Appendix 1: List of questions associated to the TOR

- **What is the content of ICA?**
  - **Is the definition included in the applicable part of the CSs? Are all definitions provided in regulations consistent (taking into account proportionality)?**
  - **Does it include CMMs? IPC? Wiring diagram (WDM)? Weight and Balance Manual (WBM)? SB, AD, ELA, ETOPS CMP, MPD, SID, etc.? Case of the ICA associated to repairs.**
    Approved Manuals to be discussed:
    - ALS
    - CMR
    - Ageing Systems Maintenance Fuel Airworthiness Limitations
    - Electrical Wiring Interconnection Systems
    - Corrosion Prevention and Control Programme
  - **How far do ICA need to be controlled by the DAH (TC holder/STC holder/TSO holder)? Case of the component ICA (link with DOA privilege?)**
  - **What is the responsibility of the DAH for ensuring compatibility between DAH ICA and TCH ICA?**
  - **If a maintenance manual is not considered as ICA:**
    What is its status? How is it controlled? What are the Design Approval Holder responsibilities?
  - **How to ensure ICA are easy to use and to understand?**

- **What is the level of Agency verification and/or approval of ICA?**
  - **What are the approved ICA and why?**
  - **What is the difference between "approved" and "accepted"?**
  - **How is the approval reflected?**
  - **What is the status of non-approved ICA?**
  - **What is the level of Agency verification of ICA?**
  - **Shall Type Certificate Data Sheet refer to ICA?**
  - **What about the role of NAAs and EASA concerning the verification/approval of the ICA and maintenance data?**
  - **Approved Manuals to be discussed:**
    - ALS
    - CMR
    - Ageing Systems MaintenanceFuel Airworthiness Limitations
    - Electrical Wiring Interconnection Systems
    - Corrosion Prevention and Control Programme
  - **Case of "partially" approved manuals. What do we check on non-approved parts?**
    - E.g. SRM

- **What is the process for up-dating ICA and distributing ICA (acceptability/verification)?**
- **Are ICA part of Type Design?**

- **How does the MRB process fit in the approval/acceptance of ICA?**
  - **How and what parts of the MRB report are integrated in the ICA?**
  - **How do we coordinate the approval/acceptance processes?**
  - **Case of the engine/propellers manufacturers/suppliers in the MRB process?**
  - **How can a modification impacting the MRB be approved whereas MRB process is not completed thus does not allow to assess the impact?**
  - **What alternative processes can be used?**

- **When do ICA need to be available?**
  - **Regulatory difference with FAA**
  - **What needs to be available before any Design approval?**
  - **What can be made available later?**
  - **What needs to be available? The publication or the manuals? The identification of the impacted instructions or the instructions themselves?**
  - **To obtain the design approval, who should the ICA be available to? The end user or the authorities?**
  - **When should ICA for unscheduled maintenance task be available?**
  - **In case of postponed ICA, are there sufficient enforcement tools in place to ensure timely availability of the postponed elements?**
  - **Is there a clear requirement for design approval holders to update the ICA following service experience?**

- **To whom should ICA be made available?**
  - **Only to operators/owners, or**
  - **Also to maintenance organisations**
  - **Who is required to use ICA?**

- **Privileges under DOA to issue and (possibly) approve ICA?**
  - **What privileges are used today? Are they clear enough? (« instruction » and « information »)**
  - **Should DOA privileges be extended (case for e.g. of a minor change to ICA without design change including case of DOA not being the DAH)?**
  - **What does the privilege to “issue” an instruction mean? Is it the controlled mechanism to issue non-approved instructions? What**

can/should be the role of DOA and AP-DOA in the issuance of ICA? Does the use of the privilege to issue instructions automatically lead to use the privilege on the statement of approval? What is the added value of the statement following issuance of the instructions?

- **How are ICA used by operators/maintenance organisations/independent certifying staff?**
  - **Which ICA are used by operators/maintenance organisations? Are they the approved ones?**
  - **How can operators identify ICA?**
  - **Which ones are used as is? Which ones are transposed? How are they transposed (e.g. language)?**
  - **Which ICA are mandatory? Which ones can be modified by the operator? What is the process?**
  - **Can we talk about safety related/non safety related maintenance instructions?**
  - **How to accept alternative maintenance instructions developed by the operator/MRO? Is feedback needed to DAH? Can operators deviate from ICA? How far?**
  - **How to ensure that difficulties met while using ICA are reported to the DAH? How to ensure DAH will consider them?**
  - **When do operators need to up-date ICA? How do operators/MRO need to take account of ICA changes introduced by DAH? Is it in line with Design Approval Holder requirements? Case of the ADs issued to cover ALS.**
  - **If ICA are changed by operators or Maintenance Organisations, can they still be considered as ICA?**
  - **What are operator's responsibilities for integrating ICA from different sources (DAH) into the TC holder original ICA? How to ensure compatibility between DAH ICA and TC holder ICA?**
  - **Case of the changes to ICA: Can they be handled directly by operators/MRO? (for e.g. AMM, CMM, IPC…)**

- **Regulatory context and implementation:**
  - **Even though the regulatory structures of FAA, TCCA and EASA are different and complete harmonisation is unlikely to happen, how to ensure that Maintenance data and ICA migration is facilitated?**
  - **Now that all the design responsibilities are transferred from Member States to the Agency, in which conditions can the Maintenance Programme and deviations to it be approved by the Member States? How can we ensure sufficient information is available at Member State level and how to ensure consistent implementation?**