



Worksheet (DEL.08) Annex C - CAR 42R - Changes to a system of maintenance

Applicant name		File Number	
<p>This worksheet shall be completed in accordance with:</p> <ul style="list-style-type: none">• Principle DEL-08,• Principle DEL-08 - Annex C			

Principle DEL-08 – Worksheet C - CAR 42R - Approve changes to a System of Maintenance						
Legislation	Principle	Condition	Yes	No	N/A	Inspector Comments
CASR 201.001 (2)	1.3	Qualifications, in the 12 months prior to application, has the applicant completed the CASA System of Maintenance course and a mentoring program, detailed in the Delegate Mentoring Journal - System of Maintenance?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
CASR 201.001 (2)	1.4	Knowledge, has the applicant demonstrated?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<ul style="list-style-type: none">• Sound knowledge regarding the application of CARs, relevant Civil Aviation Advisory Publications, CASA policies & procedures	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<ul style="list-style-type: none">• A working knowledge of the following CAAPs 41-02, 42L-01, and AC's 21-24, 21-99, 39-01 and 42-03.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<ul style="list-style-type: none">• Current technical knowledge and experience commensurate with that required for approving systems of maintenance, or changes to systems of maintenance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<ul style="list-style-type: none">• A working knowledge of the information contained in aircraft type certification standards, information contained in aircraft Type Certificates and Type Certificate Data Sheets, Airworthiness Limitations and Certification Maintenance Requirements, Aircraft Flight Manuals, Airworthiness Directives or other airworthiness and maintenance data applicable to the type of aircraft and prescribed purpose of operation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	



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		<ul style="list-style-type: none">An understanding of the aims and philosophy of maintenance programs and schedules, and manufacturer's instructions for continuing airworthiness in the development of, or variation to, a SOM	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<ul style="list-style-type: none">How the requirements and development of supplementary maintenance programs such as a Supplemental Inspection Document, a Structural Integrity Program, a Corrosion Prevention and Control Program or aging aircraft programs, are applied to and integrated into a SOM	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<ul style="list-style-type: none">Knowledge of the implications that modifications or repairs to the aircraft may have on the SOM	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<ul style="list-style-type: none">The ability to identify deficiencies in a SOM and how corrective actions will be put in place to improve the system.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
CASR 201.001 (2)	1.5	Competence, has the applicant demonstrated competence in the following?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<ul style="list-style-type: none">The application of policies, methodologies and processes described in the applicants written procedures	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<ul style="list-style-type: none">Ability to find and interpret information in the Australian civil aviation legislation related to airworthiness, maintenance and operational requirements, in particular those relating to the approval sought	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<ul style="list-style-type: none">Ability to find and interpret information from foreign NAAs related to airworthiness, maintenance and operational requirements.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
CASR 201.001 (2)	1.6	MSG 3 Principles. If the application relates to approving a SOM where the Maintenance Review Board Document is based on MSG 3 principles or later, has the applicant demonstrated?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	



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		<ul style="list-style-type: none">An understanding of the development and analysis of the aircraft systems, structure, and zones using Maintenance Steering Group (MSG) type logic analysis processes resulting in the issue of a Maintenance Review Board Report or Document (MRBR or MRBD)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<ul style="list-style-type: none">Detailed knowledge of how MSG type philosophies are used to facilitate the development of maintenance requirements	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<ul style="list-style-type: none">Knowledge of how the MRB process is applied to a SOM.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
CASR 201.001 (2)	1.7	Reliability Program. If the application relates to approving a SOM where the system is to include a Reliability Program, has the applicant demonstrated knowledge of reliability monitoring programs and an ability to identify the unique requirements for various operational environments and types of operation?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		Where a reliability based analysis program is required to substantiate variations to a SOM, detailed knowledge of how the program substantiates any variation, including: <ul style="list-style-type: none">The identification of parameters that provide for a realistic measure of the performance of aircraft systems, powerplants, components and structureThe collection of data in the program that will be used to assess operational reliabilityThe collation and analysis of data and how that data substantiates any variation to a SOM andThe presentation of data in a logical and structured way for correct decision making and record keeping.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	



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CASR 201.001 (2)	1.8	Extended Diversion Time Operations (EDTO). If the application relates to approving a SOM where the aircraft is approved for EDTO, has the applicant demonstrated knowledge of the airworthiness and maintenance requirements for EDTO and how those operations, systems and procedures are applied, and integrated into the SOM, including: <ul style="list-style-type: none">– The requirements as listed in the Configuration Maintenance and Procedures (CMP) document and– The specific EDTO maintenance requirements.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
CASR 201.001 (2)	1.9	Reduced Vertical Separation Minima (RVSM). If the application relates to approving a SOM where the aircraft is approved for RVSM, has the applicant demonstrated knowledge of the airworthiness and maintenance requirements for RVSM and how the maintenance requirements, systems and procedures are applied too, and integrated into the SOM?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
CASR 201.001 (2)	1.10	Required Navigation Performance (RNP). If the application relates to approving a SOM where the aircraft is approved for RNP, has the applicant demonstrated knowledge of the airworthiness and maintenance requirements for RNP and how the maintenance requirements, systems and procedures are applied too, and integrated into the SOM?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
CASR 201.001 (2)	1.11	Low Visibility Operations. If the application relates to approving a SOM where the aircraft is approved for Low Visibility Operations, has the applicant demonstrated knowledge of the airworthiness and maintenance requirements for low visibility minima (below CAT 1) and how the maintenance requirements for those operations, systems and procedures are applied, and integrated into the SOM	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
CASR 201.001 (2)	1.12	Experience, does the applicant's resume satisfy one or more of the following?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<ul style="list-style-type: none">• Minimum of 3 years' experience in airworthiness management (relating to aircraft maintenance programs), maintenance or maintenance control of type certificated aircraft	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	



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		<ul style="list-style-type: none">For systems of maintenance generally, the functions leading up to the approval of at least two variations of systems of maintenance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<ul style="list-style-type: none">In relation to a SOM where the MRBD is based on MSG 3 principles or later, the functions leading up to the approval of at least two SOM variations based on MSG-3 principles	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<ul style="list-style-type: none">In relation to a SOM where the system is to include a Reliability Program a declaration of competence from CASA with regard to the development of a Reliability Program	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<ul style="list-style-type: none">In relation to a SOM where the aircraft is approved for EDTO, a declaration of competence from CASA with regard to the development of EDTO maintenance requirements	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<ul style="list-style-type: none">In relation to a SOM where the aircraft is approved for RVSM, a declaration of competence from CASA with regard to the development of RVSM maintenance requirements	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<ul style="list-style-type: none">In relation to a SOM where the aircraft is approved for RNP, a declaration of competence from CASA with regard to the development of RNP maintenance requirements	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<ul style="list-style-type: none">In relation to a SOM where the aircraft is approved for Low Visibility Operations, a declaration of competence from CASA with regard to the development of Low Vis maintenance requirements.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
CASR 201.001 (2)	1.13	Mentoring, for general aviation aircraft, has the applicant provided a mentoring journal describing at least two System of Maintenance variations?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		Mentoring, for transport category aircraft, has the applicant provided a mentoring journal describing three System of Maintenance variations, with at least one being a transport category aircraft?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	



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	1.14.1	Does the Procedures manual adequately describe the reporting for each SOM issued?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	1.14.2	Does the Procedures manual ensure that applications are complete?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	1.14.3	Does the Procedures manual describe the format of the issued SOM?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	1.14.4	Does the Procedures manual adequately describe the SOM assessment procedure?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	1.14.5	Does the Procedures manual describe the SOM approval process?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	1.14.6	Does the Procedures manual list, describe and contain a copy of each form used?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	



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CASR 201.001(4)	1.15.1	<u>For Surveillance Only:</u> Has the delegate complied with the conditions specific to their instrument of appointment?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
CASR 201.001(4)	1.15.2	Has the delegate ensured that a register is maintained containing the following details relating to the exercise of a power authorised under this instrument: <ul style="list-style-type: none">• The name of the registered operator• The manufacturer, type, model and serial number of the aircraft• The registration marking• The details of each change made to an SOM• The date of issue and date of expiry (if applicable) of each document.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
CASR 201.001(4)	1.15.3	Has the delegate ensured that copies of all documents associated with the exercise of a power authorised under this instrument are kept for at least 5 years after the date of issue.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
CASR 201.001(4)	1.15.4	Has the delegate given CASA notice of their intention to exercise a power or function of their instrument, by recording the relevant details in the Delegate Management Notification System prior to exercising that power or function?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
CASR 201.001(4)	1.15.5	Where notice of the delegate's intention to exercise an authorised power or function has been provided to CASA, has the delegate recorded the details of the outcome into the Delegate Management Notification System within 14 days after the power was exercised?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
CASR 201.001(4)	1.15.6	Is the delegate able to produce the register relating to the exercise of power and associated documents for inspection?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
CAR 42R	1.15.7	Changes to a System of Maintenance ('Relate' to a breach of regulation if appropriate).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	



Assessment summary

Applicant name	Applicant ARN	EAP case number	File reference
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This worksheet verifies the application for CAR 42 R - Changes to a System of Maintenance IOA for the above-named applicant has been assessed in accordance with the current revision of Principle DEL.08

Inspector name	Title	Date
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Assessment

The applicant has been assessed in accordance with the requirements mentioned in DEL.08 Annex C.

- ☐ I am satisfied that the applicant meets the requirements mentioned in the regulations (as applicable).
- ☐ I am not satisfied that the applicant meets the requirements mentioned in the regulations.

Reason for recommendation