receiving permission to retain the existing certificate number.
 - 2) If the new owner's written request is for obtaining a new certificate number, the repair station should provide a written contingency plan describing the transition to the new certificate number and a planned date for the surrender of the old certificate. This will ensure maintenance entries for current and future maintenance releases reflect the proper FAA certificate number.

4.3.4 Contracted Maintenance Function. If the repair station adds or deletes a subcontracted maintenance function, a request must be made to the CAA for approval in the MOE. At the next FAA renewal, the current function(s) must be listed in block 4 of FAA Form 8310-3.

4.4 Compliance, Verification, and CAA Recommendation. The CAA shall perform an on-site audit of changes to the 14 CFR part 145 repair station that could affect the basis of the original certification (e.g., location, facilities, equipment and/or addition of ratings) to ensure compliance with the FAA Special Conditions and continued compliance with applicable (UK) Part 145 regulations.

4.4.1 The repair station must ensure that all identified items noted during the audit are corrected and accepted by the CAA.

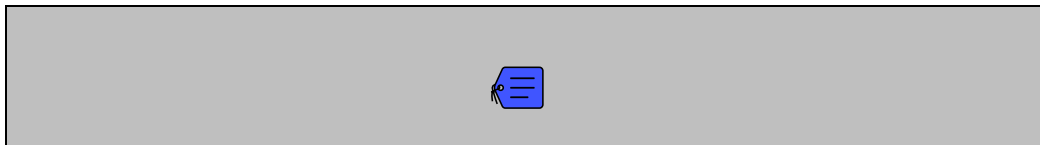
4.4.2 If the repair station fails to correct the deficiencies within the allotted timeframe, the CAA may terminate the change/amendment application process and will notify the FAA accordingly.

4.4.3 If satisfied that the repair station is in compliance with all the FAA Special

Conditions and CAA Part-145 regulations for the proposed change/amendment, the CAA shall issue a recommendation to the FAA on the FAA MIP Audit Report 2 (Section C, Appendix 2).

4.4.4 If the CAA is satisfied, it shall recommend approval and forward the application package to the FAA.

4.5 Change/Amendment Application Flow Chart.



5.0 CAA RESPONSIBILITIES. Under the MIP, the CAA is responsible for performing surveillance and oversight on 14 CFR part 145 repair stations based in UK. This includes the verification of documents for compliance and acceptance of the FAA Supplement to the MOE. The FAA remains responsible for the issuance or renewal of the 14 CFR part 145 certificate and OpSpecs.

5.1 Administrative Duties. The flow charts in Section C illustrate the steps necessary for initial, renewal, and amendments to the 14 CFR part 145 certificate. The introduction in Section C contains the basic eligibility requirements and additional explanations of forms and terms used in the U.S.-UK MAG. All regulatory matters will be managed by the CAA, unless otherwise stated by the FAA.

5.1.1 Once the application submission is verified, the CAA shall make copies of the following completed forms and forward them to the FAA's New York IFO for review.

- a. A copy of FAA Form 8310-3 (application). The CAA surveyor shall complete blocks 6, 7, 8, and 9 of FAA Form 8310-3 with the surveyor signature. A reference to the FAA MIP Audit Report 2 is acceptable to reduce redundant notes, status on findings, recommendations, and inspection dates.
- b. A copy of the hazmat letter. If the repair station does not perform hazmat job functions, a letter is still required to declare this condition does not apply.
- c. A copy of the current (UK) Part 145 AMO Certificate (form 3), including the Scope of Approval.
- d. A copy of the FAA MIP Audit Report 2. The report must be signed, dated, and include a recommendation to the FAA. The FAA MIP Audit Report 2 must list all Level 1 findings. All Level 2 findings relating to FAA approval must also be listed.

- e. A copy of the Repair Station Vital Information job aid.

NOTE: All documents will be sent to the New York IFO at the following e-mail:
9-AWA-AVS-AFS-59-NYC-IFO@FAA.GOV

- 5.1.2 When a repair station surrenders its 14 CFR part 145 certificate to the CAA, the CAA shall inform the New York IFO and archive the FAA certificate.

5.2 Safety Oversight and Surveillance.

- 5.2.1 The CAA shall ensure that oversight and surveillance on 14 CFR part 145 repair stations is carried out in accordance with the CAA surveillance schedule.

- 5.2.2 The CAA shall ensure the work performed under 14 CFR part 145 ratings and limitations do not exceed the (UK) Part 145 AMO approval and scope of work.

5.3 Recommendation. The FAA relies on the recommendation by the CAA to issue the 14 CFR part 145 certificate under the conditions of the MIP. Based on its surveillance and oversight, the CAA may recommend approval or non-approval for the 14 CFR part 145 certificates.

- 5.3.1 The CAA surveyor shall ensure that all discrepancies, findings, and identified items are satisfactorily addressed prior to the recommendation. For initial FAA certification, the CAA audit schedule for (UK) Part 145 AMO requirements must be current and must not have any unresolved findings.

- a. The FAA MIP Audit Report 2 should summarize the discrepancies with corrective actions and/or estimated closure of corrective action plans.
- b. For the application of additional fixed locations and/or line stations, a separate FAA MIP Audit Report 2 is required. For renewal of the certificate, submission of one FAA MIP Audit Report 2 is acceptable for all locations.
- c. For changes/amendments that do not require an on-site audit, the FAA MIP Audit Report 2 is required to be submitted to the FAA for the recommendation.

- 5.3.2 The CAA shall complete the FAA MIP Audit Report 2 recommending non-approval for applications in which the applicant does not meet the requirements of the MIP despite the opportunity given to correct the deficiencies.

- a. The CAA shall complete the FAA MIP Audit Report 2 recommending non-approval for any (Level 1) finding that may result in revocation, limitation, or suspension, in whole or in part of the (UK) Part 145 AMO approval. The CAA recommendation of non-approval will be immediately forwarded to the attention of the FAA Coordinator (IFO) at the New York IFO. Additional information can be found in Section A, paragraph 10.0 regarding enforcement actions.

b. Include a copy of the Level 1 finding(s).

5.4 Coordination. The issuance of an amended repair station certificate and OpSpecs may take additional efforts by the FAA. Coordination between the CAA and FAA should occur at the earliest opportunity to avoid prolong timeframe of the issuance of approvals.

5.4.1 The CAA should notify the FAA within 5 business days of any proposed changes or amendments to the FAA certificate or OpSpecs. After discussions with the FAA, and depending on the change in operations, the CAA may recommend that the AMO be permitted to continue operating while the proposed changes are being implemented.

5.4.2 For situations that require the amendment and/or issuance of the 14 CFR part 145 certificate and (UK) Part 145 AMO approval at the same time, the FAA PI and the assigned CAA surveyor shall coordinate to ensure that the amendments and/or changes to the certificate will take effect at the approximate same time.

6.0 **FAA RESPONSIBILITIES.** Under the MIP, the CAA is responsible for performing surveillance and oversight on 14 CFR part 145 repair stations based in UK, including the verification of documents for compliance and approval of the FAA Supplement to the MOE. The FAA remains responsible for the issuance or renewal of the 14 CFR part 145 certificate and OpSpecs with consideration given to the CAA recommendation.

6.1 Administrative Duties.

6.1.1 The flow charts in Section C illustrate the necessary steps for initial, renewal, and amendments to the 14 CFR part 145 certificates. The introduction in Section C contains the basic eligibility requirements and additional explanations of forms and terms used in the U.S.-UK MAG. The FAA shall provide the necessary assistance with regard to 14 CFR part 145 regulatory matters as needed.

6.1.2 The FAA PI is responsible for performing certification reviews to ensure that the applicant meets the criteria to apply for the 14 CFR part 145 certification, and the documents are complete and acceptable.

6.1.3 For amendments or changes to the FAA certificate or OpSpecs between renewals, the CAA shall inform the FAA as soon as practical to discuss the changes and how they may affect continued operations.

6.1.4 The repair station must not have any outstanding issues involving corrective action unless the CAA has approved a corrective action plan.

6.1.5 If the documents are incomplete or unsatisfactory, prepare a letter or e-mail to the CAA National Coordinator or CAA surveyor indicating the deficiencies.

a. Minor discrepancies may occasionally be noted because of various interpretations or misunderstandings on the documents submitted. Discuss the

minor discrepancies with the CAA, but do not delay the issuance of the 14 CFR part 145 certificate.

- b. Major deficiencies in the renewal application package must be discussed with the CAA as soon as possible.
- c. A separate FAA MIP Audit Report 2 is required during initial certification for each additional fixed location and line station that utilizes the 14 CFR part 145 privileges.

6.1.6 The Repair Station Vital Information (Section C, Appendix 2) contains all the required information for SAS Configuration data input. Input this information into SAS and/or verify as necessary.

NOTE: FAA Order 8900.1, Volume 12 contains additional guidance for SIS inspections and independent inspections. Where conflicts exist in guidance with the U.S.-UK MAG, the U.S.-UK MAG takes precedence.

6.1.7 Extension of FAA Certificate. If necessary, the FAA may issue a new certificate for 90 days, if necessary, for additional corrective actions. In such cases, the extension should be issued only with the CAA concurrence. Once the corrective actions are satisfactory to both the FAA and the CAA, the PI shall renew the certificate for the remaining 21 months in order to maintain the alignment of the certificates for the next renewal.

6.2 CAA Recommends Non-Approval. If the repair station does not meet the requirements of the MIP based on the CAA surveillance and oversight, the CAA may recommend non-approval.

6.2.1 The CAA recommendation of non-approval will be listed on the FAA MIP Audit Report 2.

6.2.2 The FAA PI shall review the reason for non-approval and determine any significant safety issues. The FAA PI shall take appropriate action as necessary.

6.2.3 If the CAA finding/discrepancy results in the reduction of the (UK) Part 145 AMO capabilities, the FAA shall investigate any significant safety issues.

6.2.4 Any CAA significant Level 1 finding resulting in revocation, suspension, limitation, or surrender of a (UK) Part 145 AMO approval must be expeditiously communicated to the FAA Coordinator (IFO). See Section A, paragraph 10.0 regarding enforcement actions.

6.3 Issuance of OpSpecs. The FAA ratings must be under the direct surveillance of the CAA to comply with the MIP. The FAA ratings and limitations cannot exceed the CAA ratings and scope of work. The cross-reference chart (listed in Section A, Appendix 2) may assist in the issuance of ratings.

- 6.3.1 The FAA OpSpecs will list the AMO certificate number (CAA Form 3) and the current revision and date. Reference the use of A060 to reflect the AMO ratings. (There is no need to list FAA ratings on the OpSpecs A003 due to the issuance of OpSpecs A060, except in special circumstances discussed in Section A, Appendix 2.)
- a. An exception to the ratings and limitation apply to 14 CFR §§ 91.411 and 91.413 tests and inspections. If the (UK) Part 145 AMO does not hold the appropriate airframe rating, they must hold a C-3 and C-13 component rating to perform this task on U.S.-registered aircraft. In this case, issue or amend OpSpec A003 and add these aircraft models in the limitations under limited radio and/or instrument ratings to this type of work. This will authorize on-wing tests and inspections for U.S.-registered aircraft.
 - b. Issue OpSpec A060 reflecting the current (UK) Part 145 certificate and ratings. Pay particular attention to any changes in the AMO certificate that may have occurred between renewals, such as the addition or deletion of ratings or articles.
 - c. The FAA shall only recognize line stations or additional fixed locations that are under the direct surveillance of the CAA and holding CAA approval for that location. Line stations and additional fixed locations may not be located within the territories of the United States.

6.4 Issuance of the 14 CFR part 145 Certificate. When all of the documents are reviewed and found to meet the requirements of the U.S.-UK MAG, and the repair station has settled the appropriate fees, the following will be accomplished:

- a. Upload a copy of the completed FAA MIP Audit Report 2 into the SAS Custom Data Collection Tool (DCT). Any open items with a corrective action plan listed on the MIP Audit Report 2 may be loaded into SAS Action Item Tracking Tool (AITT) to ensure follow-up closure action was completed.
- b. Complete the SAS DCT for Peer Group H, and update the Vitals Information as required.
- c. Send the originally signed FAA Form 8000-4 and the repair station OpSpecs to the repair station. Electronic scanned copies may be electronically sent to expedite certification.
- d. Forward copies of the certificate and OpSpecs to the CAA.
- e. Notify the TSA when an initial 14 CFR part 145 certificate is issued. Follow the applicable TSA guidance in FAA Order 8900.1 for the notification procedures.

7.0 FAA ANNUAL INSPECTIONS.

- 7.1** 49 U.S.C § 44733(e) specifies the Administrator shall ensure that 14 CFR part 145 repair stations located outside the United States are inspected annually by FAA ASIs, without regard to where the station is located, in a manner consistent with United States' obligations under international agreements.
- 7.2** Each fiscal year, open a SAS CDCT to document this inspection requirement and follow SAS guidance in FAA Order 8900.1, Volume 10.

Appendix 1.

Guidance and Instructions for the Development of the FAA Supplement

- 1.0 FAA SUPPLEMENT TO THE MOE.** The FAA Supplement to the MOE must be written in a manner that explains repair station operations and must not merely contain policy statements. The procedures set out in the FAA Supplement describe the methodology used to document and carry out policy. The FAA Supplement example in this appendix is a guide to assist in developing customized procedures for the maintenance organization.
- 1.1** Written procedures should explain, as applicable:
- a. What must be done?
 - b. Who must do it?
 - c. When must it be done?
 - d. Where must it be done?
 - e. How must it be done?
 - f. Which procedure(s)/form(s) are used?
- 1.2** The format of the FAA Supplement must include the contents in this appendix. Required contents that do not apply to the type of operations should still be included in the FAA Supplement, but stated as “Not Applicable (N/A).” The FAA Supplement and the MOE must be maintained in the English language.
- 1.3** To reduce redundant procedures, it is permissible to refer to the relevant section of the MOE, provided the references are clearly identified and satisfy the requirements of the FAA Special Conditions.
- 1.4** The quality assurance procedures must include audits for the FAA Special Conditions.
- 1.5** The FAA Supplement must be amended as necessary to reflect current operations. Any amendment to the supplement shall be approved by the CAA prior to performing operations under the revised procedures. Incorporated references in the FAA Supplement must be current.

2.0 EXAMPLE OF AN FAA SUPPLEMENT TO THE MOE. The cover page of the FAA Supplement to the MOE must include the following:

Federal Aviation Administration
Repair Station Supplement to the MOE

Company Name and Facility Address

MOE Document Number _____

FAA Supplement Document Number _____

(UK) Part 145 AMO Approval No. _____

FAA 14 CFR part 145 Certificate No. _____

This FAA Repair Station Supplement, together with the MOE, forms the basis of acceptance by the FAA for maintenance, alterations, or modifications carried out by this maintenance organization on aircraft and/or aircraft components under the regulatory control of the FAA.

Maintenance, alterations, or modifications performed in accordance with the MOE (hereinafter referred to as manual), including this FAA Supplement, are considered to be in compliance with 14 CFR parts 43 and 145.

All revisions to the FAA Supplement must be approved by the CAA. The FAA Supplement should be inserted as an appendix to the MOE, or as Part 7 of the MOE.

The contents of the FAA Supplement to the manual (MOE) shall include at least the following contents listed below.

3.0 LIST OF CONTENTS. The contents of each section of an FAA Supplement are explained below.

CONTENTS	PAGE
1. List of Effective Pages (LEP)	XX
2. Revision Procedures.....	XX
3. Introduction.....	XX
4. Accountable Manager’s Statement	XX
5. Extent of Approval.....	XX
6. Summary of the Quality Systems.....	XX
7. Approval for Return to Service and Maintenance, Alteration and Modification Records.....	XX
8. Reporting of Unairworthy Conditions to the FAA	XX
9. Additional Operating Locations.....	XX
10. Contracting.....	XX
11. Major Repairs and Major Alterations.	XX
12. Compliance with 14 CFR Part 121 Air Carrier Continuous Airworthiness Maintenance Program (CAMP) or 14 CFR Part 125/Part 135 Operator Inspection Program	XX
13. Compliance with Manufacturers’ Maintenance Manuals or Instructions for Continued Airworthiness (ICA)	XX
14. Qualifications of Personnel.....	XX
15. Forms	XX

1. LIST OF EFFECTIVE PAGES (LEP). The FAA Supplement to the MOE will begin with a list of the sections it contains, the page number of each section, and the current revision date of each section. This section may reference other appropriate sections of the AMO’s MOE if the referenced material is current and meets the FAA Supplement’s requirement.

2. REVISION PROCEDURES. The revision procedures section should describe the procedures the organization will use to ensure that the FAA Supplement remains current. It should identify, by title, the person responsible for revising the FAA Supplement. It also should describe the procedures the organization will use to ensure that copies of any revision to the supplement are provided to the CAA before implementation. The FAA requires at least one copy of the FAA Supplement be retained by the CAA. However, the CAA may require a second copy. The procedures to ensure currency should be a part of the organization’s management system. All revisions to the FAA Supplement must be incorporated into the internal quality audit system or quality assurance system (QAS). Changes to the U.S.-UK

MAG that affect repair station operations shall be implemented within 90 days after the effective date of the U.S.-UK MAG change.

3. INTRODUCTION. The introduction section will do the following:

- a) Indicate that the FAA Supplement, in conjunction with other chapters of the MOE, defines the organization and procedures upon which compliance with applicable regulations are based.
- b) State that the Maintenance Implementation Procedures permit the organization to obtain certification and renewal as a repair station under 14 CFR part 145 for performing work on civil aeronautical products subject to 14 CFR. Certification or renewal as a repair station is obtained after the FAA’s review and acceptance of the inspection, surveillance, and evaluation of the organization by the CAA.
- c) State that a (UK) Part 145 AMO can be approved as a 14 CFR part 145 repair station when the AMO complies with (UK) Part 145 regulations in conjunction with the FAA Special Conditions as detailed in these procedures.
- d) State that the FAA Supplement describes the methods and procedures the organization will use to ensure compliance with the FAA Special Conditions.

4. ACCOUNTABLE MANAGER’S STATEMENT.

a) The accountable manager (as listed in 14 CFR § 145.151) is the individual responsible for the organization’s compliance with 14 CFR parts 43 and 145. Such compliance is demonstrated by adhering to (UK) Part 145 regulations, requirements, associated material, and the FAA Special Conditions in the MIP. This section must contain the signed statement by the accountable manager.

- 1) The statement must state that the organization will comply with the Special Conditions specified in the FAA Supplement while operating under its FAA repair station certificate issued under the procedures specified in the MIP.
- 2) The accountable manager’s statement should contain the following or equivalent language:

“I understand that this organization, [name of company], when performing maintenance, alterations, or modifications on U.S.-registered aircraft or aeronautical products for use on such aircraft, must perform that work under the terms of the Maintenance Implementation Procedures (MIP) agreed to by the FAA and the CAA. This organisation will comply with the FAA Special Conditions set forth in the MIP and U.S.-UK MAG, as described in this organization’s FAA Supplement to the MOE.”

“As the person with overall control of [name of company], I have reviewed the (UK) Part 145 regulations and requirements and the FAA Special Conditions. This organization fully understands that by complying with

these documents, it will be complying with the corresponding sections of 14 CFR parts 43, 145, and other applicable regulations. I understand that failure to comply with the requirements of the FAA Special Conditions may result in the amendment, suspension, or revocations of the FAA certification, or in other certificate or enforcement action by the CAA or FAA. I also understand that loss of (UK) Part 145 AMO approval will require FAA enforcement action that may result in the suspension or revocation of the organization's 14 CFR part 145 repair station certificate."

"This organization will provide the CAA and FAA personnel with access to our facilities to assess compliance with CAA requirements and FAA Special Conditions or to investigate specific problems."

"I understand that this organization may be subject to FAA enforcement procedures. I understand that investigation and enforcement by the FAA regarding suspected violations of 14 CFR by this organization will be undertaken in accordance with FAA rules and directives, and that this organization must cooperate with any investigation or enforcement action."

"I agree to ensure that this FAA Supplement will be maintained and kept current by this organization and be accessible to all personnel. I further agree to submit revisions to this Supplement to the CAA for acceptance before implementing any such revisions."

b) The statement must be signed and dated by the accountable manager.

c) Whenever the organization's accountable manager is replaced, the new accountable manager must sign and date a new accountable manager's statement. The organization will promptly forward a copy of the newly signed statement to the CAA.

5. EXTENT OF APPROVAL. The extent of approval section will do the following:

a) State that the extent of the FAA approval will not exceed the ratings and scope of work permitted under (UK) Part 145 regulations and requirements. The extent of FAA approval also will not exceed the scope of approval set out in the organization's 14 CFR part 145 repair station certificate and OpSpecs.

NOTE: There are some occasions when the (UK) Part 145 rating may exceed the FAA rating. In these cases, the FAA will add an additional limited rating to cover the extent of the (UK) Part 145 rating. Example: A (UK) Part 145 A1 airframe rating also allows some limited powerplant maintenance. The FAA will issue a limited powerplant rating along with the airframe rating in order to allow the AMO the same privileges as the (UK) Part 145 rating. The AMO will verify that the FAA rating issued covers the appropriate functions covered under the (UK) Part 145 rating.

b) FAA issuance of a specialized services rating requires FAA-approved data that is not part of a manufacturer's maintenance manual or instruction for continued airworthiness

(ICA). The FAA will identify the specific data on the OpSpecs, thereby authorizing the repair station to perform the specialized service. In this section the organization will describe (as applicable and only if the AMO holds a specialized service rating):

- 1) The procedures it will use to ensure all work performed under the provisions of specialized services rating is done in accordance with FAA-approved data.
 - 2) The procedures the organization will use to ensure that only FAA-approved process specifications are used on U.S.-registered aircraft or aeronautical products intended for installation on U.S.-registered aircraft.
- c) Capabilities List (CL). The manual's CL will contain all the elements described in this section:
- 1) Introduction: A CL refers to a document that identifies by make, model, or other nomenclature designated by the article's manufacturer on which the AMO is authorized to perform maintenance. The CL must be in a format that identifies any difference in approval of CAA articles from FAA articles, and should identify the level of capability of each article. The CL is located in the AMO's manual or as a referenced stand-alone document, although in some cases it may be referred to by other names. Under the provisions of the MIP, the FAA will not issue a repair station certificate and accompanying rating(s) with privileges that exceed the scope of work permitted under the (UK) Part 145 approval limitations or approval schedule. (There may be cases where the ratings may need to be adjusted. See Section A, Appendix 2, Rating Comparison Matrix for details.)
 - 2) Using a CL is an effective way of identifying all articles for which an AMO has an established repair capability. Once the component or subassembly is identified on the CL, there is no need to list the individual parts contained in it.
 - (a) The AMO must describe how it will ensure that it has the proper equipment, personnel, housing/facilities, materials, and technical data to maintain each article listed in the CL.
 - (b) The AMO must acknowledge the CL is an extension of the AMO's FAA OpSpecs.
 - (c) Use of a CL depends on the AMO establishing procedures for conducting initial and recurrent self-evaluation audits of its facility and capabilities.
 - (d) The CL must be included as part of the AMO's quality assurance system (QAS), which is approved as part of the MOE.

NOTE: After the CAA has approved the AMO's internal evaluation program and procedures or self-evaluation auditing program (QAS), and issued the appropriate indirect approval privilege, the AMO can use these procedures for revisions to a CL. When the AMO has completed auditing itself for the new article being added in accordance with the QAS approved procedures, the AMO is authorized to revise

and to perform maintenance and alteration on those items added to the CL without any approval from the FAA or CAA. Procedures must include a notification of the change to the CAA. This approval will remain in effect unless the CAA notifies otherwise. A repair station must make an application to obtain approval to add an additional type of class of aircraft or powerplant.

- 6. SUMMARY OF THE QUALITY SYSTEMS.** The management and quality systems section will include a version in English of the organization's management system and a summary of its quality system covering the main site and additional fixed locations, and FAA Line Maintenance authorizations. The summary will contain an overview of how the AMO will include FAA Special Conditions in its quality system audits.

NOTE: If the repair station describes this section in its MOE, the MOE procedure can be referenced in the FAA Supplement, provided the procedures are made available to the FAA upon request.

7. APPROVAL FOR RETURN TO SERVICE AND MAINTENANCE, ALTERATION, AND MODIFICATION RECORDS.

a) **Return to Service of a U.S.-registered Aircraft.** This paragraph, if applicable, must contain a procedure for return to service of U.S.-registered aircraft which includes the following elements:

- 1) A description (or reference to the data acceptable to the Administrator) of the work performed;
- 2) The date of completion of the work;
- 3) The signature of the person authorized by the repair station to return the aircraft to service;
- 4) The FAA repair station certificate number;
- 5) Additional requirements specified by the operator; and
- 6) The recordkeeping requirements for major repairs and major alterations. Procedures for approval for return to service should describe the procedures for the use of acceptable release documents for components and parts.

b) **For Articles:** Describe acceptable FAA release statements (example below) that meets the FAA Special Conditions and the use of the FAA Form 8130-3 as a single release, or CAA Form 1 as a dual release or single release, as applicable. State that the maintenance, alteration, and modification entries required by the FAA Special Conditions (reference to approved/ acceptable data) and the entries required by the operator's maintenance program will be in the English language.

- 1) For a FAA Form 8130-3 single release, the following applies:
 - i) If the part has been rebuilt, overhauled, inspected, modified, or repaired, the records should include a maintenance release from an FAA-certificated repair station. Ensure block 14a is filled indicating compliance with 14 CFR § 43.9.
 - ii) The person approving the product for return to service shall sign block 14b of the form. This signature approves aircraft components for return to service with respect to the work performed. The form must contain a description of the work performed, including the following:
 - Maintenance manual reference and revision status;
 - The date of completion;
 - The name/signature of the person returning the article to service; and
 - The FAA repair station certificate number.
 - iii) Other documents, such as work orders or shop travellers (e.g., FAA Form 337) may be used by the organization to comply with the operator's requirements. If this is the case, these documents should be referenced specifically in block 12 and appropriately cross-referenced.
 - iv) Indicate that block 12 will reference the data used to perform maintenance (i.e., maintenance manual reference including revision status). The data referenced must meet the requirements of the Special Conditions. The referenced data may consist of an attachment to the form, such as a work order, air carrier record, or an FAA Form 337.
 - v) Maintenance and alteration records required by the operating regulations of 14 CFR for operators of U.S.-registered aircraft must be provided to the operator in English if requested.
- 2) For a CAA Form 1 Issued as a Dual Release. Information similar to the description of work as required above should be included. Ensure the following statement is included in block 12 indicating compliance with 14 CFR § 43.9.

“The work identified in Block 11 and described herein has been accomplished in accordance with 14 CFR Part 43 and in respect to that work, the items are approved for return to service under FAA certificate no ____.”

- i) Ensure “Other regulation specified in block 12” is checked. The records must include the FAA repair station certificate number in block 12.
- ii) In block 14a, check both statements.
- iii) Include copies of any attachments.

- 3) For a CAA Form 1 Issued as a FAA Single Release. Information similar to the description of work as required above should be included. Ensure the following statement is included in block 12 indicating compliance with 14 CFR § 43.9.
 - i) “The work identified in Block 11 and described herein has been accomplished in accordance with 14 CFR part 43 and in respect to that work, the items are approved for return to service under FAA certificate no.” [List FAA Certificate]
 - ii) Ensure “Other regulation specified in block 12” is checked, and enter the following statement: “The components is not be eligible for installation onto UK registered aircraft.”
 - iii) In block 14a, do not check “Part 145.A.50 Release to Service.”
 - iv) Include copies of any attachments.

c) **Acceptability of Components/Parts.** Describe the procedures to ensure that new or used component/parts consumed during maintenance on U.S.-registered aircraft and/or aircraft components for the installation onto U.S.-registered aircraft have acceptable authorized release documents that meet the eligibility, quality, and identification conditions listed in the current version of FAA AC 20-62.

- 1) New Components.
 - i) New components/parts must be traceable to the Production Approval Holder (PAH) or Design Approval Holder (DAH) and be in a satisfactory condition for installation.
 - ii) The new parts manufactured outside of the territories of the United States are subject to the provisions of a bilateral agreement with the country of manufacture and the United States addressing the performance of design, production approval, and airworthiness for the acceptance of that part. These parts must be acceptable under such agreements. These bilateral agreements are listed at the following address:
https://www.faa.gov/aircraft/air_cert/international/bilateral_agreements/baa_basa_listing/
 - iii) New parts must be in a satisfactory condition for installation.
 - iv) An authorized release document similar to the FAA Form 8130-3, as specified in the current bilateral agreement between the governments of the United States and the country of manufacture is acceptable for new parts.

NOTE: Evidence of direct shipment authorizations extended to approved suppliers is required. If a replacement part is shipped under direct ship authorization, the Authorized Release Certificate shall indicate that the PAH has authorized direct shipment. This indication may be a supplemental “remark” entry on the Authorized Release Certificate indicating the authorization to the

supplier for direct shipment of replacement parts from the supplier's location.

- v) Technical Standard Order (TSO) parts are acceptable on U.S.-registered aircraft with proper documentation under a bilateral agreement.
- vi) New parts provided by a U.S. air carrier may have documentation in accordance with the U.S. air carrier's Continuous Airworthiness Maintenance Program (CAMP).

NOTE: New parts that with a certification/release date prior to October 1, 2016 shall have, at a minimum, a document or statement (containing the same technical information as an FAA Form 8130-3), or Certificate of Conformity (CofC) issued through an approved design holder or by the PAH or supplier with direct ship authority. Parts currently in inventory, documented with the required information, will remain suitable for installation.

- vii) Parts fabricated by an appropriately rated (UK) Part 145 AMO in accordance with (UK) Part 145.A.42 are not eligible for the issuance of CAA Form 1 or FAA Form 8130-3.
- viii) Standard parts meeting the requirements of 14 CFR § 21.9(a)(3), (such as a nut or bolt, manufactured in compliance with a government or established industry specification) are not subject to the forgoing provisions, provided such parts are accompanied by a conformity statement and be in a satisfactory condition for installation.
- ix) New components provided by a U.S. owner/operator (14 CFR parts 121, 135, 91) shall have documentation acceptable under the current edition of FAA AC 20-62, Eligibility, Quality, and Identification of Aeronautical Replacement Parts.

2) Used Components/Parts.

- i) Used components/parts consumed in maintenance must be traceable to approved FAA-certificated persons authorized under 14 CFR § 43.7. The signature, certificate number, and type of certificate held by the person approving the work must be documented. The part must be in an airworthy condition and eligible for installation. An authorized release document, as provided below, may be acceptable to accompany the part.
- ii) FAA Form 8130-3 issued as an FAA maintenance release that accompanies a part from a 14 CFR part 145 repair station.

- iii) An EASA or CAA Form 1 issued as a dual FAA maintenance release that accompanies a part from a UK- or EU-based 14 CFR part 145 repair station.

NOTE: Used components from a UK or EASA-approved Part 145 AMO that does not hold FAA approval must not be used even if accompanied by a CAA or EASA Form 1 single release.

- iv) Used components provided by a U.S. air carrier shall have documentation in accordance with the U.S. air carrier's CAMP.
- v) Used components that have been received and issued a multiple release (i.e., certifying compliance with FAA, EASA, or TCCA requirements on an EASA Form 1 as a maintenance release are acceptable.

d) **Possible Cases.** The following table is a summary of possible cases for acceptance of parts and return to service:

Privileges of the (UK) Part 145 and FAA certificated maintenance organization			
United States Based AMO		UK Based Repair Station	
CAA Acceptable New Products/Articles: CAA Form 1 NEW EASA Form 1 NEW 8130-3 NEW C of C Standard Parts Bilateral Agreements		FAA Acceptable New Components: CAA Form 1 NEW EASA Form 1 NEW 8130-3 NEW C of C Standard Parts Eligible Parts meeting FAA AC 20-62 Bilateral Agreements	
Repaired Products/Articles: Acceptable Repaired Products/Articles Release Document For UK CAA (input)	Final Higher Assembly Release document For UK CAA (output)	Repaired Components: Acceptable Repaired Components Release Document For FAA (input)	Final Higher Assembly Release document For FAA (output)
FAA Form 8130-3 (Single EASA)	FAA Form 8130-3 (Single EASA)	CAA or EASA Form 1 (Single FAA)	FAA Form 8130-3 or CAA Form 1 (Single FAA)
FAA Form 8130-3 (Dual FAA/EASA)	FAA Form 8130-3 (Dual FAA/EASA)	EASA Form 1 (Dual FAA/EASA)	CAA Form 1 (Dual CAA/FAA)
EASA Form 1 (Dual FAA/EASA)	FAA Form 8130-3 (Dual FAA/EASA)	FAA Form 8130-3 (Dual FAA/EASA)	CAA Form 1 (Dual CAA/FAA)
EASA Form 1 (Single EASA)	FAA Form 8130-3 (Single EASA)	FAA Form 8130-3 (Single FAA)	FAA Form 8130-3 or CAA Form 1-(Single FAA)
CAA Form 1 (Dual CAA/FAA)	FAA Form 8130-3 (Single FAA)	CAA Form 1 (Dual CAA/FAA)	CAA Form 1 (Dual CAA/FAA) or FAA Form 8130-3 (Single FAA)
CAA Form 1 (Single CAA)	None. Fitment onto UK Registered aircraft only.	CAA Form 1 (Single CAA)	CAA Form 1 (Single CAA)

8. REPORTING OF UNAIRWORTHY CONDITIONS TO THE FAA. This section should explain the procedures the organization will use to report any serious failures, malfunctions, or defects on a component or part of an aircraft (e.g., powerplants, propellers, or appliances) that occur as a result of aircraft/system operation. The AMO may submit the reports in the form of a letter, e-mail, accessing the Service Difficulty Report (SDR) reporting system online (<http://av-info.faa.gov/SDRx/>), CAA online reporting system, or in a form and manner acceptable to the FAA containing the information required by 14 CFR § 145.221.

a) **Responsibility.** Include the title of each person responsible for completing and submitting reports of unairworthy conditions to the FAA.

b) **Suspected Unapproved Parts (SUP) Program Reporting Requirements.** The SUP reporting requirements section should:

- 1) Describe the organization's procedures to report all SUPs. The organization should submit reports to the FAA under the FAA SUP as detailed in the current edition of AC 21-29, Detecting and Reporting Suspected Unapproved Parts.
- 2) In addition, this section should include the title of each person responsible for completing and submitting SUP notifications to the FAA.

NOTE: (UK) Part 145 requirements include SUP reporting requirements under their unairworthy conditions reporting requirements. The FAA recognizes this system; therefore, an AMO need only identify the appropriate section by reference in this supplement, provided the procedures can be made available to the FAA upon request. A duplicate copy of the form submitted to the CAA must be submitted to the FAA. (UK) Part 145 regulation 145.A.60 meets the intent of the SUP program when a copy of the report is forwarded to the New York IFO.

9. ADDITIONAL OPERATING LOCATIONS.

a) **Additional Fixed Locations.** If the AMO has additional fixed locations operating under one CAA approval certificate, the sites can operate under one FAA certificate and OpSpecs. This section of the supplement must address the procedures the AMO will use to ensure each location operates under the same MOE and FAA Supplement as the parent facility. The procedure must demonstrate how each separate location is under the full managerial control of the quality system of the parent facility. The additional fixed locations must be listed on FAA OpSpecs paragraph A101 and may not be located within the territories of the United States. The AMO must provide the following information for inclusion on the FAA OpSpecs: the name of the organization and the mailing address, including mailing code. The AMO must also address how it will submit a completed FAA Form 8310-3 (application) through the CAA to the FAA when adding or deleting additional fixed locations.

b) **Line Station Authorizations.** If the AMO has line stations, this section of the supplement must address the procedures the AMO will use to ensure each location operates under the same MOE and FAA Supplement as the parent facility. The AMO must also address how it will submit a completed FAA Form 8310-3 (application) through the CAA to the FAA when adding or deleting line stations. The procedure must demonstrate how each separate location is under the full control of the parent facility and quality system. The FAA Line Maintenance Authorization will be listed in OpSpecs paragraph D107 and may not be located within the territories of the United States.

NOTE: The CAA uses the term “line stations,” while the FAA uses the term “Line Maintenance Authorization” in relation to 14 CFR part 145. This note is to advise the reader that these terms are synonymous when applied under the terms of the MIP.

c) **Work Away from a Fixed Location.** This subsection describes the procedures for conducting work away from the AMO for to ensure compliance with the MIP. An AMO may perform work away from its fixed location for a one-time special circumstance or recurring basis. The subsection should state that the AMO is authorized to perform work away from its facilities as specified in this subsection, but the performance of such work must not exceed the scope of its FAA rating.

- 1) The procedures should address how an AMO will perform work at a place other than its fixed location for when the occasion or the need arises, by moving material, equipment, and technical personnel to perform specific maintenance functions. This process cannot be used to establish a permanent location. Continuous operation at a permanent facility other than the AMO’s fixed location must not occur without the appropriate authorization.
- 2) If the AMO is required to perform maintenance on a U.S.-registered aircraft or article located within the territory of the United States and operated under 14 CFR parts 121, 135, 125 or 91, the AMO must meet the procedures described in Section C, Appendix 1, paragraph 9(d). The AMO must also have procedures in this section of the supplement that describes how the AMO will comply with the U.S. operator’s drug and alcohol program.
- 3) If the AMO does not have a written procedure for work away from station, then the AMO must notify the FAA in advance of doing the work. The notification must describe the work to be performed, the date of the work, the customer, and certify to the FAA that the AMO will follow all existing procedures in their current MOE and FAA Supplement.
- 4) If the AMO has approved procedures in the FAA Supplement, it may be authorized to perform work away from station. If the work away is a recurring type operation, the FAA will issue OpSpecs D100.

Explanation: An AMO may perform work away from its fixed location on a recurring basis, such as to perform mobile field services. This will allow work away from the AMO's fixed location as a part of everyday business rather than under special circumstances only. Once the CAA accepts the work away from station procedures in the FAA Supplement to the MOE, the FAA can issue FAA OpSpecs D100 for work away from station. After OpSpecs paragraph D100 is issued, there is no requirement for notifying the FAA in advance. Subsection d) below describes the supplement requirements.

d) This subsection also should describe how work will be accomplished in the same manner as work performed at the AMO's fixed location. The AMO should acknowledge that these procedures apply only to work performed at other locations. This subsection should:

- 1) Describe the procedures used to ensure that FAA technical data (such as manufacturers' manuals, service bulletins, and letters) are current and accessible at the location where the work is performed;
- 2) Describe the procedures used by the organization to control tools and ensure proper equipment calibration when away from the AMO's fixed location;
- 3) Describe how the organization will ensure that records for work performed away from the AMO will be maintained in the same manner as at the AMO's fixed location;
- 4) Describe how the organization will ensure that personnel performing work away from the AMO's fixed location will be trained and qualified to perform the required work;
- 5) List by title the persons who are authorized to approve an item for return to service when working away from the AMO's fixed location;
- 6) List by title the persons responsible for organizing and supervising work away from the AMO's fixed location;
- 7) Describe how the organization will ensure that all required personnel, equipment, materials, and parts will be made available at the place where the work is to be performed;
- 8) State the organization's responsibility to maintain a record of work performed away from the AMO, both within the country and outside the country. Any record of this work should be in English and include:
 - i) A description of the work performed,
 - ii) The date and location where the work was performed, and
 - iii) The work order number (total time in service if required).

9) Retain these records for 3 years after the performance of the work.

e) An AMO may perform work away from its fixed location for extended periods of time provided it does not establish permanency at the location. The FAA recognizes that this type of operation involves work that may require several months to complete. This type of operation is temporary in nature and must not be used to circumvent obtaining a 14 CFR part 145 certificate at that location. The certificate holder must request this type of operation directly to the FAA. The FAA will evaluate each request on a case-by-case basis.

- 1) The AMO must furnish its own tools and equipment, unless it has procedures for leasing or contracting tools and equipment that comply with the regulations and procedures in the MOE and FAA Supplement.
- 2) The request to the FAA must include the aircraft (make/model/series), the project to be accomplished, the duration of the work, the location of the work, and a statement that the temporary facilities are suitable for the AMO's work.

10. CONTRACTING.

a) To be considered a contract maintenance function that requires FAA approval, the repair station must meet both of these conditions:

- 1) Enter into an agreement with another person or entity (FAA-certificated or non-certificated) to perform maintenance functions on an article; and
- 2) The repair station must choose to exercise the privileges of its certificate and assume responsibility for the work performed by the contracted person or entity.

NOTE: An FAA-certificated 14 CFR part 145 repair station may contract an approved maintenance function pertaining to an article to an outside source. (Contracting is sometimes referred to as subcontracting. For the purposes of this section, the term contracting includes subcontracting.) There are two elements to the contracting provisions of the U.S.-UK MAG; listing contractors and qualifying contractors.

b) **List of Contractors.** The FAA accepts (UK) Part 145 requirements for the MOE to contain a list of all contractors utilized by the AMO and approved by the CAA as part of the MOE. The list contains the name, address, and certificate and rating if applicable. The FAA can accept this practice when the list identifies, by an asterisk or other means of identification, those contractor(s) the AMO will use to support maintenance activities for U.S.-registered aircraft or aeronautical products to be installed on such aircraft. The list of contractor(s) must be made available to the FAA in the English language on request.

NOTE: An organization that holds UK or EASA Part-145 approval, but does not hold a 14 CFR part 145 approval, would be considered a subcontractor for the FAA.

c) **Qualifying and Auditing Contractor.** The FAA recognizes (UK) Part 145 QAS and requirements to qualify and audit contractors when the QAS includes the FAA Special

Conditions. If the AMO's summary of its quality and audit procedures includes a description of inclusion of the FAA Special Conditions, there is no need to provide additional supplement procedures. However, if the AMO elects to have a separate QAS for the FAA Special Condition the following procedures should be addressed in the supplement:

- 1) Describe those procedures the organization will use to both qualify and audit contractors.
- 2) If the AMO contracts a maintenance function to a non-FAA-certificated source, the AMO must be appropriately rated to perform the work. This section should:
 - i) Explain that the AMO is responsible for approving for return to service each item on which work is performed and for ensuring its airworthiness.
 - ii) Indicate that any non FAA-certificated contractor to which work is contracted must be under the control of the AMO's QAS. Additionally, the AMO must inspect/or test each item on which contracted work has been performed for compliance with this supplement.
 - iii) Explain that if the AMO cannot determine the quality of contracted work, the work can only be contracted to an FAA-certificated facility that is able to test and/or inspect the work performed and issue a return to service for the work performed. If the contracted item must be disassembled by the AMO to determine the quality of the work performed, then it should not be contracted to a non-FAA-certificated source.
- 3) Contracting to FAA-certificated Facilities. This subsection should:
 - i) Explain that if the AMO contracts maintenance functions to another organization that is FAA-certificated, the contractor is responsible for approving the return to service for each item on which it has worked.
 - ii) Describe the procedures the organization will use to determine that the FAA-certificated organization to which work is contracted is properly certificated to perform that work.
- 4) Receiving Inspections. This subsection should:
 - i) Describe the organization's procedures for inspecting the work performed by a contractor on an item that has been returned to service.
 - ii) Describe the procedures the organization uses to provide technical training for receiving inspection personnel who inspect contracted work.
 - iii) Explain the procedures the organization will use to ensure that items on which contracted work has been performed are properly processed through the organization's receiving inspection procedures.

- iv) Explain receiving inspection procedures in enough detail to enable a receiving inspector to make an airworthiness determination of any item received based on a technical review of the contractor's source documentation.
 - v) Describe the method of recording contractor's work and the record retention period.
- 5) Audits. This subsection should:
- i) Describe the procedures the organization uses when auditing contractors and the frequency of such audits. It also should explain the procedures for recording the results of such audits, to include the record-retention period for the results of each audit.
 - ii) Describe the procedures the organization will use to ensure that contractors comply with operators' manuals, manufacturers' manuals, and ICA.
 - iii) Describe how contractors are informed of any changes to these manuals and procedures.

11. MAJOR REPAIRS AND MAJOR ALTERATIONS.

a) **Approved Data.** The FAA must approve design data in support of major repairs in accordance with the current editions of FAA Order 8110.4, Type Certification; FAA Order 8110.37, Designated Engineering Representative (DER) Handbook; FAA Order 8100.15, Organization Designation Authorization Procedures; and FAA Order 8300.16, Major Repair and Alteration Data Approval. Minor repairs are made in accordance with acceptable data, per 14 CFR part 43.

NOTE: A critical component is defined as a part identified as critical by the DAH during the validation process, or otherwise by the exporting authority. Typically, such components include parts for which a replacement time, inspection interval, or related procedure is specified in the Airworthiness Limitations Section or certification maintenance requirements of the manufacturer's maintenance manual or ICA.

b) **FAA Acceptance of CAA Repair Design Data.** The Implementation Procedures for Airworthiness (IPA) between the United States and the UK states the FAA shall accept CAA approved design data produced under (UK) Part 21 SubPart M used in support of major or minor repairs regardless of the State of Design (SoD) of the product, part, or article, if:

- 1) The FAA has certificated/validated the product or article;
- 2) The CAA is acting on behalf of the SoD for the repair design data;
- 3) The CAA repair design data approval is substantiated via a repair design approval letter or a repair design approval issued under a DOA. For repair data approved prior to September 28, 2003, in the United Kingdom, FAA shall accept either the historical

CAA approval document, or equivalent, or a repair design approval issued under a former process as evidence of the approval, and

- 4) The repair is not in an area that is subject to an FAA Airworthiness Directive (AD), unless the AD allows for acceptance of a CAA repair design approval.
- 5) In these circumstances, repair design data approved by CAA are accepted without further review as approved by the FAA. This process does not require application to the FAA or compliance findings to the FAA certification basis.

c) **FAA Acceptance of Other Repair Design Data under Bilateral Agreements.** The FAA shall accept approved design data produced outside of the territories of the United States subject to the provisions of a bilateral agreement with the United States addressing the performance of design, production approval, and airworthiness for the acceptance of that part. Review the specific requirements of U.S. bilateral agreements available at the following website:

https://www.faa.gov/aircraft/air_cert/international/bilateral_agreements/baa_basa_listing/

d) **Procedures For Repair Design Data That Is Not Automatically Approved Under a Bilateral Agreement.** The AMO must describe the procedures it will use to ensure that the major repair and/or alteration data being used to perform work on a U.S.-registered product is approved by the FAA. The procedure must contain the following:

- 1) Procedures the organization will use to determine when FAA-approved data is required (procedures for determining what is a major repair or a major alteration as detailed in 14 CFR part 43, Appendix A);
- 2) Procedures for obtaining FAA-approved data for major repairs and/or major alterations;
- 3) Forms used for recording major repairs and/or major alterations (i.e., FAA Form 337, customer's work order, or any records required by an air carrier);
- 4) Procedures the organization will follow to ensure that an English version of FAA Form 337 is provided directly to the FAA when required; and
- 5) Titles of each person responsible for completing and submitting FAA Form 337 to the FAA.

12. COMPLIANCE WITH 14 CFR PART 121 AIR CARRIER CONTINUOUS AIRWORTHINESS MAINTENANCE PROGRAM (CAMP) OR 14 CFR PART 125/PART 135 OPERATOR INSPECTION PROGRAM.

a) **Procedure.** This procedure will describe how the organization will comply with appropriate portions of a U.S. air carrier's Continuous Airworthiness Maintenance Program (CAMP) or 14 CFR part 125/part 135 operator's manual as provided by that operator. It must contain:

- 1) The procedures the AMOs use to ensure their personnel have been properly trained and qualified to perform work in accordance with the 14 CFR part 125 operator or 14 CFR part 121/part 135 air carrier operator requirements.
- 2) A statement that the AMO understands that any deviation from the certificate holder's maintenance manuals or supplemental instructions will require documented approval from the 14 CFR part 125 operator or 14 CFR part 121/part 135 air carrier; and/or
- 3) Where the AMO's maintenance procedures differs from the air carrier's CAMP procedure, there must be in place a written agreement confirming equivalency between the air carrier and the AMO's procedures.

NOTE: Under 14 CFR § 145.205, the AMO is required to comply with the air carrier's CAMP. This requires the AMO to comply with the air carrier's requirements; for example, approval for return to service procedures, parts, tagging, shelf life of expendable materials, tool and equipment calibration intervals, etc., in accordance with the air carrier's CAMP. This is normally accomplished by the air carrier auditing the AMO and providing the AMO with a written agreement accepting the AMO's processes and procedures as meeting or exceeding the air carrier's requirements. It is imperative that the AMO receives and retains copies of the written agreement from the air carrier and have it available for review by the CAA or FAA.

- 4) If applicable (14 CFR § 125.71), a 14 CFR part 125 operator is required to have an FAA-approved inspection program (14 CFR § 125.247). This section should address how the AMO will comply with the 14 CFR part 125 operator's inspection program, if contracted to do such work. (The AMO will request the operator to provide them with the appropriate section of the inspection program prior to performing that inspection.)
- 5) If applicable, describe the aircraft inspection requirements for U.S.-registered aircraft operating under 14 CFR § 91.409 aircraft inspection requirements. This section should describe how the AMO will comply with the operator's requirements. (The AMO will request the operator to provide them with the appropriate section of the inspection program.)

b) Required Inspection Items (RII). This subsection must:

- 1) State that RIIs identified in the U.S. operator's manual must be accomplished by authorized personnel who are not involved in performing the work on the item to be inspected.
 - i) The RII-qualified inspectors must work under the quality control system/inspection organization of the repair station.
 - ii) Under this subsection of the manual, the AMO will state how the separation between maintenance and inspection is managed.

- 2) State that the AMO or the maintenance department of the air carrier cannot overrule the findings of the RII-qualified inspector; and
- 3) Include the organization's procedures to ensure that any person performing RIIs is trained, qualified, and authorized by the air carrier for which the RII is being conducted.

13. COMPLIANCE WITH MANUFACTURERS' MAINTENANCE MANUALS OR INSTRUCTIONS FOR CONTINUED AIRWORTHINESS (ICA).

a) Compliance with manufacturers' maintenance manuals or ICA section will state that the AMO will retain an English language copy of the technical data from which the AMO's internal documents were developed. However, the AMO may convert technical data (i.e., ICA, manufacturers' maintenance manuals, or type certificate holders' continued airworthiness data) into internal documents, such as work cards, work sheets, and shop travellers into a language other than English. The AMO also will establish procedures to ensure that its English language copy of technical data and any internal documents developed from this technical data are current and complete. Keep an English copy of the technical data at the AMO's main base as identified on the FAA certificate and make it available to the FAA during sampling inspections or investigations.

b) State that all maintenance performed for U.S. air carriers, including all major repairs and major alterations, must be recorded in accordance with that air carrier's manual. Major repairs performed for a U.S. air carrier must be recorded on FAA Form 337, or on a work order signed and dated by the AMO. Major alterations performed for anything other than a U.S. air carrier, (i.e., U.S.-registered general aviation aircraft or 14 CFR part 125 aircraft, as described in this sample supplement paragraph 12 above) must be recorded on an FAA Form 337. (UK) Part 145 requires the AMO to follow the operator's work orders and manuals. Therefore, a reference to the section of the manual that addresses this issue is acceptable, provided that section is written in English and can be made available to the FAA upon request. However, any deviation from procedures as stated above must be addressed in this section to show compliance with FAA-approved data.

c) **FAA Airworthiness Directives (AD).** The FAA AD section will:

- 1) Explain how the organization will ensure it will comply with all FAA ADs applicable to the work performed under the ratings it holds.
- 2) State how the organization will manage and control the distribution and use of ADs. It also should identify how the organization will ensure that the applicable FAA ADs will be made available to its personnel when they perform work under its FAA certificate and rating.
- 3) List by title each person responsible for compliance with these requirements.
- 4) Include repair station procedures to ensure customer approval/request of the performance of applicable ADs. If the organization does not comply with an applicable AD, record its non-compliance in the article's maintenance records. This

section should describe how this information would be recorded and transmitted to the customer.

14. QUALIFICATIONS OF PERSONNEL. The personnel requirements section will include the following:



- a) The name, title, telephone number, e-mail address, if available, of the person who will act as the liaison between the organization and the CAA. This liaison will ensure compliance with the provisions of the supplement.
- b) The procedures the organization uses to ensure that its personnel have been properly trained and qualified to perform work in accordance with the customer's or air carrier's requirements (procedures such as RII). It is the responsibility of the repair station to ensure that these requirements are met.
- c) The procedures the organization uses to ensure that its employees, contractors, and subcontractors have received initial and recurrent training in the transportation of dangerous goods in accordance with ICAO standards. This requirement is applicable if the AMO is involved with the transportation of dangerous goods by air, including shipping and receiving of such items. If the AMO is involved in the loading of dangerous goods on a U.S. air carrier's aircraft, the AMO's employees must be trained in accordance with the air carrier's hazardous materials training program.
- d) The procedures the organization will use to ensure that the following personnel can read, write, and understand English:
 - 1) Those approving an aeronautical product for return to service; and
 - 2) Those responsible for the supervision or final inspection of work on a U.S.-registered aircraft or article to be installed on a U.S.-registered aircraft.

15. FORMS. The forms section should include copies of all forms referred to in the supplement, (e.g., FAA Form 8010-4, FAA Form 337, FAA Form 8130-3), procedures for completing the forms, and the title of any person authorized to execute such forms. It is acceptable to refer to other sections of the supplement or to other English language sections of the manual where the copies and procedures for completing the forms are located and can be provided to the FAA upon request.

Appendix 2. FAA Forms and Required Documents

For the purpose of meeting the U.S.-UK MAG requirements for a 14 CFR part 145 certificate, the following forms and documents are available at the following websites or embedded into the U.S.-UK MAG, as applicable.

**Table C-1.
FAA Forms and Websites**

Form Name/Number	Title/Instructions	URL
FAA Form 8310-3	Application for Repair Station Certificate and/or Rating Form	http://www.faa.gov/forms
FAA Form 8400-6	Pre-application Statement of Intent (PASI)	
Service Difficulty Reporting (SDR)	SDR reporting system online	http://av-info.faa.gov/sdrx/Default.aspx
FAA MIP Audit Report 2	CAA completes the report for initial, renewal, change/amendment, or other purposes for the 14 CFR part 145 recommendations	
Repair Station Vital Information Job Aid	Vital information the repair station supplies	

**Table C-2.
Summary of Forms/Documents for Making an Application**

INITIAL APPLICATION DOCUMENTS

Pre-application

1. FAA Form 8400-6, Pre-application Statement of Intent (PASI).
2. Statement of Perceived Need for 14 CFR part 145 certificate.
3. Repair Station Vital Information (Section C, Appendix 2)—All sections shall be completed.

Formal Application

1. FAA Form 8310-3, Application for Repair Station Certificate and/or Rating. Blocks 1 through 5 completed.
2. FAA Supplement to the MOE.
3. Copy of the current (UK) Part 145 AMO Certificate, (form 3), including Scope of Approval.
4. Copy of Capability List (CL), if applicable.
4. Hazmat Letter.

RENEWAL APPLICATION DOCUMENTS

1. FAA Form 8310-3, Application for Repair Station Certificate and/or Rating. Check Block 2 “other” for renewal of certificate.
2. Copy of the current (UK) Part 145 AMO Certificate, (form 3), including Scope of Approval.
3. Statement of Continued Need for 14 CFR part 145 certificate.
4. Repair Station Vital Information. All sections shall be current.
5. Hazmat Letter.** Required if changes to name, location, ownership, or added or amended rating, or not previously submitted.
6. FAA Supplement **
7. Copy of Capability List (CL).**

**Denotes documents that require submission if a change has occurred since the last renewal.

CHANGE/AMENDMENT APPLICATION DOCUMENTS

1. FAA Form 8310-3, Application for Repair Station Certificate and/or Rating. (Amend the certificate, change in name, change in ownership, change in location or housing/facility, change in ratings, addition of line station, change in mailing address.)
2. Copy of the current (UK) Part 145 AMO Certificate, (form 3), including Scope of Approval.**
3. Statement of Perceived Need for 14 CFR part 145 certificate.**
4. Repair Station Vital Information job aid.**
5. Hazmat Letter.** Required if changes to name, location, ownership, or added or amended rating.
6. FAA Supplement to the MOE if a revision was submitted.**
7. Copy of Capability List (CL) if added articles under new rating.**

**Denotes documents may require submission depending on the request.

Appendix 3.

FAA Special Conditions

To be approved in accordance with 14 CFR part 145 and pursuant to the terms of this MIP, the AMO must comply with all of the following Special Conditions:

1. The AMO applying for a 14 CFR part 145 repair station certificate must submit an application in a form and manner acceptable to the FAA. The application for both initial, renewal, and amendment of the repair station certification must include:
 - a. A statement demonstrating that the 14 CFR part 145 repair station certificate and/or rating is necessary for maintaining or altering U.S.-registered aircraft and articles for use on U.S.-registered aircraft, or foreign-registered aircraft operated under the provisions of 14 CFR part 121 or part 135, and articles for use on these aircraft.
 - b. A list of maintenance functions, approved by the CAA, to be contracted/sub-contracted to perform maintenance on U.S. aeronautical products.
 - c. In the case of transporting dangerous goods on aircraft, written confirmation demonstrating that all involved employees, contractors, and sub-contractors have been trained as outlined in the transport of dangerous goods in accordance with the most current edition of International Civil Aviation Organization (ICAO) standards, specified in Annex 18 and the Technical Instructions for the Safe Transport of Dangerous Goods by Air.
 - d. A copy of the current CAA maintenance organization certificate and approval schedule. The 14 CFR part 145 repair station ratings cannot exceed the CAA maintenance organization's ratings and scope of work.
2. The AMO must provide a supplement (FAA Supplement) in English to its MOE that is approved by the CAA and maintained at the AMO. Once approved by the CAA, the FAA Supplement shall be deemed accepted by the FAA. All revisions to the FAA Supplement must be approved by the CAA. The FAA Supplement to the MOE must include the following:
 - a. A signed and dated statement by the Accountable Manager that obligates the organization to comply with the MIP.
 - b. A summary of its quality system, which must also cover the FAA Special Conditions.
 - c. Procedures for approval for release or return to service that satisfy the requirements of 14 CFR part 43 for aircraft and the use of FAA Form 8130-3 or CAA Form 1 for components. This includes the information required by 14 CFR part 43 (§§ 43.9 and 43.11) and all information required to be made or kept by the owner or operator in English, as appropriate.

- d. Procedures for reporting to the FAA any serious failures, malfunctions, or defects of an article, and Suspected Unapproved Parts (SUP) discovered, or intended to be installed, on U.S. aeronautical products.
- e. Procedures to notify the FAA regarding any changes to line stations that:
 - 1) Are under the surveillance of the CAA, with the exception of line stations located in the United States, as such line stations are beyond the scope of this MIP;
 - 2) Maintain U.S.-registered aircraft; and
 - 3) Impact the FAA operation specifications.
- f. Procedures to qualify and monitor additional fixed locations and line stations.
- g. Procedures to verify that all contracted or sub-contracted maintenance performed by non-FAA-certificated organizations include provisions requiring the following:
 - 1) The repair station remains directly in charge of the maintenance;
 - 2) The contractor or sub-contractor follows a Quality System equivalent to the AMO's Quality System; and
 - 3) The article is returned to the repair station for final inspection/testing, and the repair station verifies by test and/or inspection the work has been performed satisfactorily and the article is airworthy before approving it for return to service.
- h. Procedures to ensure that major repairs and major alterations (as defined in 14 CFR part 1) or modifications are accomplished in accordance with technical data approved by the FAA.
- i. Procedures to ensure compliance with a U.S. air carrier's Continuous Airworthiness Maintenance Program (CAMP), including the separation of maintenance from inspection on those items identified by the air carrier/customer as Required Inspection Items (RII).
- j. Procedures to ensure compliance with the manufacturer's maintenance manuals or ICAs and the handling of deviations.
- k. Procedures to ensure that all current and applicable airworthiness directives (AD) published by the FAA are available to maintenance personnel at the time the work is being performed.
- l. Procedures to permit work away from the fixed location, when applicable.
- m. Procedures to confirm that the AMO's supervisors, employees, and maintenance personnel responsible for final inspection and approval for return to service of U.S.-

registered aircraft, or foreign-registered aircraft operated under the provisions of 14 CFR part 121 or part 135, are able to read, write, and understand the English language.

3. To continue to be approved in accordance with 14 CFR parts 43 and 145, pursuant to the terms of the MIP, the AMO must comply, and the CAA shall verify that the AMO complies with the following:
 - a. The AMO allows the FAA, or the CAA on behalf of the FAA, unimpeded access to inspect the repair station for continued compliance with the requirements of (UK) Part 145 regulations and the FAA Special Conditions (i.e., 14 CFR parts 43 and 145);
 - b. The repair station must continue to comply with (UK) Part 145 regulations and the FAA Special Conditions;
 - c. Investigations and enforcement by the FAA may be undertaken in accordance with FAA rules and directives. The repair station must cooperate with any investigation or enforcement action;
4. Where regulatory compliance is maintained, the FAA may renew the 14 CFR part 145 repair station's initial certification after 12 months, and every 24 months thereafter.

Section D – Entry into Force and Termination

- 1.0** This Maintenance Agreement Guidance shall enter into force on January 1, 2021, provided that it has been signed by the duly authorized representatives of both the FAA and the CAA.

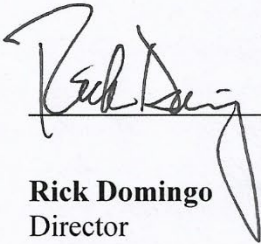
- 2.0** This Maintenance Agreement Guidance shall remain in force until terminated. Either Party may terminate this Maintenance Agreement Guidance at any time by providing sixty (60) days' notice in writing to the other Party. Termination of this Maintenance Agreement Guidance will not affect the validity of activity conducted thereunder prior to termination.

Section E - Authority

The FAA and the CAA agree to the provisions of this Maintenance Agreement Guidance as indicated by the signature of their duly authorized representatives.

**Federal Aviation Administration
Department of Transportation
United States of America**

**Civil Aviation Authority
United Kingdom of Great Britain
and Northern Ireland**



Rick Domingo
Director
Flight Standards Service

Date *Dec 11, 2020*



Robert Bishton
Director
Safety and Airspace Regulation Group

Date *11 DEC/2020*