

**Cooperative Development of Operational Safety and Continuing
Airworthiness
COSCAP –SOUTH ASIA**



AIRWORTHINESS INSPECTOR MANUAL

**INSPECTOR QUALIFICATIONS
TRAINING AND DUTIES**

PREFACE

This volume of the manual has been prepared for the use and guidance of Airworthiness Inspectors (Maintenance & Engineering) in the performance of their duties.

It is emphasized that all matters pertaining to an inspector's duties and responsibilities cannot be covered in this manual. Inspectors are expected to use good judgement in matters where specific guidance has not been given. Changes in aviation technology, legislation and within the industry will necessitate changes to requirements.

Comments and recommendations for revision/amendment action to this publication should be forwarded to the Director of Airworthiness for the Director General, Civil Aviation Authority of (Insert State).

Director General
Civil Aviation Authority
(Insert State)

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CHAPTER 1 THE FLIGHT STANDARDS DIVISION / DIRECTORATE OF AIRWORTHINESS

1.1 INTRODUCTION

1.1.1 The Directorate of Airworthiness has been formed to perform the CAA task of maintaining regular safety oversight of all of the airworthiness aspects of aviation in this country, which includes Air Transport Operators, Approved Maintenance Organizations and oversight of any other person or organisation involved in the design/production/modification/repair/maintenance of aircraft and training aspects of personnel engaged in civil aviation. Effective safety oversight will help to ensure high standards are maintained and will fulfil this states obligations under the Convention on International Civil Aviation. The Directorate will also be responsible to carry out Auditing of the system and the Licencing/approval of maintenance staff as a part of its regular inspection programme. The personnel of this Division and sub divisions are responsible for carrying out all of the Safety Oversight Responsibilities assigned by the Convention on International Civil Aviation and its Annexes except for those elements that pertain to determining whether or not there is a need for a service and for determining the financial viability of an operator or a potential operator.

Note. The issuance of a licence to an operator or a potential operator is the prerogative of the Transport Ministry (Delete if not applicable).The Directorate of Airworthiness will provide information concerning a potential operator's technical capabilities if asked to do so.

1.1.2 The essential elements of this states airworthiness regulatory system include:

- a) registration of aircraft;
- b) aircraft type certification;
- c) approval of changes to the type certificate (modifications & repairs);
- d) issue/renewal of Certificates of Airworthiness;
- e) approval of design and production organization;
- f) approval of aircraft maintenance organizations;
- g) certification of operators; and
- h) Licensing of personnel.

1.1.3 In order to accomplish these tasks, qualified Airworthiness Inspectors will be appointed to the CAA against established posts, and will carry out their duties as per the policies laid down by the DGCA.

1.2 STATUTORY AUTHORITY

1.2.1 The Directorate of Airworthiness is organised as a component part of the National Aviation Authority/Ministry of Civil Aviation (use appropriate name). It is

authorised by the Government of (Insert State) and is entrusted by the Director General of Civil Aviation to carry out all required functions. Eg:

- (a) register aircraft and maintain a national register;
- (b) issue or validate Type Certificates;
- (c) issue, renew or validate Certificates of Airworthiness;
- (d) issue, amend, cancel and suspend airworthiness approvals, licenses and certificates;
- (e) develop, issue and amend Airworthiness Directives, Advisory Circulars, Orders, and other documents consistent with the Airworthiness regulations; and
- (f) establish an airworthiness engineering organization and an airworthiness inspection organization to assist in carrying out the functions and responsibilities of his office.

1.2.2 The activities of the Airworthiness Inspectors will be governed by the following:-

- (a) Civil Aviation Rule/Regulation/ANO (Insert as Applicable) for exercising the duties and functions under the CAR's / ANOs.
- (b) Airworthiness Inspector Manual.
- (c) Airworthiness Inspector Circulars / Instructions (If applicable and being issued).
- (d) Other relevant directives and instructions that may be issued from time to time by the Director General Civil Aviation Authority of (Insert State).

1.2.3 Documents which may be needed for additional guidance have been listed in the introductory note of the Manual for Airworthiness Inspectors (Retain if applicable).

1.3 STAFFING REQUIREMENTS

1.3.1 General

1.3.1.1 Staffing of the Flight Standards Division / Directorate of Airworthiness /Directorate of Airworthiness Engineering with a sufficient number of suitable Airworthiness Inspectors, experienced, qualified and capable of accomplishing the wide range of activities covered in the Airworthiness Inspector Manual is paramount to the success of the Safety Oversight Programme of the Civil Aviation Authority.

1.3.1.2 Airworthiness Inspectors (AWI's) must not only have the knowledge, experience and qualifications to carry out their duties in a professionally sound manner, but also possess the personality to win the respect and confidence of the operators. This would require a reasonable level of tact, understanding, firmness, impartiality, integrity and an exemplary personal conduct both in the office and at the Operator's premises.

1.3.1.3 There are two basic grades of Airworthiness inspectors:

1.3.1.3.1 Maintenance:- Experienced Licensed maintenance engineers who may have a lower level of academic qualifications but a high level of practical experience on the job, and

1.3.1.3.2 Engineering:- College graduates who have passed a recognised engineering degree in the required discipline and have some experience in design and engineering modification and repair offices

1.3.2 Authorised Strength of Airworthiness Inspectors

1.3.2.1 The number of Airworthiness Inspectors required will be determined by the level of and the growth of aviation in the country. A periodic review will take place from time to time as required to determine whether or not there needs to be a change in the number of Inspectors authorised.

1.3.2.2 The following guidelines are considered to be the minimum number that is reasonable for Airworthiness Inspectors to carry out their tasks.

(a) One Airworthiness Inspector per approximately five aircraft of a particular type. This is only a rough rule of thumb. States will, however, need to take into consideration the number of operators that are operating and the complexity of the air operations as these would effect the workload.

(b) Because of the diversity of aircraft operating in General Aviation, the ratio mentioned in (a) above may not be applicable for General Aviation. In such cases, a ratio of one Airworthiness Inspector for ten aircraft (by judiciously combining two or more types) is considered a suitable option.

1.3.3 Qualifications of Airworthiness Inspectors (Maintenance & Engineering)

1.3.3.1 Individuals seeking positions as Airworthiness Inspectors (Maintenance) should have extensive academic and technical education and have progressed through positions of increased technical and supervisory responsibility in the aviation industry or the military services. At least five years of employment as a fully qualified aircraft maintenance engineer is normally required to obtain minimum qualifications and experience for an individual to adequately accomplish the duties and responsibilities of a basic starting position in the maintenance or avionics field as an Airworthiness Inspector (maintenance). Moreover, they should possess aeronautical licenses, commensurate with their job responsibilities, i.e., Mechanic Certificate with airframe and power plant ratings, electronics technician, etc.

1.3.3.2 Alternatively individuals seeking positions as Airworthiness Inspectors (Engineering) should have extensive academic and technical education and have progressed through positions of increased technical and supervisory responsibility in the aviation industry or the military services. At least five

years of employment as an engineer in aviation or related industry is normally required to obtain minimum qualifications and experience for an individual to adequately accomplish the duties and responsibilities of a basic starting position in Engineering (Mechanical or avionics field) as an Airworthiness Inspector (Engineer). Moreover, they should possess certificates and/or academic degrees commensurate with their job responsibilities, i.e., Engineering Certificate, Technician/Engineer Certificate, electronics technician, etc.

1.3.3.3 The satisfactory or unsatisfactory execution of the various Airworthiness functions depends to a large extent on the qualifications, experience, competence and dedication of individual Inspectors. In addition to the vital importance of technical competency in performing airworthiness inspections and the surveillance of certificated operators and approved maintenance organizations, it is likewise critical that Inspectors possess a high degree of integrity, be impartial in carrying out their tasks, be tactful, have a good understanding of human nature and possess the ability to get along well with people. Considering the specialized and sensitive nature of the Inspector's mission the qualifications, experience and personal characteristics of each person employed to perform inspector's duties will be verified and carefully evaluated before selections are made.

1.3.3.4 The Airworthiness Inspectors should also have the following qualifications.

- (a) In all cases, they must have successfully completed a CAA approved Basic Course for Airworthiness Inspectors. (Note: CAAs should arrange for the recently inducted AWIs to successfully complete a Basic AWI Course before utilising the AWI on Inspector Job Functions).

BASIC COURSE I content;

- Civil aviation rules and regulations
- Initial certification of air operators – AOC/AMO issue procedures,
- Introduction to Continuing Airworthiness,
- Engineering modification/repair procedures,
- Facilities and equipment inspection,
- Maintenance record keeping systems,
- Ramp inspection of an operator's aircraft,
- Company (maintenance) Manual,
- MSG I, II, & III maintenance programs.

- (b) Subsequently, the AWI must also successfully complete the Basic II and Advanced courses of instructions:

BASIC COURSE II content;

- Aircraft type certification Categories explained,
- Type (Acceptance) Certificates,
- Type Certificates for imported Aircraft,

- Standard Certificates of Airworthiness,
- Human factors - maintenance,
- Aircraft leasing (Airworthiness matters),
- Reliability control programs,
- Weight Control procedures.

ADVANCED COURSE FOR INSPECTORS ;

- ETOPs operations
- MMEL/MEL
- General Auditing Procedures, Parts 1,2,3
- NDT
- Structural Inspection Programs
- Accident Investigation Course (Depending on Assigned Duties)
- Aviation Safety Promotion Course
- Personnel Licencing Course (Depending on Assigned Duties)

1.3.3.5 In cases where suitable engineers / inspectors fulfilling the above criteria are not available, the Director General of Civil Aviation may, at his discretion, relax the requirements, taking into consideration the engineer's seniority, past performance, employment record, experience, progression towards a higher rating and utility of the Airworthiness Inspectors.

1.4 DUTIES OF AIRWORTHINESS INSPECTORS (Maintenance)

The duties and responsibilities of Airworthiness Inspectors(Maintenance) are as laid down in this Manual and are divided into various groups eg.

- granting of Approvals to carry out an airworthiness related activity,
- examination/licensing of maintenance engineers/technicians
- approval of designs and modifications
- routine Surveillance and Audit,

The specific duties and responsibilities of individual airworthiness Inspectors will vary somewhat depending on their technical specialty; (i.e., powerplants, avionics, airframes, etc.) which in general terms should include at least the following:

- a) conduct inspections and carry out auditing functions;
- b) prepare detailed reports on inspections and auditing activities;
- c) enforce compliance with airworthiness regulations and directives;
- d) report breaches of regulations and directives to the appropriate authority within the CAA;
- e) report defects noted to aircraft operators / owners / type certificate holders and approved airworthiness organizations for remedial action;

- f) conduct, in co-operation with members of the CAA Operations Directorate, operator certification inspections;
- g) inspection of aviation fueling equipment and procedures;
- h) monitoring airworthiness certifications and ensuring that they are carried out by persons who are properly authorized, and that the certifications made are for the purpose and in accordance with the requirements of the applicable airworthiness regulations;
- i) monitoring the implementation of the relevant airworthiness regulations issued by the CAA ;
- j) familiarizing himself with the content of all Airworthiness Directives, service bulletins and similar documents in respect of the aircraft (including powerplants) and equipment and monitoring the extent of implementation;
- k) reviewing engineering procedure manuals, making recommendations in respect of amendments which may be required by the CAA prior to approval of the manual;
- l) undertaking liaison with other inspectors regarding recommendations in respect of issue and renewal of Certificates of Airworthiness, checking all documents associated with the above including the flight manual amendment status and airframe and engine log books. Checking that all relevant work carried out, and authorizing release for test flight of aircraft and avionics installation, ensuring that the resulting reports are satisfactory and in accordance with the CAA requirements;
- m) approval of preventive maintenance programs.
- n) monitoring approved operator maintenance training programs; and
- o) conducting inspections of operator's route station facilities.
- p) adherence to and responding promptly where necessary to all orders/notices/circulars issued by the Director of Airworthiness
- q) Using initiative to pursue any matter that needs to be attended to by the CAA in the interest of air safety and for efficiency of the system.
- r) Ensuring that confidentiality is always maintained.
- s) Maintaining a constant dialogue with operators and officials in the aviation industry on professional matters in order to keep up to date with latest developments.

1.5 DUTIES OF AIRWORTHINESS ENGINEERS

The duties and responsibilities of Airworthiness Engineers are as laid down in this Manual and are divided into various groups e.g.

- granting of approval to carry out an Design and manufacturing activities in an organisation,

- approval of major modifications and repairs
- issue of type certificates and changes to type certificates
- routine Surveillance and Audit of engineering activities.

The specific duties and responsibilities of individual airworthiness Engineers will vary somewhat depending on their technical specialty; (i.e., powerplants, avionics, airframes, etc.) which in general terms should include at least the following:

- a) conduct inspections and carry out auditing functions;
- b) prepare detailed reports on inspections and auditing activities;
- c) promote compliance with airworthiness regulations and directives;
- d) report breaches of regulations and directives to the appropriate authority within the CAA;
- e) recommendation and, where necessary, issue directives concerning the maintenance, overhaul and repair standards to be met by aircraft and aircraft components and equipment, and procedures to be followed by the aviation industry to comply with the national air law and regulations related to airworthiness
- f) assessment of assistance in the design and suitability of aircraft components and equipment and their approval for use in aircraft. Assessment and approval of the installation of aircraft components and equipment in aircraft
- g) preparation and distribution to the aviation industry of all Airworthiness Directives specified for general compliance by the aviation industry; and
- h) participation in Type Certification Board (TCB), and to establish overall accomplishment of the type certification program;
- i) giving of advice and recommendations to other areas of the CAA on other technical matters relating to aviation techniques, flight operations and aeronautical engineering as may be required;
- j) provision or loan of staff experts to assist in the investigation of aircraft accidents as and when required;

1.6 TECHNICAL TRAINING OF AIRWORTHINESS INSPECTORS

- 1.6.1 Technical Training of Airworthiness Inspectors may be accomplished from several sources. These can be contracted to an operator who offers a course that is approved for use in that country for use by their citizens, or from aircraft manufacturers or from operators of (Insert Name of State). An Inspector is required to undergo a type-rating course before approving maintenance schedules and related activities. Routine surveillance activities can be

accomplished on any aircraft in airline service whether or not the Inspector is type rated on that particular type. In cases where the inspector is conducting a surveillance function on an aircraft in which he is not type rated, he must limit his observations and remarks to those elements that are not specific to that type of aircraft unless the occurrence is self-evident and would not take a type rated person to make an observation of that nature. An example of that would be obvious structural damage and or corrosion etc.

- 1.6.2 Inspector refresher training; Airworthiness Inspectors should be scheduled for a minimum of one refresher training course every year. This training can be accomplished at a local airline or maintenance organisation. [A proposed Civil Aviation Directive refresher training of Civil Aviation Airworthiness Inspectors is placed at Appendix 'A' for guidance.]
- 1.6.3 When an Inspector holds licences on a number of aircraft, he should be scheduled for refresher/recurrent training on different types each year wherever possible.
- 1.6.4 Although Airworthiness Inspectors are not exercising the privilege of their engineer licence, when they are performing certification or surveillance activities as required by CAA, they are required to maintain the same level of knowledge as is required of engineers that are exercising the privilege of their licence.
- 1.6.5 There may be an occasion where there is no inspector qualified on a particular type of aircraft and there is a need for one to accomplish a task that normally required a type rating. In such a case, an inspector with a type rating on a similar aircraft could accomplish the required task after being directed by his section head.

Technical Training for Airworthiness Engineers

- 1.6.6 Airworthiness Engineers should be given training at an organization as per guidelines given for inspectors. It must include various rules and regulations that cover the civil aviation activity in the country specifically in approving design manufacture type certification ,design, modification , major repair etc.
- 1.6.7 Depending upon the basic qualification (Branch of Engineering) the inspector of the Engineering Directorate (AED) should be given training on complementary subjects as per the requirement of the department.

1.7 QUALIFICATIONS REQUIRED FOR INSPECTOR ACTIVITIES

The following is a synopsis for the qualifications required by an inspector for the carrying out of the various activities under the CAA Safety Oversight Programme:

1.7.1 Maintenance Standards section

Qualification required

- * Completion of a basic inspector course; and
- * A thorough knowledge of Civil Aviation Regulations and advisory material published by the CAA

This type of duty includes:

- * Preparation of Draft regulations and advisory material and recommending changes to the National Civil Aviation law.
- * 1.7.1.3.1 Examination of current and new international and foreign Airworthiness standards related to continuing Airworthiness and determination of the need for adoption of those.
- * Conferring on National and international levels on matters relating to the regulation of Airworthiness.
- * Giving of advice and recommendations to other areas of the CAA responsibilities on legal matters.

1.7.2 Aircraft Maintenance Section:

Qualification required

- * Completion of a Basic inspector I and II courses; and
- * Completion of an Auditing Course
- * Completion of Advanced course (Depending on the activity of the operator)
- * Completion of type rated course on the type of aircraft, engine and systems as per the specialty of individual.

This type of duty includes:

- * Survey of aircraft for issue/renewal of the Certificate of Airworthiness.
- * Study of maintenance programmes

- * Preparing a report for approval of a maintenance programme
- * Auditing of Facilities and Equipment for the activity for which the approval is sought.
- * Auditing of required Technical Data and ensuring their status.
- * Assessment of man power required versus available
- * Preparing report for grant or otherwise of approval by section Head.
- *

1.7.3 Routine Surveillance / Audit :- Approved Maintenance Organisation

Qualification required:

- * Completion of Basic I and II course
- * Basic and advanced Audit Course
- * Type course on Airframe/ Power plant and systems, Or
- * Experience in Airline Maintenance

This type of duty includes

- * Carrying out routine and / or specific audits
- * Preparing audit reports
- * Reporting breaches of regulations and directives to the appropriate authority within CAA
- * Reporting defects noted to aircraft and approved organizations for remedial action
- * Maintaining confidentiality of reports
- * Participating with operation inspectors for Operator Certification Inspection
- * Carrying out follow up audits as required.

1.7.4 Maintenance Personnel Licencing:

Qualification required:

- * Completion of a Basic Inspector's course and
- * Completion of a specific type rating course on specific trade.

This type of duty includes :

- * Framing of examination papers
- * Assessment of answer papers
- * Conducting Oral and practical examination
- * Preparing assessment reports
- * Keeping records and observing confidentiality

1.7.5 Engineering activities :.

Qualification required:

- * Rules of the civil Aviation
- * Concept of Type certification
- * Introduction to JAR, FAR and CARs
- * Introduction to manufacturing processes
- * Modification and repair concept
- * Continued Airworthiness

This type of duty includes

- * Approval of Organisation involved in Design and Manufacturing activity.
- * Auditing of Manufacturing organisations.
- * Approving Major modifications and repairs
- * Issue / revalidate type certificates

1.7.6 Activities as directed by the Head of the office :

Qualification required will depend on the activity for which the inspector is utilized e.g. investigation of incident / accident , participating in inter agency meetings for promoting compliance with Airworthiness Regulations and Directives.

1.8 TRAINING FILES FOR INSPECTORS/ENGINEERS

- 1.8.1 To ensure systematic and comprehensive training of Airworthiness Inspectors it is necessary to maintain a Training File for each Inspector. The Training File records must be reviewed and updated at regular intervals.
- 1.8.2 Record of all 'On Job Training' imparted to an Inspector must be maintained in the Training File.
- 1.8.3 An AWI On Job Training Guide has been developed to assist Supervisors with the training of Airworthiness Inspectors. The Guide is placed at Appendix 'B'

CHAPTER 2. INSPECTOR RESPONSIBILITIES, ADMINISTRATION, AND CONDUCT

2.1 GENERAL RESPONSIBILITIES

This chapter addresses many, but not all, of the responsibilities and standards of conduct, of airworthiness inspectors (AWI). This section describes the general responsibilities of the Airworthiness Inspector (AWI). AWIs of the Civil Aviation Authority (CAA) play a key role in ensuring that the (Insert State) aviation system continues to be the safe. This responsibility for safety in air travel covers almost every facet of aviation, including the certification of aircraft and engineers/airmen; the operation and maintenance of aircraft; aircraft manufacturing; and the approval of new aircraft design. Within the Directorate of Airworthiness of the CAA, AWIs are posted to various sections; and subdivided by specific position description.

2.2 SPECIFIC DUTIES

2.2.1 Maintenance Standards Section

- a) preparation and recommendation of regulatory changes and amendments to the national air law from time to time concerning all matters of airworthiness within the scope of the functions and responsibilities of the Directorate of Airworthiness ;
- b) preparation and distribution to the aviation industry of advisory material concerning \airworthiness practices and procedures where such advice does not warrant mandatory action but may still make a significant contribution to flight safety;
- c) identification and resolution of regulatory problems associated with continuing airworthiness. Establishing general and technical policies and procedures on which future airworthiness requirements can be based. Formulation of changes in airworthiness policies and requirements which have a severe economic impact on the aviation industry;
- d) investigation of possible violations of the national air law or regulations in regard to airworthiness and initiation of legal or other corrective action where necessary;
- e) examination of current and new international and foreign airworthiness standards related to continuing airworthiness and determination of the need for adoption of critical features of those foreign standards to national requirements
- f) conferring at national and international levels on matters relating to the regulation of airworthiness;
- g) giving of advice and recommendations to other areas of the CAA responsibilities such as shipment of dangerous goods, certification of operators and on other technical matters relating to aviation techniques, flight operations and aeronautical engineering as may be required;

- h) provision or loan of staff experts to assist in the investigation of aircraft accidents as and when required;

2.2.2 Aircraft Maintenance Section

- a) recording, reviewing and processing applications for Certificates of Airworthiness, and validations of foreign Certificates of Airworthiness;
- b) survey of aircraft for issue, renewal and validation of Certificates of Airworthiness and the subsequent execution of such documents as appropriate;
- c) survey of the maintenance facilities including training provisions, organization and quality control procedures of applicants for issue and renewal of Air Operator Certificates (AOC). Making recommendations as appropriate with regard to the applications;
- d) periodic review of the airworthiness condition and records of aircraft on the register to assess the adequacy of their maintenance and to assess the competence and diligence of the persons who perform the maintenance;
- e) investigation, in co-ordination with Engineering section, of major defects discovered in aircraft and determination of corrective action to be taken where airworthiness may be affected. Analysis of defect experience to detect and correct any trends and to reveal areas most in need of airworthiness improvement. Establishment of Service Difficulty Reporting (SDR) System and ensuring its implementation.
- f) conducting periodic surveillance of the facilities, procedures and work of holders of Air Operator Certificates, making appropriate directions and recommendations and approving amendments to the operator's AOC and his maintenance and quality control manuals as appropriate;
- g) participation in Maintenance Review Board (MRB) activities toward the development and approval of initial maintenance inspection requirements for air carrier transport aircraft. These are applicable to newly type certificated aircraft and powerplants being introduced in service for the first time;
- h) giving of advice and recommendations to other areas of the CAA responsibilities such as shipment of dangerous goods, certification of operators and on other technical matters relating to aviation techniques, flight operations and aeronautical engineering as may be required;
- i) provision or loan of staff experts to assist in the investigation of aircraft accidents as and when required;

2.2.3 Approved Maintenance organizations / Surveillance Section :

- a) issue of approvals for maintenance and repair organizations.

- b) survey of the facilities and procedures of applicants for issue and renewal of certificates of approval to conduct activities bearing on the airworthiness of aircraft. Making such issue or renewal, as appropriate, and maintaining records of same;
- c) giving of advice and recommendations to other areas of the CAA responsibilities such as, certification of operators and on other technical matters relating to aviation techniques, and aeronautical engineering as may be required;
- d) provision or loan of staff experts to assist in the investigation of aircraft accidents as and when required;

2.2.4 Maintenance Personnel Licensing

- a) assessment of the qualifications of persons for designation as approved/authorized persons to perform certain airworthiness functions. Recommendations as appropriate and monitoring of the activities of these persons from time to time;
- b) recording, reviewing and processing applications from aircraft maintenance personnel for issue, renewal, validation and extension of licenses approvals and ratings for same;
- c) organization and conduct of examinations of applicants for aircraft maintenance licenses as above, marking of papers, assessment of results, the maintenance of examination security, keeping of past and current license records and the issue, renewal or validation as appropriate of each license, approval, extension or rating
- d) writing and the revision of examination papers for aircraft maintenance personnel to keep pace with developments in aircraft technology;
- e) giving of advice and recommendations to other areas of the NAAs responsibilities and on other technical matters relating to aviation techniques, flight operations and aeronautical engineering as may be required;
- f) provision or loan of staff experts to assist in the investigation of aircraft accidents as and when required;

2.2.5 Engineering Section.

- a) recommendation and, where necessary, issuance of directives concerning the maintenance, overhaul and repair standards to be met by aircraft and aircraft components and equipment, and procedures to be followed by the aviation industry to comply with the national air law and regulations related to airworthiness
- b) assessment of assistance in the design and suitability of aircraft components and equipment and their approval for use in aircraft. Assessment and approval of the installation of aircraft components and equipment in aircraft

- c) preparation and distribution to the aviation industry of a series of documents available to the public, containing all Airworthiness Directives specified for general compliance by the aviation industry; and
- d) participation in Type Certification Board (TCB) activities to resolve problems of significance, and to establish overall accomplishment of the type certification program;
- e) giving of advice and recommendations to other areas of the CAA on other technical matters relating to aviation techniques, flight operations and aeronautical engineering as may be required;
- f) provision or loan of staff experts to assist in the investigation of aircraft accidents as and when required;

2.3 ADDITIONAL FUNCTIONS OF AIRWORTHINESS INSPECTORS.

2.3.1 An additional role is the investigation of aircraft accidents in cooperation with the Accident Investigation Board (AIB) [Note: In some States, AIB may be a part of the CAA itself. The contents of this paragraph may, therefore, need suitable amendment], the Civil agency primarily responsible for investigating accidents. AWIs may also speak to student groups about career opportunities in the field of aviation, and may conduct seminars and briefings on pertinent aviation topics for licenced mechanics, pilots, and airline officials. Inspectors may also, from time to time, be called upon to testify in administrative hearings and trials.

2.3.2. Investigations.

Three areas that AWIs are responsible for investigating are accidents, incidents, and enforcements.

- A. Accidents. AWIs may be required to conduct on-site accident investigations when serious injuries or fatalities have occurred. The inspector may work closely with the AIB, or be solely responsible for the investigation.
- B. Incidents. AWIs are responsible for the investigation of incidents, as appropriate. Some of the incidents that require investigation are as follows:
 - * Foreign air carrier incidents
 - * Reports of emergency evacuation
 - * Incidents involving hazardous materials
 - * Noise complaints
 - * Damage caused by a civil aircraft

- C. Enforcement. AWIs are required to investigate, analyze, and report enforcement findings. In situations that involve alleged noncompliance with the CARs, AWIs are required to make recommendations concerning enforcement action.

2.3.3. Auditing.

- (1) Under the direction of the Director AWI shall audit functional areas as defined in the Audit manual

2.4 OTHER RESPONSIBILITIES.

AWIs participate in other activities, such as accident prevention, and the issuance of authorizations. AWIs also perform many other duties, including the ones that follow:

- * Make a deposition or court appearance
- * Process a voluntary surrender of an operator's certificate
- * Provide technical assistance

2.5 AIRWORTHINESS INSPECTOR TRIP PASS.

2.5.1 The use of a AWI Trip Pass and Baggage Check (Insert Form Number if System Developed) was negotiated with specific (Insert State) air operators to provide the documentation required by national and international passengers (non-crew) regulations and to facilitate the movement of AWIs on inspection duties. AWIs must use trip passes on flights with air operators that require these passes:

- (a) When performing in-flight or other "ad hoc" inspection duties;
- (b) When responding to an operator's request for special services involving air travel with that same carrier; and
- (c) When accompanying engineers on familiarization flights, unless the operator provides otherwise.

2.5.2 Trip passes are not to be used for personal travel. Under no circumstances will the holder of a trip pass permit another inspector, not designated by Rules / Regulations to use a AWI trip pass.

2.5.3 Persons issued trip passes shall sign and return the applicable receipt, and thereafter be responsible for its proper use and safekeeping.

2.5.4 The original copy of the trip pass is to be left with the passenger agent. The two audit copies, and all cancelled forms, shall be returned to Director Airworthiness at the end of each month.

Note: If no such arrangement exists between the CAA and the Operators the para 2.5 may be deleted

2.6 ADMISSION TO THE FLIGHT DECK.

- 2.6.1 Airworthiness Inspectors in their normal course of duty have no right of access to the flight deck during a flight and therefore an AWI shall only enter the flight deck after obtaining the express approval of the PIC. The flight deck of an aircraft is a close society in which each member is proficient in his/her duties and aware of his/her responsibilities, position and rank. The introduction of an inspector into this type of environment may create a distraction and possibly add tension. The AWIs authority can be seen as a threat to the individual flight crew member. While maintaining the status of his/her own position, the AWI must recognize and support the Pilot-in-Command's authority unless he/she is obviously about to violate a regulation. Even in these conditions, the AWI should at first appear to be acting in an advisory capacity and only resort to the powers vested in him/her by the aeronautical legislation as a last resort.
- 2.6.2 If permitted under company rules a AWI on duty may travel on the flight deck for familiarization purposes. Under normal circumstances he shall make every effort to reserve the use of any observer seat through the operator's flight dispatch or other designated office at least 24 hours prior to scheduled departure time.
- 2.6.3 While on the flight deck, the AWI must avoid distracting the crew. The AWI is a new person to talk to, and a new source of information. A flight deck conversation can be valuable to the AWI as a source of information and to establish a good relationship with the flight crew but it must be carefully controlled so as to avoid distractions at critical times.
- 2.6.4 If an AWI has reason to believe that an aircraft is in an unsafe, he/she may detain the aircraft pursuant to Civil Aviation Rule / Regulation **Insert Rule**. Directing Air Traffic Services (ATS), where available, to deny take-off clearance could be the best course of action. This would give the AWI more time to co-ordinate other recourses.

CHAPTER 3. PERSONAL ETHICS AND CONDUCT

3.1. PURPOSE.

This section contains direction and guidance for Airworthiness Inspectors (AWI) pertaining to principles of ethics and conduct as they affect the performance of duties. (This section uses 'AWI' to refer also to Airworthiness Inspectors.)

Although some AWIs scenarios are listed in this section, all circumstances that an Inspector may encounter cannot possibly be covered. As Inspectors are always in the public eye, they are expected to exercise good judgment and professional behavior at all times while on and off duty.

A. Unique Responsibilities of Airworthiness Inspectors;

AWIs are exposed to a number of circumstances that are critical to their positions and which are not pertinent to other Civil Aviation Authority (CAA) job functions. The Inspector has the critical position of frequently interpreting and evaluating the quality of training programs, operations and maintenance manuals, pilot and mechanic performance, and overall safety activities. It is imperative that all Inspectors be sensitive to the responsibilities and demands of their positions and be objective and impartial while performing their duties. Inspectors must also be sensitive to actual as well as perceived appearances of any conflict that could disrupt the effectiveness or credibility of the Directorate of Airworthiness mission.

B. Civil Aviation Authority Requirements;

Inspectors are required to comply fully with the letter and spirit of the standards of conduct as set forth by this section; and with those set forth in (Insert State) Government publication, "CAA Service Rules"; The Authority's policy on employee conduct is designed to encourage employees to maintain a level of professionalism that will promote the efficiency of the CAA and conform to accepted principles of conduct.

3.2. ON-THE-JOB ETHICS AND CONDUCT.

The conduct of an AWI has a direct bearing on the proper and effective accomplishment of official job functions and responsibilities. Inspectors are required to approach their duties in a professional manner and to maintain that attitude throughout their activities. Through their conduct, Inspectors working in direct contact with operators, and with the public, bear great responsibility in the determination of public perception of the CAA.

A. Rules of Conduct. All Inspectors must observe the following rules of conduct:

- * Report for work on time and in a condition that will permit performance of assigned duties
- * Render full and industrious service in the performance of their duties
- * Maintain a professional appearance, as appropriate, during duty hours

- * Respond promptly to directions and instructions received from their supervisor
- * Exercise courtesy and tact in dealing with co-workers, supervisors, and members of the public
- * Obtain approval of all absences from duty
- * Conserve and protect CAA property, equipment, and materials (Inspectors may not use or permit others to use CAA equipment, property, or personnel for other than official business.)
- * When duties concern the expenditure of public funds, have knowledge of and observe all applicable legal requirements and restrictions
- * Safeguard classified information and unclassified information that should not be given general circulation as provided by CAA Order (Insert Number). (Inspectors shall not disclose or discuss any classified information or "official use only" information unless specifically authorized to do so. Retain if applicable)
- * Observe the various laws, rules, regulations, and other authoritative instructions, including all rules, signs, and instructions relating to personal safety
- * Uphold with integrity the public trust involved in the position to which assigned
- * Report known or suspected violations of law, regulations, or policy through appropriate channels
- * Not engage in private activities for personal gain or any other unauthorized purpose while on government property
- * Give any supervisor or official conducting an official investigation or inquiry all information and testimony about all matters inquired of, arising under the law, rules, and regulations administered by the CAA
- * Not use illicit drugs or abuse alcohol or other substances
- * Not participate in telephone eavesdropping (Advance notice must be given whenever any other person is placed on the line for any purpose whatsoever). An advance verbal warning must be given when an automatic recording device or a speaker telephone is used. The use of recording devices, portable or otherwise, on telephones shall be limited to areas involving air safety.)
- * Not make irresponsible, false, or defamatory statements that attack, without foundation, the integrity of other individuals or organizations (Inspectors are accountable for the statements they make and the views they express.)

Inspectors must always keep in mind, no matter how trying the circumstances, that they are visible representative of the regulatory agency. In their direct contact with a dynamic highly organized and high profile industry it is crucial that the inspector project a strong professional image.

3.3. OUTSIDE EMPLOYMENT, FINANCIAL INTERESTS, AND GIFTS.

- A. Business Interests. AWIs and their immediate families should seek clarification and guidance before engaging in any airline or other business activity for which the CAA has oversight responsibility. If an Inspector holds any interest that may give the appearance of impropriety, the Inspector should immediately consult his superior and the legal department for a determination.
- B. Conflict of Interest. Inspectors may hold employment or own businesses that do not present a conflict of interest with their official job functions. Inspectors who wish to participate in outside aviation activities (such as flight instruction, commercial flying, or any other aviation-related activity) should seek clarification and approval from the Director General.
- C. Public Speaking. Inspectors may not receive payment for speaking on issues that deal with their official job functions. Teaching or instructing at colleges, universities, or vocational schools may be acceptable, but should be coordinated and approved by the Director General.
- D. Fund Raising. AWIs may not participate in fund raising or soliciting donations from any business or activity for which their office is assigned oversight responsibility. Exceptions to this requirement may exist for donation of prizes/gifts for speakers in aviation safety seminars arranged under the aviation safety program. They should, however, seek official approval.
- E. Gifts.
Avoiding Conflict of Interest. Gifts should be accepted only when the Inspector knows that the gift will not give the appearance of a conflict of interest.

NOTE: Inspectors shall exercise the utmost discretion when giving or receiving gifts.

3.4 DRESS.

- 3.4.1 AWIs should be aware that their personal appearance affects their professional image; therefore, they should adhere to the guidelines below:
 - (a) On visits to air operator facilities, AWI should dress semi-formally (tie for men, dress or slacks for women or any other national dress as per convention).
 - (b) During training AWIs dress should be compatible with the air operator's practice but should lean towards formality.
 - (c) During in-flight inspection, the sight of a non-uniformed person moving in and out of the flight deck can be disturbing to hijack - conscious passengers. For this reason, AWIs should maintain a low profile, dress conservatively, restrict movements between cabin and flight decks and wear the Airport Security Pass.
 - (d) When conducting AWI duties at an airport, the Airport Security Pass must be worn at all times on the ramp and air-side of the terminal

Chapter 4 AIRWORTHINESS INSPECTOR (AWI) CREDENTIALS

4.1 GENERAL

This section contains information for Inspectors concerning the types of Airworthiness Inspector (AWI) credentials and the Inspector eligibility requirements and application procedures for those credentials. This section also contains direction and guidance to be used by Inspectors when employing AWI credentials during the performance of inspector tasks.

4.2 TYPES OF CREDENTIALS

AWIs are issued two types of credentials: (1) CAA Inspector Identification that identifies the Inspector as an “Authorised Person” for the purpose of Rule (Insert Rule) of the Civil Aviation Rules/Regulation and authorised to perform the duties and exercise the powers under said rule; and (2) Functionary Identification from Airports Security which provides for access to different areas of any (Insert State) airport and aircraft, as indicated on the credential

4.3 ELIGIBILITY REQUIREMENTS.

AWIs assigned to positions involving air transportation inspections and audit are eligible to receive the CAA credential; however, the inspector must have also completed a "Basic Airworthiness Inspector" course. To be eligible for the Airport credential, the AWI must possess (or be concurrently issued) the CAA credential; have fulfilled the requirements set forth in this handbook authorizing the conduct of ramp inspections; and have a job function that requires the conduct of inspections.

4.4 APPLICATION PROCEDURES

Inspectors shall apply for the two credentials by completing an application for a CAA Inspector Credential and an Airport Security Credential in accordance with the procedures. (State may specify their own procedure) To expedite the issuance of the credentials, the application may be initiated before the inspector meets the training and qualification requirements outlined in this manual.

4.5 USE OF CREDENTIALS

Although the credentials contain the general authorization for the inspector to conduct CAA work functions, specified work functions may only be performed after the inspector has been authorized by an appropriate supervisor and has satisfied the training and qualification requirements specified in this handbook. The work functions for the two credentials are as follows:

- A. CAA Inspector Credential. The CAA Inspector credential identifies an individual as an “authorised Person” for the purposes of Rule XXXXX (Specify Rule) of the Civil Aviation Rules/Regulations and authorises that individual to perform the duties and exercise the powers under the rules. These official duties include the conduct of ramp inspections..

- B. Airport Security pass Credential. The Airport Functionary credential contains authorization for an inspector to be given free and uninterrupted access to restricted areas at airports governed by the CARs while the inspector is performing official duties to the extent stated on the credential. These official duties include those types of inspections such as ramp inspections etc.. An inspector must display this credential on an outer garment to be permitted entry into airport secured areas, and while working in these areas. While employing the Airport Functionary credential, inspectors should consider the following procedures:
 - (1) Physical Barriers. Although this credential is an authorization for inspectors to be in secured areas, for physical barriers such as locked doors and gates, an inspector may need to seek local assistance to gain access. Inspectors should ask at the time of entry if the operator has any specific security program practices and procedures that need to be followed.

 - (2) Passenger Screening Points. Inspectors approaching passenger screening points may not bypass that screening; however, if the inspector is unable to afford the delay that may be involved in passenger screening, then arrangements should be made with the airport or operator personnel to enter the secured areas at other entry points.

- A. Lost or Stolen Credentials. If either one or both of these credentials are lost, stolen, or damaged, the inspector should report the occurrence immediately to the inspector's supervisor and to the Chief of the Flight Standards Division/Director, Flight Safety and Regulations.

AWI On-Job-Training Guide

The following guide has been developed to assist Supervisors with the training of Airworthiness Inspectors. It is only a guide and should not be considered limiting. Some of the subject areas are dealt with into in greater detail in other manuals and these manuals should be used to assist with training (ie. AWI Manual, W & B Manual).

Airworthiness Inspector (AWI) activities often interact with Operations, Cabin Safety (CS), Dangerous Goods (DGs). These specialty activities are briefly mentioned within this checklist.

The following Branches will normally deal with issues listed:

Operations:

- Ramp inspections *
- Cabin en route inspections *
- Cockpit en route inspections
- Pilot proficiency and competency checks for operators
- FE proficiency checks for operators

Cabin Safety:*

- Safety Features Cards
- Cabin Attendant Manuals
- Cabin Attendant Training Programs

Dangerous Goods:

- Company Operations Manual DGs Chapter Review
- Company DGs Permit(s) for Equivalent Level of Safety
- DGs Specialty Audits and Inspections
- DGs Cargo Facility Inspections
- DGs Random Ramp Inspections
- DGs Passenger Terminal Inspections
- DGs Surveillance Operations
- DGs Packaging Inspections
- DGs Investigations and Compliance Actions
- Company DGs Records and Document Retention programs
- ICAO Doc 9284 Technical Instructions for Safe Transport of DG, by Air

This checklist has been written with the intent of capturing most activities encountered by Air Carrier Airworthiness Inspectors. It is not meant to reflect specific tasks, such as certain office routines or methods on how particular situations are dealt with.

Note: * If these Inspectors are not available/catered for in the organization, the qualified AWIs shall be entrusted with these activities as deemed appropriate by the Chief of Airworthiness.

It is therefore essential that Air worthiness Inspectors (Maintenance) who are assigned to Transport Airlines / Air carrier oversight responsibilities, are also trained on such issues as Cabin Safety, Carriage of Dangerous goods, en route inspection etc.etc.

Since the responsibility of Inspectors is mainly implementing the civil aviation requirement and various rules and orders, their knowledge on the subject must be current, as such a periodic refresher of the same is considered imperative. Such refresher courses should be programmed at least once in two years.

In addition to this the various Airworthiness courses discussed earlier e.g. Basic I, Basic II and Advanced Course be imparted to the inspectors at an interval of three to five years. The time gap of repetition for such course will depend on the place of positioning of the inspector and the responsibility he is endowed with.

The inspectors who hold Aeronautical Licences as qualification must undergo refresher courses On the type at an interval of every two years (or specify period agreed for the engineers in the Industry). Persons having licences on more than one type of aircraft should attend refresher courses, on at least one type every two years or agreed period. It is advisable that the inspector attends the refresher course on aircraft which is more complicated in technology among the types of aircraft he is qualified.

AWI ON - JOB - TRAINING ACTIVITY CHECKLIST

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Section 1 - Office Administration Activities

Section 2 - Airworthiness Activities (Admin)

Section 3 - Field Activities

Section 1 - Office Administration Activities

1. Meet the staff and discuss a brief outline of their responsibilities.

2. Review the following documents.

- 2.1 Job Description
- 2.2 Delegation of Authority
- 2.3 Access to Information

3. Explain Office Procedures and Policy.

- 3.1 Approval of Leave
- 3.2 Working Hours
- 3.3 Employee In/Out Board
- 3.4 Vehicle Sign Out
 - 3.4.1 Procedures for accident reporting
- 3.5 Personal vehicle use
- 3.6 Inspector Scheduling System
 - 3.6.1 Booking of rides
 - 3.6.2. Use of receipt book

4. Explain Administrative Procedures

- 4.1 Forms, training.
- 4.2 Travel Claims and Advances
- 4.3 Cheque Pick-up
- 4.4 File Register - Correspondence
- 4.5 Work at home

5. Review Documents:

Civil Aviation Rules/Regulations
Airworthiness Inspector Manual
Manual of Regulatory Audits (If available)
MMEL /MEL Policy and Procedures Manual
Policy Letters
Air Safety Circulars
Air Navigation Orders
Enforcement/Compliance Manual
ICAO Annexes 1 to 18
ICAO Docs 9051- AN/896 Airworthiness Technical Manual
9365-AN/910 Manual of All Weather operation

9379-AN / 916 Manual for procedures for establishment and management of a state's Personnel Licensing System,
9389- AN/919 Manual for procedures for an Airworthiness Organisation.
9401- AN/921 Manual on establishment and operation of Aviation Training Centres.
9501- AN/ 929 Environmental Technical Manual on the use of Procedures in the Noise Certification of Aircraft
9574- AN / 934 Manual on implementation of R.V.S.M
9642-AN/ 941 Continuing Airworthiness Manual
9654-AN/ 945 Manual on prevention of problematic use of substances in the aviation work place.
Circular 253-AN/151 Human Factor Digest No 12 (Human Factor in Aircraft Maintenance and Inspection)
7300 Convention on International Civil Aviation

6. Training

6.1 Review Training Policy Letters.

6.2 Training Calendar of Courses

- 6.2.1 Basic Airworthiness Inspector Course
- 6.2.2 Advance Airworthiness Inspector Course (To include - ETOPS, CAT II & III, RVSM/MNPS, MMEL)
- 6.2.3 Audit Policy and Procedures Course
- 6.2.4 Aircraft Performance Course (Depending on Assigned Duties)
- 6.2.5 Aircraft Type Training (as required)
- 6.2.6 Aviation Safety Promotion Course (Depending on Assigned Duties)
- 6.2.7 Accident Investigation Course (Depending on Assigned Duties)
- 6.2.8 Personnel Licencing Course (Depending on Assigned Duties)

6.3 Personal Development

- 6.3.1 Development Course
- 6.3.2 Computer and Work Processing Courses

Section 2 - Airworthiness Activities (Admin.)

1. Process Applications for Operating Certificates

1.1 Check and confirm application is complete

Inspector must know:

- a) what comprises a complete application package
- b) refer to Certification Manual and Airworthiness Inspector Manual and ICAO Doc 8335
- c) details required to complete application
- d) what form application should take

1.2 Circulate forms to appropriate branches

Inspector must know:

- a) which sections share certification responsibilities
- b) what forms to circulate

1.3 Verify management personnel qualifications

Inspector must know:

- a) what qualifications are required from CARs
- b) whether the qualifications submitted are consistent with company operations

1.4 Review manuals ensure they are compatible with requirements

Inspector must understand:

- a) the requirements of the CARs
- b) that Inspection/Engineering Manual must accurately reflect carrier's operation
- c) Training Manual
- d) Complete check list in respect of this in respect of this functional area.

1.5 Recommend required approvals

Inspector must know:

- a) how to make an overall assessment of company submission to ensure compliance with terms of licence and applicable CARs
- b) how to complete all relevant forms
- c) the Certification Manual
- d) what approvals are required for each aircraft's Maintenance program
- e) approve training program

Program should include:

- (i) A/C Type (To Include type course, and simulator / C.P.T experience including ground running of engines.)
- (ii) MEL
- (iii) Company Procedures.

- 1.6 Arrange for Base Inspection
Inspector must know:
 - a) how to plan and conduct an initial inspection as per Manual of Regulatory Audits / Airworthiness Inspector's Manual;
 - b) who to contact to make arrangements
 - c) Complete check list of relevant functional area.

- 1.7 Ensure file is complete.
The inspector must know
 - a) How to make annotations on a file
 - b) How to record reference for findings
 - c) Follow up action if any.

2. Process amendments to Engineering Manual and Operations specifications (or equivalent doc.)
 - 2.1 Confirm change is consistent with regulations, operation and scope of approval
Inspector must know the:
 - a) scope of the approval
 - b) operator's authority

 - 2.2 Advise operator of necessary changes (if required)
Inspector must know:
 - a) the standards relative to change requested
 - b) effective writing techniques

 - 2.3 Verify accuracy of final draft

 - 2.4 Recommend acceptance/approval
 - a) differentiate between approvals and acceptances
 - b) recommendation procedure

3. Minimum Equipment List Approvals
 - 3.1 Compare proposed MEL to MMEL
 - a) research standards, legislation, requirements and procedures
 - b) study aircraft systems
 - c) discuss with appropriate counterpart in Directorate of Operations
 - d) purpose of proposed MEL
 - e) reference of master MEL

 - 3.2 Ensure proposed MEL does not conflict with any legislation or design standard
 - a) review pertinent legislation
 - b) obtain concurrence from Operations Directorate

- 3.3 Ensure proposed MEL is appropriate to operation
 - a) review particular type of operation
- 3.4 Recommend changes to MEL/MMEL
Inspector must be familiar with:
 - a) minimum equipment required for proposed type of operation
 - b) the approving authority for MEL's
- 3.5 Issue approval
 - a) follow the normal approval procedure.

4. Special approval if requested.

- a) Operation in R.V.S.M area
- b) Category II and III operation
- 4.1.1 The inspector must be aware of the technical requirement
- 4.1.2 Organisation must prepare and submit specific maintenance programme for approval
- 4.1.3 Inspector must ensure programme meets the component and Aircraft manufacturer's recommendations and country's C.A.Rs.
- 4.1.4 Ensure that the operator is equipped to carry out all the inspection items.
- 4.1.5 Ensure specific training is given specially designated personnel for authorizing such flights.

4. Regulatory Compliance Investigations

- 4.1 Conduct preliminary investigation
 - a) how to collect information
 - b) how to complete Preliminary Investigation Report

Section 3 - Field Activities

1. Aircraft Inspections

1.1 Inspect aircraft documents

- a) documents that are required
- b) C of A requirements
- c) registration and leasing requirements
- d) radio Licence
- e) weight and balance report, amendments and validity
- f) aircraft flight manual, supplements and amendments
- g) journey log, hold items, MEL
- h) release for flight

1.2 Inspect instrumentation and associated communication and navigation equipment

- a) instruments and communication/navigation equipment required for the particular type of operation
- b) instrument markings
- c) compass card validity
- d) auto-pilot/Stabilization Augmentation Systems

1.3 Inspect emergency equipment and emergency exits

- a) safety equipment
- b) proper exit marking and lighting
- c) exit accessibility
- d) ELT requirements
- e) fire extinguishers

1.4 Check safety information is available and adequate

- a) requirements
- b) acceptable format
- c) where located
- d) Passenger, Safety Information Card

1.5 Inspect cargo restraint system and other auxiliary equipment

- a) operate load release systems
- b) restraining loads
- c) various methods of restraint
- d) external load release

- e) external load methods
- f) segregation (DGs)

2. Ramp Checks

- 2.1 Documents on board
- 2.2 Emergency equipments on board.
- 2.3 Compliment of cabin crew
- 2.4 External check by crew member
- 2.5 Release to service by appropriate person
- 2.6 Use of MEL/ Deferred defect
- 2.7 Release for special operation like ETOPS, RVSM, Cat II or III etc.