# Contents.

[1. *Contents.* 1](#_Toc431978709)

[2. *Scope and applicability.* 2](#_Toc431978710)

[3. *Purpose.* 2](#_Toc431978711)

[4. *Personnel data.* 3](#_Toc431978712)

[5. *Logbook data.* 4](#_Toc431978713)

[*5.1* *Logbook filling instructions.* 4](#_Toc431978716)

[*5.2* *Logbook records.* 5](#_Toc431978717)

# Scope and applicability.

EASA is the Competent Authority for maintenance organisations having their principal place of business located outside the EU, as established by EASA Part 145.1 “General” and is therefore responsible for the final approval of these maintenance organisations and for establishing procedures detailing how EASA Part-145 applications and approvals are managed.

This Logbook is applicable to EASA Part-145 applicant and EASA Part-145 AMOs’ (hereafter referred as maintenance organisations) having their principal place of business located outside the EU Member States and which are not certified under the provisions of a bilateral agreement signed with the EU.

The provisions of this Logbook are complementary to the requirements of Implementing Rule - Commission Regulation (EU) 1321/2014 Annex II, Part-145 “as amended” and does not supersede or replace the associated regulatory requirements.

# Purpose.

The maintenance organisation intending to issue or to renew an EASA Part-145 C/S - S/S individual authorisation is responsible to ensure that such staff is involved in at least 6 months of actual relevant aircraft or component maintenance experience in any consecutive 2-year period, following the criteria outlined in the “Foreign Part-145 approvals – Demonstration of 6/24 months maintenance experience, UG.CAO.00128-XXX”

This logbook is intended to:

* be used by maintenance organisations to fulfil the 6/24 months maintenance experience requirement as per 145.A.35.(c), before the issue/re-issue of an individual certification authorisation;
* be applicable to aircraft and/or component and/or engine and/or specialised services certifying staff and to aircraft base maintenance support staff;
* be completed by the candidate C/S and/or S/S;
* be customised, as necessary, by the maintenance organisation provided that the minimum level of information included in this logbook is maintained; The format and content of the logbook shall be described in the MOE;

# 

# Personnel data.

|  |  |
| --- | --- |
| **Certifying staff** | |
| Name |  |
| Surname |  |
| Date of birth |  |
| Place of birth |  |
| Certification Authorisation nr  (if already hold) |  |
| Certifying staff Privileges hold  (or intended to be granted) |  |
| Signature |  |

# Logbook data.

# 5.1 Logbook filling instructions.

|  |  |  |
| --- | --- | --- |
| **ID** | **Option** | **Description/ *Remarks*** |
| 1. Date | - | *Date when the maintenance activity was carried out.* |
| 1. Location | - | *Location where the maintenance activity was carried out.* |
| 1. A/C or comp. type | - | *A/C or component type.* |
| 1. A/C Reg. or comp. s/n | - | *A/C registration marks or component serial number* |
| 1. Type of maintenance (rating) | - | *Identify the class rating under which the maintenance is carried out.*  *The various options corresponds to the different ratings possible for an EASA Part-145 AMO* |
| 1. Privilege used | - | *when the person holds different privileges this block is intended to identify the certifying staff or support staff privilege used depending from the rating identified in the previous column (i.e. aircraft certifying staff cat.A or B1 or B2 or C, components or engines or NDT certifying staff )* |
| 1. Task type | *Identify the task type using the following term as being the more applicable to the task carried out. More than one term may be selected (i.e. TS and R/I,)* | |
| FOT | *Functional / Operational Test.* |
| SGH | *Service and Ground Handling.* |
| R/I | *Removal / Installation.* |
| MEL | *Minimum Equipment List* |
| TS | *Trouble Shooting.* |
| MOD | *Modification* |
| REP | *Repair* |
| INSP | *Inspection* |
| 1. Type of activity | *Identify the type of activity using the following term as being the more applicable to the activity carried out. More than one term may be selected.* | |
| Training | *the person recording the task in this logbook is under training* |
| Perform | *The maintenance activity recorded in the row was performed by the logbook owner* |
| Supervise | *The maintenance activity recorded in the row was supervised by the logbook owner* |
| CRS | *The maintenance activity recorded in the row was released to service by the logbook owner* |
| 1. ATA | - | *Enter the ATA chapter which better describes the majority of the activity carried out. More than one ATA chapters may be entered when necessary/applicable to the activity carried out.* |
| 1. Operation performed | - | *This filed is used to provide detailed reference to the task carried out* |
| 1. Time (hrs) | - | *Enter the total time (in hours) spent to accomplish the activity recorded in the row* |
| 1. Maintenance record ref. | - | *Enter the precise reference of the maintenance records where the activity mentioned in this logbook was recorded (i.e. ATL page 34 dated 1/1/2013, or work card nr. 12345, etc.).* |
| 1. Remarks | - | *This field is intended to be used for any additional comment/not which was not possible to enter in the other fields.* |

# 5.2 Logbook records.

This logbook is intended to be hand written by the certifying staff. Add rows/pages as necessary.

(example)

| **1. Date** | **2.**  **Location** | **3.**  **A/C or Comp.**  **Type** | **4.**  **A/C Reg.**  **or**  **Comp. S/n** | **5.**  **Type of maintenance (rating)** | **6.**  **Privilege used** | **7.**  **Task type** | | | | | | | | **8.**  **Type of activity** | | | | | **9.**  **ATA** | **10.**  **Operation performed** | **11.**  **Time Duration** | **12.**  **Maintenance record ref.** | **13.**  **Remarks** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **FOT** | **SGH** | **R/I** | **MEL** | **TS** | **MOD** | **REP** | **INSP** | **Training** | **Perform** | | **Supervise** | **CRS** |
| 2/1/13 | XX  workshop | FDR | 123456 | C13 | component cert. staff |  |  |  |  |  | X |  | X |  | |  | X |  | 31 | shop visit for repair | 16 | EASA Form 1 nr. XXXXXX |  |
| 1/1/13 | Moscow  SVO | A320  (CFM56) | EU-CAO | A1-line | B1 |  |  | X |  |  |  |  | X |  | | X |  | X | 32 | RH MLG WHEEL change | 1 | ATL page 12 |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Date: |  | Logbook owner`s signature(\*): |  |

(\*) I declare that the entries in this logbook are complete and true.