SCHEDULE OF EXPERIENCE (SOE) CATEGORY AIRFRAME GROUP: 20

1. PURPOSE OF THE SCHEDULE

1.1 The purpose of this SOE is to provide evidence of specific type practical experience in support of an application for the grant of a licence or rating in Airframe Category Group 20.

1.2 For the purpose of this SOE, the specified practical experience is that required by CAR 31 (4)(c) and may comprise the performing of any task relating to the specific aircraft system of maintenance and shall include inspections, servicing, maintenance, repairs and where applicable, overhaul.

1.3 In order to meet the practical experience requirements for the grant of a licence or rating, applicants must document practical experience in each relevant ATA chapter area of the SOE.

2. LAYOUT OF THE SCHEDULE

2.1 The SOE is divided into separate ATA chapter areas, each of which relate to the ATA chapter requirements for the Airframe category Group 20 licence privileges as specified in CAO 100.90.

2.2 Each ATA chapter area consists of task recording pages on which an applicant will be required to document evidence of relevant practical experience.

2.3 Each ATA chapter area is allocated a predetermined experience requirement based of total hours of work. Each aircraft type will have different total hours due to the various levels of complexity. The total ATA chapter hours (called "Base Hours") for each type of aircraft may be found in the "BASE HOURS REQUIREMENT TABLE" in AAC 9-91.

Note: Total Base hours to be completed on a particular aircraft type by an applicant for the applicant's first Group 20 rating are to be achieved in not less than six (6) months.

3. COMPILATION OF THE SCHEDULE - RESPONSIBILITIES OF THE APPLICANT

3.1 Enter aircraft type on the front cover and your personal details on pages 4 and 5.

3.2 Enter Base Hours onto page 4.

3.3 Applicants are required to document practical experience in all relevant ATA chapter areas as specified on the "SUMMARY OF AIRCRAFT MAINTENANCE ENGINEER EXPERIENCE" page 5.

Note: The submission of the SOE to CASA prior to the completion of all relevant ATA chapter areas will normally result in rejection of the SOE and in some cases may result in a further payment of the licence application fee being required.

3.4 Compilation of the relevant ATA chapter pages is self explanatory, but in addition:

(a) Include the date the maintenance was certified in the first column

(b) for all relevant ATA chapter areas, enter a brief description of the work carried out. Examples of "typical" entries are shown at the back of this SOE.

(c) the "type of work carried out" entered in the relevant ATA chapter area is to be as varied as possible.

(d) multiple recordings of the same task will not normally meet the total experience requirements of each ATA chapter area.

(e) where an applicant claims a task which the applicant has performed with others, the applicant must indicate in the SOE, that portion of the task that the applicant actually performed.

(f) inspections and checks entered in the SOE shall not exceed 50% of the required ATA chapter hourly requirement.

3.5 For each task entered in the SOE, the aircraft registration N° and the reference N° of the applicable paperwork on which the task was certified by the LAME, must be entered in the column provided. Failure to correctly enter this information may result in the SOE being rejected by the Airworthiness Inspector evaluating the application.

3.6 Approved simulator training, may be accepted as appropriate experience for the purpose of the SOE.

Note: Acceptability of simulator experience will be determined by the Airworthiness Inspector processing the SOE. When a task has been conducted in a simulator, then an annotation to this effect is to be made in the "Type Of Work Carried Out" column.

3.7 An accurate record of the actual time spent carrying out each task should be entered in the appropriate column.

3.8 The supplement pages at the back of the SOE are for recording tasks which the applicant believes do not fit within the normal scope of this SOE. They can also be used to supplement any ATA chapter area that is full.

3.9 If the applicant already holds an AME licence rated in the same category, the applicant may be entitled to a reduction on the ATA chapter area base hours requirement. To determine the reduction in base hours an applicant may claim, refer to AAC 9-91. **Enter these hours and the basis of the claim for a reduction onto page 4.**

Note: The final decision to grant a standard reduction as set out in AAC 9-91 rests with the Airworthiness Inspector at the time of processing the licence application.

3.10 If the applicant believes that the hours for a particular ATA chapter area represent an onerous task, then the applicant may apply to an Airworthiness Inspector attached to the local Field Office to have the SOE experience requirements reduced. The applicant should make the application to have the SOE experience requirements reduced as soon as possible after obtaining this SOE.

*Note: The processing of an application for reduced experience on the basis that the SOE base hours represents an onerous task will attract a **fee for the service**. The applicant must be prepared to support this application with documents if required. The decision of the Airworthiness Inspector to grant or deny a reduction will be final.*

3.11 The applicant should continue recording experience in all ATA chapter areas until he/she is ready to make the application for a licence or additional rating. This is applicable even if you believe you have met the requirements of a particular ATA chapter.

3.12 It is the responsibility of the applicant to complete the Certificate of Completion contained in these instructions and to present the completed SOE to an Airworthiness Inspector of the Authority when making application for a licence or additional rating.

4. RESPONSIBILITIES OF THE PERSON VERIFYING ENTRIES

4.1 Persons verifying entries in this SOE shall be the LAME / Simulator Instructor who supervised and certified for the task.

4.2 The signature, licence number and date recorded in the verification column against each maintenance task entry shall only be made by the person nominated at paragraph 4.1 above.

Note: The date entered in the verifacation column shall be the date the verifacation was made.

4.3 Completion of the verification column by a person nominated at paragraph 4.1 indicates that the applicant has:

(a) satisfactorily performed the task in accordance with approved data;

(b) together with others, satisfactorily performed the task in accordance with approved data; or

(c) received approved simulator training on the task.

5. VERIFICATION OF ENTRIES AND FALSIFICATION OF THOSE ENTRIES

5.1 Applicants, and those verifying completion of tasks, should note that all of the entries made in this SOE should be able to be verified if requested by an Airworthiness Inspector. If the entry cannot be verified it will not be considered as forming part of the applicants practical experience. Experience claimed may be required to be verified by documentation or interview of the applicant or the LAME supervisor.

Note: The attention of applicants and persons verifying entries in this SOE is drawn to the penalty provisions of Criminal Code Act 1995 Part 74 Sect 136.1 false or misleading statements in applications. (Penalty – Imprisonment for 12 months).

6. SUMMARY OF EXPERIENCE

6.1 All relevant ATA chapter areas must be accepted by an Airworthiness Inspector and the Summary Of Experience page completed before the applicant qualifies for the experience requirements of the type sought.

6.2 To accept satisfactory completion of sufficient experience in an ATA chapter area, the Airworthiness Inspector is to ensure that:

(a) the "work carried out" entered in the ATA chapter area of the SOE is of sufficient depth and scope to meet the experience requirements for that ATA chapter area;

(b) each entry of experience has been verified by the signature and an identification number of a person as specified in paragraph 4.1; and

6.3 If an Airworthiness Inspector rejects the SOE because of insufficient experience in particular ATA chapter area/s, the Airworthiness Inspector will enter in the SOE a statement detailing any additional hours or tasks that the Airworthiness Inspector requires the applicant to complete before the SOE can be re-submitted.

6.4 When all applicable ATA chapter areas of the summary form have been accepted, tear out the Summary Of Experience page and the Hourly Requirement page and file in the applicants CASA file/records.

ATA HOURLY REQUIREMENT TABLE

CATEGORY AIRFRAMES GROUP 20

Surname:	Given Names:	ARN:	Aircraft Type:
Basis For Reduced Experience:		Accepted By: (Airworthiness Inspector)	
		Signature:	

ATA Chapter	Base Hours	Reduced Hours	Hours Achieved (AWI Use)	ATA Chapter	Base Hours	Reduced Hours	Hours Achieved (AWI Use)	ATA Chapter	Base Hours	Reduced Hours	Hours Achieved (AWI Use)
6-10				30				53 & 57			
21				32				55			
25				35				62 & 63			
26				36				64 & 65			
27				38				67			
28				49							
29				52 & 56							

SUMMARY OF AIRCRAFT MAINTENANCE ENGINEER EXPERIENCE

CATEGORY AIRFRAMES GROUP 20

Surname:	Given Names:	ARN:	Aircraft Type:

ATA Chapter	Acceptance of Experience (Airworthiness Inspector)	ATA Chapter	Acceptance of Experience (Airworthiness Inspector)	ATA Chapter	Acceptance of Experience (Airworthiness Inspector)
6-10	Name:..... Airport:..... Signature:..... Date:.....	30	Name:..... Airport:..... Signature:..... Date:.....	53 & 57	Name:..... Airport:..... Signature:..... Date:.....
21	Name:..... Airport:..... Signature:..... Date:.....	32	Name:..... Airport:..... Signature:..... Date:.....	55	Name:..... Airport:..... Signature:..... Date:.....
25	Name:..... Airport:..... Signature:..... Date:.....	35	Name:..... Airport:..... Signature:..... Date:.....	62 & 63	Name:..... Airport:..... Signature:..... Date:.....
26	Name:..... Airport:..... Signature:..... Date:.....	36	Name:..... Airport:..... Signature:..... Date:.....	64 & 65	Name:..... Airport:..... Signature:..... Date:.....
27	Name:..... Airport:..... Signature:..... Date:.....	38	Name:..... Airport:..... Signature:..... Date:.....	67	Name:..... Airport:..... Signature:..... Date:.....
28	Name:..... Airport:..... Signature:..... Date:.....	49	Name:..... Airport:..... Signature:..... Date:.....		
29	Name:..... Airport:..... Signature:..... Date:.....	52 & 56	Name:..... Airport:..... Signature:..... Date:.....		

CIVIL AVIATION SAFETY AUTHORITY

SCHEDULE OF EXPERIENCE

AIRFRAME GROUP 20

CERTIFICATE OF COMPLETION

I certify, that I have completed this Schedule of Experience in accordance with its instructions and that it is true in every respect. In doing so I have physically performed all tasks entered in this Schedule of Experience.

AIRCRAFT TYPE:_____

NAME:_____ ARN:_____ SIGNATURE:_____ DATE:___/___/___

Name:	ARN:	A/C Type:

Parking, Towing, Levelling & Weighing – ATA Chapters 6 - 10			Verification		
A/C Reg No & Work Ref No	Type of Work Carried Out	Time Taken (hours)	Signature	Licence No	Date

Name:	ARN:	A/C Type:

Air-conditioning and Pressurisation – ATA Chapter 21			Verification		
A/C Reg No & Work Ref No	Type of Work Carried Out	Time Taken (hours)	Signature	Licence No	Date

Name:	ARN:	A/C Type:

Equipment & Furnishings – ATA Chapter 25			Verification		
A/C Reg No & Work Ref No	Type of Work Carried Out	Time Taken (hours)	Signature	Licence No	Date

Name:	ARN:	A/C Type:

Fire Protection – ATA Chapter 26			Verification		
A/C Reg No & Work Ref No	Type of Work Carried Out	Time Taken (hours)	Signature	Licence No	Date

Name:	ARN:	A/C Type:

Flight Controls – ATA Chapter 27			Verification		
A/C Reg No & Work Ref No	Type of Work Carried Out	Time Taken (hours)	Signature	Licence No	Date

Name: | ARN: | A/C Type:

Fuel – ATA Chapter 28			Verification		
A/C Reg No & Work Ref No	Type of Work Carried Out	Time Taken (hours)	Signature	Licence No	Date

Name:	ARN:	A/C Type:

Hydraulic Power – ATA Chapter 29			Verification		
A/C Reg No & Work Ref No	Type of Work Carried Out	Time Taken (hours)	Signature	Licence No	Date

Name:	ARN:	A/C Type:

Ice & Rain Protection – ATA Chapter 30			Verification		
A/C Reg No & Work Ref No	Type of Work Carried Out	Time Taken (hours)	Signature	Licence No	Date

Name:	ARN:	A/C Type:

Landing Gear – ATA Chapter 32			Verification		
A/C Reg No & Work Ref No	Type of Work Carried Out	Time Taken (hours)	Signature	Licence No	Date

Name:	ARN:	A/C Type:

Oxygen – ATA Chapter 35			Verification		
A/C Reg No & Work Ref No	Type of Work Carried Out	Time Taken (hours)	Signature	Licence No	Date

Name:	ARN:	A/C Type:

Pneumatic – ATA Chapter 36			Verification		
A/C Reg No & Work Ref No	Type of Work Carried Out	Time Taken (hours)	Signature	Licence No	Date

Name:	ARN:	A/C Type:

Water & Waste – ATA Chapter 38			Verification		
A/C Reg No & Work Ref No	Type of Work Carried Out	Time Taken (hours)	Signature	Licence No	Date

Name:	ARN:	A/C Type:

APU – ATA Chapter 49			Verification		
A/C Reg No & Work Ref No	Type of Work Carried Out	Time Taken (hours)	Signature	Licence No	Date

Name:	ARN:	A/C Type:

Doors & Windows – ATA Chapters 52 & 56			Verification		
A/C Reg No & Work Ref No	Type of Work Carried Out	Time Taken (hours)	Signature	Licence No	Date

Name: | ARN: | A/C Type:

Fuselage & Wings – ATA Chapters 53 & 57			Verification		
A/C Reg No & Work Ref No	Type of Work Carried Out	Time Taken (hours)	Signature	Licence No	Date

Name:	ARN:	A/C Type:

Stabilisers – ATA Chapter 55			Verification		
A/C Reg No & Work Ref No	Type of Work Carried Out	Time Taken (hours)	Signature	Licence No	Date

Name:	ARN:	A/C Type:

Rotor(s) & Rotor Drive(s) – ATA Chapters 62 & 63			Verification		
A/C Reg No & Work Ref No	Type of Work Carried Out	Time Taken (hours)	Signature	Licence No	Date

Name:	ARN:	A/C Type:

Tail Rotor & Tail Rotor Drive – ATA Chapters 64 & 65			Verification		
A/C Reg No & Work Ref No	Type of Work Carried Out	Time Taken (hours)	Signature	Licence No	Date

Name:	ARN:	A/C Type:

Rotors Flight Control – ATA Chapter 67			Verification		
A/C Reg No & Work Ref No	Type of Work Carried Out	Time Taken (hours)	Signature	Licence No	Date

Name:	ARN:	A/C Type:

Supplement – ATA Chapter			Verification		
A/C Reg No & Work Ref No	Type of Work Carried Out	Time Taken (hours)	Signature	Licence No	Date

Hydraulic Power - ATA Chapter 29			Verification		
A/C Reg No & Work Ref No	Type of Work Carried Out	Time Taken (hours)	Signature	Licence No	Date
VH-YMJ	Replaced cracked RH BNE Nylon hydraulic pipes	1.0	[signature]	V0000	1-2-99
M017889	support bracket adjacent to FRM valve				
	IAW 29-XX-XX.				
VH-YMK	Changed LH BNE N°1 system hydraulic fluid	2.5	[signature]	V0000	5-2-99
	(time expired) IAW 29-XX-XX.				

TYPICAL ENTRIES

Fuselage & Wings - ATA Chapters 53 & 57			Verification		
A/C Reg No & Work Ref No	Type of Work Carried Out	Time Taken (hours)	Signature	Licence No	Date
VH-YMK	FWD cargo compartment floor support structure	1.5	[signature]	V0000	7-9-99
M024909	corroded on aft ends of Z section frames.				
	Corrosion cleaned and treated IAW AP51014.				
VH-YMK	Numerous blocked, loose or missing anchor nuts	2.5	[signature]	V0000	7-9-99
M024910	in rear locker floor support structure.				
	Tails drilled off and new anchor nuts				
	installed IAW MM 53-XX-XX.				

TYPICAL ENTRIES