|  |  |  |
| --- | --- | --- |
|  | **OPERATORS MAINTENANCE PROGRAMME CHECKLIST** | **LHD-231****Date 28.01.2025** |

The purpose of the Maintenance Programmes Compliance Checklist is to assist owners / operators with a view to ensuring that Maintenance Programmes submitted to the ICETRA for approval are standardised and include all items that are required by EASA Part M.A.302 (c), (d), (e), (f), (g), its AMC and also other additional ICETRA nationally required items if applicable. This checklist, when completed, should be submitted with the initial draft maintenance programme.

This document includes all the relevant information as detailed in Appendix 1 to the Acceptable Means of Compliance (AMC), the format of which may be modified to suit the operator’s preferred method. In all cases the checklist should clearly show either compliance (yes) & location of the compliance in the notes section or not applicable (no) & the reason in the notes section.

The specific tasks and the relevant control procedures shall be included as specified in the Maintenance Programme (MP) or Continuing Airworthiness Management Exposition (CAME) of the operator. The relevant cross-references shall be specified in the notes column at the appropriate paragraphs and the correct term MP, CAME shall be used. It is not acceptable to leave MP/CAME/MOE as the reference heading.

The checklist is provided to ensure the minimum required items are contained in the Maintenance Programme. It should be enhanced as necessary to suit the aircraft’s needs; operational, utilisation & environmental.

|  |  |  |  |
| --- | --- | --- | --- |
| AOC Number: |  | Operators Name: |  |
| CAME/MOE Ref: |  | Amendment Status: |  |
| MP Reference: |  |  |

|  |  |
| --- | --- |
| Details of the previous maintenance programme:  |  |

|  |
| --- |
| **Appendix 1 to AMC M.A.302** |
| 1. General requirements | Compliance |  |
|  | Yes | NO | Notes/MP/CAMO reference |
| 1.1.  | Maintenance Programme basic information | [ ]  | [ ]  |  |
|  | 1.1.1 | The type, model, MSN and registration number of the aircraft’s | [ ]  | [ ]  |  |
|  |  | The type and model of the engines | [ ]  | [ ]  |  |
|  |  | The type and model of the propellers, where applicable | [ ]  | [ ]  |  |
|  |  | The type and model of the auxiliary power unit, where applicable | [ ]  | [ ]  |  |
|  | 1.1.2 | The name and address of the holder/operator  | [ ]  | [ ]  |  |
|  |  | Name and address of Part CAMO organisation managing the aircraft airworthiness if applicable | [ ]  | [ ]  |  |
|  |  | The Part CAMO approval reference number | [ ]  | [ ]  |  |
|  | 1.1.3 | The programme unique reference, the date of issue and issue number | [ ]  | [ ]  |  |
|  | 1.1.4 | A signed statement. See Appendix 1 to this document for sample | [ ]  | [ ]  |  |
|  | 1.1.5 | Contents list | [ ]  | [ ]  |  |
|  |  | List of effective pages | [ ]  | [ ]  |  |
|  |  | Revision status of the document | [ ]  | [ ]  |  |
|  | 1.1.6 | Check periods for anticipated utilisation; including an utilisation tolerance of not more than 25%. Where utilisation cannot be anticipated, calendar time limits should also be included | [ ]  | [ ]  |  |
|  | 1.1.7 | Procedures for escalation where applicable & acceptable to the ICETRA | [ ]  | [ ]  |  |
|  | 1.1.8 | Date and reference of approved amendments | [ ]  | [ ]  |  |
|  | 1.1.9 | Pre-flight maintenance tasks | [ ]  | [ ]  |  |
|  | 1.1.10 | The tasks and the periods (intervals / frequencies) at which inspections should be carried out, including type and degree of inspection of the: | [ ]  | [ ]  |  |
|  |  | a. Aircraft | [ ]  | [ ]  |  |
|  |  | b. Engine(s) | [ ]  | [ ]  |  |
|  |  | c. APU | [ ]  | [ ]  |  |
|  |  | d. Propeller(s) | [ ]  | [ ]  |  |
|  |  | e. Components | [ ]  | [ ]  |  |
|  |  | f. Accessories | [ ]  | [ ]  |  |
|  |  | g. Equipment | [ ]  | [ ]  |  |
|  |  | h. Instruments | [ ]  | [ ]  |  |
|  |  | i. Electrical and radio apparatus | [ ]  | [ ]  |  |
|  |  | j. EWIS (GVI & DET improved accordingly), if applicable | [ ]  | [ ]  |  |
|  | 1.1.11 | The periods at which components should be: |  |  |  |
|  |  | a. Checked | [ ]  | [ ]  |  |
|  |  | b. Cleaned | [ ]  | [ ]  |  |
|  |  | c. Lubricated | [ ]  | [ ]  |  |
|  |  | d. Replenished | [ ]  | [ ]  |  |
|  |  | e. Adjusted | [ ]  | [ ]  |  |
|  |  | f. Tested  | [ ]  | [ ]  |  |
|  | 1.1.12 | Details of ageing aircraft system requirements with any specified sampling programmes, if applicable | [ ]  | [ ]  |  |
|  | 1.1.13 | Details of specific structural maintenance programmes, if applicable, including but not limited to: | [ ]  | [ ]  |  |
|  |  | a. Damage Tolerance and Supplemental Structural Inspection Programmes (SSID)  | [ ]  | [ ]  |  |
|  |  | b. SB review performed by the TC holder  | [ ]  | [ ]  |  |
|  |  | c. Corrosion prevention and control  | [ ]  | [ ]  |  |
|  |  | d. Repair Assessment | [ ]  | [ ]  |  |
|  |  | e. Widespread Fatigue Damage | [ ]  | [ ]  |  |
|  |  | f. For large airplanes, maintenance data arising from compliance with Part 26.370 | [ ]  | [ ]  |  |
|  | 1.1.14 | Details of Critical Design Configuration Control Limitations together with appropriate procedures, if applicable | [ ]  | [ ]  |  |
|  | 1.1.15 | Statement of the limit of validity for the structural programme in 1.1.13, if applicable | [ ]  | [ ]  |  |
|  | 1.1.16 | The periods at which overhauls and replacements should be made | [ ]  | [ ]  |  |
|  | 1.1.17 | A cross-reference to other documents related to: |  |  |  |
|  |  | a. Mandatory life limitations. | [ ]  | [ ]  |  |
|  |  | b. Certification Maintenance Requirements (CMR’s), if applicable | [ ]  | [ ]  |  |
|  |  | c. Airworthiness Directives (AD)  | [ ]  | [ ]  |  |
|  |  | Specific identification of the above items mandatory status to prevent inadvertent variations | [ ]  | [ ]  |  |
|  | 1.1.18 | Reliability programme or statistical methods of continuous Surveillance, if applicable | [ ]  | [ ]  |  |
|  | 1.1.19 | A statement that practices and procedures should be the standards specified by the TC holder | [ ]  | [ ]  |  |
|  | 1.1.20 | Each maintenance task (i.e. inspections - detailed, scan, general) should be defined in a definition section | [ ]  | [ ]  |  |

|  |
| --- |
| **Appendix 1 to AMC M.A.302** |
| **2. Programme basis** | Compliance |  |
|  | Yes | NO | Notes/OMP reference |
| 2.1. | Is the programme based upon the MRB report, the TC holder’s maintenance planning document or Chapter 5 of the maintenance manual? | [ ]  | [ ]  |  |
| 2.2 | For newly type-certificated aircraft / comprehensively appraise the manufacturer’s recommendations (MRB report) | [ ]  | [ ]  |  |
| 2.3 | For existing aircraft types, comparisons with maintenance programmes previously approved | [ ]  | [ ]  |  |
| 2.4 | If Critical Design Configuration Control Limitation (CDCCL) have been identified for the aircraft type by the TC/STC holder, maintenance instructions should be developed | [ ]  | [ ]  |  |
| 2.5 | Are all reference document that the program is based on, listed in the preface and their revision status (e.g.: TCDS’s, MRB, MPD, MM Chapter 5, EMM, STC’s etc.) | [ ]  | [ ]  |  |

|  |
| --- |
|  |
| **Appendix 1 to AMC M.A.302** |
| **3. Amendments.** | Compliance |  |
|  | Yes | NO | Notes/OMP reference |
| 3.1. | Amendments (revisions) to reflect changes: See Appendix 2 for sample of Letter of Approval | [ ]  | [ ]  |  |
|  | a. In the TC holder’s recommendations | [ ]  | [ ]  |  |
|  | b. Introduced by modifications | [ ]  | [ ]  |  |
|  | c. Introduced by repairs | [ ]  | [ ]  |  |
|  | d. Discovered by service experience | [ ]  | [ ]  |  |
|  | e. As required by the ICETRA | [ ]  | [ ]  |  |
|  |
| **Appendix 1 to AMC M.A.302** |
| **4. Permitted variations to maintenance periods** (with the exception of items identified in 1.1.16)  | Compliance |  |
|  | Yes | NO | Notes/OMP reference |
| 4.1 | Vary the periods through a procedure in CAME approved by the ICETRA (indirect approval) i.e. delegate the decision of the variation to the operator/CAMO? (Note: not for new operator - see appendix 3) | [ ]  | [ ]  |  |
| 4.2 | Vary the periods with the approval of the ICETRA i.e. variation only granted by ICETRA - direct approval? (see appendix 3) | [ ]  | [ ]  |  |
|  |
| **Appendix 1 to AMC M.A.302** |
| **5. Periodic review of maintenance programme contents.** | Compliance |  |
|  | Yes | NO | Notes/OMP reference |
| 5.1. | Periodic review to ensure that the programme reflects current: | [ ]  | [ ]  |  |
|  | a. TC holder’s recommendations | [ ]  | [ ]  |  |
|  | b. Revisions to the MRB report if applicable | [ ]  | [ ]  |  |
|  | c. Mandatory requirements  | [ ]  | [ ]  |  |
|  | d. Maintenance needs of the aircraft  | [ ]  | [ ]  |  |
| 5.2 | Annual review defined | [ ]  | [ ]  |  |

|  |
| --- |
| **Appendix 1 to AMC M.A.302** |
|  **6. Reliability programmes.** | Compliance |  |
|  | Yes | NO | Notes/OMP reference |
| 6.1. | Applicability (If no; only fill out 6.1.2) | [ ]  | [ ]  |  |
|  | 6.1.1 | Developed in the following cases: |  |  |  |
|  |  | a. Programme is based upon MSG-3 logic | [ ]  | [ ]  |  |
|  |  | b. Programme includes condition monitored components  | [ ]  | [ ]  |  |
|  |  | c. Programme does not contain overhaul time periods for all significant system components | [ ]  | [ ]  |  |
|  |  | d. Specified by the Manufacturer’s MPD or MRB | [ ]  | [ ]  |  |
|  | 6.1.2 | Need not be developed in the following cases: |  |  |  |
|  |  | a. Programme is based upon the MSG-1 or 2 logic (only hard times or on condition items) | [ ]  | [ ]  |  |
|  |  | b. Not a large aircraft (= or < 5700 kg MTWA or single engine helicopter)  | [ ]  | [ ]  |  |
|  |  | c. Programme provides overhaul time periods for all significant system components | [ ]  | [ ]  |  |
|  | 6.1.3 | Operator may develop own reliability monitoring programme | [ ]  | [ ]  |  |
| 6.2. | Applicability, small fleets | [ ]  | [ ]  |  |
|  | 6.2.1 | Less than 6 aircraft of the same type | [ ]  | [ ]  |  |
|  | 6.2.2 | Reliability programme is irrespective of the fleet size | [ ]  | [ ]  |  |
|  | 6.2.3 | Tailor reliability programmes to suit the size and complexity of operation | [ ]  | [ ]  |  |
|  | 6.2.4 | Use of “Alert levels” should be used carefully | [ ]  | [ ]  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  | 6.2.5 | When establishing a reliability programme, consider the following: | [ ]  | [ ]  |  |
|  |  | a. Focus on areas where a sufficient amount of data is likely to be processed | [ ]  | [ ]  |  |
|  |  | b. How is engineering judgement applied? | [ ]  | [ ]  |  |
|  | 6.2.6 | Pool data and analysis (paragraph 6.6 specifies conditions) | [ ]  | [ ]  |  |
|  | 6.2.7 | If unable to pool data / additional restrictions on the MRB/MPD tasks intervals specified | [ ]  | [ ]  |  |
| 6.3. | Engineering judgement. | [ ]  | [ ]  |  |
|  | 6.3.1 | Are there appropriately qualified personnel (with appropriate engineering experience and understanding of reliability concept) for the reliability programme? | [ ]  | [ ]  |  |
| 6.4. | Contracted maintenance. | [ ]  | [ ]  |  |
|  | 6.4.1 | Maintenance programme / may delegate certain functions to the Part-145 organisation | [ ]  | [ ]  |  |
|  | 6.4.2 | These are: |  |  |  |
|  |  | a. Developing the maintenance and reliability programmes  | [ ]  | [ ]  |  |
|  |  | b. Collection and analysis of the reliability data  | [ ]  | [ ]  |  |
|  |  | c. Providing reliability reports | [ ]  | [ ]  |  |
|  |  | d. Proposing corrective actions | [ ]  | [ ]  |  |
|  | 6.4.3 | Approval to implement a corrective action / CAMO prerogative and responsibility | [ ]  | [ ]  |  |
|  | 6.4.4 | Maintenance contract / CAME, and MOE procedures | [ ]  | [ ]  |  |
| 6.5. | Reliability programme. | [ ]  | [ ]  |  |
| 6.5.1 | Objectives.  | [ ]  | [ ]  |  |
|  | 6.5.1.1 | Statement summarising the prime objectives of the programme | [ ]  | [ ]  |  |
|  |  | a. Recognise the need for corrective action  | [ ]  | [ ]  |  |
|  |  | b. Establish what corrective action is needed  | [ ]  | [ ]  |  |
|  |  | c. Determine the effectiveness of that action  | [ ]  | [ ]  |  |
|  | 6.5.1.2 | The extent of the objectives should be directly related to the scope of the programme | [ ]  | [ ]  |  |
|  | 6.5.1.3 | All MSG-3 related tasks are effective and their periodicity is adequate | [ ]  | [ ]  |  |
| 6.5.2 | Identification of items.  | [ ]  | [ ]  |  |
|  | The items controlled by the programme should be stated  | [ ]  | [ ]  |  |
| 6.5.3 | Terms and definitions.  | [ ]  | [ ]  |  |
|  | Significant terms and definitions should be clearly identified  | [ ]  | [ ]  |  |
| 6.5.4 | Information sources and collection.  | [ ]  | [ ]  |  |
|  | 6.5.4.1 | Sources and procedures in the Exposition | [ ]  | [ ]  |  |
|  | 6.5.4.2 | Type of information to be collected should be related to the objectives, examples of the normal prime sources: | [ ]  | [ ]  |  |
|  |  | a. Pilots Reports | [ ]  | [ ]  |  |
|  |  | b. Technical Logs | [ ]  | [ ]  |  |
|  |  | c. Aircraft Access Terminal / On-board readouts  | [ ]  | [ ]  |  |
|  |  | d. Maintenance Worksheets | [ ]  | [ ]  |  |
|  |  | e. Workshop Reports | [ ]  | [ ]  |  |
|  |  | f. Reports on Functional Checks | [ ]  | [ ]  |  |
|  |  | g. Reports on Special Inspections  | [ ]  | [ ]  |  |
|  |  | h. Stores Issues/Reports  | [ ]  | [ ]  |  |
|  |  | i. Air Safety Reports  | [ ]  | [ ]  |  |
|  |  | j. Reports on Delays and Incidents | [ ]  | [ ]  |  |
|  |  | k. Other sources: i.e. ETOPS, RVSM, CAT II/III | [ ]  | [ ]  |  |
|  | 6.5.4.3 | Due account of Continuing Airworthiness information promulgated under Part-21 | [ ]  | [ ]  |  |
| 6.5.5 | Display of information. | [ ]  | [ ]  |  |
|  | Information displayed graphically or tabular or a combination | [ ]  | [ ]  |  |
|  | 6.5.5.1 | Provisions for “nil returns” | [ ]  | [ ]  |  |
|  | 6.5.5.2 | Where “standards” or “alert levels”, information oriented accordingly | [ ]  | [ ]  |  |
| 6.5.6 | Examination, analysis and interpretation of the information.  | [ ]  | [ ]  |  |
|  | Method for examining, analysing and interpreting the information should be explained  | [ ]  | [ ]  |  |
|  | 6.5.6.1 | Methods of examination may be varied - content & quantity | [ ]  | [ ]  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | 6.5.6.2 | The whole process should enable a critical assessment of the effectiveness of the programme as a total activity. May involve: | [ ]  | [ ]  |  |
|  |  | a. Comparisons of operational reliability with established or allocated standards  | [ ]  | [ ]  |  |
|  |  | b. Analysis and interpretation of trends  | [ ]  | [ ]  |  |
|  |  | c. Evaluation of repetitive defects  | [ ]  | [ ]  |  |
|  |  | d. Confidence testing of expected and achieved results  | [ ]  | [ ]  |  |
|  |  | e. Studies of life-bands and survival characteristics | [ ]  | [ ]  |  |
|  |  | f. Reliability predictions | [ ]  | [ ]  |  |
|  |  | g. Other methods of assessment  | [ ]  | [ ]  |  |
|  | 6.5.6.3 | Range and depth of analysis should be related to the particular programme: |  |  |  |
|  |  | a. Flight defects and reductions in reliability | [ ]  | [ ]  |  |
|  |  | b. Defects - line and main base | [ ]  | [ ]  |  |
|  |  | c. Deterioration observed - routine maintenance  | [ ]  | [ ]  |  |
|  |  | d. Workshop and overhaul findings  | [ ]  | [ ]  |  |
|  |  | e. Modification evaluations f. Sampling programmes | [ ]  | [ ]  |  |
|  |  | g. Adequacy of maintenance equipment and publications | [ ]  | [ ]  |  |
|  |  | h. Effectiveness of maintenance procedures | [ ]  | [ ]  |  |
|  |  | i. Staff training  | [ ]  | [ ]  |  |
|  |  | j. Service bulletins, technical instructions, etc. | [ ]  | [ ]  |  |
|  | 6.5.6.4 | Contracted maintenance - arrangements established and details for information input included | [ ]  | [ ]  |  |
| 6.5.7 | Corrective Actions  | [ ]  | [ ]  |  |
|  | 6.5.7.1 | Procedures / time scales for implementing corrective actions / monitoring - should be fully described & could include: | [ ]  | [ ]  |  |
|  |  | a. Changes to maintenance, operational procedures or techniques  | [ ]  | [ ]  |  |
|  |  | b. Changes requiring amendment of the approved maintenance programme?  | [ ]  | [ ]  |  |
|  |  | c. Amendments to approved manuals  | [ ]  | [ ]  |  |
|  |  | d. Initiation of modifications | [ ]  | [ ]  |  |
|  |  | e. Special inspections / fleet campaigns | [ ]  | [ ]  |  |
|  |  | f. Spares provisioning | [ ]  | [ ]  |  |
|  |  | g. Staff training | [ ]  | [ ]  |  |
|  |  | h. Manpower and equipment planning  | [ ]  | [ ]  |  |
|  | 6.5.7.2 | Procedures for effecting changes should be described | [ ]  | [ ]  |  |
| 6.5.8 | Organisational Responsibilities | [ ]  | [ ]  |  |
|  | Organisational structure - chains of responsibility should be defined | [ ]  | [ ]  |  |
| 6.5.9 | Presentation of information to the competent authority.  | [ ]  | [ ]  |  |
|  | Information submitted to ICETRA for approval of the reliability programme: | [ ]  | [ ]  |  |
|  | a. Format and content of routine reports | [ ]  | [ ]  |  |
|  | b. Time scales for reports / distribution | [ ]  | [ ]  |  |
|  | c. Format and content of reports requesting amendments | [ ]  | [ ]  |  |
| 6.5.10 | Evaluation and review. | [ ]  | [ ]  |  |
|  | Describe procedures and individual responsibilities - continuous monitoring of the effectiveness of the programme | [ ]  | [ ]  |  |
|  | 6.5.10.1 | Procedures for revising the “standards” or “alert levels”. | [ ]  | [ ]  |  |
|  | 6.5.10.2 | Criteria to be taken into account during the review includes:  | [ ]  | [ ]  |  |
|  |  | a. Utilisation (high / low / seasonal)  | [ ]  | [ ]  |  |
|  |  | b. Fleet commonality | [ ]  | [ ]  |  |
|  |  | c. Alert Level adjustment criteria | [ ]  | [ ]  |  |
|  |  | d. Adequacy of data  | [ ]  | [ ]  |  |
|  |  | e. Reliability procedure audit | [ ]  | [ ]  |  |
|  |  | f. Staff training | [ ]  | [ ]  |  |
|  |  | g. Operational and maintenance procedures | [ ]  | [ ]  |  |
| 6.5.11 | Approval of organisation to implement maintenance programme changes arising from the reliability programme results: | [ ]  | [ ]  |  |
|  | a. Does the reliability programme monitor the content of the maintenance programme in a comprehensive manner? | [ ]  | [ ]  |  |
|  | b. Is appropriate control exercised by the owner / operator over the internal validation of such changes?  | [ ]  | [ ]  |  |
|  |  |  |  |  |
| 6.6 | Pooling Arrangements | [ ]  | [ ]  |  |
|  | 6.6.1 | Pooling information - must be substantially the same, including: | [ ]  | [ ]  |  |
|  |  | a. Certification / modification / SB compliance  | [ ]  | [ ]  |  |
|  |  | b. Operational Factors | [ ]  | [ ]  |  |
|  |  | c. Maintenance factors | [ ]  | [ ]  |  |
|  | 6.6.2 | Is there a substantial amount of commonality / has ICETRA agreed? | [ ]  | [ ]  |  |
|  | 6.6.3 | Is the aircraft on short-term lease? ICETRA may grant more flexibility | [ ]  | [ ]  |  |
|  | 6.6.4 | Changes to any CAMOrequires assessment in order that the pooling benefits can be maintained | [ ]  | [ ]  |  |
|  | 6.6.5 | Reliability programme managed by the aircraft manufacturer if agreed by ICETRA | [ ]  | [ ]  |  |
|  |
| **M.A. 302 (c) 2.** |
| **7. ICETRA required items.** | Compliance |  |
|  | Yes | NO | Notes/OMP reference |
| 7.1 | Define in preface which inspections/checks are considered to be base maintenance | [ ]  | [ ]  |  |
| 7.2 | ICETRA Maintenance Requirements, in the absence of specific recommendations , if applicable: see Appendix 4 | [ ]  | [ ]  |  |
|  | 7.2.1 | Aircraft battery capacity check/deep cycle? | [ ]  | [ ]  |  |
|  | 7.2.2 | Emergency equipment | [ ]  | [ ]  |  |
|   | 7.2.3 | Emergency escape provisions: | [ ]  | [ ]  |  |
|  |  | a. Portable valise type life-rafts  | [ ]  | [ ]  |  |
|  |  | b. Door & escape chutes/slides  | [ ]  | [ ]  |  |
|  |  | c. Emergency exits / hatches | [ ]  | [ ]  |  |
|  | 7.2.4 | Flexible hoses. Aircraft =or<5700 kg | [ ]  | [ ]  |  |
|  | 7.2.5 | Fuel / oil system contamination checks | [ ]  | [ ]  |  |
|  | 7.2.6 | Pressure vessels / Bottles (oxygen, fire extinguisher etc.) | [ ]  | [ ]  |  |
|  | 7.2.7 | Seat belts and harnesses | [ ]  | [ ]  |  |
|  | 7.2.8 | Maintenance applicable to special operations approvals | [ ]  | [ ]  |  |
|  |  | AWOPS | [ ]  | [ ]  |  |
|  |  | MNPS | [ ]  | [ ]  |  |
|  |  | RVSM | [ ]  | [ ]  |  |
|  |  | ETOPS | [ ]  | [ ]  |  |
|  |  | HEMS | [ ]  | [ ]  |  |
|  |  | Transport of dangerous goods | [ ]  | [ ]  |  |
|  |  | Other (Specify) ………..  | [ ]  | [ ]  |  |
|  | 7.2.9 | Compass, Air Speed & Altitude Indicators | [ ]  | [ ]  |  |
|  | 7.2.10 | Customer furnished equipment | [ ]  | [ ]  |  |
|  | 7.2.11 | Flight data recorder systems | [ ]  | [ ]  |  |
|  | 7.2.12 | Transponder and Mode “S” transponder ICAO 24-bit aircraft addresses | [ ]  | [ ]  |  |
|  | 7.2.13 | In-flight entertainment systems (IFE) | [ ]  | [ ]  |  |
|  | 7.2.14 | Aircraft weighing | [ ]  | [ ]  |  |

|  |  |  |
| --- | --- | --- |
| Date |  |  |
| Completed by: [Name] |       | Signed |  |

**MAINTENANCE PROGRAMME CHECKLIST**

Appendix 1

SUGGESTED OPERATOR’S CERTIFICATION STATEMENT

In the preparation of this Maintenance Programme to meet the requirements of EASA Part M, the recommendations made by the airframe constructors and engine and equipment manufacturers have been evaluated and, where appropriate, have been incorporated.

This Maintenance Programme lists the tasks and identifies the practices and procedures, which form the basis for the scheduled maintenance of the aeroplane(s). The operator undertakes to ensure that these aeroplanes will continue to be maintained in accordance with this programme.

The data contained in this programme will be reviewed for continued validity at least annually in the light of operating experience.

It is accepted that this programme does not prevent the necessity for complying with any new or amended regulation published by EASA or ICETRA from time to time where these new or amended regulations may override elements of this programme.

It is understood that compliance with this programme alone does not discharge the operator from ensuring that the programme reflects the maintenance needs of the aeroplane, such that continuing safe operation can be assured. It is further understood that the ICETRA reserves the right to suspend, vary or cancel approval of the Maintenance Programme if the ICETRA has evidence that the requirements of the Maintenance Programme are not being followed or that the required standards of airworthiness are not being maintained.

|  |  |  |  |
| --- | --- | --- | --- |
| Name |  | Position |  |
| Signed |  |
| For and on behalf of (quote operator name) |  |
| Date |  |

**NOTE:** (Not to be included in the Maintenance Program)

The post holder identified above is either the post holder of continuing airworthiness activities for an AOC operator’s Part CAMOorganisation, a nominated post holder within the Part CAMO organisation when the aircraft’s continuing airworthiness is contracted to an approved organisation or the aircraft owner when the aircrafts continuing airworthiness is not contracted to an approved organisation.

Appendix 3

**PERMITTED VARIATIONS TO MAINTENANCE PERIODS (Procedure to be included in the operator’s Continuing Airworthiness Management Exposition/Maintenance Organisation Exposition. Sub-paragraphs (a) to (d) to be included in the maintenance programme.)**

The operator may vary the periods prescribed by this Programme provided that such variations are within the limits of sub-paragraphs (a) to (d) provided the operator has indirect approval for variation, i.e. delegation granted to the operator by ICETRA. For operator not with indirect approval shall apply to ICETRA for variation.

Variations shall be permitted only when the periods prescribed by this Programme (or documents in support of this Programme) cannot be complied with due to circumstances, which could not **reasonably have been foreseen by the operator.** It therefore follows that acceptable reason for requesting a permitted variation may include unforeseen workload, peak in the maintenance organisation, so that is not physically possible to perform the required maintenance on time

The decision to vary any of the prescribed periods shall be made only by the operator. Particulars of every variation so made shall be entered in the appropriate Aircraft continuing airworthiness records system.

Contrary to an amendment to the Maintenance Programme, a permitted variation applies to a unique aircraft, for a unique occasion.

A permitted variation should not be a maintenance planning tool, but as an exceptional means to allow the operator to fly for a limited period of time until the required maintenance is performed.

Variation are not cumulative, i.e. variation shall be subtracted from the interval between the next corresponding checks.

|  |  |
| --- | --- |
| Period Involved | Maximum Variation of the Prescribed Period |
| (a) Items Controlled by Flying Hours.  |  |
| (i) 5000 flying hours or less | 10% |
| (ii) More than 5000 flying hours | 500 flying hours |
| (b) Items Controlled by Calendar Time.  |  |
| (i) 1 year or less | 10% or 1 month, whichever is the lesser |
| (ii) More than 1 year but not exceeding 3 years | 2 months |
| (iii) More than 3 years | 3 months |
| (c) Items Controlled by Landing/Cycles |  |
| (i) 500 landings/cycles or less | 10% or 25 landings/cycles, whichever is the lesser |
| (ii) More than 500 landings/cycles | 10% or 500 landings/cycles, whichever is the lesser  |
| (d) Items Controlled by More Than One Limit. |  |
| For items controlled by more than one limit, e.g. items controlled by flying hours and calendar time or flying hours and landings/cycles, the more restrictive limit shall be applied.  |
| **NOTES**  |
| (1) The variations permitted above do not apply to:  |  |
| (a) Those components for which an ultimate (scrap) or retirement life has been prescribed (e.g. primary structure, components with limited fatigue lives, and high energy rotating parts for which containment is not provided). Details concerning all items of this nature are included in the Type Certificate holder’s documents or manuals, and are included in the preface pages to the Maintenance Programme.  |
| (b) Those tasks included in the Maintenance Programme, which have been classified as mandatory by the Type Certificate holder or the ICETRA. This includes “service life limited” components with TBO (Reference to M.A.503) |
| (c) Certification Maintenance Requirements (CMR) unless specifically approved by the manufacturer and agreed by the ICETRA.  |
|  (d)Airworthiness Directives.  |

Appendix 4

ICETRA MAINTENANCE REQUIREMENTS.
(Reference EASA M.A. 302 (c) 2.)

If uncertain regarding a requirement, consult with ICETRA

7.2.1 AIRCRAFT BATTERY CAPACITY AND/OR/CONDITION CHECKS

 Aircraft batteries shall be maintained in accordance with the aircraft and/or battery manufacturer’s recommendations. In the absence of any manufacturer’s instructions the following periods apply.

a) Lead acid Battery - not exceeding 3 months.

b) Ni-Cad Battery - not exceeding 4 months.

7.2.2 EMERGENCY EQUIPMENT

 The required Emergency Equipment will be maintained to a
 programme based on the equipment manufacturer’s recommendations. In addition, the
 following requirements are complied with in the Maintenance Programme:

Emergency equipment is to be checked for correct complement, stowage, installation and expiry
date(s) at a suitable periods.

First Aid Kit(s) contents are checked at periods not exceeding 12 months. Reference to AIC B 001/2024

7.2.3 EMERGENCY ESCAPE PROVISIONS (as applicable)

 a) Portable Valise Type Life rafts. At the appropriate overhaul period.

 b) Door and Escape Chutes/Slides. A programme of release and inflation tests will be
 carried out. Consult the ICETRA for requirements.

 c) Emergency Exits/Hatches. All emergency exits and hatches are functioned by both
 internal and external means at periods specified in this Maintenance Programme. In the
 absence of manufacturer’s specific recommendations these occur at suitable periods

 not exceeding 6 months elapsed time.

7.2.4 FLEXIBLE HOSES

Flexible hoses shall be inspected, overhauled or life limited in accordance with the manufacturer’s recommendations.

In the absence of manufacturer’s recommendations, hoses shall be subject to a programme of pressure testing at periods not exceeding 6 years from installation and 3 yearly thereafter, or in accordance with an alternative programme as agreed by the ICETRA.

7.2.5 FUEL/OIL SYSTEM CONTAMINATION CHECKS

Consumable fluids, gases etc. uplifted prior to flight will be of the correct specification, free from contamination, and correctly recorded.

 Fuel system water drain checks are to be carried out in accordance with a procedures.

The procedures shall be in accordance with the manufacturer’s recommendations. In the absence of manufacturer’s recommendations, the frequency of the water drain checks shall be approved by the ICETRA.

Oil system (filter) check in accordance with the manufacturer’s recommendations or each 100 FH.

7.2.6 PRESSURE VESSELS

Oxygen/Nitrogen/Fire pressure vessels are to be overhauled or tested in accordance with manufacturer’s recommendations. In the absence of any such recommendations consult ICETRA (periods specified in British European Standards specifications (BS EN) BS EN 1803 and 1968 may be used as guidance or U.S. Department of Transportation (DOT) specification).

7.2.7 SEAT BELTS AND HARNESSES

In the absence of manufacturer’s recommendations, all (including crew) installed seat belts and harnesses shall be subject to a programme of Detailed Visual Inspection at periods not exceeding 12 months. For aircraft <5700 kg and each “C” check >5700 kg.

 Regarding installation of seat belts for aircraft above 5.700 kg. Reference to AIC B 09 / 2017.

 Installation shall be inspected as per AIC B 09 / 2017 at periods not to exceed 18 months or “C”

 Interval.

7.2.8 MAINTENANCE APPLICABLE TO SPECIFIC AEROPLANE OPERATIONS

 The Maintenance Programme contains the necessary tasks required to ensure continued
 compliance with additional special authorisations/approvals:

Automatic Approach and Automatic Landing CAT II/CAT III, Minimum Navigation Performance Specifications (MNPS), Reduced Vertical Separation Minima (RVSM),

Extended Range Operations with two-engine aeroplanes (ETOPS),

Helicopter Emergency Medical Service (HEMS), Transportation of Dangerous Goods,
Other (Specify).

7.2.9 COMPASS, AIR SPEED & ALTITUDE INDICATORS AND SYSTEM

 Reference to AIC B 05 / 2017.

7.2.10 CUSTOMER FURNISHED EQUIPMENT (CFE/VFE/BFE)

The Maintenance Programme contains the necessary tasks required to ensure continued airworthiness of additional equipment fitted to this aircraft.

7.2.11 FLIGHT DATA RECORDER SYSTEMS

Approval, Operational Serviceability and Readout of Flight Data Recorder Systems

The Maintenance Programme should contain the necessary tasks required to ensure that the Flight Data Recorder System(s) remain serviceable with regard to the parameters to be recorded and the duration of recording.

7.2.12 TRANSPONDER AND MODE “S” TRANSPONDER ICAO 24-BIT AIRCRAFT ADDRESSES
 Transponder shall be tested at interval not to exceed a 2 year periodicity.

The correct Mode S address should be periodically confirmed for each transponder installed on the aircraft, via a field test set at an appropriate maintenance opportunity (not to exceed a 2 year periodicity). This task should be incorporated into the Approved
Maintenance Programme.

7.2.13 IN-FLIGHT ENTERTAINMENT SYSTEMS (IFE)
Continuing Airworthiness and Safety Standards of Passenger Service and In-Flight Entertainment Systems. With regard to M.A.302 (c) 2 IFE installations should be addressed and form part of the periodic programme review.

7.2.14 AIRCRAFT WEIGHING

 Operator aircraft shall be weighted at interval as per Part CAT.POL.MAB.100.

 Aircraft in non-commercial operation consult ICETRA