



# Terms of Reference

for a rulemaking task

## Certification Specifications and Guidance Material for maintenance certifying staff type rating training

RMT.0106 (21.039(e)) – ISSUE 1 – 28.07.2014

<b>Applicability</b>		<b>Process map</b>	
Affected regulations and decisions:	Commission Regulation (EU) No 69/2014 amending Regulation (EU) No 748/2012 and related AMC/GM Commission Regulation (EU) No 2042/2003 and related AMC/GM	Rulemaking lead:	R4
Affected stakeholders:	Applicants for EASA Part-21 design approvals Applicants for EASA Part-147 approvals and type rating training	Concept Paper:	No
Driver/origin:	Legal obligation	Rulemaking group:	Yes
Reference:	Article 5 of Regulation (EC) No 216/2008	RIA type:	Light
		Technical consultation during NPA drafting:	Yes
		Publication date of the NPA:	2015/Q4
		Duration of NPA consultation:	3 months
		Review group:	Yes
		Focussed consultation:	Yes
		Publication date of the Opinion:	2018/Q1
		Publication date of the Decision:	2018/Q1

## 1. Issue and reasoning for regulatory change

The recently adopted Commission Regulation (EU) No 69/2014<sup>1</sup> requires that Operational Suitability Data (OSD) be included in the application for a type-certificate or restricted type-certificate for an aircraft.

This operational suitability data includes, among other data, the minimum syllabus of maintenance certifying staff type rating training, including the determination of type rating.

Consequently, there is a need to develop the Certification Specification for Maintenance Certifying Staff Data (CS-MCSD).

At the same time, there is a need to develop guidance for classification of changes to the MCSD in accordance with Part 21.A.91.

## 2. Objectives

The main objective is to improve the level of safety by requiring the applicant for a type-certificate or restricted type-certificate for an aircraft to identify the minimum syllabus of maintenance certifying staff type rating training, including the determination of type rating. This will enable the Part-21 Design Approval Holder (DAH) to identify the technical elements necessary to be addressed for the purpose of training of maintenance certifying staff involved in the maintenance of their products.

This minimum syllabus, together with the requirements contained in Appendix III to Annex III (Part-66) to Commission Regulation EC No 2042/2003<sup>2</sup>, will form the basis for the development and approval of Part-66 type training courses.

## 3. Activities

In accordance with the regulatory frame of Commission Regulation (EU) No 69/2014, consideration will be given to, but not only to, the following:

- Terminology and definitions;
- Configuration of the respective aircraft as defined by type design;
- Criteria and process for the determination of models/variants/ratings;
- The identification and content of the 'box' categories (mandatory/non-mandatory) defined in GM No 3 to 21.A.15(d) (see Annex to ED Decision 2014/007/R<sup>3</sup>);
- The process to approve the content of the OSD elements related to development of the minimum syllabus of maintenance certifying staff type rating training;
- The availability and format of OSD;

<sup>1</sup> Commission Regulation (EU) No 69/2014 of 27 January 2014 amending Regulation (EU) No 748/2012 laying down implementing rules for the airworthiness and environmental certification of aircraft and related products, parts and appliances, as well as for the certification of design and production organisations (OJ L 23, 28.1.2014, p. 12).

<sup>2</sup> Commission Regulation (EC) No 2042/2003 of 20 October 2003 on the continuing airworthiness of aircraft and aeronautical products, parts and appliances, and on the approval of organisations and personnel involved in these tasks (OJ L 315, 28/11/2003, p.1), as last amended by Commission Regulation (EU) No 593/2012 of 5 July 2012 (OJ L 176, 6.7.2012, p. 38).

<sup>3</sup> Decision 2014/007/R of the Executive Director of the Agency of 31 January 2014 amending Acceptable Means of Compliance and Guidance Material to Part-21 of Regulation (EU) No 748/2012 of 3 August 2012 laying down implementing rules for the airworthiness and environmental certification of aircraft and related products, parts and appliances, as well as for the certification of design and production organisations (OJ L 224, 21.8.2012, p. 1) 'AMC & GM to Part 21 - Amendment 2' to Issue 2' 'Operational Suitability Data (OSD)'.

- The consistency with already published CSs related to the OSD in terms of 'content' and 'process', wherever applicable (see Agency Decisions 2014/004/R<sup>4</sup>, 2014/005/R<sup>5</sup>, and 2014/006/R<sup>6</sup>); and
- In the development of guidance to Part 21.A.91, consider the guidance that is developed for the other OSD elements under RMT.0607.

#### 4. Deliverables

The deliverables will consist of:

- drafting a CS-MCSD (Book 1), and associated Guidance Material (Book 2), to be later adopted through an Agency decision;
- reviewing the AMC & GM to Part-21 applicable to OSD-MCSD and establishing guidance for the classification of changes to OSD-MCSD in accordance with Part 21.A.91;
- proposing an amendment to Commission Regulation (EC) No 2042/2003 and its related AMC/GM, if needed, to ensure consistency with the content of CS-MCSD (Books 1 and 2); and
- reviewing the provisions for OSD-MCSD grandfathering as well as for possible and adequate 'catch-up' of older models, if needed.

#### 5. Profile and contribution of the rulemaking group

In accordance with the work instructions for rulemaking groups (please refer to [WI.RPRO.00045](#)), the contribution of the rulemaking group members consists in actively drafting the material related to CS-MCSD by using their expertise in the fields of aircraft design and maintenance. The objective is to identify the processes pertaining to the Part-21 environment (in particular 21.A.61 'Instructions for continued airworthiness'), which will ultimately allow the identification of the technical elements necessary for the purpose of training of maintenance certifying staff involved in maintenance.

Note 1: Knowledge in the field of the MRB, MPD development as well as MSG3 is welcome as the development of the maintenance programme may help to identify the novelties of the aircraft, the criticality of the maintenance tasks and ultimately the training elements necessary for the maintenance of airworthiness related to the aircraft type or its variants.

Note 2: Knowledge of Part-66 and Part-147 (aircraft maintenance licence (AML) and maintenance training organisation respectively) is desired, in particular the aircraft ratings' endorsement on the AML in accordance with 66.A.45, Appendix III to Part-66 and its AMC.

In addition, the members shall have an understanding of the OSD concept.

It is noteworthy that the maintenance certifying staff's element of the OSD is a novelty as it was not part of the OEB process held at the JAA time. Consequently, the rulemaking group members would make proposals based on what does happen practically in the field and could use test cases in order to validate the options taken. Experts having specific expertise could be invited on a case-by-case basis in order to contribute in their field of expertise.

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<sup>4</sup> Decision 2014/004/R of the Executive Director of the Agency of 31 January 2014 adopting Certification Specifications and Guidance Material for Master Minimum Equipment List 'CS-MMEL — Initial issue'.

<sup>5</sup> Decision 2014/005/R of the Executive Director of the Agency of 31 January 2014 adopting Certification Specifications and Guidance Material for Generic Master Minimum Equipment List 'CS-GEN-MMEL — Initial issue'.

<sup>6</sup> Decision 2014/006/R of the Executive Director of the Agency of 31 January 2014 adopting Certification Specifications and Guidance Material for Cabin Crew Data 'CS-CCD — Initial Issue'.

Working methods will include meetings at the Agency's premises as well as teleconferences and electronic exchange of documents for review. If needed, consultation with external parties is envisaged.

## 6. Annex I: Reference documents

### 6.1. Affected regulations

- [Commission Regulation \(EU\) No 748/2012](#) laying down implementing rules for the airworthiness and environmental certification of aircraft and related products, parts and appliances, as well as for the certification of design and production organisations (OJ L 224, 21.8.2012, p. 1), its amendments and its related AMC/GM
- [Commission Regulation \(EC\) No 2042/2003](#) of 20 October 2003 on the continuing airworthiness of aircraft and aeronautical products, parts and appliances, and on the approval of organisations and personnel involved in these tasks (OJ L 315, 28/11/2003, p.1), as last amended by Commission Regulation (EU) No 593/2012 of 5 July 2012 (OJ L 176, 6.7.2012, p. 38), its amendments and its related AMC/GM

### 6.2. Affected decisions

- Decisions of the Executive Director of the Agency [affecting the AMC/GM related to Commission Regulation \(EC\) No 2042/2003](#)

### 6.3. Reference documents

- [Commission Regulation \(EU\) No 69/2014](#) of 27 January 2014 amending Regulation (EU) No 748/2012 laying down implementing rules for the airworthiness and environmental certification of aircraft and related products, parts and appliances, as well as for the certification of design and production organisations (OJ L 23, 28.1.2014, p. 12)
- [Decision 2014/007/R](#) of the Executive Director of the Agency of 31 January 2014 amending Acceptable Means of Compliance and Guidance Material to Part-21 of Regulation (EU) No 748/2012 of 3 August 2012 laying down implementing rules for the airworthiness and environmental certification of aircraft and related products, parts and appliances, as well as for the certification of design and production organisations (OJ L 224, 21.8.2012, p. 1) ('AMC & GM to Part 21 – Amendment 2' to Issue 2' 'Operational Suitability Data (OSD)')
- [Decision 2014/004/R](#) of the Executive Director of the Agency of 31 January 2014 adopting Certification Specifications and Guidance Material for Master Minimum Equipment List 'CS-MMEL – Initial issue'
- [Decision 2014/005/R](#) of the Executive Director of the Agency of 31 January 2014 adopting Certification Specifications and Guidance Material for Generic Master Minimum Equipment List 'CS-GEN-MMEL – Initial issue'
- [Decision 2014/006/R](#) of the Executive Director of the Agency of 31 January 2014 adopting Certification Specifications and Guidance Material for Cabin Crew Data 'CS-CCD – Initial Issue'
- [Commission Regulation \(EC\) No 2042/2003, its amendments and its related AMC/GM](#)
- [Work instructions for rulemaking groups WI.RPRO.00045](#)

## 7. Annex II: Potential content of the 'boxes' (OSD concept)

(For information only)

**The following elements, but not limited to, would have to be discussed as part of the content of the boxes IAW GM No 3 to 21.A.15(d):**

- Type rating determination and conclusion.
- A/c configuration to be addressed in accordance with the certificated type design. This configuration should be detailed to Spec.2200 system/subsystem level and should include the categorisation of technical information to be addressed in training (e.g. location, description, normal operation, indication, etc.). The list should be detailed to Spec.2200 component level if the novelty or other characteristics of the component justify/require such a detail. Whenever the certificated a/c configuration includes options for a system, subsystem or equipment/appliance in addition to the basic configuration of the a/c, these options could be included by the TCH only as recommendations to the OSD user.
- Training Area of Special Emphasis for maintenance (TASEm): any element considered by the applicant as having a degree of novelty, specificity or uniqueness relevant to the maintenance of their product. This could be a technical or operational feature that maintenance personnel needs to be aware of and take into consideration (e.g. a 5000 psi hydraulic, LEHGS, EHA and EBHA, VFG, SSPC and RCCB, new materials and related processes). This also applies to options, layout, modifications, etc. that may be part of the certificated type design.
- **Note: Identification of the TASEm may induce a review of the holistic approach in Part-66, Appendix III, such as the content of the tables, level of details, the duration of training, and the Training Needs Analysis (TNA).** Student prerequisites (knowledge, experience, and qualification) for the particular a/c type training (e.g. previous exposure to and type of a/c maintenance experience; a/c type maintenance-related elements for composite repair and bonding, and appropriate knowledge, experience, and awareness in accordance with AMC 20-29, SAE AIR 5719).
- All and any elements that should be considered in addressing a difference training between types or variants under the same type (as related to Appendix I to AMC of Part-66).
- The (logical) sequence (i.e. time-wise order) of imparting training elements from minimum syllabus (e.g. ATA29 training on hydraulic system(s) configuration should precede ATA27 training on flight controls actuation).
- Student prerequisites (knowledge, experience, and qualification) for the particular a/c differences training.