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S T A T U T O R Y I N S T R U M E N T S

2022 No. 78

**THE CIVIL AVIATION (APPROVED MAINTENANCE
ORGANISATIONS) REGULATIONS, 2022.**

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S T A T U T O R Y I N S T R U M E N T S

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The Civil Aviation (Approved Maintenance Organisations) Regulations, 2022

*(Under sections 34(2) and 61 of the Civil Aviation Authority Act,
Cap. 354)*

IN EXERCISE of the powers conferred upon the Minister by sections 34(2) and 61 of the Civil Aviation Authority Act, and on the recommendation of the Uganda Civil Aviation Authority, these Regulations are made this 27th day of June, 2022.

PART I—PRELIMINARY

1. Title

These Regulations may be cited as the Civil Aviation (Approved Maintenance Organisations) Regulations, 2022.

2. Application

These Regulations apply to—

- (a) all persons operating or maintaining an aircraft registered in Uganda wherever the persons may be; and
- (b) the approval of organisations involved in the maintenance of aircraft, engines, propellers and associated parts wherever these may be located.

3. Interpretation

In these Regulations, unless the context otherwise requires—

“acceptable” means the authority has reviewed the method, procedure or policy and has neither objected nor approved its proposed use or implementation;

“accountable manager” means a person who has corporate authority for ensuring that all maintenance activities required by the owner or operator of an aircraft are financed and carried out to the standard required by the authority;

“Act” means the Civil Aviation Authority Act, Cap. 354;

“aeronautical product” means any aircraft, engine, propeller, component or part to be installed thereon;

“aeroplane” means a power-driven heavier-than-air aircraft, deriving its lift in flight chiefly from aerodynamic reactions on surfaces which remain fixed under given conditions of flight;

“aircraft” means any machine that can derive support in the atmosphere from the reactions of the air, other than the reactions of the air against the earth’s surface;

“aircraft component” means any component part of an aircraft and includes a complete engine or any operational or emergency equipment;

“aircraft type” means all aircraft of the same basic design;

“airframe” means the fuselage, booms, nacelles, cowlings, fairings, airfoil surfaces and landing gear of an aircraft and their accessories and controls;

“airworthiness data” means any information necessary to ensure that an aircraft or aircraft component can be maintained in a condition such that the airworthiness of the aircraft, or serviceability of operational and emergency equipment, as appropriate, is assured;

“airworthiness directive” means a regulatory document which identifies aeronautical products in which an unsafe

condition exists, and where the condition is likely to exist or develop in other aeronautical products of the same type design, it prescribes mandatory corrective actions to be taken or the conditions or limitations under which the aeronautical products may continue to be operated;

“airworthy” means the status of an aircraft, engine, propeller or part when it conforms to its approved design and is in a condition for safe operation;

“appliance” means any instrument, mechanism, equipment, part, apparatus, appurtenance or accessory, including communication equipment, that is used or intended to be used in operating or controlling an aircraft in flight, and is installed or attached to the aircraft but is not part of an airframe, power plant or propeller;

“approved” means accepted by a contracting State as suitable for a particular purpose;

“approved data” means technical information approved by the authority;

“approved maintenance organisation” means an organisation approved by the authority to perform specific aircraft maintenance activities;

“approved maintenance program” means a maintenance program approved by the authority;

“approved standard” means a manufacturing, design, maintenance or quality standard approved by the authority;

“article” means any item including an aircraft, airframe, aircraft engine, propeller, appliance, accessory, assembly, subassembly, system, subsystem, component, unit, product, or part;

“authority” means the Uganda Civil Aviation Authority established under section 3 of the Act;

“auxiliary power unit” means a self-contained power-unit on an aircraft providing electrical or pneumatic power to aircraft systems during ground operations;

“calibration” means a set of operations, performed in accordance with a definite documented procedure, that compares the measurement performed by a measurement device or working standard for the purpose of detecting and reporting or eliminating by adjustment errors in the measurement device, working standard or component tested;

“certificate of release to service” means a certification that inspection and maintenance work has been performed satisfactorily in accordance with the methods prescribed by the authority;

“certifying staff” means personnel authorised by the approved maintenance organisation and acceptable to the authority to certify aircraft or aircraft components for release to service;

“competence in civil aviation” means that an individual has the technical qualifications and management experience acceptable to the authority for the position that individual holds;

“composite” means structural materials made of substances including wood, metal, ceramic, graphite, boron, epoxy, plastic and fibre-reinforced built-in strengthening agents that may be in the form of filaments, foils, powders, or flakes of a different material;

“composite structure” means a type of aircraft structure made of plastic resins reinforced with strong light weight filaments;

“continuing airworthiness” means a set of processes by which an aircraft, engine, propeller or part complies with the applicable airworthiness requirements and remains in a condition for safe operation throughout its operating life;

“contracting State” means a State that is a signatory to the Convention;

“control system” means an aircraft system by which the flight path, altitude, or propulsive force of the aircraft is changed, including the flight, engine and propeller controls, the related system controls and the associated operating mechanisms;

“Convention” means the Chicago Convention on International Civil Aviation, 1944;

“currency point” has the value assigned to it in Schedule 1 to these Regulations;

“duplicate inspection” means an initial inspection by an authorised person who assumes full responsibility for the satisfactory completion of the work signing the maintenance release, before being subsequently inspected by a second independent and competent person who attests to the satisfactory completion of the work recorded and that no deficiencies have been found;

“engine” means a unit used or intended to be used for aircraft propulsion, consisting of at least those components and equipment necessary for functioning and control, but does not include the propeller, where applicable;

“facility” means a physical plant including land, buildings and equipment which provide the means for the performance of maintenance, preventive maintenance or modifications of any article;

“fireproof” means the capability to withstand the application of heat by a flame for a period of 15 minutes;

“heavier-than-air aircraft” means any aircraft deriving its lift in flight chiefly from aerodynamic forces;

“housing” means buildings, hangers and other structures that accommodate the necessary equipment and materials of a maintenance organisation that—

- (a) provide working space for the performance of maintenance, preventive maintenance or modifications for which the maintenance organisation is certificated and rated;
- (b) assembly and testing;
- (c) provide structures for the proper protection of aircraft, airframes, aircraft engines, propellers, appliances, components, parts and subassemblies during disassembly, cleaning, inspection, repair, modification; and
- (d) provide for the proper storage, segregation and protection of materials, parts and supplies;

“human performance” means human capabilities and limitations which have an impact on the safety and efficiency of aeronautical operations;

“inspection” means the examination of an aircraft or aircraft component to establish conformity with a standard approved by the authority;

“maintenance” means the performance of tasks on an aircraft, engine, propeller or associated part required to ensure the continuing airworthiness of an aircraft engine, propeller or associated part including any one or combination of overhaul, inspection, replacement, defect rectification, and the embodiment of a modification or repair;

“maintenance organisations procedures manual” means a document endorsed by the head of the maintenance organisation which details the maintenance organisation’s structure and management responsibilities, scope of work, description of facilities, maintenance procedures and quality assurance or inspection systems;

“maintenance programme” means a document which describes the specific scheduled maintenance tasks and their frequency of completion and related procedures, such as a reliability programme, necessary for the safe operation of those aircraft to which it applies;

“maintenance records” means records that set out the details of the maintenance carried out on an aircraft, engine, propeller or associated part;

“maintenance release” means a document which contains certification confirming that the maintenance work to which it relates has been completed in a satisfactory manner, in accordance with the appropriate airworthiness requirements;

“major modification” in respect of an aeronautical product for which a type certificate has been issued means a change in the type design that has an appreciable effect, other than a negligible effect, on the mass and balance limits, structural strength, engine operation, flight characteristics, reliability, operational characteristics, or other characteristics or qualities affecting the airworthiness or environmental characteristics of an aeronautical product;

“major repair” means a repair of an aeronautical product that might appreciably affect the structural strength, performance, power plant, operation flight characteristics or other qualities affecting airworthiness or environmental characteristics;

“member State” means a State that is party to the Convention;

“modification” means a change to the type design of an aircraft, engine or propeller;

“operator” means a person, organisation or enterprise, engaged in or offering to engage in an aircraft operation;

“overhaul” means the restoration of an aircraft or aircraft component using methods, techniques and practices acceptable to the authority, including—

- (a) disassembling, cleaning or inspection as permitted, repair as necessary and reassembly; and
- (b) testing in accordance with the approved standards and technical data or in accordance with current standards and technical data acceptable to the authority, which have been developed and documented by the State of design, holder of the type certificate, supplemental type certificate or a material, part, process or appliance approval under parts manufacturing authorisation or technical standard order;

“powerplant” means the system consisting of all the engines, drive system components (if applicable), and propellers (if installed), their accessories, ancillary parts, and fuel and oil systems installed on an aircraft but excluding the rotors for a helicopter;

“prescribed” means the authority has issued a written policy or methodology which imposes either a mandatory requirement, where the written policy or methodology states “shall,” or a discretionary requirement if the written policy or methodology states “may”;

“preventive maintenance” means simple or minor preservation operations and the replacement of small standard parts not involving complex assembly operations;

“propeller” means a device for propelling an aircraft that has blades on an engine driven shaft and when rotated, produces by its action on the air, a thrust approximately perpendicular to its plane of rotation; and includes control components normally supplied by its rotating air foils of engine;

“quality system” means documented organisational procedures and policies, internal audits of those policies and procedures, management review and recommendations for quality improvement;

“rating” means an authorisation entered on, or associated with a license or certificate and forming part of the licence or certificate, stating special conditions, privileges or limitations pertaining to such license or certificate;

“rebuild” means the restoration of an aircraft or aircraft component by using methods, techniques, and practices acceptable to the authority, after the aircraft or aircraft component has been disassembled, cleaned, inspected as permitted, repaired as necessary, reassembled, and tested to the same tolerances and limits as a new item, using either new parts or used parts;

“repair” means the restoration of an aircraft, engine, propeller or associated part to an airworthy condition in accordance with the appropriate airworthiness requirements after it has been damaged or subjected to wear;

“satisfactory evidence” means a set of documents or activities that a contracting State accepts as sufficient to show compliance with an airworthiness requirement;

“signature” includes a hand-written signature, an electronic or any other form of signature acceptable to the authority;

“specific operating provisions” means a document describing the ratings in detail and containing or referencing material and process specifications used in performing repair work, along with any limitations applied to the maintenance organisation;

“standard” means an object, artefact, tool, test equipment, system or experiment that stores, embodies, or otherwise provides a physical quantity which serves as the basis for measurement of the quantity and includes a document describing the operations and processes that must be performed in order for a particular and to be achieved;

“State of design” means the State having jurisdiction over the organisation responsible for the type design;

“State of manufacture” means the State having jurisdiction over the organisation responsible for the final assembly of the aircraft, engine or propeller;

“State of registry” means the State on whose register an aircraft is entered;

“type certificate” means a document issued by a contracting State to define the design of an aircraft, engine or propeller type and to certify that that design meets the appropriate airworthiness requirements of that State;

“type design” means the set of data and information necessary to define an aircraft, engine or propeller type for the purpose of airworthiness determination;

“validation” means confirmation by a contracting State on the basis of satisfactory evidence that the specific intended use

or application complies with the requirements or standards of the State.

PART II—CERTIFICATION OF MAINTENANCE ORGANISATIONS

4. Requirement for approved maintenance organisation certificate

(1) A person shall not operate a maintenance organisation without, or in violation, of an approved maintenance organisation certificate issued under these Regulations.

(2) An approved maintenance organisation certificate shall consist of—

(a) a certificate issued by the authority; and

(b) specific operating provisions approved by the authority, containing the terms and conditions applicable to the approved maintenance organisation.

(3) The certificate issued to an approved maintenance organisation shall be displayed in the premises of the approved maintenance organisation for inspection by the public and the authority.

(4) The approved maintenance organisation certificate shall be in a form prescribed by the authority in Schedule 2 to these Regulations and shall contain the date of the original issue if this date is different from the date of current issue.

(5) The continued validity of the approval shall depend upon the approved maintenance organisation remaining in compliance with these Regulations.

(6) The approved maintenance organisation shall notify the authority of any changes to the scope of work of the organisation, location or personnel nominated in accordance with these Regulations, within fourteen days of the change.

(7) Where the authority accepts, in whole or in part, an approved maintenance organisation approval issued by another contracting State, such approval and successive changes shall be recognised through a special conditions supplement as determined by the authority in the applicable technical guidance material.

(8) Subject to subregulation (7), the authority shall build an adequate liaison with the contracting State that initially issued the approved maintenance organisation approval.

(9) The approved maintenance organisation certificate shall define the scope of approval for which an approved maintenance organisation is authorised.

(10) An approved maintenance organisation certificate holder shall establish and maintain a safety management system acceptable to the authority as part of certification requirements described in a safety management manual in accordance with the Civil Aviation (Safety Management) Regulations, 2022.

(11) The approved maintenance organisation shall be certificated in accordance with the five-phase process and procedures prescribed by the authority in the applicable technical guidance material.

(12) The certification and continued surveillance shall be carried out in accordance with these Regulations and any other applicable Regulations to ensure that the required standards of maintenance are maintained as prescribed by the authority in the applicable technical guidance material.

5. Application for approved maintenance organisation certificate

(1) An applicant for an approved maintenance organisation certificate shall submit the following documents to the authority within ninety days before the commencement of operations—

- (a) an application in a form and manner prescribed by the authority in the applicable technical guidance material;
- (b) the applicant's maintenance organisation's procedures manual in duplicate;
- (c) a list of the maintenance functions to be performed for the approved maintenance organisation under contract by another approved maintenance organisation;
- (d) a list of all approved maintenance organisation certificates and ratings pertinent to those certificates issued by any other contracting State other than Uganda; and
- (e) documentation of the maintenance organisation's quality system.

(2) The authority may require the applicant to submit specific additional information in respect of the application for an approved maintenance organisation certificate.

6. Issue of approved maintenance organisation certificate

(1) The authority shall issue an approved maintenance organisation certificate where, after inspection, the authority is satisfied that the applicant—

- (a) meets the requirements for holder of an approved maintenance organisation certificate specified under these Regulations; and
- (b) is properly and adequately equipped for the performance of maintenance of aircraft or aircraft components for which it seeks approval.

(2) An approved maintenance organisation certificate shall contain—

- (a) a certificate number specifically assigned to the approved maintenance organisation;

- (b) the maintenance organisation's name, registered address and the location of the main place of business of the approved maintenance organisation;
- (c) the date of issue and period of validity of the certificate;
- (d) the scope of approval in relation to aircraft, aircraft component, specialised maintenance, specific terms and conditions of operations acceptable to the authority;
- (e) the ratings issued to the approved maintenance organisation;
- (f) the issuing authority including the name, title and signature of the issuing authority; and
- (g) the maintenance organisation approval reference number.

(3) The approved maintenance organisation certificate shall be in the form prescribed by the authority in the technical guidance material.

7. Specific operating provisions

- (1) The specific operating provisions shall contain—
 - (a) the certificate number that is specifically assigned to the approved maintenance organisation;
 - (b) the name, location and registered address of the approved maintenance organisation;
 - (c) the class or limited ratings issued in detail, including special approvals and limitations issued;
 - (d) the date of current issue and period of validity; and
 - (e) the signatures of the accountable manager and a person designated to sign on behalf of the authority.

(2) An approved maintenance organisation may perform maintenance, preventive maintenance or modifications on an aircraft, airframe, engine, propeller, appliance, aircraft components or its part

only for which it is rated and within the limitations placed in its specific operating provisions.

8. Class ratings of approved maintenance organisation

(1) The following ratings may be issued to an approved maintenance organisation issued with a certificate under these Regulations—

- (a) airframe ratings—
 - (i) class 1: composite construction of small aircraft;
 - (ii) class 2: composite construction of large aircraft;
 - (iii) class 3: all-metal construction of small aircraft; and
 - (iv) class 4: all-metal construction of large aircraft;
- (b) power plant ratings—
 - (i) class 1: reciprocating engines of 400 horsepower or less;
 - (ii) class 2: reciprocating engines of more than 400 horsepower; and
 - (iii) class 3: turbine engines;
- (c) propeller ratings—
 - (i) class 1 in respect of all fixed pitch and ground adjustable propellers of wood, metal, or composite construction; and
 - (ii) class 2 all other propellers, by make;
- (d) radio ratings—
 - (i) class 1 shall be for communication equipment in respect of any radio transmitting equipment or receiving equipment or both, used in aircraft to send or receive communication in flight, regardless of carrier frequency or type of modulation used;

including auxiliary and related aircraft interphone systems, amplifier systems, electrical or electronic intercrew signaling devices and similar equipment but shall not be in respect of equipment used for navigation of the aircraft or as an aid to navigation, equipment for measuring altitude or terrain clearance, other measuring equipment operated on radio or radar principles or mechanical, electrical, gyroscopic or electronic instruments that are a part of communication radio equipment;

- (ii) class 2 shall be for navigational equipment in respect of any radio system used in aircraft for en route or approach navigation, except equipment operated on radar or pulsed radio frequency principles, but not including equipment for measuring altitude or terrain clearance or other distance equipment operated on radar or pulsed radio frequency principles; and
 - (iii) class 3 shall be for radar equipment in respect of any aircraft electronic system operated on radar or pulsed radio frequency principles;
- (e) instrument ratings—
- (i) class 1 is mechanical in respect of any diaphragm, bourdon tube, aneroid, optical or mechanically driven centrifugal instrument that is used on aircraft or to operate aircraft, including tachometers, airspeed indicators, pressure gauges, drift sights, magnetic compasses, altimeters or similar mechanical instruments;
 - (ii) class 2 is electrical in respect of any self-synchronous and electrical indicating instruments and systems, including remote indicating instruments, cylinder head temperature gauges or similar electrical instruments;

- (iii) class 3 is gyroscopic and includes any instrument or system using gyroscopic principles and motivated by air pressure or electrical energy, including automatic pilot control units, turn and bank indicators, directional gyros and their parts and flux gate and gyrosyn compasses; and
 - (iv) class 4 is electronic and includes any instruments whose operation depends on electron tubes, transistors or similar devices including capacitance type quantity gauges, system amplifiers, and engine analyzers;
- (f) computer systems rating includes—
- (i) class 1 in respect of aircraft computer systems;
 - (ii) class 2 power plant computer systems; and
 - (iii) class 3 avionics computer systems;
- (g) accessory ratings includes—
- (i) class 1 in respect of mechanical accessories that depend on friction, hydraulics, mechanical linkage or pneumatic pressure for operation, including aircraft wheel brakes, mechanically driven pumps, carburetors, aircraft wheel assemblies, shock absorber struts and hydraulic servo units;
 - (ii) class 2 in respect of electrical accessories that depend on electrical energy for their operation and generators, including starters, voltage regulators, electric motors, electrically driven fuel pumps magnetos or similar electrical accessories;
 - (iii) class 3 in respect of electronic accessories that depend on the use of an electron tube transistor or similar device, including supercharger, temperature, air conditioning controls or similar electronic controls; and

- (iv) class 4 in respect of auxiliary power unit that may be installed on aircraft as self-contained units to supplement the engines of the aircraft as a source of hydraulic, pneumatic or electrical power.
- (2) For purposes of these Regulations—
- (a) small aircraft include—
 - (i) aeroplanes below 5,700 kg maximum take-off mass; and
 - (ii) helicopters below 3,175 kg maximum take-off mass; and
 - (b) large aircraft include—
 - (i) aeroplanes of maximum take-off mass of 5,700kg and above; and
 - (ii) helicopters with maximum take-off mass of 3,175kg and above.

9. Limited ratings of approved maintenance organisation

(1) The authority may, where appropriate, issue a limited rating to an approved maintenance organisation that maintains or alters only a particular type of airframe, power plant, propeller, radio, instrument, computer or accessory parts or performs only specialised maintenance requiring equipment and skills not ordinarily found in an approved maintenance organisation with the ratings specified in regulation 8.

- (2) A rating issued under subregulation (1) may be limited to—
- (a) a specific model aircraft, engine or constituent part or to any number of parts made by a particular manufacturer;
 - (b) airframes of a particular make and model;
 - (c) engines of a particular make and model;
 - (d) propellers of a particular make and model;

- (e) instruments of a particular make and model;
- (f) computers of a particular make and model;
- (g) radio equipment of a particular make and model;
- (h) accessories of a particular make and model;
- (i) landing gear components;
- (j) floats, by make;
- (k) non-destructive inspection, testing and processing;
- (l) emergency equipment rotor blades, by make and model;
- (m) rotor blades by make and model;
- (n) aircraft fabric work; and
- (o) any other purpose for which the authority finds the request of the applicant appropriate.

(3) A specialised service rating may be issued to an approved maintenance organisation to perform specific maintenance or processes and the specific operating provisions of the approved maintenance organisation shall identify the specification used in performing specialised services which may be—

- (a) a civil or military specification that is currently used by the industry and approved by the authority; or
- (b) a specification developed by the approved maintenance organisation and approved by the authority.

10. Approved maintenance organisation capability

(1) An approved maintenance organisation shall provide equipment and material so that the functions in this regulation, as appropriate to the class or limited rating held or applied for, can be performed as required except for functions that are contracted out.

- (2) For an airframe rating, classes 3 and 4—
- (a) the functions with respect to metal skin and structural components are to—
- (i) repair and replace steel tubes and fittings using the proper welding techniques, when appropriate;
 - (ii) apply anticorrosion treatment to the interior and exterior of parts;
 - (iii) perform simple machine operations;
 - (iv) fabricate steel fittings;
 - (v) repair and replace metal skin;
 - (vi) repair and replace alloy members and components;
 - (vii) assemble and align components using jigs or fixtures;
 - (viii) make up forming blocks or dies; and
 - (ix) repair or replace ribs.
- (b) the functions with respect to wood structure are to—
- (i) repair ribs and spars;
 - (ii) align interior of wings;
 - (iii) repair or replace plywood skin; and
 - (iv) apply treatment against wood decay;
- (c) the functions with respect to fabric covering are to repair fabric surfaces;
- (d) the functions with respect to aircraft control systems are to—
- (i) repair and replace control cables;
 - (ii) rig complete control system;
 - (iii) replace and repair all control system components; or

- (iv) remove and install control system units and components;
- (e) the functions with respect to aircraft systems are to—
 - (i) replace and repair landing gear hinge point components and attachments;
 - (ii) maintain elastic shock absorber units;
 - (iii) conduct landing gear retraction cycle tests;
 - (iv) maintain electrical position indicating and wiring systems;
 - (v) repair and fabricate fuel, pneumatic, hydraulic, and oil lines;
 - (vi) diagnose electrical and electronic malfunctions;
 - (vii) repair and replace electrical wiring and electronic data transmission lines;
 - (viii) install electrical and electronic equipment; and
 - (ix) perform bench check of electrical and electronic components, not to be confused with the more complex functional test after repair or overhaul;
- (f) the functions with respect to assembly operations are to—
 - (i) assemble aircraft components or parts, such as landing gear, wings and controls;
 - (ii) rig and align aircraft components, including the complete aircraft control system;
 - (iii) install power plants;
 - (iv) install instruments and accessories;
 - (v) assemble and install cowlings, fairings, and panels;
 - (vi) maintain and install windshields, windows and panels;

- (vii) jack or hoist complete aircraft; and
- (viii) balance flight control surfaces;
- (g) non-destructive inspection and testing using dye penetrants and magnetic, ultrasonic, radiographic, fluorescent or holographic inspection techniques; and
- (h) the function with respect to inspection of metal structures is the inspection of metal structures using appropriate inspection equipment to perform the inspections required on an aircraft.

(3) An approved maintenance organisation holding a class 1 or 2 airframe rating for composite aircraft shall, in addition to having the capability to perform the appropriate functions in class 1, 2, 3 or 4 airframe ratings, have the following equipment—

- (a) autoclave capable of providing positive pressure and temperature consistent with the materials used;
- (b) a circulating oven with vacuum capability storage equipment, such as freezer, refrigerator, and temperature control cabinets or other definitive storage areas;
- (c) honeycomb core cutters;
- (d) non-destructive inspection equipment such as x-ray, ultrasonic, or other types of acoustic test equipment as recommended by the manufacturer;
- (e) cutting tools, such as carbide saws or router bits, suitable for cutting and trimming composite structures;
- (f) scales adequate to ensure proper proportioning by mass of epoxy adhesive and resins;
- (g) mechanical pressure equipment such as vacuum bagging or sand bags, as appropriate;
- (h) thermocouple probes necessary to monitor cure temperatures;

- (i) hardness testing equipment using heat guns that are thermostatically controlled for curing repairs; and
 - (j) appropriate inspection equipment to perform inspection of composite structures as recommended by the manufacturer and as required for inspection of an aircraft under these Regulations.
- (4) For a power plant rating of class 1 and 2—
- (a) the functions with respect to maintenance and alteration of power plants, including replacement of parts are to—
 - (i) perform chemical and mechanical cleaning;
 - (ii) perform disassembly operations;
 - (iii) replace bushings, bearings, pins, and inserts;
 - (iv) perform heating operations that may involve the use of the recommended techniques that require controlled heating facilities;
 - (v) perform chilling or shrinking operations;
 - (vi) remove and replace studs;
 - (vii) inscribe or affix identification information;
 - (viii) paint power plants and components; and
 - (ix) apply anti corrosion treatment for parts;
 - (b) the functions with respect to inspection of all parts, using appropriate inspection aids are to—
 - (i) determine precise clearances and tolerances of all parts; and
 - (ii) inspect alignment of connecting rods, crankshafts and impeller shafts;

- (c) accomplish routine machine work including ream inserts, bushings, bearings and other similar components and reface valves; and
- (d) the functions with respect to accomplishment of assembly operations are to—
 - (i) perform valve and ignition-timing operations;
 - (ii) fabricate and test ignition harnesses;
 - (iii) fabricate and test rigid and flexible fluid lines;
 - (iv) prepare engines for long or short term storage; and
 - (v) hoist engines by mechanical means.

(5) An approved maintenance organisation holding a class 3 power plant rating shall, in addition to having the capability to perform the appropriate functions required for class 1 and 2 power plant ratings, have the following—

- (a) testing equipment;
 - (b) surface treatment anti-gallant equipment;
 - (c) functional equipment requirements recommended by the manufacturer; and
 - (d) appropriate inspection equipment.
- (6) The functions for the propeller rating class 1 are to—
- (a) remove and install propellers;
 - (b) maintain and alter propellers, including installation and replacement of parts to—
 - (i) replace blade tipping;
 - (ii) refinish wood propellers;
 - (iii) make wood inlays;
 - (iv) refinish plastic blades;

- (v) straighten bent blades within repairable tolerances;
 - (vi) modify blade diameter and profile;
 - (vii) polish and buff; and
 - (viii) perform painting operations;
- (c) inspect components using appropriate inspection aids to inspect—
- (i) propellers for conformity with drawings and specifications of the manufacturer;
 - (ii) hubs and blades for failures and defects using all visual aids, including the etching of parts; and
 - (iii) hubs for wear of splines or key ways or any other defect;
- (d) balance propellers to test—
- (i) for proper track on aircraft; and
 - (ii) for horizontal and vertical unbalance using precision equipment.
- (7) The functions for propeller rating class 2 are to—
- (a) remove and install aircraft propellers, which may include installation and replacement of parts and—
- (i) perform all functions specified for class 1 propellers when applicable to the make and model of propellers in this class;
 - (ii) properly lubricate moving parts; and
 - (iii) assemble complete propeller and sub assemblies using special tools when required;
- (b) inspect components using appropriate inspection aids for those functions specified for class 1 propellers under subregulation (6) (b) and (c) when applicable to the make and model of the propeller being worked on;

- (c) repair or replace components or parts and—
 - (i) replace blades, hubs or any of their components;
 - (ii) repair or replace anti-icing devices;
 - (iii) remove nicks or scratches from metal blades; or
 - (iv) repair or replace electrical propeller components;
- (d) balance propellers, including those functions specified for class 1 propellers under subregulation 6 (d) where applicable to the make and model of the propeller being worked on; and
- (e) test propeller pitch-changing mechanism for—
 - (i) hydraulically operated propellers and components;
or
 - (ii) electrically operated propellers and components.

(8) For radio rating class 1, 2 and 3 the functions of the approved maintenance organisation are to perform physical inspection of radio systems and components by visual and mechanical inspection including—

- (a) performing electrical inspection of radio systems and components by means of appropriate electrical or electronic test equipment;
- (b) checking aircraft wiring, antennas, connectors, relays and other associated avionics components to detect installation faults;
- (c) checking engine ignition systems and aircraft accessories to determine sources of electrical interference;
- (d) checking aircraft power supplies for adequacy and proper functioning;
- (e) removing, repairing and replacing aircraft antennas;
- (f) measuring transmission line attenuation;

- (g) measuring radio component values such as inductance, capacitance, and resistance;
- (h) determining waveforms and phase in avionics equipment when applicable;
- (i) determining proper aircraft radio antenna, lead-in, and transmission-line characteristics and determining proper locations for type of radio equipment to which the antenna is connected;
- (j) determining the operational condition of radio equipment installed in aircraft by using appropriate portable test apparatus;
- (k) testing all types of transistors: solid-state, integrated circuits; or similar devices in equipment appropriate to the class rating; and
- (l) testing radio indicators.

(9) For radio rating class 1, in addition to the functions specified in subregulation (8), the other functions are to—

- (a) test and repair headsets, speakers and microphones;
- (b) measure radio transmitter power output; and
- (c) measure modulation values, noise and distortion in communication equipment.

(10) For radio rating class 2, in addition to the functions specified in subregulation (8), the other functions are to—

- (a) test and repair headsets;
- (b) test speakers;
- (c) measure loop antenna sensitivity by appropriate methods; and
- (d) calibrate to approved performance standards any radio navigational equipment, en route and approach aids or similar equipment, as appropriate to this rating.

(11) For radio rating class 3, in addition to the functions specified in subregulation (8), the other function is to measure transmitter power output.

(12) The functions for computer systems rating class 1, 2, and 3 are to—

- (a) maintain computer systems in accordance with the specifications of the manufacturer, test requirements and recommendations;
- (b) remove, maintain and replace computer systems in aircraft; and
- (c) inspect, test and calibrate computer system equipment, including software.

(13) The functions for instrument rating class 1 are to—

- (a) diagnose instrument malfunctions of the following instruments—
 - (i) rate-of-climb indicators;
 - (ii) altimeters;
 - (iii) airspeed indicators;
 - (iv) vacuum indicators;
 - (v) oil pressure gauges;
 - (vi) hydraulic pressure gauges;
 - (vii) de-icing pressure gauges;
 - (viii) pitot-static tube;
 - (ix) direct indicating compasses;
 - (x) accelerometer;
 - (xi) direct indicating tachometers; and
 - (xii) direct reading fuel quantity gauges;
- (b) inspect, test and calibrate the instruments specified in subregulation (13)(a) on and off the aircraft, as appropriate.

- (14) The functions for instrument rating class 2 are to—
- (a) diagnose instrument malfunctions of the following instruments—
- (i) tachometers;
 - (ii) synchro scope;
 - (iii) electric temperature indicators;
 - (iv) electric resistance-type indicators;
 - (v) moving magnet-type indicators;
 - (vi) warning units;
 - (vii) selsyn systems and indicators;
 - (viii) self-synchronous systems and indicators;
 - (ix) remote indicating compasses;
 - (x) oil and fuel quantity indicators;
 - (xi) avionics indicators;
 - (xii) ammeters;
 - (xiii) voltmeters; and
 - (xiv) frequency meters; and
- (b) inspect, test and calibrate the instruments listed in subregulation (14)(a) on and off the aircraft, as appropriate.
- (15) The functions for instrument rating class 3 are to—
- (a) diagnose instrument malfunctions of the following instruments—
- (i) turn and bank indicators;
 - (ii) directional gyros;
 - (iii) horizon gyros; and
 - (iv) auto pilot control units and components; and

- (b) inspect, test and calibrate the instruments specified in subregulation (15)(a) on and off the aircraft, as appropriate.
- (16) The functions for instrument rating class 4 are to—
 - (a) diagnose instrument malfunctions of the following instruments—
 - (i) capacitance-type quantity gauge;
 - (ii) laser gyros; and
 - (iii) other electronic instruments; and
 - (b) inspect, test and calibrate instruments listed in subregulation (16)(a) on and off the aircraft, as appropriate.

(17) The approved maintenance organisation shall perform the following functions in accordance with the specifications and recommendations of the manufacturer for accessory rating class 1, 2, 3 and 4—

- (a) diagnose accessory malfunctions;
- (b) maintain and alter accessories, including installing and replacing parts; and
- (c) inspect, test and calibrate accessories on and off the aircraft as appropriate.

11. Contracted and subcontracted maintenance functions

(1) An approved maintenance organisation may contract its maintenance functions to another approved maintenance organisation provided that—

- (a) the contracted approved maintenance organisation shall be appropriately rated and capable of performing the work contracted for; and
- (b) the approved maintenance organisation shall ensure that the contracted maintenance work to be performed is in the form of a written maintenance contract accepted by the

authority and detailing the required maintenance functions and the support of the quality functions specified in the applicable technical guidance material.

- (2) Notwithstanding subregulation (1), an approved maintenance organisation may subcontract the maintenance functions to a maintenance organisation which is not approved by the authority provided that—
 - (a) the approved maintenance organisation is approved for work to be subcontracted and have the capability to assess the competence of the subcontractor;
 - (b) the approved maintenance organisation retains responsibility for quality control and release of the subcontracted activities, including the appropriate airworthiness requirements; and
 - (c) the approved maintenance organisation has necessary procedures for the control of the subcontracted activities, together with the terms for the personnel responsible for the management of the approved maintenance organisation.

12. Display of certificate

An approved maintenance organisation shall display the certificate issued by the authority in a conspicuous place on the premises of the approved maintenance organisation for inspection by the public and the authority.

13. Advertising

(1) A maintenance organisation shall not advertise itself as an approved maintenance organisation unless an approved maintenance organisation certificate has been issued to that organisation.

(2) An approved maintenance organisation shall not make any statement, in writing or orally, about itself that is false or is designed to mislead any person.

(3) Where the advertising of a maintenance organisation indicates that it is an approved maintenance organisation, the advertisement shall clearly state the certificate number of that approved maintenance organisation.

14. Validity and renewal of certificate

(1) A certificate issued to an approved maintenance organisation shall be valid for a period of twelve months from the date of issue or renewal, unless a shorter period is specified by the authority or—

- (a) where the authority amends, suspends, revokes or otherwise terminates the certificate;
- (b) the approved maintenance organisation surrenders it to the authority; or
- (c) the approved maintenance organisation suspends operations for more than one hundred and eighty continuous days.

(2) An application for renewal of an approved maintenance organisation certificate shall be made, at least sixty days before the certificate expires, in a form and manner prescribed by the authority in the applicable technical guidance material.

(3) Where a request for renewal is made after the expiry of an approved maintenance organisation certificate, the applicant shall meet the initial application requirements provided for in these Regulations.

(4) Subject to subregulation (1)(a), a certificate issued to an approved maintenance organisation in another contracting State approved under these Regulations, shall be valid for a period of one year from the date of issue or renewal or where the authority prescribes for a shorter period as long as the certificate for the approved maintenance organisation issued by the national authority of another contracting State is still valid.

15. Continued validity of certificate

Unless the approved maintenance organisation certificate has been surrendered, superseded, suspended, revoked or expired, the certificate shall remain valid where—

- (a) the approved maintenance organisation remains in compliance with these Regulations; and
- (b) the authority is granted access to the facilities of the organisation to determine continued compliance with these Regulations.

16. Surrendering certificate

A person issued with an approved maintenance organisation certificate shall, on suspension or revocation of the certificate, surrender the certificate to the authority.

17. Changes to approved maintenance organisation or certificate

(1) An approved maintenance organisation shall notify the authority of any proposal to carry out any changes in the organisation to enable the authority determine compliance with these Regulations and where necessary to amend the approved maintenance organisation certificate.

(2) An approved maintenance organisation shall not effect the following changes without the prior approval of the authority—

- (a) the name of the approved maintenance organisation;
- (b) the location of the approved maintenance organisation;
- (c) additional locations of the approved maintenance organisation;
- (d) the accountable manager;
- (e) any of the management personnel specified in the maintenance procedure manual of the approved maintenance organisation;

- (f) the facilities, equipment, tools, material, procedures, work scope and certifying staff;
- (g) the ratings held by the approved maintenance organisation; and
- (h) items in the procedures manual of the approved maintenance organisation.

(3) The authority may prescribe the conditions under which the approved maintenance organisation may operate while undergoing the changes unless the authority determines that the approval shall be suspended.

(4) An approved maintenance organisation certificate may be suspended by the authority if the changes referred to in subregulation (2) have been made by the approved maintenance organisation without prior approval of the authority.

(5) An application for amendment of an approved maintenance organisation certificate shall be made in the manner prescribed by the authority and where applicable, the approved maintenance organisation shall submit the amendment of the maintenance procedures manual to the authority for approval.

PART III — HOUSING, FACILITIES, EQUIPMENT AND MATERIALS

18. General

An approved maintenance organisation shall have technical data, personnel, housing, facilities, equipment and materials in quantities and the quality that meet the standards specified under these Regulations.

19. Housing and facility requirements

- (1) An approved maintenance organisation shall—
 - (a) provide appropriate, housing and facilities for all planned work in particular, protection from the weather;

- (b) provide a working environment that is appropriate for the tasks carried out and that does not impair the effectiveness of the personnel;
 - (c) provide office accommodation that is appropriate for the management of the planned work, in particular, the management of quality, planning and technical records;
 - (d) provide specific workshops and bays that are segregated and appropriate, to avoid environmental and work area contamination;;
 - (e) provide storage facilities for parts, equipment, tools and materials;
 - (f) provide storage conditions for security of serviceable parts, segregation of serviceable parts from unserviceable parts and for prevention of deterioration and damage to stored items; and
 - (g) avail aircraft hangars that are large enough to accommodate aircraft, during on-going maintenance activities.
- (2) Where the hangar referred to in this regulation is not owned by the approved maintenance organisation, the approved maintenance organisation shall—
- (a) provide evidence to the authority that the approved maintenance organisation is authorised to use the hangar;
 - (b) demonstrate sufficiency of the hangar space to carry out planned base maintenance by preparing a projected aircraft hangar visit plan relative to the maintenance program;
 - (c) update the aircraft hangar visit plan on a regular basis;
 - (d) ensure that the aircraft component maintenance and aircraft component workshops are large enough to accommodate the components on planned maintenance;

- (e) ensure that aircraft hangar and aircraft component workshop structures prevent the ingress of rain, hail, ice, snow, wind and dust;
- (f) ensure that workshop floors are sealed to minimise dust generation;
- (g) demonstrate access to hangar accommodation for usage during adverse weather for minor scheduled work or lengthy defect rectification;
- (h) provide aircraft maintenance staff with an area where the staff may study maintenance instructions and complete maintenance records in a proper manner;
- (i) ensure that hangars used to house aircraft together with office accommodation have a clean, effective and comfortable working environment by ensuring that—
 - (i) temperatures are maintained at a comfortable level;
 - (ii) dust and any other airborne contamination are kept to a minimum and not permitted to reach a level in the work task area where visible aircraft or component surface contamination is evident;
 - (iii) the lighting is such as to ensure each inspection and maintenance task, can be carried out; and
 - (iv) noise levels are not permitted to rise to the point of distracting personnel from carrying out inspection tasks and where it is impractical to control the noise source, such personnel are provided with the necessary personal equipment to stop excessive noise causing distraction during inspection tasks;
- (j) observe the specific environmental conditions as specified in the approved maintenance instructions where a

particular maintenance task requires the application of specific environmental conditions different from those specified in subregulation (l);

- (k) where the working environment for line maintenance deteriorates to an unacceptable level with respect to temperature, moisture, hail, ice, snow, wind, light, dust or other airborne contamination, suspend the particular maintenance or inspection tasks until satisfactory conditions are re-established;
- (l) seal all susceptible systems until acceptable conditions are re-established for both base and line maintenance where dust or other airborne contamination results in visible surface contamination;
- (m) ensure that storage facilities for serviceable aircraft components are clean, well-ventilated and maintained at an even dry temperature to minimise the effects of condensation;
- (n) follow manufacturer standards recommendations for specific aircraft components;
- (o) ensure that storage racks provide sufficient support for large aircraft components so that the component is not distorted; and
- (p) ensure that all aircraft components, wherever practicable, remain packaged in a protective material to minimise damage and corrosion during storage.

20. Equipment, tools and materials

(1) An approved maintenance organisation shall have the necessary equipment, tools and material to perform the approved scope of work and the items shall be under the full control of the approved maintenance organisation.

(2) Equipment and tools shall be available at all times except in the case of any tool or equipment that is so rarely needed that its permanent availability is not necessary.

(3) The authority may exempt an approved maintenance organisation from possessing specific tools and equipment, for the maintenance or repair of an aircraft or aircraft component specified in the certificate of the approved maintenance organisation, if the tools and equipment can be acquired temporarily, by prior arrangement when needed to perform required maintenance or repairs.

(4) The authority may not amend the approval to remove the aircraft or aircraft component on the basis that it is a temporary situation and there is a formal agreement from the approved maintenance organisation to re-acquire tools, equipment or other items before performing any maintenance or repair.

(5) An approved maintenance organisation shall control all the applicable tools, equipment and test equipment used for product acceptance or for making a finding of airworthiness.

(6) An approved maintenance organisation shall ensure that all the applicable tools, equipment and test equipment used for product acceptance or for making a finding of airworthiness are calibrated to ensure correct calibration to a standard acceptable to the authority and traceable to national or international standards.

(7) An approved maintenance organisation shall keep the records of calibrations and the standards used for calibration.

(8) Except as provided in subregulation (6), in the case of foreign manufactured tools, equipment and test equipment, the standard provided by the State of manufacture may be used for approval by the authority.

(9) Where the manufacturer specifies a particular tool, equipment or test equipment then the tool, equipment or test equipment

shall be used unless the manufacturer has identified the use of an equivalent tool or equipment or test equipment.

(10) Except as provided in subregulation (9), tools, equipment or test equipment other than those recommended by the manufacturer shall be acceptable where—

- (a) the approved maintenance organisation has a procedure in the maintenance procedure manual providing for the use of similar tools, equipment or test equipment; and
- (b) the approved maintenance organisation has a program for—
 - (i) the description of the procedures to be used to establish the competence of personnel that make the determination of equivalency of tools, equipment or test equipment;
 - (ii) conducting and documenting the comparison made between the specification of the tool, equipment or test equipment recommended by the manufacturer and the equivalent tool, equipment or test equipment proposed;
 - (iii) ensuring that the limitations, parameters and reliability of the proposed tool, equipment or test equipment are equivalent to the manufacturer's recommended tools, equipment or test equipment;
 - (iv) ensuring that the equivalent tool, equipment or test equipment is capable of performing the appropriate maintenance function, all normal tests, or calibrations and checking all parameters of the aircraft or aircraft component undergoing maintenance or calibration; and
 - (v) ensuring full control of the equivalent tool, equipment or test equipment through an ownership, lease or other legal arrangement by the approved maintenance organisation.

(11) An approved maintenance organisation approved for base maintenance shall have sufficient aircraft access equipment and inspection docking platform such that the aircraft may be properly inspected.

(12) An approved maintenance organisation shall have a procedure for inspecting or servicing equipment, calibrate tools and test equipment on a regular basis and for indicating to users that an item is within any inspection or service calibration time limit.

(13) An approved maintenance organisation shall have a procedure for ensuring that if it uses a primary, secondary or transfer standard for performing calibration, that standard cannot be used to perform maintenance.

(14) A clear system of labeling tools, equipment and test equipment shall be used to give information on when—

- (a) the next inspection, service or calibration is due and where the item is unserviceable for a reason that is not obvious; and
- (b) the tools, equipment and test equipment are not used for product acceptance or for making a finding of airworthiness.

(15) An approved maintenance organisation shall maintain a register for all calibrated tools, equipment and test equipment together with a record of calibrations and standards used.

(16) The inspection, service or calibration on a regular basis referred to in subregulation (12) shall be in accordance with the instruction of the manufacturers of the equipment except where the approved maintenance organisation can show by results that a different time period is appropriate in a particular case and is acceptable to the authority.

21. Approved maintenance organisation personnel and training requirements

(1) An approved maintenance organisation shall appoint as manager a person or group of persons acceptable to the authority, whose responsibilities shall include ensuring that the approved maintenance organisation is in compliance with these Regulations.

(2) A person appointed as manager shall represent the maintenance management structure of the approved maintenance organisation, and shall be responsible for all the functions specified in these Regulations.

(3) A manager appointed under subregulation (2) shall be directly responsible to an accountable manager, who shall be a person acceptable to the authority.

(4) The approved maintenance organisation shall employ the necessary personnel to plan, perform, supervise, inspect and release the work to be performed.

(5) The competence of the personnel involved in maintenance shall be established in accordance with a procedure, and to a standard acceptable to the authority.

(6) A person signing a certificate of release to service shall be qualified in accordance with the Civil Aviation (Personnel Licensing) Regulations, 2022 as appropriate to the work performed and as acceptable to the authority.

(7) The maintenance personnel and the certifying staff shall meet the qualification requirements and receive initial and continuation training relevant to their assigned tasks and responsibilities in accordance with a program acceptable to the authority.

(8) The training program established by the approved maintenance organisation shall include training in knowledge and skills related to human performance, including coordination with other maintenance personnel and flight crew.

(9) The functions of the approved maintenance organisation shall be allocated to individual managers or combined in any number of ways, dependent upon the size of the approved maintenance organisation.

(10) An approved maintenance organisation may facilitate the conduct of skill test to determine the competence of an applicant for an aircraft maintenance engineers' licence in accordance with the Civil Aviation (Personnel Licensing) Regulations, 2022.

(11) An approved maintenance organisation that uses aviation repairman specialists shall ensure that each aviation repairman specialist employed by the approved maintenance organisation is authorised in accordance with the Civil Aviation (Personnel Licensing) Regulations, 2022.

(12) An approved maintenance organisation shall have a dangerous goods training programme for its employees, whether full time, part time, temporary or contracted, who are engaged in the following activities—

- (a) the loading, unloading or handling of dangerous goods;
- (b) the design, manufacture, fabrication, inspection, marking, maintenance, reconditioning, repair or testing of packages, containers or packaging components that are represented, marked, certified or sold as qualified for use in transporting dangerous goods;
- (c) the preparation of hazardous materials for transport;
- (d) responsibility for the safety of transportation of dangerous goods;

- (e) the operation of a vehicle used to transport dangerous goods; or
- (f) the suspension of any of the activities listed in paragraph (a) to (e).

(13) An employee of an approved maintenance organisation shall not perform or supervise any work prescribed in subregulation 12 unless he or she has received the approved dangerous goods training.

(14) The dangerous goods training programme of the approved maintenance organisation shall be approved by the authority.

(15) An approved maintenance organisation shall document, in a form and manner acceptable to the authority, the individual employee training records which shall be retained for a minimum of two years.

(16) The approved maintenance organisation shall establish and implement a training programme and procedures for the personnel and staff acceptable to the authority, for maintenance personnel and the certifying staff, to receive sufficient continuing training for up to date knowledge of relevant technology, changes in the standards of aircraft or aircraft component, maintenance organisation procedures and human factors.

22. Management personnel required for approved maintenance organisation

(1) An approved maintenance organisation shall have an accountable manager, acceptable to the authority.

(2) An approved maintenance organisation shall have other qualified personnel with proven competence in civil aviation who shall serve in the following positions or their equivalent—

- (a) head of base maintenance;
- (b) head of line maintenance;

- (c) head of workshop;
- (d) head of quality; and
- (e) head of safety.

(3) For the purposes of subregulation (2), “competence in civil aviation” means technical qualification and management experience of an individual acceptable to the authority.

(4) The authority may approve positions, other than those listed in subregulation (2), where the approved maintenance organisation is able to show that it can perform the approved functions safely under the direction of fewer or different categories of management personnel subject to the size and complexity of the approved maintenance organisation.

(5) The approved maintenance organisation shall make temporal arrangements to ensure continuity of supervision of its functions if maintenance is conducted in the absence of any required management personnel.

(6) A person serving in a required management position in an approved maintenance organisation shall not serve in a similar position in another approved maintenance organisation without the approval of the authority.

(7) The approved maintenance organisation shall employ the necessary personnel to plan, perform, supervise, inspect and release the work to be performed.

23. Qualification and responsibility of accountable manager, head of base maintenance, head of line maintenance, head of workshop, head of quality and head of safety

(1) The accountable manager shall have the following minimum qualifications—

- (a) experience in aviation management;
- (b) knowledge of the Act, regulations made under the Act and materials published by the authority that are applicable to aircraft maintenance;
- (c) knowledge of the maintenance procedures of the approved maintenance organisation; and
- (d) a certificate in a human factors course recognised by the authority.

(2) The accountable manager shall be the chief executive of the approved maintenance organisation with the mandate of ensuring that—

- (a) all the necessary resources to support the approved maintenance organisation are available;
- (b) all commercial and aircraft maintenance operations are financed and carried out to the standard required by the authority and any requirements defined in the approved documents; and
- (c) safety and quality policies are established and promoted.

(3) The accountable manager may delegate all or part his or her functions, in writing, to another person in a key management position within the approved maintenance organisation.

(4) The accountable manager shall notify the authority when he or she delegates his or her responsibilities in accordance with subregulation (3).

(5) The head of base maintenance shall have the following minimum qualifications—

- (a) an aircraft maintenance engineer's licence with aircraft, power plant or avionics ratings for the most complex equipment for which the approved maintenance organisation has applied for or is approved;

- (b) not less than five years' experience in maintaining the same category of aircraft including one year in the capacity of returning aircraft to service;
- (c) training on every aircraft maintained within the approved scope of the approved maintenance organisation; and
- (d) a qualification or award received after a management or supervisory course or three years of managerial experience.

(6) The head of base maintenance shall, depending on the scope of approval of an approved maintenance organisation, be responsible for ensuring that all the maintenance carried out in the hangar is carried out in accordance with the approved aircraft maintenance programme and the applicable technical publications of the manufacturer.

(7) The head line maintenance shall have the following minimum qualifications—

- (a) an aircraft maintenance engineer's licence with appropriate airframe, powerplant or avionics ratings;
- (b) not less than three years' experience in maintaining the same category of aircraft including one year in the capacity of returning aircraft to service; and
- (c) a qualification or award received after a management or supervisory course or three years of managerial experience.

(8) The head of line maintenance shall be responsible for ensuring that all the maintenance required to be carried out on the line, including line defect rectification, is performed in accordance with the aircraft manufacturer's recommendation and maintenance procedures approved by the authority.

(9) The head of workshop shall have the following minimum qualifications—

- (a) an aircraft maintenance engineer's licence with appropriate airframe, powerplant or avionics ratings;

- (b) not less than three years' experience in maintaining components for the same category of aircraft including one year in the capacity of returning components to service; and
- (c) a qualification or award received after a management or supervisory course or three years of managerial experience.

(10) The head of workshop shall be responsible for ensuring that all the work on aircraft components in the workshop and any corrective action resulting from quality compliance monitoring is performed in accordance with the recommendations and maintenance procedures of the manufacturer approved by the authority.

(11) The head of quality shall have the following minimum qualifications—

- (a) an aircraft maintenance engineer's licence;
- (b) not less than five years' experience in the field of aircraft maintenance, three years of which shall have been acquired in quality department; and
- (c) a qualification or award received for quality management or auditing techniques recognised by the authority.

(12) The head of quality shall be responsible for monitoring the compliance of the approved maintenance organisation with these Regulations and requesting for remedial action as may be necessary by the base maintenance manager, line maintenance manager, workshop manager or the accountable manager, as may be appropriate.

(13) The head of safety shall have the following minimum qualifications—

- (a) technical qualification in the field of aircraft maintenance;
- (b) not less than five years' experience in the field of aircraft maintenance;
- (c) successful completion of training in safety management course recognised by the authority; and

- (d) a qualification or award received after a management or supervisory course or three years of managerial experience.

(14) The head of safety shall be responsible for the implementation and maintenance of an effective safety management system.

24. Manhours

(1) An approved maintenance organisation shall have a production manhours plan, acceptable to the authority.

(2) The manhours plan shall show that the approved maintenance organisation has sufficient staff to plan, perform, supervise, inspect and monitor the quality of the work of the organisation, as approved by the authority.

(3) The manhours plan shall relate to the aircraft hangar visit where an approved maintenance organisation is certified for base maintenance.

(4) The approved maintenance organisation shall regularly update the manhours plan.

(5) The approved maintenance organisation shall take into account the work performed on any aircraft registered outside Uganda where the work impacts upon the production of the manhours plan.

(6) The approved maintenance organisation shall ensure that the quality monitoring compliance function relating to man hours is sufficient to meet the requirement of rest and duty limitations, for persons performing maintenance functions.

(7) The approved maintenance organisation shall have a procedure for re-assessing the work intended to be carried out when the actual staff availability is less than the planned staffing level for any particular work shift or period.

25. Assessment of personnel

(1) The approved maintenance organisation shall assess planners, aircraft maintenance engineers, mechanics, supervisors, certifying staff and specialised technicians including NDT and welding of the organisation, for competence through a process established by the approved maintenance organisation and approved by the authority.

(2) The assessment specified in subregulation (1) shall be based on the job description for each post and shall establish that—

- (a) the planners are able to interpret the maintenance requirements into maintenance tasks, and have an appreciation that the planners have no authority to deviate from the aircraft maintenance program;
- (b) the aircraft maintenance engineers and mechanics are able to carry out maintenance tasks to the standard specified in the maintenance instructions and will notify the supervisors of the mistakes requiring rectification, to re-establish the required maintenance standards;
- (c) the supervisors are able to ensure that all the required maintenance tasks are carried out and where not done or where it is evident that a particular maintenance task cannot be carried out in accordance with the maintenance instructions, the issues will be reported and agreed upon by the quality department of the approved maintenance organisation; and
- (d) the certifying staff are able to determine when an aircraft or an aircraft component is or is not ready for release to service.

(3) The planners, supervisors and certifying staff shall demonstrate to the approved maintenance organisation, knowledge of approved maintenance organisation procedures relevant to their particular role.

(4) The approved maintenance organisation shall ensure that personnel who carry out specialised task are appropriately qualified, in accordance with the standards prescribed by the authority.

26. Training of certifying staff

(1) An approved maintenance organisation or a training organisation selected by the approved maintenance organisation shall perform initial and continuing training of the certifying staff.

(2) The approved maintenance organisation shall establish the curriculum and standards for training of personnel and establish pre-qualification standards intended to ensure that a trainee has a reasonable chance of successfully completing the training.

(3) The authority shall approve the training programme, training facilities and the curriculum referred to in subregulation (2).

(4) The training programme to be approved by the authority under subregulation (3) shall include—

- (a) details of the number of personnel to receive initial training to qualify as certifying staff over specified time periods; and
- (b) for maintenance personnel and certifying staff of the approved maintenance organisation, training in knowledge and skills related to live performance including coordination with other maintenance personnel and flight crew.

(5) The approved maintenance organisation or a training organisation selected by the approved maintenance organisation shall examine all the trained personnel at the end of every training course.

(6) All certifying staff of an approved maintenance organisation shall undergo initial training that covers—

- (a) basic engineering theory relevant to the scope of work performed by the approved maintenance organisation;
- (b) specific information on the actual aircraft type on which the person is intended to become a certifying person

including the impact of repairs and system or structural defects; and

- (c) company procedures relevant to the task of the certifying staff.

(7) All certifying staff of an approved maintenance organisation that have undergone initial training shall undertake continuous training in changes in approved maintenance organisation procedures and changes in the standard of aircraft or aircraft component maintained.

(8) A certifying staff employed in an approved maintenance organisation shall not undertake the same responsibilities in another approved maintenance organisation unless approved by the authority.

27. Rest and duty limitations for persons performing maintenance functions in an approved maintenance organisation

(1) A person or an approved maintenance organisation shall not—

- (a) assign maintenance functions for aircraft unless the assignee has had a minimum rest period of eight hours prior to the beginning of duty; or
- (b) schedule a person performing maintenance functions on an aircraft for more than twelve consecutive hours of duty.

(2) A person shall not—

- (a) perform maintenance functions on an aircraft unless that person has had a minimum rest period of eight hours prior to the beginning of duty; or
- (b) perform maintenance functions on an aircraft for more than twelve consecutive hours of duty.

(3) Notwithstanding subregulations (1) and (2), situations involving unscheduled aircraft unserviceability, the persons performing maintenance functions on an aircraft may be continued on duty for—

- (a) up to sixteen consecutive hours; or
- (b) twenty hours in a twenty-four consecutive hour period.

(4) Following unscheduled duty periods, the person performing maintenance functions on an aircraft shall have a mandatory rest period of ten hours.

(5) An approved maintenance organisation shall relieve the person performing maintenance functions, from all duties for twenty-four consecutive hours during any seven consecutive day period.

28. Record of certifying staff

(1) An approved maintenance organisation shall—

- (a) maintain a roster of all the certifying staff;
- (b) the roster shall include details of the scope of the authorisation of the staff; and
- (c) the certifying staff shall be notified in writing of the scope of that authorisation.

(2) The following minimum information shall be kept on record in respect of each certifying person—

- (a) the name;
- (b) the date of birth;
- (c) basic training;
- (d) type of training;
- (e) continuous training;
- (f) experience;
- (g) qualifications relevant to the approval;
- (h) scope of the organisation;
- (i) date of issue of the authorisation;
- (j) expiration date of the authorisation, where appropriate; and

(k) identification number of the authorisation.

(3) The records of the certifying staff shall be controlled by the quality department of the approved maintenance organisation.

(4) The number of persons authorised to access the records system shall be limited to minimise the possibility of records being altered in an authorised manner and to limit confidential records from becoming accessible to unauthorised persons.

(5) The certifying staff shall be given reasonable access, on request, to their records from the approved maintenance organisation.

(6) An approved maintenance organisation shall grant the authority unrestricted access—

(a) to investigate the records system for initial and continued approval; and

(b) when the authority has cause to doubt, the competence of a particular certifying person.

(7) An approved maintenance organisation shall keep the record of a certifying staff for at least two years following a date on which a staff ceases to be in the employment with the approved maintenance organisation or upon withdrawal of the certifying staff authorisation.

(8) The certifying staff shall upon request, be furnished with a copy of their record on leaving the approved maintenance organisation.

(9) The authorisation document issued to the certifying staff under this regulation shall be in a style that makes its scope clear to the certifying staff and the authority, where examination of the document is required and where codes are used to define scope, an interpretation document shall be readily available.

(10) A certifying staff whilst performing his or her duties shall, on request from the authority, produce his or her authorisation document.

PART V—APPROVED MAINTENANCE ORGANISATION
OPERATING RULES

29. Maintenance organisation procedures manual

(1) An approved maintenance organisation shall provide a maintenance organisation procedures manual which may be issued in separate parts for use by maintenance personnel.

(2) The maintenance organisation procedures manual and any subsequent amendments to the maintenance procedures organisation manual shall be approved by the authority prior to use and the copies of all amendments to the procedures manual shall be furnished promptly to all organisations or persons to whom the manual has been issued.

(3) A maintenance organisation procedures manual shall specify the scope of work required of the approved maintenance organisation in order to satisfy the relevant requirements for approval of an aircraft or aircraft component for return to service.

(4) The maintenance organisation procedures manual and any other manual it identifies shall—

- (a) include instructions and information necessary to allow the personnel to perform their duties and responsibilities with a high degree of safety;
- (b) be in a form that is easy to revise and contain a system which allows the personnel of the approved maintenance organisation to determine current revision status;
- (c) have the date of the last revision printed on each page containing the revision;
- (d) not be contrary to any laws of Uganda or the operations specifications of the approved maintenance organisation;

- (e) include a reference to the appropriate civil aviation regulations; and
- (f) have a description of the procedures of the organisation and quality or inspection system in accordance with regulation 30.

(5) Without prejudice to subregulations (1), (2), (3) and (4), a maintenance organisation procedure manual shall contain the following information—

- (a) a statement signed by the accountable manager confirming that the maintenance organisation procedures manual and any associated manuals define the compliance of the approved maintenance organisation with this regulation and shall be complied with at all times;
- (b) a list that describes the duties and responsibilities of the management personnel and the matters in which they may deal directly with the authority on behalf of the approved maintenance organisation;
- (c) a procedure to establish and maintain a current list of the titles and names of the management personnel of the approved maintenance organisation accepted by the authority;
- (d) an organisation chart showing the associated chains of responsibilities of the management personnel;
- (e) a procedure to establish and maintain a current roster of the certifying staff;
- (f) a description of the procedures used to establish the competence of the maintenance personnel;
- (g) a general description of the manpower resources;
- (h) description of the method used for the completion and retention of the maintenance records;

- (i) a description of the procedure for preparing the certificate of release to service and the circumstances under which the certificate of release to service is to be signed;
- (j) a description, where applicable, of additional procedures for complying with the maintenance procedures and requirements of a holder of an air operator certificate;
- (k) a description of the procedures for complying with the service information reporting requirements contained in regulation 37;
- (l) a description of the procedure for receiving, amending and distributing within the maintenance organisation, all the necessary airworthiness data from the type certificate holder or the type design organisation;
- (m) a general description of the facilities located at each physical address specified in the certificate of the approved maintenance organisation;
- (n) a general description of the scope of the work of the approved maintenance organisation relevant to the extent of approval;
- (o) the notification procedure that the approved maintenance organisation is to use when requesting the approval of changes to the organisation of the approved maintenance organisation from the authority;
- (p) the amendment procedure for the maintenance organisation procedures manual, including submission to the authority;
- (q) the procedures of the approved maintenance organisation acceptable to the authority to—
 - (i) ensure good maintenance practices and compliance with the requirements in these Regulations;
 - (ii) establish and maintain an independent quality system to monitor compliance with the adequacy of the procedures;

- (iii) ensure good quality maintenance practices and airworthy aircraft and aircraft components compliance monitoring; and
- (iv) establish a feedback system, acceptable to the authority, to the person or group of persons specified in regulation 22, and ultimately to the accountable manager to ensure corrective action;
- (r) approved maintenance organisation procedures for self-evaluations, including methods and the frequency of such evaluations and procedures for reporting results to the accountable manager for review and action;
- (s) a list of operators, where appropriate, to which the approved maintenance organisation provides aircraft maintenance service;
- (t) a list of organisations performing maintenance on behalf of the approved maintenance organisation;
- (u) a list of the line maintenance locations and procedures of the approved maintenance organisation, where applicable;
- (v) a description of the organisation's procedures and quality or inspection system in accordance with regulation 30;
- (w) the personnel authorised to sign the maintenance release and the scope of the authorisation;
- (x) a description, where applicable, of the additional procedures for complying with the maintenance procedures and requirements of an operator; and
- (y) a description of the procedures for implementing changes affecting the approval of the maintenance organisation.

(6) The list of the personnel and certifying staff referred to in subregulations (5)(b) and (e) may be separate from the approved maintenance organisation procedures manual, but shall be up to date and shall be available for review by the authority, when requested.

(7) The approved maintenance organisation personnel shall be familiar with the parts of the manuals that are relevant to the maintenance work they perform.

(8) The maintenance organisation shall ensure that the procedures manual is amended as necessary to keep the information contained in the manual up to date.

(9) The quality manager of an approved maintenance organisation shall be responsible for—

- (a) monitoring the amendment of the maintenance procedures manual, including the associated procedures manuals; and
- (b) submitting proposed amendments to the authority, incorporating them after approval and furnishing copies of all amendments to the maintenance organisation's procedure manual promptly to all organisations or persons to whom the manual has been issued.

(10) The maintenance procedures manual shall address the following four main areas—

- (a) the management procedures covering the parts previously specified;
- (b) the maintenance procedures covering all aspects of how aircraft components may be accepted from outside sources and how aircraft shall be maintained to the required standard;
- (c) the quality system procedures, including the methods of qualifying mechanics, inspectors, certifying staff and quality audit personnel; and
- (d) the contracted air operator certificate holder procedures and paperwork.

(11) An approved maintenance organisation procedures manual shall be in the format prescribed in Schedule 3 to these Regulations.

(12) An approved maintenance organisation procedures manual shall provide clear guidance to personnel on how the activities included in the approved maintenance organisation approval are managed, their personal responsibilities, and how compliance with the appropriate continuing airworthiness requirements is achieved.

(13) An approved maintenance organisation shall specify in the approved maintenance organisation procedures manual who should amend the manual, particularly in the case where the manual consists of several parts.

(14) The approved maintenance organisation shall constantly amend the procedures manual to keep the information contained in the manual up to date.

30. Maintenance organisation procedures and independent quality system

(1) An approved maintenance organisation shall establish maintenance organisation procedures acceptable to the authority to ensure good maintenance practices and compliance with all the relevant requirements of these Regulations, such that aircraft and aircraft components are properly released to service.

(2) The maintenance organisation procedures established under subregulation (1) shall—

- (a) cover all aspects of maintenance activity and describe standards to which the approved maintenance organisation intends to work;
- (b) take into account the aircraft and aircraft component design and approved maintenance organisation standards; and
- (c) address the provisions and limitations of these Regulations.

(3) An approved maintenance organisation shall establish an independent quality system, acceptable to the authority, to monitor compliance and adequacy of the procedures, and provide a system of inspection for proper maintenance.

(4) The compliance monitoring system referred to in subregulation (3) shall include a feedback system to the designated management person or group of persons directly responsible for the quality system and ultimately to the accountable manager to ensure, where necessary that corrective action is taken.

(5) The quality system established under subregulation (3) shall—

- (a) be under the control of the quality manager that evaluates the maintenance procedures and the correctness of the equivalent safety case process; and
- (b) include a procedure to initially qualify and periodically perform audits on persons performing work on behalf of the approved maintenance organisation.

(6) The quality system of an approved maintenance organisation shall—

- (a) be sufficient to review all maintenance procedures as described in the maintenance procedures manual in accordance with the approved program, once a year, for each aircraft type maintained; and
- (b) indicate when audits are due, when they are completed and establish a system of audit reports to be reviewed by the authority on request.

(7) The audit system established under subregulation (6)(b) shall clearly establish a means by which audit reports containing observations about non-compliance or poor standards are communicated to the accountable manager.

31. Capability list

(1) An approved maintenance organisation shall prepare and retain a current capability list approved by the authority.

(2) An approved maintenance organisation shall not perform maintenance, preventive maintenance or modifications on an article until the article has been listed on the capability list, in accordance with these Regulations.

(3) The capability list referred to in subregulation (2) shall identify each article by make and model, part number, or other nomenclature designated by the manufacturer of that article.

(4) An article shall be listed on the capability list only where the article is within the scope of the ratings and classes of the certificate of the approved maintenance organisation, and only after the approved maintenance organisation has performed a self-evaluation in accordance with these Regulations.

(5) An approved maintenance organisation shall perform the self-evaluation referred to in subregulation (4) to determine that the maintenance organisation has all the facilities, equipment, material, technical data, processes, housing, and trained personnel in place, to perform the work on the article as required by this regulation.

(6) Where an approved maintenance organisation makes a positive determination under subregulation (5), the approved maintenance organisation may list the article on the capability list.

(7) The document of the evaluation referred to in subregulation (4) shall be signed by the accountable manager and shall be retained by the approved maintenance organisation.

(8) The approved maintenance organisation shall, on listing an additional article on its capability list, send a copy of the list to the authority.

(9) The capability list shall be available in the premises, for inspection by the the authority and public.

(10) The self-evaluation must be available in the premises for inspection by the authority.

(11) An approved maintenance organisation shall retain a capability list and self-evaluation report for two years, from the date accepted by the accountable manager.

(12) Prior to the approval of an amended capability list for inclusion of an article, the authority shall evaluate the approved maintenance organisation in accordance with regulation 5.

32. Approved maintenance organisation privileges

(1) An approved maintenance organisation shall only carry out the following tasks as permitted by the authority and in accordance with its maintenance procedures manual—

- (a) maintain an aircraft or aircraft components for which it is rated at the locations identified in the approval certificate;
- (b) maintain any aircraft for which it is rated at any location subject to the need for such maintenance arising from unserviceability of the aircraft;
- (c) perform the activities in support of a specific air operator certificate holder where that air operator certificate holder has requested the service of the approved maintenance organisation at locations other than the location identified on the approved maintenance organisation certificate, and the approved maintenance organisation has been rated to maintain the aircraft of that specific air operator certificate holder at the requested location in the approved maintenance organisation specific operating provisions approved by the authority; and
- (d) issue a certificate of release to service in respect of paragraphs (a), (b) and (c) on completion of maintenance in accordance with limitations applicable to the approved maintenance organisation.

(2) The approved maintenance organisation may maintain or alter any article for which it is rated at a place other than the approved maintenance organisation location where—

- (a) the function would be performed in the same manner as when performed at the approved maintenance organisation and in accordance with these Regulations;
- (b) all the necessary personnel, equipment, material, and technical or approved standards are available at the place where the work is to be done; or
- (c) the maintenance procedure manual of the station specified the approved procedures to govern the work to be performed at a place other than the location of the approved maintenance organisation.

33. Approved maintenance organisation limitations

(1) An approved maintenance organisation may maintain an aircraft or aircraft component for which it is approved where all the necessary housing, facilities, equipment, tools, material, approved technical data and certifying staff are available.

(2) An approved maintenance organisation shall not provide approval for return to service of a product following contract maintenance, preventive maintenance or alterations without verifying by test or inspection that the work has been performed satisfactorily in accordance with approved methods.

34. Certificate of release to service

(1) A certificate of release to service shall be completed and signed to certify that the maintenance work performed has been completed satisfactorily and in accordance with the approved data and the procedures described in the maintenance procedures manual of the approved maintenance organisation.

(2) An aircraft component, which has been maintained off the aircraft, shall be issued with a certificate of release to service for

such maintenance and another certificate of release to service issued in regard to the proper installation onto the aircraft by an appropriately licensed aircraft maintenance engineer.

- (3) A certificate of release to service shall contain—
 - (a) basic details of the maintenance carried out including detailed reference to the approved data use;
 - (b) the date such maintenance was completed; and
 - (c) the identity, including the authorisation reference, of the approved maintenance organisation and certifying staff issuing the certificate.

- (4) A certificate of release to service is required—
 - (a) before flight, at the completion of any package of maintenance scheduled by the approved aircraft maintenance programme, on the aircraft, whether such maintenance took place as base or line maintenance;
 - (b) before flight, at the completion of any defect rectification, while the aircraft operates between scheduled maintenance; and
 - (c) at the completion of any maintenance on an aircraft component when off the aircraft.

(5) A certificate of release to service shall contain the following statement—

“Certifies that the work specified was carried out in accordance with current regulations and in respect of that work the aircraft or aircraft component is considered ready for release to service.”

(6) The three types of certificates of release to service to be used on different occasions are—

- (a) class 1 certificate of release to service- scheduled aircraft maintenance and major modification;
- (b) class 2 certificate of release to service- component release; and
- (c) class 3 certificate of release to service- unscheduled aircraft maintenance.

(7) Where instructions include a requirement to ensure that a dimension or test figure is within a specific tolerance as opposed to a general tolerance, the dimension or test figure shall be recorded unless the instruction permits the use of “GO” or “NO GO” gauges and, it shall not be sufficient to state that the dimension or the test figure is within tolerance.

(8) When extensive maintenance has been carried out, it is acceptable for the certificate of release to service to summarise the maintenance as long as there is a cross-reference to the work-pack containing full details of maintenance carried out.

(9) The date when the maintenance was carried out shall include when the maintenance took place relative to any life or overhaul limitation in terms of date, flying hours, cycles, landings or some other relevant value, as appropriate.

(10) Dimensional information shall be retained in the work-pack record.

(11) The person issuing the certificate of release to service shall use a full signature and preferably a certification stamp.

(12) Where a computer release to service system is used, the authority shall be satisfied that only the particular person can electronically issue the certificate of release to service.

(13) A certificate of release to service shall reference the data specified in the instructions of the manufacturer or operator

instructions or the approved aircraft maintenance program which itself may cross reference to instructions of a manufacturer in a maintenance manual, service bulletin or other maintenance related document.

35. Maintenance records

(1) An approved maintenance organisation shall record, in a form acceptable to the authority, all details of work carried out and shall retain detailed maintenance records to show that all requirements for the signing of a maintenance release have been met.

(2) An approved maintenance organisation shall provide a copy of each certificate of release to service to the aircraft operator, together with a copy of any specific maintenance data used for repairs or modifications carried out.

(3) An approved maintenance organisation shall retain a copy of all the detailed maintenance records and any associated maintenance data in a safe, secure and fireproof environment in a form and format that ensures readability, security and integrity of the records at all times.

(4) An approved maintenance organisation shall retain a copy of all the detailed maintenance records and any associated maintenance data for two (2) years from the date the aircraft or aircraft component to which the work relates was released from the approved maintenance organisation.

(5) The form and format of the records may include paper records, film records, electronic records or a combinations of any of these.

(6) A person who maintains, performs preventive maintenance, rebuilds or modifies an aircraft or aircraft component shall—

- (a) make an entry in the maintenance record of that equipment showing—

- (i) a description of the work carried out and a reference to data acceptable to the authority;
 - (ii) the date of completion of the work carried out;
 - (iii) the name of the person performing the work carried out;
 - (iv) that the work performed on the aircraft or aircraft component has been performed satisfactorily, the signature, licence number or authorisation number and licence category held by the person approving the work; and
 - (v) the authorised signature, which constitutes the approval for return to service, the approved maintenance organisation certificate number and the licence category held by the person approving for return to service, the aircraft, airframe, aircraft engine, propeller, appliance, component part, or portions of these; and
- (b) in addition to the entry specified in paragraph (a), any other entry in a manner prescribed by the authority, in the applicable technical guidance material for major repairs and executed by the person performing the work.

(7) A person shall not describe in any required maintenance entry or form that an aircraft or aeronautical component as being overhauled unless—

- (a) that person uses methods, techniques and practices acceptable to the authority, to disassemble, clean, inspect as permitted, repair as necessary and reassemble that aircraft or aeronautical components; and
- (b) the aircraft or aeronautical component has been tested in accordance with approved standards and technical data, or

in accordance with current standards and technical data acceptable to the authority which have been developed and documented by the holder of the type certificate, supplemental type certificate, or a material, part, process or appliance approval under a technical standing order.

(8) A person shall not describe in any required maintenance entry or form, an aircraft or other aircraft components as being rebuilt unless it has been—

- (a) disassembled, cleaned and inspected as permitted;
- (b) repaired as necessary; or
- (c) reassembled and tested to the same tolerances and limits as a new item, using either new parts or used parts that either conform to new part tolerances and limits, or to approved oversized or undersized dimensions.

(9) A person shall not issue a certificate of release to service to any aircraft or aircraft component that has undergone maintenance, preventive maintenance, rebuilding or modification unless—

- (a) the appropriate maintenance record entry specified in subregulation (6) has been made; and
- (b) the major repair and major modification form referred to in subregulation (6)(b), authorised by or furnished by the authority, has been executed in a manner specified by the authority in the applicable technical guidance material.

(10) Where a repair or modification results in any change in the aircraft operating limitations or flight data contained in the approved aircraft flight manual, those operating limitations or flight data shall be appropriately revised and provided as prescribed by the authority in the applicable technical guidance material.

(11) A person approving for return to service an aircraft or aircraft component, after any inspection performed in accordance with this regulation, shall make an entry in the maintenance record of that equipment containing the following information—

- (a) the type of inspection and a brief description of the extent of the inspection;
- (b) the date of the inspection and aircraft total time in service;
- (c) the authorisation signature, an approved maintenance organisation certificate number and licence category held by the person approving for return to service the aircraft, airframe, aircraft engine, propeller, appliance, component part or portions; and
- (d) where an inspection is conducted under an approved aircraft maintenance program provided for in these Regulations, the entry shall identify the inspection accomplished, and contain a statement that the inspection was performed in accordance with the inspections and procedures prescribed in the approved aircraft maintenance program.

(12) When the person performing any inspection required by this regulation finds that the aircraft is not airworthy or does not meet the requirements of the applicable type certificate data sheet, airworthiness directives, or other approved data upon which that aircraft airworthiness depends, that person shall give the owner a signed and dated list of the discrepancies.

36. Airworthiness data

(1) An approved maintenance organisation shall have airworthiness data appropriate to support the maintenance work performed on the aircraft or aircraft component and the data shall be from the authority, the design organisation or any other approved design organisation in the State of manufacture or State of design.

- (2) Maintenance documents include—

- (a) these Regulations;
- (b) associated advisory material;
- (c) airworthiness directives;
- (d) the manufacturers' maintenance manuals;
- (e) repair manuals;
- (f) supplementary structural inspection documents;
- (g) service bulletins;
- (h) service letters;
- (i) service instructions;
- (j) modification leaflets;
- (k) aircraft maintenance program;
- (l) non-destructive testing manual;
- (m) airworthiness notices issued by the authority; and
- (n) any other relevant document which the authority may specify.

(3) The authority may classify data from another authority or organisation as mandatory and require the approved maintenance organisation to hold such data.

(4) The approved maintenance organisation shall submit to the authority an amendment to the maintenance procedure manual, for any such proposed modifications for acceptance where the approved maintenance organisation modifies airworthiness data specified in subregulation (1) or (2) to a format or presentation more useful for its maintenance activities.

(5) All airworthiness data used by the approved maintenance organisation shall be kept current and made available to all personnel who require access to that data to perform their duties.

(6) An approved maintenance organisation shall establish procedures to monitor the amendment status of all data and maintain a check that all amendments are being received by being a subscriber to document amendment scheme.

(7) Airworthiness data shall be made available in the work area in close proximity to the aircraft or aircraft components being maintained and for supervisors, mechanics and certifying staff to refer to.

(8) Where computer systems are used to maintain airworthiness data, the sufficient number of computer terminals shall be in relation to the size of the work program to enable easy access, unless the computer system can produce paper copies.

(9) Where microfilm or microfiche reader-printers are used, a similar requirement as specified in subregulation 8 is applicable.

37. Reporting of non-airworthy conditions

(1) An approved maintenance organisation shall report to the authority, State of design, State of manufacture, where different from State of design, and the aircraft design organisation, any identified condition that may present a serious hazard to the aircraft.

(2) Reports shall be made in a form and in a manner prescribed by the authority in the applicable technical guidance material and shall contain all pertinent information about the condition known to the approved maintenance organisation including—

- (a) the aircraft registration number;
 - (b) the type, make and model of the article;
 - (c) the date of discovery of the failure, malfunction or defect;
 - (d) the time since the last overhaul, where applicable;
 - (e) the apparent cause of the failure, malfunction or defect;
- and

- (f) any other pertinent information that is necessary for more complete identification and determination of the seriousness or corrective action.

(3) Where the approved maintenance organisation is contracted by an aircraft owner or air operator certificate holder to carry out maintenance, that approved maintenance organisation shall report to the owner or air operator certificate holder any condition affecting the airworthiness of aircraft or aircraft component.

(4) A report shall be made as soon as practicable, not later than three days after identifying the condition to which the report relates.

38. Inspections

(1) An approved maintenance organisation shall allow the authority unlimited access to carry out inspection, at any time, to its facilities and any of its contracted or sub-contracted maintenance facilities, to determine compliance with these Regulations.

(2) Arrangements for maintenance, preventive maintenance, or modifications by a contractor shall include provisions for inspections of the contractor, by the authority.

(3) The authority shall inspect an approved maintenance organisation at least once annually.

(4) The authority shall inspect an approved maintenance organisation in another contracting State approved under these Regulations at least once in every year as long as the approved maintenance organisation certificate issued under the national authority of the contracting State remains valid.

(5) After inspection, the authority shall notify the certificate holder, in writing, of any deficiencies found during the inspection.

39. Performance standards

(1) An approved maintenance organisation that performs any maintenance, preventive maintenance, or modifications on aircraft or aircraft component for an owner or air operator certificate holder certificated under the Civil Aviation (Air Operator Certification and Administration) Regulations, 2022, having an approved maintenance programme shall perform that work in accordance with the owner's approved procedures or the air operator certificate holder's approved procedures.

(2) Except as provided in subregulation (1), each approved maintenance organisation shall perform its maintenance and modification operations in accordance with the applicable requirements in the Civil Aviation (Airworthiness of aircraft) Regulations, 2022.

(3) An approved maintenance organisation shall maintain, in current condition, all the manufacturer's service manuals, instructions, and service bulletins that relate to the articles that it maintains or modifies.

(4) An approved maintenance organisation with an avionics rating shall comply with the requirements of these Regulations that apply to electronic systems, and shall use materials that conform to approved specifications for equipment appropriate to its rating and test apparatus, shop equipment, performance standards, test methods, modifications, and calibrations that conform to the manufacturer's specifications or instructions, approved specification, and where not otherwise specified, in accordance with best industry practices of the aircraft avionics industry.

(5) The approved maintenance organisation shall carry out maintenance on an aircraft in accordance with a maintenance programme, approved by the State of registry which shall contain the following—

- (a) the maintenance tasks and the intervals at which these are to be performed, taking into account the anticipated utilisation of the aeroplane;

- (b) where applicable, a continuing structural integrity programme;
- (c) the procedure for changing or deviating from the provisions of paragraph (a) or (b); and
- (d) where applicable, the condition monitoring and reliability programme descriptions for aircraft systems, components and engines.

(6) The design and application of the operation's maintenance programme shall observe human factors principles.

PART VI—EXEMPTIONS

40. Application for exemption

(1) A person may apply to the authority for an exemption from any provision of these Regulations.

(2) The authority may in writing exempt a person or an approved maintenance organisation from a specific requirement of these Regulations.

(3) A request for exemption shall be made in accordance with the requirements of these Regulations and an application for such exemption shall be submitted and processed in a manner prescribed in the applicable technical guidance material.

- (4) A request for an exemption of the applicant shall contain—
- (a) the name;
 - (b) the physical address and mailing address;
 - (c) the telephone number;
 - (d) the fax number, where available; and
 - (e) the email address,

(5) The application shall be accompanied by evidence of payment of a fee prescribed by the authority, in the applicable aeronautical information circular for technical evaluation.

41. Exemption

(1) The authority may, upon consideration of the circumstances of a particular approved maintenance organisation, issue an exemption providing relief from specified provisions of these Regulations, provided that—

- (a) the authority finds that the circumstances presented warrant the exemption; and
- (b) a level of safety shall be maintained, equal to that provided by the Regulations from which the exemption is sought.

(2) The exemption referred to in subregulation (1) may be terminated or amended at any time, by the authority.

(3) A person or an approved maintenance organisation who receives an exemption shall have a means of notifying the management and appropriate personnel performing functions subject to the exemption.

PART VII—GENERAL PROVISIONS

42. Possession of licence, certificate, approval or authorisation

A holder of a licence, certificate, approval or authorisation issued by the authority shall have physical possession of the licence, certificate, approval or authorisation or at the work site when exercising the privileges of that licence, certificate, approval or authorisation.

43. Access for inspection

An approved maintenance organisation shall for the purpose of inspection—

- (a) grant the authority unrestricted access to any of its organisation premises, allied facilities and aircraft; and

- (b) ensure that the authority is granted unrestricted access to any organisation or facilities that it has contracted or sub contracted for services associated with maintenance for aircraft or aircraft components.

44. Drug and alcohol testing and reporting

(1) A person who performs any function requiring the approval of the authority shall not exercise the privileges of his or her licence, certificate, approval or authorisation while under the influence of alcohol or any other psychoactive substance, including narcotic drugs, marijuana, depressants, stimulant drugs or substances, which renders him or her unable to exercise the licence, certificate, approval or authorisation privileges safely and properly.

(2) A person who performs any function requiring the approval of the authority under these Regulations may be tested for drug or alcohol usage.

(3) Where the authority requires to test a person referred to in subregulation (2), the blood alcohol concentration (BAC) shall not exceed 0.02%, which is equivalent to 0.2 grams of alcohol per litre of blood, whereas the breathe alcohol concentration (BrAC) shall not exceed 90 micrograms of alcohol per litre of breathe.

(4) Where the authority requires to test a person referred to in subregulation (2) for the percentage by weight of alcohol in the blood or for the presence of psychoactive substance in the body and that person—

- (a) refuses to submit to the test; or
- (b) having submitted to the test, refuses the organisation to release the test results,

the authority may suspend or revoke the certificate of the approved maintenance organisation that employs that person.

(5) The authority shall consider all relevant factors in determining whether to suspend or revoke the certificate of the approved maintenance organisation, including—

- (a) whether the approved maintenance organisation had knowledge of the drug or alcohol use;
- (b) whether the approved maintenance organisation encouraged the person to refuse to take the drug or alcohol test;
- (c) whether the approved maintenance organisation dismissed the person who failed or refused to undertake the drug tests; or
- (d) the position that person held in the approved maintenance organisation.

(6) The authority shall require the approved maintenance organisation to show cause why that person should not be dismissed from the employment of the approved maintenance organisation.

(7) A person who is convicted, whether in or outside Uganda, for any offence relating to the growing, processing, manufacture, sale, disposition, possession, transportation, or importation of narcotic drugs, marijuana, or depressant or stimulant drugs or substances, shall be dismissed from the employment of the approved maintenance organisation.

(8) The authority may suspend or revoke the certificate of an approved maintenance organisation that refuses to dismiss from its employment a person convicted under subregulation (7).

45. Inspection of licences, certificates, approvals and authorisation

A person who holds a licence, certificate, approval or authorisation required by these Regulations shall present it for inspection upon a request by the authority or any other person authorised by the authority.

46. Change of name

(1) A holder of a certificate issued under these Regulations may apply to change the name on the certificate.

- (2) The holder of a certificate shall include with the request—
 - (a) the current certificate; and
 - (b) an original legal document verifying the change of name.

(3) The authority may change the name on the certificate and issue a replacement certificate.

(4) The authority shall return to the holder the original documents submitted under subregulation (2)(b) and retain copies of those documents and return the replaced certificate with an endorsement that it has been cancelled.

47. Change of address

(1) A holder of a licence, certificate, approval or authorisation issued under these Regulations shall notify the authority of the change in the physical or mailing address and shall do so in the case of—

- (a) the physical address, at least fourteen days in advance; and
- (b) mailing address, upon the change.

(2) A person who does not notify the authority of the change in the physical address within the time frame specified in subregulation (1) shall not exercise the privileges of the licence, certificate, approval or authorisation that he or she holds.

48. Replacement of documents

A person may apply to the authority on the form and in a manner determined by the authority in the applicable technical guidance materials for replacement of documents issued under these Regulations, when such documents are lost or destroyed.

49. Suspension, revocation or variation of licence, certificate, approval or authorisation

(1) The authority may, where it considers it to be in the public interest, suspend provisionally, pending further investigation any

licence, certificate, approval or authorisation or such other document issued, granted or having effect under these Regulations.

(2) The authority may, upon the completion of an investigation which has shown sufficient ground to its satisfaction and where it considers it to be in the public interest, revoke, suspend, or vary any licence, certificate, approval or authorisation or such other document issued or granted under these Regulations.

(3) The authority may, where it considers it to be in the public interest, prevent any person or aircraft from flying.

(4) A holder or any person having the possession or custody of any licence, certificate, approval or authorisation or such other documents which has been revoked, suspended or varied under these Regulations shall surrender it to the authority within fourteen days from the date of revocation, suspension or variation.

(5) Breach of any condition subject to which any licence, certificate, approval or authorisation or such other document has been granted or issued under these Regulations shall render the document invalid during the continuance of the breach.

50. Use and retention of licence, certificate, approval, authorisation and other records

(1) A person shall not—

- (a) use any licence, certificate, approval, authorisation, exemption or other document issued or required by or under these Regulations which has been forged, altered, revoked, suspended, or to which the person is not entitled;
- (b) forge or alter any licence, certificate, approval or authorisation, exemption or other document issued or required under these Regulations;
- (c) lend any licence, certificate, approval, authorisation, exemption or other document issued or required under these Regulations to any other person; or

(d) make any false representation for the purpose of procuring or for procuring for any other person the grant, issue, renewal or variation of any such licence, certificate, approval, authorisation or exemption or any other document.

(2) A person shall not mutilate, alter, render illegible or destroy any records or any entry made which is required by or under these Regulations to be maintained or knowingly make, or procure or assist in the making of, any false entry in any licence, certificate, approval, authorisation, exemption or willfully omit to make a material entry in such record during the period for which it is required under these Regulations to be preserved.

(3) All records required to be maintained by or under these Regulations shall be recorded in a permanent and indelible material.

(4) A person shall not purport to issue any licence, certificate, approval, authorisation, exemption or any other document for the purpose of these Regulations unless the person is authorised to do so under these Regulations.

(5) A person shall not issue any licence, certificate, approval, authorisation, exemption or any other document of the kind referred to in subregulation (4) unless the person is satisfied that all the statements in the licence, certificate, approval, authorisation, exemption or any other document are correct, and that the applicant is qualified to hold that licence, certificate, approval, authorisation, exemption or any other document.

51. Reports of violation

(1) Any person who knows of a violation against any provision of the Act, or any Regulation made under the Act, shall report the violation to the authority.

(2) The authority shall determine the nature and type of investigation or enforcement action that requires to be taken.

52. Enforcement of directives

Any person who fails to comply with any directive given to the person by the authority under the Act or these Regulations shall be deemed for the purposes of these Regulations to have contravened that Act or these Regulations.

53. Aeronautical user fees

(1) The authority shall notify the fees to be charged in connection with the issue, validation, renewal, extension or variation of any licence, certificate, approval, authorisation or any other document, including the issue of a copy of those or the undergoing of any examination, test, inspection or investigation or the grant of any permission or approval, required by, or for the purpose of these Regulations.

(2) On application being made in connection with which any fee is chargeable in accordance with the provisions of subregulation (1), the applicant shall be required, before the application is entertained, to pay the required fees.

(3) Where, after that payment has been made, the application is withdrawn by the applicant or otherwise ceases to have effect or is refused, the authority, shall not refund the payment made.

54. Extra-territorial application of Regulations

(1) These Regulations shall apply to an aircraft, not being a military aircraft, which belongs to or which is exclusively employed in the service of the Government.

(2) For the purposes of subregulation (1)—

(a) the department or authority which is responsible for the management of the aircraft shall be deemed to be the operator of the aircraft; and

(b) in the case of an aircraft belonging to the Government, the department or authority which is responsible for the

management of the aircraft shall be deemed to be the owner of the interest of the Government, in the aircraft.

(3) Except as otherwise expressly provided, the naval force, military force and air force and the member of any visiting force and the property held or used for the purpose of any of these forces shall be exempt from the provision of these Regulations.

PART VIII—OFFENCES AND PENALTIES

55. Contravention of Regulations

A person who contravenes any provision of these Regulations may have his or her licence, certificate, approval, authorisation or such other document revoked or suspended.

56. Penalties

(1) A person who contravenes any provision of these Regulations commits an offence and is liable on conviction to a fine, and in the case of a continuing contravention, each day of the contravention shall constitute a separate offence.

(2) In case an aircraft is involved in a contravention and the contravention is by the owner or operator of the aircraft, the aircraft shall be subject to a lien for the penalty.

(3) Any aircraft subject to a lien for the purpose of subregulation (2) may be seized by and placed in the custody of the authority.

(4) The aircraft shall be released from custody of the authority upon—

- (a) payment of the penalty or the amount agreed upon in compromise;
- (b) the deposit of a bond with the approved maintenance organisation as the authority may prescribe, conditioned

upon payment of the penalty or the approved maintenance organisation agreed upon in compromise; and

(c) receiving an order of the court to that effect.

(5) The authority and any person specifically authorised by name or any police officer not below the rank of inspector authorised by name by the Minister, may compound offences under Part A of Schedule 4 to these Regulations by assessing the contravention and requiring the person reasonably suspected of having committed the offence to pay to the authority a fine not exceeding fifty currency points for provisions referred to in Part A of Schedule 4 to these Regulations.

(6) If any person contravenes any provision specified in Part B of Schedule 4 to these Regulations, he or she shall be liable, on conviction, to a fine not exceeding one hundred currency points or to imprisonment for a term of twelve months or both.

(7) A person who contravenes any provision of these Regulations not referred to in Schedule 4, commits an offence is liable, on conviction, to a fine not exceeding one hundred currency points or imprisonment not exceeding one year or both and in case of a second or subsequent conviction for the same offence, to a fine not exceeding two hundred currency points or imprisonment not exceeding two years or both.

57. Appeal

Where any person is aggrieved by an order made under these Regulations, the person may, within twenty-one days of such order being made, appeal against the order to the Tribunal established under the Act and the provisions of the Criminal Procedure Act *mutatis mutandis*, shall apply to every such appeal as if it were an appeal against a sentence passed by a higher court in the exercise of its original jurisdiction.

58. Revocation of SI No. 38 of 2020, savings and transition

(1) The Civil Aviation (Approved Maintenance Organisations) Regulations, 2020, are revoked.

(2) A certificate, approval or exemption granted by the authority under the Regulations revoked by subregulation (1) shall remain in force until its expiry, revocation or replacement as if granted under these Regulations.

(3) Notwithstanding the continuance of any certificate, exemption or any other approval granted under subregulation (2), a person who at the commencement of these Regulations is carrying out any act, duty, or operation affected by these Regulations shall, with in six months from the commencement of these Regulations, or within such longer time as the Minister may by, notice in the Gazette prescribe, comply with the requirements of these Regulations.

(4) A person who fails to comply with subregulation (3) is liable to have the certificate or exemption or any other approval canceled in accordance with the provisions of these Regulations.

SCHEDULES

SCHEDULE 1

Regulation 3

CURRENCY POINT

A currency point is equivalent to twenty thousand shillings.

SCHEDULE 2

Regulation 4(4)

APPROVED MAINTENANCE ORGANISATION CERTIFICATE

APPROVED MAINTENANCE ORGANISATION CERTIFICATE		
Issuing authority: ¹		
Approval reference number: ²	Organisation name: ³ Registered address: Telephone: E-mail:	Expiration date (if applicable): ⁴
Class(es) and rating(s) authorized		
Class ⁵	Rating ⁶	Limitations ⁷
Aircraft maintenance		
Engine maintenance		
Component maintenance		
Specialized maintenance		
Terms of Approval		
This certificate certifies that ⁸ _____ is authorised to engage in activities specified in the Terms of Approval annexed hereto, subject to the compliance with the ⁹ _____ and the latest maintenance organisation's procedures manual (MOPM).		
Locations of maintenance facilities: As per ¹⁰ _____ of the latest MOPM.		
This certificate shall remain valid during the period of validity specified above unless it is surrendered, superseded, suspended or revoked.		
Name: ¹¹ _____ Date of original issue: ¹² Title: ¹³ _____		
Date of current issue: ¹⁵ Signature: ¹⁴		

Notes

1. Name of the authority issuing the approval.
2. Unique approval reference number as issued by the State of Registry.
3. Registered address, telephone and email.
4. Expiry date (dd-mm-yyyy) if applicable, if not applicable, insert N/A.
5. Scope of approval using the classes as follows: aircraft, engine, component or specialised maintenance.
6. Scope of approval using the ratings as follows:

- a. aircraft maintenance — large aeroplane, small aeroplane, helicopter, other kind of aircraft (such as glider, balloon, airship, light sport aircraft);
 - b. engine maintenance — categories of engine (such as reciprocating, turbine and electric);
 - c. components maintenance — standard numbering system (SNS) code derived from ASD/ATA S1000D specification for identifying the aircraft system applicable to the rating (*Airworthiness Manual* (Doc 9760, Chapter 10, Attachment F refers); and
 - d. specialised maintenance — class of approval necessary for the specialised maintenance using the following ratings: composite material maintenance, surface treatment such as peening, plating, painting, non-destructive testing, welding, other unique processes accepted/approved by the State (Doc 9760, Chapter 10, Attachment F refers).
7. Limitation in the scope of approval if required for aircraft, components or specialised maintenance. If the limitations are described in the approved maintenance organisation's procedures manual a reference to the manual should be included in the AMO certificate.
 8. Name of organisation authorised to perform maintenance. In the case where a State does not annex terms of approval to the AMO certificate, the State should amend this item as follows:

“This certificate certifies that⁸ _____ i _____ s authorised to engage in activities listed in this certificate, subject to compliance with the _____ and the latest maintenance organisation's procedures manual.”
 9. Reference to relevant State regulations.
 10. Reference to the appropriate section/chapter and paragraph of the maintenance organisation's procedures manual in which the approved locations of the organisation's facilities are listed; for example, Section/Chapter 1, paragraph 1.1.
 11. Name of the authority representative signing the AMO certificate.
 12. Date of original issue (if different from the date of current issue), if not, use N/A.
 13. Title of the authority representative signing the AMO certificate.
 14. Signature of the authority representative. In addition, an official stamp may be applied on the AMO certificate.
 15. Issuance date of the AMO certificate (dd-mm-yyyy).

SCHEDULE 3

Regulation 29 (11)

MAINTENANCE PROCEDURES MANUAL FORMAT

PART 1—MANAGEMENT

- 1.1 Corporate commitment by the accountable manager
- 1.2 Management personnel
- 1.3 Duties and responsibilities of the management personnel
- 1.4 Management Organisation Chart
- 1.5 List of certifying staff (*Note: A separate document may be referenced*)
- 1.6 Manpower resources
- 1.7 General description of the facilities at each address intended to be approved.
- 1.8 Organisation's intended scope of work
- 1.9 Notification procedure to the authority regarding changes to the organisation's activities/approval/location/personnel
- 1.10 Manual amendment procedures

PART 2—MAINTENANCE PROCEDURES

- 2.1 Supplier evaluation procedure
- 2.2 Acceptance/inspection of aircraft components and material from outside contractors
- 2.3 Storage, tagging and release of aircraft components and material to aircraft maintenance
- 2.4 Acceptance of tools and equipment
- 2.5 Calibration of tools and equipment
- 2.6 Use of tooling and equipment by staff (*including alternate tools*)
- 2.7 Cleanliness standards of maintenance facilities
- 2.8 Maintenance instructions and relationship to aircraft/aircraft component manufacturers' instructions including updating and availability to staff
- 2.9 Repair procedure
- 2.10 Aircraft maintenance program compliance
- 2.11 Airworthiness Directives procedure
- 2.12 Optional modification procedure

- 2.13 Maintenance documentation in use and completion of same
- 2.14 Technical record control
- 2.15 Rectification of defects arising during base maintenance
- 2.16 Duplicate Inspection
- 2.17 Aircraft Freeway
- 2.18 Aircraft Maintenance Test Flight Procedure
- 2.19 Release to service procedure
- 2.20 Records for the air carrier operator
- 2.21 Reporting of defects to the authority, Owner, Operator, Manufacturer and Organisation responsible for the Type Design
- 2.22 Return of defective aircraft components to store
- 2.23 Defective components to outside contractors
- 2.24 Control of computer maintenance record systems
- 2.25 Reference to specific maintenance procedures such as—
 - (i) Engine running procedures;
 - (ii) Aircraft pressure run procedures;
 - (iii) Aircraft towing procedures; and
 - (iv) Aircraft taxing procedures

PART L2—ADDITIONAL LINE MAINTENANCE PROCEDURES

- L2.1 Line maintenance control of aircraft components, tools, equipment
- L2.2 Line maintenance procedures related to servicing, fueling and de-icing
- L2.3 Line maintenance control of defects and repetitive defects
- L2.4 Line procedure for completion of technical log
- L2.5 Line procedure for pooled parts and loan parts
- L2.6 Line procedure for return of defective parts removed from aircraft

PART 3 – QUALITY SYSTEM PROCEDURES

- 3.1 Quality audit of organisation's procedures
- 3.2 Quality audit of aircraft
- 3.3 Quality audit remedial action procedure
- 3.4 Certifying staff qualification and training procedures
- 3.5 Certifying staff records
- 3.6 Quality audit personnel
- 3.7 Qualifying inspectors
- 3.8 Qualifying mechanics
- 3.9 Exemption process control

- 3.10 Concession control for deviation from organisation's procedures
- 3.11 Qualification procedure for specialised activities such as non-destructive testing, welding.
- 3.12 Control of manufacturers' working teams

PART 4—DOCUMENTATION

- 4.1 Contracted air operators
- 4.2 Air operator procedures and paperwork
- 4.3 Air operator record completion

PART 5—APPENDICES

- 5.1 Sample of documents
- 5.2 List of contractors and sub contractors
- 5.3 List of line maintenance locations

SCHEDULE 4

Regulation 56 (5) and (6)

OFFENCES AND PENALTIES

REGULATION NUMBER	TITLE OF REGULATION	PART
4(1)	Requirement for approved maintenance organisation certificate	B
12	Display of certificates	A
13	Advertising	B
14(1)	Validity and renewal of certificate	B
27	Rest and duty limitations for persons performing maintenance functions of Approved maintenance organisation	A
28	Record of certifying staff	A
29	Maintenance organisation's procedures manual	A
32	Approved maintenance organisation privileges	B
34	Certificate of release to service	B
35	Maintenance records	B
36	Airworthiness data	A
37	Reporting of non –airworthy conditions	A
38	Inspections	B
50	Use and retention of licence, certificate, approval, authorisation and other records	B
52	Enforcement of directives	A

Cross References

Criminal Procedure Code Act, Cap. 116.

Civil Aviation (Air Operator Certification and Administration) Regulations, 2022, SI No. 73 of 2022.

Civil Aviation (Airworthiness of Aircraft) Regulations, 2022, SI No. 77 of 2022.

Civil Aviation (Personnel Licensing) Regulations, 2022, SI No. 89 of 2022.

Civil Aviation (Safety Management) Regulations, 2022, SI No. 91 of 2022.

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Minister of Works and Transport.