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**To all Foreign EASA Part-145 Applicants  
and Approval holders**

Cologne, 11.11.2022

**Subject: Revised work instructions and guidance material for the management of  
Foreign Part-145 approvals**

**Reference:** [EASA Letter on "Implementation of Safety Management System in Part-145 Maintenance Organisations in accordance with Regulation \(EU\) 2021/1963" \(letter ref. ARES2022- 4621365 dated 23/06/2022\)](#)

Dear Sir or Madam,

The purpose of this letter is to inform that the guidance material for the management of Foreign Part-145 approvals has been revised with the **primary objective to implement SMS in the Part-145 Organisations** in accordance with Regulation (EU) 2021/1963.

This material also contain valuable information published by the competent authority for standardisation purposes and representing best practices to be implemented by organisations as per 145.A.65(b).

The following document provides the complete list of updated documentation:

- Foreign Part-145 approvals- Documentation Index, FO.CAO.00136-011

All documents identified in this index, as applicable to the "applicant/approval holder", are available for download on the EASA website at the following address:

<https://www.easa.europa.eu/easa-and-you/aircraft-products/continuing-airworthiness-organisations/foreign-part-145-organisations>

All revised documents are applicable as of 2 December 2022. The transition process to implement SMS in Foreign Part-145 organisations is detailed in the EASA letter in reference.

## Summary of changes

The main changes introduced by this package is the endorsement of Regulation (EU) 2021/1963 introducing SMS in Part-145 organisations. This affects all guidance material in various ways as further identified by the change highlights in each document. Furthermore, the following novelties have been introduced:

1. MOE User Guide (UG.CAO.00024-009):
  - guidance on how associated procedures/lists can be managed when used for multiple regulatory approvals;
  - differentiation between associated procedures/lists and work instructions.
2. First issuance of the NDT User Guide (UG.CAO.00161);
3. A Résumé form is issued together with related instructions which replaces and supersedes the EASA Form 4.

Based on the above, EASA Foreign Part-145 Organisations are hereby requested to review their Maintenance Organisation Exposition, as follows:

- Organisation undergoing an initial or reinstatement process (i.e. limited or suspended): the changes introduced by the new MOE User Guide UG.CAO.00024-009 have to be endorsed in the Exposition (thereby implementing SMS) to allow its approval and the completion of the investigation process;
- Organisations holding a valid approval: the MOE User Guide revision UG.CAO.00024-008 can still be used for any change to the MOE during the transition period of Regulation (EU) 2021/1963. A revised MOE in compliance with UG.CAO.00024-009 (thereby implementing SMS) is expected to be submitted as part of the SMS application package at the earliest opportunity. The EASA letter in reference provides further guidance on the transition process and its timelines.

Yours faithfully,



Lorenzo PELLEGRINI