

Application for Approval of a Maintenance Programme

Application for Amendment of a Maintenance Programme

(Tick one)



CAA WR #

Application requirements and instructions for completing the form

- a) Refer to Advisory Circular AC91-12, AC115-1, -2, -3, -4, -5 and -6, and / or AC119-5 before completing this application.
- b) Entries should be typed or printed in block letters. A cover letter should be included giving an explanation of why the application has been made.
- c) Full model and component designations are required (refer to the manufacturer's data plates).

Note: Applicants should clearly understand that unless all the sections are completed and the entries on this form are accurate and precise, the approval of the Maintenance Programme may be delayed.

- d) The charges associated with the approval of the Maintenance Programme will be invoiced to the registered owner of the aircraft described in Section 3.
- e) Applications must be submitted to CAA not less than **28 days** prior to the date required.
- f) **The CAA Standard Rate hourly charge applies**

Invoice to be sent to:

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1. Application (To be completed by the operator)

CAA Participant Number
(if known)

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Name of Operator

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Address for Service

Postal Address

The Civil Aviation Act, s8, requires applicants to provide an address for service in New Zealand (i.e. a physical address, not a P.O. Box) and to promptly notify the Director of any changes.

(if different from Address for Service)

Post Code

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Post Code

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Tel

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Tel

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Fax

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Fax

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Email

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Email

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Person or Organisation who can be contacted for further information concerning this application

Name

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Designation

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Address

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Tel

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Fax

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Email

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2. Maintenance Provider that will conduct maintenance

CAA Participant Number

Name

3. Aircraft Description

Aircraft

Manufacturer Type Certificate No.:

Model Designation MCTOW:

Constructor's S/N Registration: ZK-

Registered to operator: Yes No Date: TSN: CSN:

Airworthiness Certificate Category Standard Restricted Special

Type of Operation

Part 119: Air Transport or Commercial Transport

Part 115: Adventure Aviation

Part 91: Hire or Reward

Private

Engine(s)

	L/H				R/H			
Manufacturer	<input type="text"/>				<input type="text"/>			
Model Designation(s) P/N	<input type="text"/>				<input type="text"/>			
Serial Number(s)	<input type="text"/>				<input type="text"/>			
Total Time/Cycles	TSN	<input type="text"/>	CSN	<input type="text"/>	TSN	<input type="text"/>	CSN	<input type="text"/>
Overhaul Details	TSO	<input type="text"/>	CSO	<input type="text"/>	TSO	<input type="text"/>	CSO	<input type="text"/>
Calendar TBO	Due	<input type="text"/>			Due	<input type="text"/>		

Propeller(s)

	L/H				R/H			
Manufacturer	<input type="text"/>				<input type="text"/>			
Model Designation(s) P/N	<input type="text"/>				<input type="text"/>			
Serial Number(s)	<input type="text"/>				<input type="text"/>			
Total Time/Cycles	TSN	<input type="text"/>	CSN	<input type="text"/>	TSN	<input type="text"/>	CSN	<input type="text"/>
Overhaul Details	TSO	<input type="text"/>	CSO	<input type="text"/>	TSO	<input type="text"/>	CSO	<input type="text"/>
Calendar TBO	Due	<input type="text"/>			Due	<input type="text"/>		

Is the aircraft on another operator Operation Specification?
(If yes then previous the operator is required to formally request removal from their Operation Specification) Yes No

Was the aircraft used on Private operations? Yes No

4. Utilisation, Area of Operation & Typical Mission Profile

Please identify the expected planned annual utilisation (hrs/cycles), area of operation and the typical mission profile of the aircraft
(attach additional sheets if required)

5. Maintenance Status

Maintenance status of aircraft prior to commencing new programme, including next checks due, and time to run (*attach additional sheets if required*)

6. Programme

Existing Programme	No	Yes	Existing Programme Reference & Revision status:	
	<input type="checkbox"/>	<input type="checkbox"/>		

Did previous operator have an approved escalation procedure Yes No

How will the new programme or change be started? (Bridging inspections)

7. Documentation

If application is amendment of an existing approved programme identify the changes. (*attach additional sheets if required*)

If the application/amendment varies the recommendations of the manufacturer's maintenance manual then documented evidence must be provided to show the airworthiness and reliability of the aircraft is not reduced. (*attach source documents and additional sheets if required*)

List **ALL** STC's and Modifications installed on the aircraft and **ALL** supporting ICA's (*attach additional sheets and copies of logbook entries if required*)

The following documents are enclosed to support this application:

8. Applicant's Declaration

<p><i>The provision of false information or failure to disclose information relevant to the grant or holding of an aviation document constitutes an offence under Section 49 of the Civil Aviation Act 1990 and is subject, in the case of a body corporate, to a maximum fine of \$50,000.</i></p>	<p>I declare that to the best of my knowledge and belief, the particulars enclosed on this application are accurate in every respect and show compliance with Civil Aviation Rules 91.607, 115.61, 119.63 or 119.111</p>	
<p>Name of Senior Person responsible for control & scheduling of maintenance (Certificated Operator) OR Registered Owner of Aircraft (Private Operator)</p>		
<p>Title or Position</p>		
<p>Signature</p>	<p>Date of application</p>	

9. Applicant's Checklist

<p><i>Please ensure all documents are enclosed.</i></p> <p><i>Applications which are incomplete or lacking any required documents will not be processed.</i></p>		Yes	No
	1. All necessary sections completed	<input type="checkbox"/>	<input type="checkbox"/>
	2. All required supporting documentation supplied/attached (For SMS Approved Organisations, include copy of Change Management Plan, if required)	<input type="checkbox"/>	<input type="checkbox"/>
	3. All required signatories have completed the 'Applicant's Declaration' above	<input type="checkbox"/>	<input type="checkbox"/>

CAA USE ONLY

	1. Date Received		
	2. All necessary sections completed	Yes	No
	3. Programme approved	<input type="checkbox"/>	<input type="checkbox"/>
	Work Request No (CAA Approval Number)	#	
	Assessed by (Airworthiness Inspector)	Date	
	CAA Approval		