

## International Maintenance Review Board Policy Board (IMRBPB)

### IMRBPB Charter:

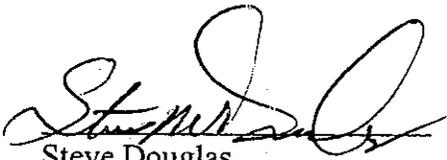
The IMRBPB is envisioned as a system for the continuing development of policies, procedures, and guidance for the use of personnel operating under the purview of various Maintenance Review Boards (MRB's). In addition to promoting harmonization with other regulatory authorities, the IMRBPB would advocate the standardization of MRB policy and procedures. The IMRBPB would also provide a structured forum for discussions leading to the development of national and international policy regarding all MRB activities.

The present agreement between the Federal Aviation Administration (FAA), the Joint Aviation Authorities (JAA), and Transport Canada Aviation (TCA) is built upon a joint meeting held in Glasgow, Scotland, in November, 1994.

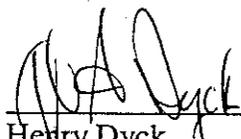
### Terms of Reference

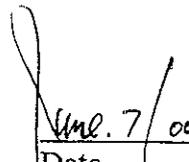
1. The IMRBPB will normally meet twice a year for three days - two days allocated to the Regulatory Authorities and the third day in joint session with Industry. Industry representation should be limited to appropriate representatives dealing with the issues being discussed. The meeting venue will rotate between the USA, Europe, and Canada beginning with Montreal in June, 1995
2. Membership will include FAA, JAA, and TCA but is open to any Regulatory Authority prepared to actively participate
3. Chairmanship will rotate depending upon the location of the meeting, therefore, the chairman will make the necessary arrangements, invitations, agenda, and meeting minutes
4. The IMRBPB shall ensure that any domestic MRB policy issue which has an impact on international harmonization is first considered whenever possible by the IMRBPB before implementation.
5. FAA, JAA, and TCA shall exchange a list of those MRB harmonization issues each would like discussed at the first scheduled meeting and at subsequent meetings. A prioritized status listing of MRB Policy Items will be developed and maintained for record purposes.
6. The IMRBPB will only discuss issues related to the MRB/MSG process. All issues will be based upon the latest revision of FAA Advisory Circular AC 121-22, JAA Administration and Guidance Material (AGM) /Maintenance Procedure Chapter 16, and TCA Airworthiness Manual Advisory AMA 571.101/3.

7. Each regulatory authority will be responsible for disseminating and distributing harmonized policy information in a timely manner.
8. FAA, JAA, and TCA shall ask their respective Industry representatives how they will identify and collectively propose prospective MRB issues for regulatory consideration.
9. All Industry proposed agenda items are to be submitted to the respective authority 60 days prior to the scheduled meeting for inclusion at that meeting, and will be submitted in an issue paper format.
10. Revisions to these Terms of Reference shall be proposed if required as a new issue to be discussed at a subsequent meeting.

  
Steve Douglas  
Manager  
Aircraft Maintenance Division  
Federal Aviation Administration

7 June 2000  
Date

  
Henry Dyck  
Superintendent  
Aircraft Evaluation  
Transport Canada

  
June 7/00  
Date

  
Jean-Marc Cluzeau  
Joint Aviation Authorities

7 June 2000  
Date