

#### 12.1.1 Terms

<b>Administrative Services Officer</b>	A CASA staff member who performs administrative functions and provides administrative support.
<b>Air Transport Association of America</b>	The organisation that produces the standard used world wide by publishers of aircraft and aircraft engine maintenance manuals.
<b>Airworthiness Officer</b>	A CASA staff member—usually an Airworthiness Inspector or Airworthiness Engineer—holding a delegation to issue, renew or approve changes to aircraft welding authorities, and to appoint an approved person.
<b>Authorised Person</b>	A person appointed under CAR 6 (1) to conduct aircraft welding examinations.
<b>Authority</b>	The Civil Aviation Safety Authority Australia (CASA). An Airworthiness Authority.
<b>Category</b>	One of the five classes of AME licences.
<b>Certificate of Approval</b>	A certificate granted by CASA that recognises that the holder has met the civil aviation regulatory requirements for aviation maintenance or training activities.
<b>Controlling Field Office</b>	The Field Office responsible for maintaining an AME History File or Airworthiness Authority History File—usually the Field Office closest to the licensed aircraft maintenance engineer’s residential address or employment address.
<b>Delegate</b>	A CASA officer holding an Instrument of Delegation issued by the Director to approve and issue AME licences, Airworthiness Authorities, and to prepare, conduct and mark AME examinations.
<b>Delegated Airworthiness Officer</b> CAR 7, 29A	An airworthiness officer holding a delegation issued by the Director under CAR 7 to appoint an authorised person under CAR 29A (1) to conduct aircraft welding examinations.
<b>Endorsement</b>	An authorisation on the AME licence indicating that the LAME is qualified to certify the specified maintenance.



<b>Examination Centre</b>	A CASA-approved venue, where CASA-supplied examinations are conducted on behalf of CASA.
<b>Examination Supervisor</b>	The CASA staff member at Central Office with responsibility for arranging AME examinations. A person approved by CASA to assist an Independent Conducting Officer.
<b>Formal Instruction</b>	Training for an examination that takes place at a Training Organisation and involving instructor-led sessions and similar activities.
<b>Independent Conducting Officer</b>	A person approved by CASA to conduct CASA examinations.
<b>Instrument of Approval</b>	The legal mechanism used by a delegate to approve another person to perform a particular function—for example, conduct aircraft welding examinations—if such approval is permitted in the CARs/CAOs.
<b>Instrument of Delegation</b>	The legal mechanism used by the Director of CASA to transfer the power to perform a specified function to a person different from the person holding a specified position (ex officio) within CASA.
<b>Licence</b>	The authorisation issued by CASA to an aircraft maintenance engineer, stating that the person is qualified to certify maintenance on aircraft, engines and systems.
<b>Non-compliance Notice</b>	A notice served on a member of the aviation industry for non-compliance with a Civil Aviation Regulation or Civil Aviation Order.
<b>Rating</b>	The type of aircraft, engine or system associated with a Category on which the LAME is qualified to certify maintenance.
<b>Schedule of Experience</b>	The official record or log of the maintenance work undertaken by an aircraft maintenance engineer, providing evidence of sufficient practical maintenance experience on a particular aircraft type or group. Each entry must be countersigned by a licensed aircraft maintenance engineer.
<b>Syllabus</b>	A publication specifying the topics in an examination and the depth of the questions. It also lists source material for the questions.

#### 12.1.2 Abbreviations

A&P (Certificate)	Airframe and Power Plant Certificate issued by the USA's Federal Aviation Authority
AAC	Airworthiness Advisory Circular
AAT	Administrative Appeals Tribunal
ADF	Australian Defence Force
AIP	Aeronautical Information Publication
AIRS	Aviation Industry Regulatory System
AME	Aircraft Maintenance Engineer (see also LAME)
AOC	Air Operator's Certificate
ARN	Aviation Reference Number
ARP	Airworthiness Regulatory Proposal
ASO	Administrative Service Officer
ASSP	Aviation Safety Surveillance Program
ATA	Air Transport Association of America
AWA	Aircraft Welding Authority
AWI	Airworthiness Inspector or Airworthiness Instructions
BITE	Built-in test equipment
CAA	Civil Aviation Authority
CAAP	Civil Aviation Advisory Publication
CAO	Civil Aviation Order
CAR	Civil Aviation Regulation
CASA	Civil Aviation Safety Authority Australia
CLARC	CASA Licensing and Registration Centre
CO	Conducting Officer or Central Office
CofA	Certificate of Approval or Certificate of Airworthiness



CTC	Category Technical Competency
DAM	District Airworthiness Manager
DASR	Directorate of Aviation Safety Regulation, the predecessor of CASA
DOB	Date of Birth
EA	Examiner Authority
EAO	Examination Administration Officer
EUE	End-user environment
FAA	USA's Federal Aviation Authority
FAC	Federal Airports Corporation
FOIA	Freedom of Information Act
GCN	General computing network
ICAO	International Civil Aviation Organisation
ICO	Independent Conducting Officer
LAME	Licensed Aircraft Maintenance Engineer
LARP	Licensing, Aircraft Registration and Publications database (Replaced by AIRS in September 2005)
LIP	Legislative Instrument Proposal
OLC	Office of Legal Counsel
LWTR	Licence without Type Rating – issued by the UK Civil Aviation Authority and some other licensing authorities who follow the UK system
MA	Maintenance Authority
MEF	CASA's Materials Evaluation Facility
MPL	Maintenance Personnel Licensing
NATA	National Association of Testing Authorities
NCN	Non-compliance Notice
NDT	Non-destructive testing
OMR	Optical mark reader
PCSA	Personal Computer Systems Architecture
RPT	Regular public transport
RSVP	Regulatory Structure Validation Project
SOE	Schedule of Experience
WCA	Aircraft Weight Control Authority