Welcome to the Webinar on the roles and responsibilities of maintenance personnel

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Agenda

→ Welcome
→ Objective of the webinar
→ Presentation of the draft policy paper
→ Key Messages
→ Questions and answers
→ Pulse check
→ Next steps and closure
Why the new paper?

→ Evolution of the paper December 2015
→ Amendments to the Regulation (EU) 1321/2014
→ Questions and feedback from the industry
→ Clarify key terminology
→ Modernise and add visuals
→ Reinforce Key messages
Title and Contents

EASA Policy on
the roles and responsibilities of personnel involved in aircraft line and base maintenance

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List of revision

| January 2023 | Draft |

Policy Paper
N. 0X – XX.0X.2023
Setting the scene

145.A.50 Certification of maintenance

(a) A certificate of release to service shall be issued by appropriately authorised certifying staff on behalf of the organisation when that certifying staff has verified that all the maintenance that was ordered has been properly carried out by the organisation in accordance with the procedures specified in point 145.A.70, taking into account the availability and use of the maintenance data specified in point 145.A.45, and that there are no known non-compliances which endanger flight safety.

‘verification’ or ‘to verify’ refers to the activity carried out by personnel authorised by the organisation to ensure that the ordered maintenance has been properly carried out before a certificate of release to service is issued.
Key maintenance personnel (1/2)

‘certifying staff’ certify, with a certificate of release to service (CRS), the maintenance he/she performed or verified

→ Tasks to be certified are within the scope of the authorisation (which is based on the licence)
→ Include task-trained category A or B2 staff who certify self-performed minor scheduled line maintenance and simple defect rectification

‘support staff’ perform and/or verify maintenance during base maintenance activities

→ Tasks to be verified are within the scope of the authorisation (based on the licence).
→ The use of support staff with type-rated B licence is required during base maintenance of complex motor-powered aircraft (CMPA).

Both hold an appropriate aircraft-rated Part-66 licence and an authorisation delivered by the organisation
Key maintenance personnel (2/2)

‘authorised person’ may carry out maintenance in an organisation, with or without an appropriate licence, when authorized by that organisation to sign off the task(s) that he/she has directly performed

→ All category B and L certifying staff and support staff, as well as personnel who carry out specialised tasks, are considered de facto also “authorised person” under their scope of authorisation.

A ‘sign-off’ is a statement issued by the ‘authorised person’ which indicates that the task has been correctly performed. A ‘sign-off’ relates to one step in the maintenance process and is, therefore, different to a CRS
Base maintenance certified by cat. C certifying staff

Authorised person carries out task and signs off

Verification

Support Staff verifies maintenance

Verification

Certifying Staff verifies maintenance, process, and general condition
B/L-certifying staff certifying maintenance carried out by ‘authorised person’

Authorised person carries out task and signs off

Certifying Staff verifies maintenance, process, and general condition
Verification

Staff carrying out maintenance

Verification = Monitor + Assist + Check

Support Staff or Certifying Staff
Example of level of verification

Level of verification:

+++ (*)
++

+ -

- -

- - - minimal (but ≠ 0)

(*) or add/complement resources

Number of disciplines/zones/tasks involved
Tasks complexity (coordination, length, etc)
Difficulty related to environment/fatigue
Criticality of the task
Expertise/competence of the staff involved
Task frequency and level of familiarity with the task
Ratio \( \frac{\text{number of support staff}}{\text{number of staff}} \) for the particular work or shift
Clarity of maintenance instructions

⚠ complacency
Key messages

AUTHORISATION SCOPE
- According to licence privileges
- B1 does not cover full B2 scope (or vice versa)
- Combined roles are possible

REALISTIC PLANNING
- Sufficient number of support staff
- Complexity and criticality of tasks
- Size of aircraft or area under maintenance

LEVEL OF VERIFICATION BY SUPPORT OR CERTIFYING STAFF
- Level of verification cannot be zero
- Not limited to paperwork and cannot be performed from a remote location
- According to general procedures and increased when necessary
Questions & Answers
Next steps and webinar closure

→ Publish paper
  → Considering comments received through Webinar
→ Continue reviewing the 2015 paper
→ Rulemaking task RMT.0097

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<th>Functions of B1 and B2 support staff and responsibilities</th>
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<td>Introduce principles for increased robustness of the maintenance certification process eliminating potential ‘safety gaps’ by clarifying the roles and responsibilities of certifying staff, support staff and ‘sign-off’ staff, both in line and base maintenance.</td>
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EPAS 2023-2025
Thank you!