

Annex 1
Implementation Procedures to the Working Arrangement between the
European Union Aviation Safety Agency (EASA) and the Civil Aviation
Authority of Singapore (CAAS) on Maintenance Organisations

General

These Implementation Procedures are developed pursuant to Article 3 of the Working Arrangement between EASA and CAAS on maintenance organisations signed in Singapore on 9 April 2019 ("the Working Arrangement").

A. Provisions applicable to exchange of information pertaining to maintenance organisations and oversight of such organisations located in Singapore.

1. With a view to facilitating the initial issuance by EASA of an EASA Part-145 certificate and/or the continuation of EASA Part-145 certificates for organisations located in Singapore and holding a CAAS SAR-145 certificate, EASA will provide to CAAS a list of maintenance organisations located in Singapore to which it has issued an EASA Part-145 certificate or for which it has received an application for an initial issuance of an EASA Part-145 certificate. EASA will also inform CAAS of any changes to that list. That list will include information about the scope of the approval issued or applied for as well as other pertinent information as agreed by EASA and CAAS.
2. Subject to the provisions of Article 6 of the Working Arrangement, CAAS will share with EASA:
 - 2.1 Its Singapore Airworthiness Requirements 145 (SAR-145) approved organisations audit programmes for the maintenance organisations referred to in Paragraph A1, listing the dates when audits are due for each organisation;
 - 2.2 Confirmation of audits of maintenance organisations referred to in Paragraph A1 that were carried out by the CAAS;
 - 2.3 Information regarding any significant non-compliance with SAR-145 by a SAR-145 maintenance organisation referred to in Paragraph A1. Such information will be communicated by CAAS to EASA as soon as practicable and in any case not later than 72 hours after CAAS received that information;
 - 2.4 Other information available to CAAS that is relevant for activities of EASA related to investigations and continued oversight of maintenance organisations referred to in Paragraph A1.

3. When performing investigations and continued oversight of maintenance organisations located in Singapore for the purpose of the initial issuance or continuation of an EASA Part-145 certificate in accordance with the applicable EU law, EASA may take into account the information received in accordance with Paragraph A2 and may consider to adjust its scope or frequency of investigations and continued oversight.
4. The sharing of information referred to in Paragraph A2 is without prejudice to applicable regulations of Singapore as provided in Article 6 of the Working Arrangement on Confidentiality.
5. EASA understands that CAAS may need to obtain prior agreement of the maintenance organisation to which the information referred to in Paragraph A2 pertains before being able to share that information with EASA.
6. It is the intention of EASA to maintain its presence in Singapore to perform activities related to Paragraph A3, and to facilitate the continued exchange of information with the CAAS regarding the maintenance organisations holding EASA Part-145 and CAAS SAR-145 certificates, in the common interest of safety.
7. The information referred to in Paragraph A2 will be provided by CAAS to EASA in English, using the template included in the Appendix 2 (CAAS summary report).

B. Provisions applicable to exchange of information pertaining to maintenance organisations and oversight of such organisations located in Member States of the European Union.

1. With a view to facilitating the initial issuance by CAAS of a CAAS SAR-145 certificate and/or the continuation of CAAS SAR-145 certificates for organisations located in the Member States of the European Union and holding EU Part-145 approval, CAAS will provide to EASA a list of maintenance organisations located in EU Member States to which it has issued a CAAS SAR-145 certificate or for which it has received an application for an initial issuance of a CAAS SAR-145 certificate. CAAS will also inform EASA of any changes to that list. That list will be based on the template included in Appendix 1 to these Implementation Procedures.
2. EASA will ask the national aviation authorities of EU Member States in which the maintenance organisations referred to in Paragraph B1 are located for the required oversight information, which is to be shared on a voluntary basis, and provide that information to CAAS. Subject to the provisions of Article 6 of the Working Arrangement, that oversight information includes:
 - 2.1 Copy of the EU Part-145 approved organisations audit programmes of the national aviation authorities of EU Member States for the maintenance organisations referred to in Paragraph B1;

- 2.2 Information about the level of implementation of the audit programmes referred to in Paragraph B2.1, including information about the audits actually carried out by the national aviation authorities of EU Member States;
- 2.3 Information contained in the performed audits' reports relevant for the scope of the certificate concerning the activities of CAAS related to investigations and continued oversight of maintenance organisations referred to in Paragraph B1;
- 2.4 Information regarding any significant non-compliance with EASA Part-145 by an EU Part-145 maintenance organisation referred to in Paragraph B1. Such information will be communicated by EASA to CAAS as soon as practicable and in any case not later than 72 hours after EASA received that information.
3. The information referred to in Paragraph B2 will be sent to EASA using the template included in Appendix 3 (NAAs summary report). The NAA summary report will be provided by EASA to CAAS in English.
4. Nothing in these Implementing Procedures should be understood as requiring national aviation authorities of EU Member States to provide the information referred to in Paragraph B2 directly to CAAS. It will be the task of EASA to provide that information to CAAS upon its receipt from national aviation authorities of EU Member States, subject to Article 6 of the Working Arrangement on confidentiality of information which provides, that the sharing of information is without prejudice to applicable EU law and national law of EU Member States and regulations of Singapore.
5. When EASA acts as the competent authority for the maintenance organisations located in EU Member States in accordance with Article 64 or 65 of Regulation (EU) No 2018/1139, it will share, subject to Article 6 of the Working Arrangement, the information referred in Paragraph B2 with CAAS, as applicable.
6. EASA and CAAS understand that in certain cases, national aviation authorities of the EU Member States may also need to obtain prior agreement of the maintenance organisation to which the information referred to in Paragraph B2 pertains before being able to share that information with CAAS.
7. When performing investigations and continued oversight of maintenance organisations located in EU Member States for the purpose of the initial issuance or continuation of a CAAS SAR-145 certificate in accordance with the applicable law of Singapore, CAAS may take into account the information received in accordance with Paragraph B2 and may consider to adjust its scope or frequency of investigations and continued oversight.

Appendix 1

EASA-CAAS Working Arrangement on Maintenance Organisations List of EU Part-145 Organisations holding a CAAS Approval			Date:
EU Part-145 approved Organisations located in EU Member States and holding a CAAS SAR-145 certificate			
EU MS/EASA	EU Approval reference	CAAS Approval Reference	Scope of CAAS Approval:
EU Part-145 approved Organisations located in EU Member States for which CAAS received an application for CAAS SAR-145 certificate			
EU MS/EASA	EU Approval reference, if any	CAAS Application date	Scope of the CAAS approval applied for:

Appendix 2 CAAS Summary Report

AMO name:			
AMO address:			
CAAS AWI number:	AWI	Expiry date:	DD-MMM-YYYY
EASA ID:	EASA.145.		
Address of the facility audited:			
CAAS approved ratings:			

A. On-site audits performed by CAAS during the preceding 12 months.

Audit reference, date of the audit and audit nature (change, surveillance, investigation on specific item)

1.	
2.	
3.	

B. Summary of the results within the preceding 12 months surveillance period.

Audit Reference	Findings	Corrective Action		
		Date Due	Closed	Description

Inspector/Surveyor's Name:
E-mail address:
Inspector/Surveyor's Signature: <div>Date:</div>

To be sent one month after the CAAS certificate approval date to the following mailbox:

SIN145@easa.europa.eu

Appendix 3 NAAs summary Report

Name of AMO:	
Part-145 Certificate Number:	CAAS Certificate Number:
	CAAS Certificate validity: __/__/__
Approved rating(s): see attached Part-145 certificate.	
Aviation Authority with Oversight Responsibility:	
Country:	

A. Facility location(s): see attached Part-145 certificate (for line stations, please see attached MOE chapter 1.7)
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B. Audit program. On-site audits planned by the NAA (reference to Annex 1, B2.1 Part 145 approved ratings).
1.
2.
3.
4.
5.

C. On-site audits performed by the NAA during the preceding 12 months (reference to Annex 1, B2.2 Part 145 approved ratings).
4.
5.
6.
7.
8.

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D. Summary of the results within the preceding 12 months surveillance period (reference to Annex 1, B2.3 CAAS approved ratings)				
Audit Reference	Findings	Corrective Action		
		Date Due	Closed	Description

Inspector/Surveyor's Name:
E-mail address:
Inspector/Surveyor's Signature:
Date:

To be sent to EASA by NAAs 45 days before the CAAS certificate expiration date to the following mailbox:

TCA@easa.europa.eu

Then the NAAs summary reports will be sent by EASA to CAAS to the following mail box:

CAAS_AM@caas.gov.sg

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