

Subpart B — Certification Requirements

148.51 Personnel requirements

(a) Each applicant for the grant of a manufacturing organisation certificate shall engage, employ, or contract—

- (1) a senior person identified as the Chief Executive who has the authority within the applicant's organisation to ensure that all activities undertaken by the organisation can be financed and carried out in accordance with the requirements prescribed by this Part; and
- (2) a senior person or group of senior persons who is or are responsible for ensuring that the applicant's organisation complies with the requirements of this Part. Such nominated person or persons shall be ultimately responsible to the Chief Executive for the following functions:
 - (i) supply;
 - (ii) production;
 - (iii) inspection and test;
 - (iv) internal quality assurance; and
- (3) sufficient personnel to plan, perform, supervise, inspect, and certify the manufacturing activities listed in the applicant's exposition.

(b) The applicant shall—

- (1) establish a procedure to initially assess, and a procedure for maintaining, the competence of those personnel involved in planning, performing, supervising, inspecting, or certifying the manufacturing activities listed in the applicant's exposition; and
- (2) provide those personnel with written evidence of the scope of their authorisation.

Subpart B — Certification Requirements

148.51 Personnel requirements

(a) An applicant for the grant of a manufacturing organisation certificate must employ, contract, or otherwise engage—

- (1) a senior person identified as the chief executive who has the authority within the applicant's organisation to ensure that all activities undertaken by the organisation can be financed and carried out in accordance with the requirements prescribed by this Part; and
- (2) a senior person or persons who is or are responsible for ensuring that the applicant's organisation complies with the requirements and standards prescribed by this Part. Such nominated person or persons must be ultimately responsible to the chief executive for the following functions:
 - (i) supply;
 - (ii) production;
 - (iii) inspection and test
 - (iv) the system for safety management; and
- (3) sufficient personnel to plan, perform, supervise, inspect, and certify the manufacturing activities listed in the applicant's exposition.

(aa) The senior person required by paragraph (a)(2)(ii) must be able to demonstrate competency and experience relevant to the management of safety management systems and the activities of the certificate holder.

(b) The applicant must—

- (1) establish a procedure for initially assessing and for maintaining, the competence of personnel involved in planning, performing, supervising, inspecting, or certifying the manufacturing activities listed in the applicant's exposition; and
- (2) provide those personnel with written evidence of the scope of their authorisation.

148.65 Internal quality assurance

(a) Each applicant for the grant of a manufacturing organisation certificate shall establish an internal quality assurance system to ensure compliance with, and the adequacy of, the procedures required by this Part.

(b) The internal quality assurance system shall include—

- (1) a safety policy and safety policy procedures that are relevant to the applicant's organisational goals and the expectations and needs of its customers; and
- (2) a procedure to ensure quality indicators, including defect and incident reports, and personnel and customer feedback, are monitored to identify existing problems or potential causes of problems within the system; and
- (3) a procedure for corrective action to ensure that existing problems that have been identified within the system are corrected; and
- (4) a procedure for preventive action to ensure that potential causes of problems that have been identified within the system are remedied; and
- (5) an internal audit programme to audit the applicant's organisation for conformity with its safety policy; and
- (6) management review procedures to ensure the continuing suitability and effectiveness of the internal quality assurance system in satisfying the requirements of this Part.

(c) The safety policy procedures shall ensure that the safety policy is understood, implemented, and maintained at all levels of the organisation.

(d) The procedure for corrective action shall specify how—

- (1) existing problems are corrected; and
- (2) corrective action is followed up to ensure the action is effective; and
- (3) any procedure required for this Part is amended as a result of corrective action; and
- (4) management will review the effectiveness of any corrective action taken.

148.65 Safety management

An applicant for the grant of a manufacturing organisation certificate must establish, implement, and maintain a system for safety management in accordance with rule 100.3.

- (e) The procedure for preventive action shall specify how—
- (1) potential problems are corrected; and
 - (2) preventive action is followed up to ensure the action is effective; and
 - (3) any procedure required for this Part is amended as a result of preventive action; and
 - (4) management will review the effectiveness of any preventive action taken.
- (f) The internal quality audit programme shall—
- (1) specify the frequency and location of the audits taking into account the nature of the activity to be audited; and
 - (2) ensure audits are performed by trained auditing personnel who are independent of those having direct responsibility for the activity being audited; and
 - (3) ensure the results of audits are reported to the personnel responsible for the activity being audited and the manager responsible for internal audits; and
 - (4) require preventive or corrective action to be taken by the personnel responsible for the activity being audited if problems are found by the audit; and
 - (5) ensure follow up audits to review the effectiveness of any preventive or corrective action taken.
- (g) The procedure for management review shall—
- (1) specify the frequency of management reviews of the quality assurance system taking into account the need for the continuing effectiveness of the system; and
 - (2) identify the responsible manager who shall review the quality assurance system; and
 - (3) ensure the results of the review are evaluated and recorded.
- (h) The senior person who has the responsibility for internal quality assurance shall have direct access to the Chief Executive on matters affecting safety.

148.67 Manufacturing organisation exposition

- (a) An applicant for the grant of a manufacturing organisation certificate must provide the

148.67 Manufacturing organisation exposition

- (a) An applicant for the grant of a manufacturing organisation certificate must provide the

Director with an exposition that contains—

- (1) a statement signed by the chief executive on behalf of the applicant's organisation confirming that the exposition and any included manuals—
 - (i) define the manufacturing organisation and demonstrate the organisation's means and methods for ensuring ongoing compliance with this Part; and
 - (ii) are **required** to be complied with by the organisation's personnel; and
- (2) the titles and names of the senior person or persons required by **rule** 148.51(a)(1) and (2); and
- (3) the duties and responsibilities of the senior person or persons required **to be named under paragraph (a)(2)**, including matters for which they have the responsibility to deal directly with the Director on behalf of the **applicant's** organisation; and
- (4) an organisation chart showing lines of responsibility of the senior persons required **to be named under paragraph (a)(2)**; and
- (5) details of every location where the applicant's organisation carries out manufacturing activities and the facilities at those locations; and
- (6) details of the applicant's organisation staffing structure at each of the locations required to be detailed under paragraph (a)(5); and
- (7) a detailed description of the scope of work undertaken by the applicant's

Director with an exposition that contains—

- (1) a statement signed by the chief executive on behalf of the applicant's organisation confirming that the exposition and any included manuals—
 - (i) define the manufacturing organisation and demonstrate the organisation's means and methods for ensuring ongoing compliance with this Part; and
 - (ii) are to be complied with **at all times** by the organisation's personnel; and

(1A) in relation to the system for safety management required by rule 148.65,—

 - (i) **all of the documentation required by rule 100.3(b); and**
 - (ii) **for an applicant that is not applying for a renewal of a manufacturing organisation certificate, an implementation plan that describes how the system for safety management will be implemented; and**
- (2) the titles and names of the senior person or persons required by **rules** 148.51(a)(1) and (2); and
- (3) the duties and responsibilities of the senior person or persons required **by rules 148.51(a)(1) and (2)**, including—
 - (i) matters for which they have a responsibility to deal directly with the Director **or the Authority** on behalf of the organisation; and
 - (ii) **responsibilities for safety management; and**
- (4) an organisation chart showing lines of responsibility of the senior **person or persons required by rules 148.51(a)(1) and (2)**; and
- (4A) information identifying the lines of safety responsibility within the organisation; and**
- (5) details of every location where the applicant's organisation carries out manufacturing activities and the facilities at those locations; and
- (6) details of the applicant's organisation staffing structure at each of the locations required to be detailed under paragraph (a)(5); and
- (7) a detailed description of the scope of work undertaken by the applicant's

- organisation; and
- (8) details of the applicant's facilities required by—
- (i) rule 148.53(b)(3) regarding the provision of satisfactory storage and segregation of parts; and
 - (ii) rule 148.53(b)(4) regarding the provision of appropriate environmental conditions; and
- (9) a list of every priority part manufactured or supplied by external subcontractors or suppliers; and
- (10) evidence that the applicant's organisation holds or has applied for a type certificate or supplemental type certificate or has entered into an arrangement, as required by rule 148.57; and
- (11) details of any authorisations made by the applicant's organisation to subsidiary manufacturers; and
- (12) details of the applicant's procedures required by—
- (i) rule 148.51(b) regarding the competence assessment of personnel; and
 - (ii) rule 148.51(b) regarding the maintenance of personnel competence; and
 - (iii) rule 148.55(2) regarding the control and calibration of tools, jigs, process equipment, and test equipment; and
 - (iv) rule 148.59(b)(1) regarding an inspection of a raw material, parts, and assemblies; and
 - (v) rule 148.59(b)(2) regarding inspection of an individual part and complete assembly during manufacture; and
 - (vi) rule 148.59(b)(3) regarding the subcontracting of manufacturing activities; and
 - (vii) rule 148.59(b)(4) regarding a non-conforming material and part; and
 - (viii) rule 148.59(b)(5) regarding a final test including, if applicable, the procedures required for the application of a special flight permit with a
- organisation; and
- (8) details of the applicant's facilities required by—
- (i) rule 148.53(b)(3) regarding the provision of satisfactory storage and segregation of parts; and
 - (ii) rule 148.53(b)(4) regarding the provision of appropriate environmental conditions; and
- (9) a list of every priority part manufactured or supplied by external subcontractors or suppliers; and
- (10) evidence that the applicant's organisation holds or has applied for a type certificate or supplemental type certificate or has entered into an arrangement, as required by rule 148.57; and
- (11) details of any authorisations made by the applicant's organisation to subsidiary manufacturers; and
- (12) details of the applicant's procedures required by—
- (i) rule 148.51(b) regarding the competence assessment of personnel; and
 - (ii) rule 148.51(b) regarding the maintenance of personnel competence; and
 - (iii) rule 148.55(2) regarding the control and calibration of tools, jigs, process equipment, and test equipment; and
 - (iv) rule 148.59(b)(1) regarding an inspection of a raw material, parts, and assemblies; and
 - (v) rule 148.59(b)(2) regarding inspection of an individual part and complete assembly during manufacture; and
 - (vi) rule 148.59(b)(3) regarding the subcontracting of manufacturing activities; and
 - (vii) rule 148.59(b)(4) regarding a non-conforming material and part; and
 - (viii) rule 148.59(b)(5) regarding a final test including, if applicable, the procedures required for the application of a special flight permit with a

continuing authorisation granted under rule 21.197; and

- (ix) rule 148.59(b)(6) regarding the identification, handling, storage, and packing of an item that it manufactures; and
- (x) rule 148.59(b)(7) and (8) regarding the issue of *CAA Form One* and a statement of compliance; and
- (xi) rule 148.59(b)(9) regarding control and distribution of documentation; and
- (xii) rule 148.61(b) regarding the continued airworthiness of the items that it manufactures; and
- (xiii) rule 148.63 regarding the identification, collection, indexing, storage, maintenance, and disposal of a record; and
- (xiv) rule 148.65 regarding the internal quality assurance of the applicant's organisation; and

(13) procedures to control, amend, and distribute the exposition.

(b) The exposition must remain acceptable to the Director.

Subpart C — Operating Requirements

148.105 Changes to certificate holder's organisation

- (a) A holder of a manufacturing organisation certificate must ensure that the **exposition for the holder's organisation** is amended **to reflect** a current description of the organisation.
- (b) The certificate holder must —
 - (1) ensure that any amendment **to the exposition for the holder's organisation** meets the applicable requirements of this Part; and
 - (2) **comply** with the amendment procedures contained in the exposition.
- (c) Subject to paragraph (d), the certificate holder must **provide** the Director **with** a copy of each amendment to **the exposition for the holder's organisation** as soon as practicable after the amendment is incorporated into **the** exposition.
- (d) **Prior application to, and acceptance by, the Director is required if the certificate holder**

continuing authorisation granted under rule 21.197; and

- (ix) rule 148.59(b)(6) regarding the identification, handling, storage, and packing of an item that it manufactures; and
- (x) rules 148.59(b)(7) and (8) regarding the issue of **CAA Form One** and a statement of compliance; and
- (xi) rule 148.59(b)(9) regarding control and distribution of documentation; and
- (xii) rule 148.61(b) regarding the continued airworthiness of the items that it manufactures; and
- (xiii) rule 148.63 regarding the identification, collection, indexing, storage, maintenance, and disposal of a record; and
- (xiv) **[revoked]**

(13) procedures to control, amend, and distribute the exposition.

(b) The **applicant's** exposition must be acceptable to the Director.

Subpart C — Operating Requirements

148.105 Changes to certificate holder's organisation

- (a) A holder of a manufacturing organisation certificate must ensure that the exposition **required by rule 148.67** is amended **so that it remains** a current description of the organisation.
- (b) The certificate holder must—
 - (1) ensure that any amendment **made to its** exposition meets the applicable requirements of this Part; and
 - (2) **complies** with the amendment procedures contained in its exposition.
- (c) Subject to paragraph (d), the certificate holder must **forward to** the Director **for retention** a copy of each amendment to **its** exposition as soon as practicable after the amendment is incorporated into **its** exposition.
- (d) **Before a certificate holder changes any of the following, prior acceptance by the**

proposes to make a change to any of the following:

- (1) the chief executive:
- (2) the listed senior persons:
- (3) the manufacturing ratings:
- (4) the supply arrangements for priority parts:
- (5) the procedures for changing the scope within a rating:
- (6) the final testing activities for which the holder utilises a special flight permit with a continuing authorisation:
- (7) the locations at which the manufacturing activities are carried out.

(e) The Director may **specify** conditions under which a certificate holder **may** operate during or following any of the changes specified in paragraph (d), **to ensure continued compliance with the requirements of this Part**.

(f) A certificate holder must comply with **the conditions specified** by the Director under paragraph (e).

(g) If any change referred to in this rule requires an amendment to the manufacturing organisation certificate, the certificate holder must forward the certificate to the Director **immediately** for endorsement.

(h) The certificate holder must make such amendments to **the exposition for the holder's organisation** as the Director may consider necessary in the interests of aviation safety.

Director is required:

- (1) the chief executive:
- (2) the listed senior persons:
- (3) the manufacturing ratings:
- (4) the supply arrangements for priority parts:
- (5) the procedures for changing the scope within a rating:
- (6) the final testing activities for which the holder utilises a special flight permit with a continuing authorisation:
- (7) the locations at which the manufacturing activities are carried out:
- (8) **the system for safety management, if the change is a material change.**

(e) The Director may **impose** conditions under which a certificate holder **must** operate during or following any of the changes specified in paragraph (d).

(f) The certificate holder must comply with **any condition imposed** by the Director under paragraph (e).

(g) If any change referred to in this rule requires an amendment to the manufacturing organisation certificate, the certificate holder must forward the certificate to the Director for endorsement **of the change as soon as practicable.**

(h) The certificate holder must make such amendments to **its** exposition as the Director may consider necessary in the interests of aviation safety.

Subpart D — Transitional Provisions

148.151 Transition for manufacturing organisation certificate holders and applicants

(a) **This rule applies to each—**

- (1) **manufacturing organisation certificate holder:**

- (2) manufacturing organisation certificate applicant.
- (b) Before 1 February 2021, an organisation to which this rule applies—
 - (1) is not required to comply with—
 - (i) rule 148.51(a)(2)(iv), if instead of a senior person responsible for the system for safety management, the organisation has a senior person responsible for internal quality assurance;
 - (ii) rule 148.65, if instead of establishing, implementing, and maintaining the system for safety management, the organisation has established an internal quality assurance system that complies with rule 148.153;
 - (iii) rule 148.67(a)(1A);
 - (iv) rule 148.67(a)(3)(ii);
 - (v) rule 148.67(a)(4A); but
 - (2) by 30 July 2018 must submit to the Director with the accompanying completed CAA form an implementation plan that—
 - (i) includes a proposed date for implementation of the system for safety management; and
 - (ii) outlines how the organisation plans to implement the system for safety management required under rule 148.65.
- (c) The Director will, if acceptable—
 - (1) approve the organisation's implementation plan; and
 - (2) set the date for implementation of the system for safety management.
- (d) To avoid doubt, the date for implementation is the date the Director approves the system for safety management.
- (e) In setting the date under rule 148.151(c)(2), the Director must have regard to the following:
 - (1) the capability of the organisation:

- (2) the complexity of the organisation;
 - (3) the risks inherent in the activities of the organisation;
 - (4) the date of any certificate renewal;
 - (5) any resource or scheduling impacts on the organisation or the authority or both;
 - (6) the date for implementation must not be later than 1 February 2021.
- (f) If the organisation is an applicant for a manufacturing organisation certificate it must submit its application for such a certificate together with the plan for implementation of the system for safety management.
- (g) This rule expires on 1 February 2021.

148.153 Transitional internal quality assurance for manufacturing organisation certificate holders and applicants

- (a) The internal quality assurance system required by rule 148.151(b)(1)(ii) must be established to ensure the organisation's compliance with, and the adequacy of, the procedures required by this Part.
- (b) The internal quality assurance system must include—
- (1) a safety policy and safety policy procedures that are relevant to the applicant's organisational goals and the expectations and needs of its customers; and
 - (2) a procedure to ensure quality indicators, including defect and incident reports, and personnel and customer feedback, are monitored to identify existing problems or potential causes of problems within the system; and
 - (3) a procedure for corrective action to ensure that existing problems that have been identified within the system are corrected; and
 - (4) a procedure for preventive action to ensure that potential causes of problems that have been identified within the system are remedied; and
 - (5) an internal audit programme to audit the applicant's organisation for conformity with its safety policy; and
 - (6) management review procedures to ensure the continuing suitability and effectiveness of the internal quality assurance system in satisfying the

requirements of this Part.

- (c) The safety policy procedures must ensure that the safety policy is understood, implemented, and maintained at all levels of the organisation.
- (d) The procedure for corrective action must specify how—
- (1) existing problems are corrected; and
 - (2) corrective action is followed up to ensure the action is effective; and
 - (3) any procedure required for this Part is amended as a result of corrective action; and
 - (4) management will review the effectiveness of any corrective action taken.
- (e) The procedure for preventive action must specify how—
- (1) potential problems are corrected; and
 - (2) preventive action is followed up to ensure the action is effective; and
 - (3) any procedure required for this Part is amended as a result of preventive action; and
 - (4) management will review the effectiveness of any preventive action taken.
- (f) The internal quality audit programme must—
- (1) specify the frequency and location of the audits taking into account the nature of the activity to be audited; and
 - (2) ensure audits are performed by trained auditing personnel who are independent of those having direct responsibility for the activity being audited; and
 - (3) ensure the results of audits are reported to the personnel responsible for the activity being audited and the manager responsible for internal audits; and
 - (4) require preventive or corrective action to be taken by the personnel responsible for the activity being audited if problems are found by the audit; and
 - (5) ensure follow up audits to review the effectiveness of any preventive or corrective

action taken.

- (g) The procedure for management review must—
 - (1) specify the frequency of management reviews of the quality assurance system taking into account the need for the continuing effectiveness of the system; and
 - (2) identify the manager who is responsible for the review of the quality assurance system; and
 - (3) ensure the results of the review are evaluated and recorded.
- (h) The senior person who has the responsibility for internal quality assurance must have direct access to the chief executive on matters affecting safety.
- (i) This rule expires on 1 February 2021.

Appendix A — Transitional Arrangements

A holder of a Manufacturing Organisation Certificate that is in force on 1 March 2007 does not need to comply with rule 148.67(8) and (9) until 1 March 2008.

Appendix A — Revoked