



	for the aircraft types proposed to be operated by the air operator in Sierra Leone						
	(e) A copy of the Insurance Certificate						
	(f) A copy of the maintenance contract between the air operator and the Approved Maintenance Organisation, where the maintenance is carried out by an Approved Maintenance Organisation approved by the foreign authority						
	(g) In the cases of wet leased aircraft: a copy of the approval of the CAA of the State of the operator, with identification of the operator that exercises operational control of the aircraft ;						
	(h) Required Management Personnel identified in approved manuals						
	(i) MCM Approved and all copies appropriately amended						
	(j) A copy of a document identifying the maintenance checks that are required to be carried out for aircraft of the air operator while they are operated in Sierra Leone						
<b>2</b>	<b>MAINTENANCE MANAGEMENT</b>	<i>SLCAR Part 27 chpt 2</i>					
	(a) Aircraft maintenance release to service in compliance with applicable regulations						
	(b) Aircraft maintenance carried out by Approved Maintenance Organisations (AMO).						
	(c) Maintenance contracts for all contracted maintenance with appropriately authorized maintenance organizations						
	(d) Maintenance Quality System						
	(e) Aircraft technical records: Technical Log-book sheets, Aircraft Log-books, Lifer components records management,						
	(f) Scheduled Maintenance Planning and Maintenance work package control						
	(g) Continuing airworthiness management						
	(j) Maintaining current Fleet Maintenance Programmes (AOC )						
<b>3</b>	<b>MAINTENANCE RESPONSIBILITY</b>	<i>SLCAR Part 27 chpt 2</i>					
	(a) Aircraft airworthiness documents records keeping (C of R, C of A, Insurance, Certificate of Release to Service, Radio Station Licence, Mass and Balance Schedule, Noise Certificate, MEL.						
	(b) Airworthiness Data:						
	i. Access to SLCAA Regulations						
	ii. Access to SLCAA Advisory Circulars (ACs)						
	iii. Access to Airworthiness Directives (ADs)						
	iv. Access to Service Bulletins (SBs)						
	(c) Aircraft Service Documents and Technical Library						
	i. Approved Maintenance Programme						

ii. MRB Report						
iii. Manufacturer's Maintenance Planning/Requirements Document						
iv. MMEL and / MEL						
v. Aircraft Maintenance Manual (MM)						
vi. Illustrated Parts Catalogue (IPC)						
vii. Components Service Manuals (e.g. Engine Manual)						
viii. Maintenance Control Manual (MCM)						
ix. Maintenance Procedure's Manual						
x. Safety Management System Manual						
xi. Currency and Amendment Status of Technical Literature						
(d) Maintenance Records						
The operator ensures that the following records are kept for the required periods:						
i. the total time in service (hours, calendar time and cycles, as appropriate) of the aeroplane and all life-limited components;						
ii. the current status of compliance with all mandatory continuing airworthiness information;						
iii. appropriate details of modifications and repairs;						
iv. the time in service (hours, calendar time and cycles, as appropriate) since the last overhaul of the aeroplane or its components subject to a mandatory overhaul life;						
v. the current status of the aeroplane's compliance with the maintenance programme;						
vi. the detailed maintenance records to show that all requirements for the signing of a maintenance release have been met.						
vii. The records shall be kept for a minimum period of 90 days after the unit to which they refer has been permanently withdrawn from service,						
viii. the records shall be kept for a minimum period of one year after the signing of the maintenance release.						
(e) Maintenance Programme						
A maintenance programme for each aeroplane contains the following information						
i. maintenance tasks and the intervals at which these are to be performed, taking into account the anticipated utilization of the aeroplane;						
ii. when applicable, a continuing structural integrity programme;						
iii. procedures for changing or deviating from a) and b) above; and						

	iv. when applicable, condition monitoring and reliability programme descriptions for aircraft systems, components and engines						
	v. Maintenance tasks and intervals that have been specified as mandatory in approval of the type design shall be identified as such						
	vi. The maintenance programme should be based on maintenance programme information made available by the State of Design or by the organization responsible for the type design, and any additional applicable experience.						
	(f) Maintenance Control Manual						
	The operator's maintenance control manual contains the following information:						
	i. names and duties of the person or persons responsible for maintenance						
	ii. a description of the administrative arrangements between the operator and the approved maintenance organization;						
	iii. a reference to the maintenance programme						
	iv. a description of the methods used for the completion and retention of the operator's maintenance records						
	v. description of the procedures for monitoring, assessing and reporting maintenance and operational experience.						
	vi. a description of the procedures for complying with the service information reporting requirements of SLCAR Part 8A						
	vii. a description of procedures for assessing continuing airworthiness information and implementing any resulting actions						
	viii. a description of the procedures for implementing action resulting from mandatory continuing airworthiness information						
	ix. a description of aircraft types and models to which the manual applies						
	x. a description of procedures for ensuring that un-serviceability affecting airworthiness are recorded and rectified; and						
	xi. a description of the procedures for advising the State of Registry of significant in-service occurrences.						
4	<b>FACILITY REQUIREMENTS</b>	<i>SLCAR Part 27 chpt 2</i>					
	(a) Office Accommodation (including quality, planning, technical records)						



	<p><i>I hereby Certify that the subject Foreign Air Operators Maintenance Base and Arrangement is / not- Satisfactory for the (proposed) Operations undertaking</i></p>
	<p style="text-align: right;"><i>Signature..... Airworthiness Manager</i></p>