



## Continuing Airworthiness and Maintenance Regulations Project Technical Working Group Tasking Instructions

*The continuing airworthiness and maintenance regulations project Technical Working Group is established and operates in accordance with the Terms of Reference of the Aviation Safety Advisory Panel (ASAP) dated November 2021 (or as amended).*

### Purpose

The role of the Technical Working Group (TWG) will be to provide relevant technical expertise and industry sector insight for the development of legislation in accordance with the agreed policy principles. The Technical Working Group will:

- Provide industry sector insight and understanding of current needs and challenges
- Provide current, relevant technical expertise for the development, analysis and review of legislative and non-legislative solutions to identified issues
- Assist with the development of draft regulations, guidance materials and other supporting materials
- Provide endorsement and/or conditional endorsement of draft regulations, guidance materials and other supporting materials for consideration by the ASAP and CASA

### Key principles

The following principles for the reform are:

- compliance with the standards set by the ICAO for general aviation
  - Annex 6 Part II — International General Aviation — Aeroplanes
  - Annex 6 Part III, Section III — International General Aviation — Helicopters
- a regulatory structure based to the maximum practical extent on an established and appropriate international standard
- minimum regulatory compliance burden consistent with ensuring a level of safety appropriate for the general aviation (GA) and airwork (AWK) sectors
- any changes are intended to be cost neutral or provide savings for the GA and AWK sectors wherever possible
- *ICAO recognises AWK as a distinct aspect of civil aviation but has not prescribed AWK standards since ICAO separated AWK from GA in 1990.*

### Specific objectives

The project has three key components:

1. **Regulation model.** Review ICAO standards and international legislation with a view to adopting the model that most closely meets the key principles for the reform.
1. **Legislation.** Review the existing Australian legislation against the selected international legislation and determine:
  - a. Any differences from the selected international legislation that are essential to address unique Australian conditions.
  - b. Transitional strategies to minimise the disruption to current industry.
2. **Detailed policy development.** Prepare a comprehensive document setting out the detailed policy settings required for provision of drafting instructions.

## Roles and responsibilities

CASA	Technical Working Group Members
<ul style="list-style-type: none"><li>• Organise meetings and workshops, and produce agendas, papers and supporting materials</li><li>• Facilitate meetings and workshops</li><li>• Record insights and findings</li><li>• Communicate openly and consistently with working group members about project status and issues</li><li>• Respect the time of all working group members by minimising work required to achieve outcomes</li></ul>	<ul style="list-style-type: none"><li>• Commit to supporting the project objectives and timeline</li><li>• Engage and collaborate constructively at all times</li><li>• Prepare for working group activities by reviewing agendas, papers and supporting materials</li><li>• Provide timely and considered advice in meetings, and between meetings as required</li><li>• Respond to requests for feedback on draft materials within agreed timeframes</li></ul>

### Confidentiality

All discussions and materials from TWG meetings should be treated as confidential. Premature dissemination of information may dilute TWG processes, particularly if discussion points remain unsettled or documents are not ready for public consultation.

### Reporting arrangements

At the conclusion of the meeting, or soon thereafter, recommendations and reports of the TWG will be provided to the Chair of the ASAP, through the Secretariat.

### Consensus

A key aim of the Technical Working Group is that a consensus be reached, wherever possible, in the finalisation and preparation of advice for the Aviation Safety Advisory Panel and CASA.

The Technical Working Group will be guided by the ASAP Terms of Reference (Section 6) with respect to determining and documenting consensus.

### Membership

Members of the TWG will be appointed by the ASAP Chair, following ASAP processes.

It is recommended that the membership of this TWG consist of the following persons:

- Working group lead: CASA project leader x 1
- GA/AWK maintenance organisations and or maintenance organisations x 5
- GA/AWK maintenance individuals (LAMEs/MA holders) x 3
- GA/AWK aircraft owners/operators/pilots x 3

A total of up to 12 TWG members

- Observers: CASA airworthiness inspectors/safety advisors x 3

Requests for changes to the membership will be made to the Chair of the ASAP, through the Secretariat.

**Attendance and travel**

Cost-effective and convenient locations for meetings will be selected to reduce the travel and time impacts for working group members.

Provision will be made in CASA project budgets to cover travel and accommodation costs for members attending working group meetings. Travel requests must be made within communicated timeframes and must be approved in accordance with CASA corporate policy.

If participants are unable to attend working group meetings in person, remote attendance may be facilitated using video-conferencing equipment installed at CASA offices. This will be coordinated by the convener.