

**TECHNICAL ARRANGEMENT ON MAINTENANCE BETWEEN THE CIVIL
AVIATION AUTHORITY OF NEW ZEALAND AND THE CIVIL AVIATION
AUTHORITY OF SINGAPORE**

The Civil Aviation Authority of New Zealand (CAANZ) and the Civil Aviation Authority of Singapore (CAAS) (each an “Authority” and collectively as “the Authorities”),

Considering the Memorandum of Understanding (MoU) on Aviation Safety signed between the Authorities on 9 April 2019, which provides for technical arrangements on specific technical areas of co-operation and activities,

Confirming the intention of the Authorities, after taking into account their obligations under their respective regulations, standards, practices, procedures and systems, to establish a cooperation framework on maintenance organisations,

Desiring to reduce the economic burden imposed on the aviation industry by technical inspections,

Considering that the Authorities have conducted technical assessments and developed an understanding of each other’s regulations, standards, practices, procedures and systems with regard to airworthiness approvals and maintenance certification of civil aeronautical products, approval and monitoring of maintenance organisations and approval of personnel,

Considering that the Authorities’ respective national laws, regulations, standards, practices, procedures and systems for the approval and performance of aviation maintenance, and approved maintenance organisations, are sufficiently comparable to permit the mutual acceptance of maintenance certification systems, subject to the procedures described in this Technical Arrangement for Maintenance,

Have agreed to conclude this Technical Arrangement on Maintenance (“TA-M”) as follows:

1. DEFINITIONS

For the purposes of this TA-M:

'Accountable manager' means the manager who has corporate authority for ensuring that all maintenance required by the customer can be financed and carried out to the standard required by the Authorities.

"Aircraft" means any machine that can derive support in the atmosphere from the reactions of the air other than reactions of the air against the Earth's surface.

"Approved Maintenance Organisation ("AMO") means the holder of a SAR-145 certificate or a CAANZ Part 145 certificate, as the case may be.

"CAANZ Part 145 Certificate" means a certificate granted to a maintenance organisation in accordance with Civil Aviation Rule Part 145.

"Civil aeronautical product" means any civil aircraft, or aircraft engine, propeller, appliance, part or component to be installed thereon.

"Convention" means the Convention on International Civil Aviation signed in Chicago on 7 December 1944.

"Customer" is the legal or natural person who contracts with the AMO to perform work on the aircraft or engine.

"Maintenance" means the performance of tasks required to ensure the continued airworthiness of a civil aeronautical product, including anyone, or combination of the following:

- (a) overhaul,
- (b) inspection, replacement,
- (c) defect rectification;
- (d) the embodiment of a modification or repair.

“Maintenance Organisation Exposition (MOE)” is a document approved by the respective Authority, which sets out the procedures, means and methods of the AMO.

“New Zealand aircraft” means an aircraft which is registered in New Zealand.

“Overseeing Authority” means the Authority having jurisdiction over an AMO performing maintenance functions covered by this TA-M.

“Responsible Authority” means the Authority having responsibility pursuant to the Convention for the airworthiness of a civil aeronautical product maintained pursuant to this TA-M, or a civil aeronautical product upon which parts that have undergone maintenance pursuant to this TA-M are to be installed.

“SAR” means the Singapore Airworthiness Requirements issued under the Singapore Air Navigation Order.

“SAR-145 certificate” means a certificate issued under the Singapore Air Navigation Order, for the continuing airworthiness of civil aeronautical products.

“Sampling Inspection System (SIS)” means the periodic surveillance by an Authority to determine continuing compliance with the appropriate standards.

“Singapore aircraft” means an aircraft which is registered in the Republic of Singapore.

“Supplement” means a document appended to the MOE which defines the requirements that the AMO must comply with in order to participate in the TA-M.



2. OBJECTIVE

- (a) The objective of this TA-M is to outline the provisions and conditions for the reciprocal acceptance and recognition by the Authorities of each other's aviation safety regulatory system with regard to the performance and certification of civil aeronautical product maintenance.
- (b) Nothing in this TA-M is intended to create a binding legal agreement, or to supersede, prejudice or otherwise derogate from the respective laws and regulations, administrative practices or procedures, or administrative or adjudicative decision-making of the Authorities. This TA-M will not affect the rights and commitments of the Authorities under other international instruments.

3. RECOGNITION OF VALIDITY

- (a) In order to avoid duplication of inspections and evaluations to the maximum extent, each Authority may give the same validity to:
 - (i) The other Authority's inspection and evaluation findings for the approval of maintenance organisations as to its own inspection and evaluation findings; and
 - (ii) The other Authority's system for the release to service of civil aeronautical products after maintenance as to its own release system.

4. SUB-SECTIONS

- (a) The Authorities understand that this TA-M is sub-divided into three Sections:
 - (i) Section A: outlines the Authority interaction between CAANZ and CAAS;

- (ii) Section B: outlines the steps necessary for a CAANZ Part 145 AMO with its principal place of business located in New Zealand to maintain civil aeronautical products under the regulatory control of CAAS; and
- (iii) Section C: outlines the steps necessary for a SAR-145 AMO with its principal place of business located in Singapore to maintain civil aeronautical products under the regulatory control of CAANZ.

5. SCOPE

- (a) The Authorities understand that this TA-M applies to:
 - (i) The approval and monitoring of AMOs;
 - (ii) The reciprocal approval of civil aeronautical product maintenance for AMOs that meet the conditions as defined in Section B and C of this TA-M;
 - (iii) The exchange of information regarding maintenance standards and maintenance oversight systems;
 - (iv) Co-operation and assistance with respect to maintenance of civil aeronautical products; and
 - (v) Provisions for periodic evaluations, also described as Sampling Inspection System (SIS), of the implementation of the TA-M by each Authority.
- (b) The Authorities understand that:
 - (i) The acceptance of maintenance work under this TA-M will only apply in respect of work performed by AMOs which have their

principal place of business within the territorial boundaries of the Overseeing Authority. Additional facilities and line stations will be subjected to monitoring by the Overseeing Authority.

- (ii) An AMO approved by an Authority to perform maintenance on that Authority's civil aeronautical products, or sign a maintenance release after the maintenance, will not perform maintenance on the other Authority's civil aeronautical products, or sign a maintenance release after the maintenance, within the territorial boundaries of the other Authority, unless otherwise agreed in writing;
- (iii) The territorial boundaries mentioned in sub-paragraph 5(b)(i) and (ii) means, in relation to New Zealand, the national territory of New Zealand and in relation to Singapore, the Republic of Singapore; and
- (iv) The certification of maintenance performed on civil aeronautical products under this TA-M will be carried out in accordance with the requirements of the CAANZ Part 145 and SAR-145, which provide for equivalent outcomes, will be accepted by the Authorities as follows:

(1) A CAANZ Part 145 certificated organisation Part 43 Subpart C release to service issued in accordance with this TA-M for maintenance performed on civil aeronautical products under the jurisdiction of CAAS will be accepted as equivalent to a SAR-145.50 certificate of release to service, and vice versa.

(2) A CAANZ Form 1 issued in accordance with this TA-M for maintenance performed on civil aeronautical products under the jurisdiction of CAAS will be accepted as equivalent to a CAAS Form (AW)95, and vice versa.

SECTION A: AUTHORITY INTERACTION

1. BILATERAL ARRANGEMENT FOR PROMOTION OF AVIATION SAFETY

The Authorities recommend that AMOs and personnel maintaining civil aeronautical products under their respective jurisdictions be familiar with and follow this TA-M.

2. AUTHORISATION

- (a) Unless jointly decided otherwise in writing, an Authority will not issue an approval to an AMO located within the territory of the other Authority, except as provided for in this TA-M.
- (b) Unless otherwise decided by the Authorities, this TA-M only applies to AMOs with their principal place of business located within the territorial boundary of each Authority.
- (c) Despite sub-paragraph (b), this TA-M may apply to an AMO's line station that is located outside the territorial boundary of New Zealand or Singapore if that line station is included in the TA-M Supplement identified in Section A, Paragraph (7), and the monitoring of that line station is carried out by the Overseeing Authority.
- (d) The Authorities may allow emergency or non-routine maintenance on civil aeronautical products to be performed outside the territorial boundaries specified in this TA-M.



3. ACCOUNTABILITY

(a) The Deputy Chief Executive Aviation Safety of CAANZ and the Senior Director (Safety Regulation Group) of CAAS, or any person acting in such capacity or holding an equivalent position in the respective Authority, will be the responsible persons for the administration and implementation of the provisions of this TA-M.

(b) The Authorities designate the following as their offices for the technical implementation and coordination of this TA-M:

(i) for CAANZ:

Aviation Safety Group
Civil Aviation Authority of New Zealand
PO Box 3555
Wellington 6011
New Zealand
Telephone: +64 4 560 9400
info@caa.govt.nz

(ii) for CAAS:

Flight Standards Division
Civil Aviation Authority of Singapore
Singapore Changi Airport
P O Box 1
Singapore 918141
Telephone: +65 6542 1122
CAAS_AM@caas.gov.sg

(c) Any disagreement regarding the interpretation or application of this TA-M will be resolved at the first instance by consultation between staff of the Authorities, and if there is no resolution, be escalated to the persons

mentioned in sub-paragraph (a) in charge of the administration and implementation of the TA-M from the respective Authorities.

4. COMMUNICATION AND INFORMATION

(a) Periodic Meetings

- (i) The Authorities will discuss the implementation of this TA-M every 2 years or as jointly decided upon. Such discussions may also address the resolution of technical issues, continued improvements to the process, ongoing projects and changes in the AMOs, any revisions to the requirements, technical assistance requests or any other matters relevant to this TA-M.
- (ii) Such discussions may be conducted by meetings in person, virtually, by teleconference, or any other method, depending on the prevailing circumstances.

(b) Notification of Changes

- (i) The Authorities will notify each other of proposed significant revisions to their relevant national laws and certification systems insofar as these revisions may have an impact on this TA-M.
- (ii) To the maximum extent practicable, the Authorities will offer each other an opportunity to comment on such revisions and will give due consideration to the comments. Accordingly, upon notice of such changes each Authority may request a meeting to review the need for amendment to this TA-M.
- (iii) The Authorities will also advise each other of any significant changes to their organisations that affect the administration and implementation of the provisions of this TA-M, including the identity of the persons identified in Section A, Paragraph 3(a).

(c) Urgent / Unusual Situations

Where urgent or unusual situations develop that are within the scope of this TA-M but are not specifically addressed herein arise, the Authorities will review and consult each other, and upon mutual consent, take appropriate action, including amending this TA-M where required.

(d) Request for Information

Each Authority may request the disclosure or review of any data concerning any AMOs participating in the TA-M from the other Authority from time to time. Disclosure of information is subject to applicable statutory or other requirements relating to privacy or confidentiality, or both.

(e) Notification of Interested Parties

(i) To advise potential New Zealand customers, CAAS will make public on the CAAS website (<https://www.caas.gov.sg/operations-safety/aircraft/maintenance-repair-overhaul>) a list of Singapore AMOs recognised or approved under the provisions of this TA-M, for maintenance of civil aeronautical products under the jurisdiction of the CAANZ, with the information of the scope of ratings and limitations;

(ii) To advise potential Singapore customers, the CAANZ will, on the CAANZ website (www.aviation.govt.nz) publish a list of New Zealand organisations approved under the provisions of this TA-M, for maintenance of civil aeronautical products under the jurisdiction of CAAS, with the information of the scope of ratings and limitations.

(f) Information to Public

The Authorities will circulate the publications they respectively develop to:

- (i) Inform the public of the provisions of this TA-M, its appendices and any amendment thereto;
- (ii) Outline the regulatory requirements and special conditions necessary for the AMOs and personnel thereof to perform maintenance under this TA-M.

5. TECHNICAL CO-OPERATION

(a) Technical Assistance

The Authorities will, as far as possible, provide to each other such technical assistance as is within the scope of this TA-M and subject to the availability of resources, and upon request, to further the purposes and objectives of this TA-M. Such areas of assistance may include but are not limited to:

- (i) Provision of information and support regarding maintenance of civil aeronautical products performed under this TA-M;
- (ii) Conduct and reporting of investigations at the request of the other Authority;
- (iii) Provision of data for reports where requested; and
- (iv) Co-development of standards, policies and practices related to maintenance.

(b) Inspections and Audits

- (i) The Authorities will by mutual consent, and with reasonable prior notice, permit each Authority to participate in the other Authority's inspections and audits of any AMO that are covered by this TA-M as an observer.
- (ii) Subject to reasonable prior notification, the Authorities will permit each Authority to conduct independent inspections on any AMO of the other Authority to investigate safety issues and verify the effective application of this TA-M.

(c) Investigation and Enforcement

- (i) The Authorities have decided, subject to applicable laws and regulations, to provide mutual co-operation and assistance in any investigation or enforcement proceedings of any alleged or suspected violation of any laws or regulations under the scope of this TA-M. In addition, each Authority will notify the other Authority promptly of any investigations when mutual interests are involved.
- (ii) The Authorities retain the right to take enforcement action on any AMO within their jurisdiction participating in this TA-M. However, in some cases, an Authority may choose to review a remedial action taken by the other Authority. The enforcement consultation process under this TA-M will be subject to a regular joint review by the Authorities.

(d) Joint Investigation

Where it is not otherwise inappropriate to do so, the Authorities may jointly investigate any serious maintenance issues, including major defects and maintenance related incidents and accidents arising out of



maintenance services provided under this TA-M, by mutual consent, and with reasonable prior notice.

(e) Participation in this TA-M

- (i) The Authorities will notify each other of any non-compliance with regulations and requirements set out in this TA-M that may affect the ability of an AMO to comply with its provisions, and will ensure that any non-compliance will be corrected in a timely manner.
- (ii) The approval granted to an AMO to participate in this TA-M may be revoked by the Overseeing Authority at the request of the Responsible Authority, if the Responsible Authority determines, on reasonable grounds, that the AMO is not maintaining the safety standards required under its airworthiness regulations.
- (iii) The approval granted to an AMO to participate in this TA-M will be suspended when its CAANZ Part 145 or SAR-145 certificate has been suspended by the Overseeing Authority. The suspension will be lifted when the Overseeing Authority reinstates the AMO's CAANZ Part 145 or SAR-145 certificate.
- (iv) The approval granted to an AMO to participate in this TA-M will be automatically revoked when its CAANZ Part 145 or SAR-145 certificate has been revoked by the Overseeing Authority.

- (f) CAANZ and CAAS will notify each other promptly of any investigation or enforcement action, including limitation, revocation or suspension of CAANZ Part 145 certificate or SAR-145 approval in respect of AMOs approved in accordance with this TA-M.

6. SAMPLING INSPECTION SYSTEM

- (a) The Authorities will develop a system to monitor the application of this TA-M and further their mutual understanding of each other's systems.

7. TA-M SUPPLEMENT REQUIREMENTS

- (a) The Authorities will require an AMO to ensure that its Maintenance Organisation Exposition (MOE) satisfies the conditions in Section B or C (as the case may be) of this TA-M;
- (b) The Supplement and the privileges associated with it will remain in effect unless, surrendered, suspended or revoked by either Authority;
- (c) Activities conducted in accordance with the Supplement need to be part of the AMO's regulatory oversight and surveillance schedule; and
- (d) The Supplement will be produced in the English language.

8. COST RECOVERY

- (a) Each Authority will endeavour to ensure that any fees or charges imposed on a person or organisation whose activities are under the jurisdiction of the other Authority will be just, reasonable, commensurate with the certification and/or surveillance services provided, and in accordance with applicable national legislation.
- (b) Each Authority will be permitted to recover from persons or organisations through fees and charges its costs related to services rendered or performed.
- (c) Neither Authority will impose fees or charges on the other for activities or services provided under this TA-M.

9. ENTRY INTO OPERATION AND TERMINATION

- (a) The mutual understandings in this TA-M will enter into effect on 27 September 2022.
- (b) Either Authority may terminate this TA-M at any time by giving written notice to the other Authority. This TA-M will terminate 60 days following the date of receipt of such notice unless such notice is withdrawn by mutual consent before the expiry of the 60-day period.



Signed in duplicate in Montreal, Canada on this 30th day of September 2022.

For the Civil Aviation Authority of
New Zealand



Keith Manch
Director and Chief Executive

For the Civil Aviation Authority of
Singapore



Han Kok Juan
Director-General

SECTION B: REQUIREMENTS FOR NEW ZEALAND-BASED AMOS

1. INTRODUCTION

- (a) The Authorities understand that this Section sets out how a New Zealand-based AMO will implement this TA-M.
- (b) An AMO that maintains a Singapore aircraft or aeronautical part to be installed on a Singapore aircraft, or both, will establish a CAAS Supplement to show compliance with this Section B.
- (c) Compliance with the CAAS Supplement together with the CAANZ Part 145 MOE forms the basis by which an AMO may exercise the maintenance privileges under this TA-M.

2. CAAS RECOGNITION OF THE APPROVAL OF NEW ZEALAND-BASED AMOS

The Authorities understand that:

- (a) an AMO intending to perform maintenance on civil aeronautical products under the regulatory control of CAAS will:
 - (i) send all applications for approval under this TA-M to CAANZ in accordance with its published processes; and
 - (ii) ensure that applications for approval are accompanied by a completed application form and a copy of the proposed CAAS Supplement to their CAANZ Part 145 MOE. The CAAS Supplement is expected to clearly demonstrate how the AMO will meet any special conditions stated in this TA-M. Appendix 1 of Section B provides guidance on how to compile such a Supplement.

(b) The AMO:

- (i) will be inspected in accordance with the regulatory oversight and surveillance schedule of the Authorities; and
- (ii) may not be eligible for approval under this TA-M if any outstanding findings or enforcement actions are imposed against the AMO.

3. INITIAL APPROVAL PROCESS

(a) AMO actions

(i) To apply for approval under this TA-M:

- (1) an AMO must have its principal place of business in New Zealand and hold a CAANZ Part 145 certificate;
- (2) establish a CAAS Supplement to their CAANZ Part 145 MOE in accordance with the Supplement guidance material in Appendix 1 of Section B of this TA-M; and
- (3) submit a request in a form and manner prescribed by the CAANZ and a draft CAAS Supplement at least 90 days prior to the expected approval date.

(ii) The applicant does not need to send the above documents to CAAS.

(b) CAANZ actions

- (i) Upon the receipt of a request to approve a CAAS Supplement in accordance with this TA-M, CAANZ will:
 - (1) ensure that the applicant has access to the latest revision of this TA-M;
 - (2) review the application for completeness and legibility;
 - (3) review the CAAS Supplement and the AMO for compliance in accordance with this TA-M; and
 - (4) where the CAAS Supplement and AMO are found satisfactory, issue a letter to the AMO attesting that the CAAS Supplement is approved.
- (ii) The AMO's scope of ratings and limitations under the TA-M will not exceed that which is specified in the AMO's CAANZ Part 145 certificate.
- (iii) Once approved, the CAAS Supplement and associated privileges will remain in effect until surrendered, suspended or cancelled by CAANZ.
- (iv) CAANZ will update the list of AMOs that have been approved to participate in the TA-M.

4. CONTINUATION PROCESS

(a) AMO responsibilities

The Authorities understand that for the AMO to retain the privileges granted under the TA-M, the AMO must:

- (i) remain in compliance with its CAANZ Part 145 MOE and the CAAS Supplement, and perform all maintenance in accordance with the procedure described in their Supplement; and
- (ii) allow authorised officers from the Authorities unimpeded access to all facilities for oversight and surveillance purposes.

5. PERFORMANCE OF MAINTENANCE UNDER THIS TA-M

The Authorities understand that:

- (a) an AMO with a CAAS Supplement approved in accordance with this TA-M may certify maintenance performed on civil aeronautical products under the regulatory control of CAAS. The maintenance performed will be within the AMO's scope of ratings and limitations specified by CAANZ; and
- (b) the certification of maintenance on civil aeronautical products pursuant to this TA-M will be accepted if:
 - (i) an AMO is recognised by CAAS based on the inspection and evaluation requirements of CAANZ;
 - (ii) the certification of maintenance performed on civil aeronautical products will be carried out in accordance with the requirements of the CAANZ Part 145 and SAR-145;

- (iii) all maintenance on Singapore civil aeronautical products are performed within the AMO's facilities, or within the facilities of the AMO's contracted and subcontracted organisations approved under the AMO's CAANZ Part 145 MOE, and the final certification of the civil aeronautical product, i.e. certification of release to service in accordance with CAANZ Part 43.105, is done by the AMO mentioned in sub-paragraph (i);
- (iv) the AMO uses aircraft components, parts and materials that are acceptable to CAAS, as described under Appendix 2 of Section B of this TA-M; and
- (v) the AMO ensures that major repairs performed on Singapore civil aeronautical products are acceptable to CAAS, in accordance with Appendix 3 of Section B of this TA-M.

6. REPORTING OF UNAIRWORTHY CONDITIONS

(a) AMO responsibilities

The AMO will report to CAAS, in accordance with SAR-145.60, any unairworthy conditions related to a civil aeronautical product being maintained. The report must be submitted within 72 hours after the discovery of any failure, defect or malfunction that affects the safety of the civil aeronautical product.

Form CAAS(AW)152 may be used for this purpose. The form is available at the following URL:

<https://www.caas.gov.sg/docs/default-source/default-document-library/aw152r1.docx>

The email address is specified in Section A, Paragraph 3(b)(ii).

7. IMPLEMENTATION OF SAFETY MANAGEMENT SYSTEM

(a) AMO responsibilities

The AMO will establish a Safety Management System (SMS) that is in accordance with the CAANZ SMS requirements.

8. CONTRACTING AND SUBCONTRACTING

(a) AMO responsibilities

(i) The AMO may contract maintenance to other approved organisations that are able to issue a maintenance release certification acceptable to CAAS as indicated in Appendix 2 of Section B.

(ii) The AMO may subcontract maintenance to an unapproved organisation working under its quality system and the required certificate of release to service is issued by the approved AMO.

9. MAINTENANCE RELEASE

The Authorities understand that:

(a) The AMO will ensure that certifying staff understand their responsibilities in accordance with the CAANZ Part 145, this TA-M, and the CAAS Supplement; and

(b) any certificate of release to service for maintenance completed on a Singapore civil aeronautical product will include

(i) the CAANZ Part 145 AMO's approval number; and

- (ii) a statement "Released under the provisions of the TA-M between CAANZ and CAAS" in Block 12 of the CAANZ Form 1 or in the release to service statement issued in accordance with CAANZ Part 43.105.

10. AMENDMENT PROCESS OF THE SUPPLEMENT

The Authorities understand that:

(a) AMO actions

- (i) The AMO must notify the CAANZ of any proposal to carry out the changes listed in SAR-145.85, at least 3 weeks before such changes take place, with an amended CAAS Supplement to the CAANZ.

(b) CAANZ actions

- (i) CAANZ will review and approve the CAANZ Part 145 MOE, which includes the CAAS Supplement, for compliance in accordance with this TA-M.
- (ii) CAANZ will update, as necessary, the list of AMOs that have been approved to participate in the TA-M.

APPENDIX 1: CAAS SUPPLEMENT TO THE CAANZ PART 145 MOE

1. The Authorities understand that the CAAS Supplement, together with the CAANZ Part 145 MOE, forms the basis of approval by the CAANZ for maintenance carried out by a New Zealand-based AMO. The requirements of this TA-M include the items listed below which are to be described in the AMO's CAAS Supplement where not already included in the MOE.

- (a) By requesting to be included in this TA-M, the current Accountable Manager will ensure that personnel of the CAANZ Part 145 AMO comply with the policies and procedures contained therein relating to the maintenance service requirements under this TA-M. A statement signed by the current Accountable Manager will be included in the CAAS Supplement.
- (b) The AMO will confirm that it will provide CAAS authorised officers access to the organisation to perform oversight and surveillance as required.
- (c) The AMO will perform all work in accordance with the procedures described in its CAANZ Part 145 MOE and the CAAS Supplement.
- (d) All work performed will be within the scope of the ratings and limitations of the AMO's CAANZ Part 145 certificate.
- (e) The AMO will establish a Safety Management System (SMS) that is in accordance with the CAANZ SMS requirements.
- (f) Any major repairs or major modifications carried out will be reported to the CAAS in accordance with SAR-21 Subpart F requirements. The AMO will ensure that major repairs and major modifications, as further elaborated in Appendix 3 of Section B, are incorporated only when the AMO has received the appropriate approvals from CAAS via the customer.

- (g) The AMO may subcontract work to unapproved organisations provided that such organisations are under the quality system of the approved AMO, and the AMO certifies the required return to service of the civil aeronautical products.
- (h) The AMO may contract maintenance to other approved organisations that are able to issue a maintenance release certification acceptable to CAAS as indicated in Appendix 2 of Section B.

The AMOs can refer to the URL below for the list of the CAAS bilateral arrangements with foreign CAAs:

<https://www.caas.gov.sg/who-we-are/areas-of-responsibility/upholding-a-safe-aviation-environment/surveillance-enforcement>

- (i) The AMO will obtain a detailed and clear work order or contract from the customer which specifies the inspections, repairs, modifications, overhauls, Airworthiness Directives (AD) and parts replacement to be carried out. The customer remains responsible for specifying any AD compliance required during maintenance through the work order.
- (j) The AMO will retain a copy of each work order accompanied by all attached supplementary forms and parts certifications for a period of 2 years.
- (k) All maintenance performed will be within the AMO's facilities, or the facilities of the AMO's contracted or subcontracted organisation approved under the AMO's CAANZ Part 145 MOE; and the final certification of the civil aeronautical product, i.e. release to service, is done by the AMO.
- (l) The AMO will report to CAAS, in accordance with SAR-145.60, any reportable service difficulty related to a civil aeronautical product that is being maintained. The report will be submitted within 72 hours after the discovery of any failure, defect or malfunction that affects the safety of the aircraft, occupants or anyone else.

Form CAAS(AW)152 may be used for this purpose. The form is available at the following URL:

(<https://www.caas.gov.sg/docs/default-source/default-document-library/aw152r1.docx>)

- (m) Installation of new and used aircraft parts.

The AMO should refer to Appendix 2 of Section B for acceptable Authorised Release Certificates (ARC) for new and used aircraft parts.

APPENDIX 2: ACCEPTANCE OF NEW AND MAINTAINED AIRCRAFT PARTS

1. The AMO will describe the procedures for ensuring that only new and maintained aircraft parts that have at least one of the following ARCs can be fitted onto a Singapore civil aeronautical product.
2. The AMO shall refer to the latest version of CAAS Advisory Circular 145-3 - Acceptability of Aircraft Parts (<https://www.caas.gov.sg/legislation-regulations/guidelines-advisory/airworthiness>) for guidance on aircraft components, parts and materials that are acceptable for the fitment onto a Singapore civil aeronautical product.
3. The AMO will require prior approval from CAAS for the acceptance of new and maintained aircraft parts with release documents other than the above-mentioned.

APPENDIX 3: MODIFICATION AND REPAIR DATA

1. The modification and repair technical data specific in CAAS SAR-21 Subpart C and F (<https://www.caas.gov.sg/legislation-regulations/regulatory-requirements/safety-regulation/airworthiness>) and Advisory Circular 21-1 - Approval Requirements for Modifications and Repairs (<https://www.caas.gov.sg/legislation-regulations/guidelines-advisory/airworthiness>) are acceptable to CAAS. The applicable versions of CAAS SAR-21 and AC 21-1 are the versions in effect at the time the modification and repair work are commenced.

SECTION C: REQUIREMENTS FOR SINGAPORE-BASED AMOS

1. INTRODUCTION

- (a) The Authorities understand that this Section sets out how a Singapore-based AMO will implement this TA-M.
- (b) An AMO that maintains a New Zealand aircraft or aeronautical part to be installed on a New Zealand aircraft, or both, will establish a CAANZ Supplement to show compliance with this Section C.
- (c) Compliance with the CAANZ Supplement together with the SAR-145 MOE forms the basis by which an AMO may exercise the maintenance privileges under this TA-M.

2. CAANZ RECOGNITION OF THE APPROVAL OF SINGAPORE-BASED AMOS

The Authorities understand that:

- (a) an AMO intending to perform maintenance on civil aeronautical products under regulatory control of the CAANZ will:
 - (i) send all applications for approval under this TA-M to CAAS; and
 - (ii) ensure that applications for approval are accompanied by a copy of the proposed CAANZ Supplement to their SAR-145 MOE. The CAANZ Supplement is expected to clearly demonstrate how the AMO will meet any special conditions stated in this TA-M. Appendix 1 of Section C and CAAS Advisory Circular on this TA-M provides guidance on how to compile such a Supplement.

- (b) the AMO:
 - (i) will be inspected in accordance with the regulatory oversight and surveillance schedule by the Authorities; and
 - (ii) may not be eligible for approval under this TA-M if any outstanding findings or enforcement actions are imposed against the AMO.

3. INITIAL APPROVAL PROCESS

(a) AMO Actions

- (i) To apply for approval under this TA-M:
 - (1) an AMO must have its principal place of business in Singapore and hold a SAR-145 approval;
 - (2) establish a CAANZ Supplement to their SAR-145 MOE in accordance with the Supplement guidance material in Appendix 1 of Section C of this TA-M and the CAAS Advisory Circular on this TA-M; and
 - (3) submit a request in a form and manner prescribed by CAAS and include a draft CAANZ Supplement at least 90 days prior to the expected approval date.
- (ii) The applicant does not need to send the above documents to CAANZ.

(b) CAAS actions

- (i) Upon the receipt of a request to approve a CAANZ Supplement in accordance with this TA-M, CAAS will:
 - (1) ensure that the applicant has access to the latest revision of this TA-M;
 - (2) review the application for completeness and legibility;
 - (3) review the CAANZ Supplement and the AMO for compliance in accordance with this TA-M; and
 - (4) where the CAANZ Supplement and AMO are found satisfactory, issue a letter to the AMO attesting that the CAAS Supplement is approved.
- (ii) The AMO's scope of ratings and limitations under the TA-M will not exceed that which is specified in the AMO's CAAS SAR-145 approval certificate and scope of approval.
- (iii) Once approved, the CAANZ Supplement and associated privileges will remain in effect until surrendered, suspended or cancelled by CAAS.
- (iv) The CAAS will update the list of AMOs that have been approved to participate in the TA-M.

4. CONTINUATION PROCESS

(a) AMO responsibilities

The Authorities understand that for the AMO to retain the privileges granted under the TA-M the AMO must:

- (i) remain in compliance with its CAAS SAR-145 MOE and CAANZ Supplement, and perform all maintenance in accordance with the procedure described in their Supplement; and
- (ii) allow authorised officers from the Authorities unimpeded access to all facilities for oversight and surveillance purposes.

5. PERFORMANCE OF MAINTENANCE UNDER THIS TA-M

The Authorities understand that:

- (a) an AMO with a CAANZ Supplement approved in accordance with this TA-M may certify maintenance performed on civil aeronautical products under the regulatory control of the CAANZ. The maintenance performed will be within the AMO's scope of ratings and limitations approval issued by CAAS; and
- (b) the certification of maintenance on civil aeronautical products pursuant to this TA-M will be accepted if:
 - (i) an AMO is recognised by the CAANZ based on the inspection and evaluation requirements of CAAS;
 - (ii) the certification of maintenance performed on civil aeronautical products will be carried out in accordance with the requirements of CAANZ Part 145 and SAR-145;

- (iii) all maintenance on New Zealand civil aeronautical products are performed within the AMO's facilities, or within the facilities of the AMO's contracted and subcontracted organisations approved under the AMO's SAR-145 MOE; and the final certification of the civil aeronautical product, i.e. ARC issuance, is done by the AMO mentioned in sub-paragraph (i);
- (iv) the AMO uses aircraft components, parts and materials that are acceptable to CAANZ, as described under Appendix 2 of Section C of this TA-M; and
- (v) the AMO ensures that repairs performed on New Zealand civil aeronautical products are acceptable to CAANZ, in accordance with Appendix 3 of this Section C of this TA-M.

6. REPORTING OF UNAIRWORTHY CONDITIONS

(a) AMO responsibilities

The AMO will report to CAANZ, in accordance with CAANZ Part 12, any unairworthy conditions related to a civil aeronautical product being maintained. The report will be submitted as soon as practicable (or on the case of an incident concerning an aircraft performing Extended Diversion Time Operations, within 72 hours) after the discovery of any failure, defect or malfunction that affects the safety of the civil aeronautical product.

The AMOs can refer to the following URL to report unairworthy conditions to CAANZ.

(<https://aviation.govt.nz/safety/safety-reporting/electronic-occurrence-reporting/>)

7. IMPLEMENTATION OF SAFETY MANAGEMENT SYSTEM

(a) AMO responsibilities

The AMO will establish a Safety Management System (SMS) that is in accordance with the CAAS SMS requirements.

8. CONTRACTING AND SUBCONTRACTING

(a) AMO responsibilities

(i) The AMO may contract component maintenance to other approved organisations that are able to issue a maintenance release certification acceptable to NZCAA as indicated in Appendix 3 of Section C.

(ii) The AMO may subcontract maintenance to an unapproved organisation working under its quality system and the required certificate of release to service is issued by the approved AMO.

9. MAINTENANCE RELEASE

The Authorities understand that:

(a) The AMO will ensure that certifying staff understand their responsibilities in accordance with SAR-145, this TA-M, and the CAANZ Supplement; and

(b) any certificate of release to service for maintenance completed on a New Zealand civil aeronautical product will include:

(i) the CAAS SAR-145 AMO's approval number; and

- (ii) a statement “Released under the provisions of the TA-M between CAANZ and CAAS” in Block 12 of the CAAS Form (AW)95 or in the release to service statement issued in accordance with SAR-145.50.

10. AMENDMENT PROCESS OF THE SUPPLEMENT

The Authorities understand that:

(a) AMO actions

The AMO must notify CAAS of any proposal to carry out the changes listed in CAANZ Part 145.105, at least 3 weeks before such changes take place, with an amended CAANZ Supplement to CAAS.

(b) CAAS Actions

- (i) CAAS will review and approve the SAR-145 MOE, which includes the CAANZ Supplement, for compliance in accordance with this TA-M.
- (ii) CAAS will update, as necessary, the list of AMOs that have been approved to participate in the TA-M.

APPENDIX 1: NZCAA SUPPLEMENT TO THE SAR-145 MOE

1. The Authorities understand that the CAANZ Supplement, together with the SAR-145 MOE, forms the basis of approval by CAAS for maintenance carried out by a Singapore-based AMO. The requirements of this TA-M include the items listed below which are to be described in the AMO's CAANZ Supplement where not already included in the MOE.
 - (a) By requesting to be included in this TA-M, the current Accountable Manager will ensure that personnel of the SAR-145 AMO comply with the policies and procedures contained therein relating to the maintenance services requirements under this TA-M. A statement signed by the current Accountable Manager will be included in the CAANZ Supplement.
 - (b) The AMO will confirm that it will provide CAANZ authorised officers access to the organisation to perform oversight and surveillance as requested.
 - (c) The AMO will perform all work in accordance with the procedures described in its SAR-145 MOE and CAANZ Supplement.
 - (d) All work performed will be within the scope of the ratings and limitations of the AMO's SAR-145 certificate of approval.
 - (e) The AMO will establish a Safety Management System (SMS) that is in accordance with the CAAS SMS requirements.
 - (f) The AMO will ensure that repairs and modifications, are performed in accordance with CAANZ Part 21 or in accordance with Appendix 3.
 - (g) The AMO may subcontract work to unapproved organisations provided that such organisations are under the quality system of the approved AMO, and the AMO certifies the required return to service of the civil aeronautical products.

- (h) The AMO may contract maintenance to other approved organisations that are able to issue a maintenance release certification acceptable to CAANZ as indicated in Appendix 3 of Section C.

The AMOs can refer to the URL below for the list of CAANZ bilateral arrangements with foreign CAAs.

(<https://aviation.govt.nz/about-us/who-we-work-with/international-agreements-and-arrangements/>)

- (i) The AMO will obtain a detailed and clear work order or contract from the customer which specifies the inspections, repairs, modifications, overhauls, ADs and parts replacement to be carried out. The customer remains responsible for specifying any AD compliance required during maintenance through the work order.
- (j) The AMO will retain a copy of each work order accompanied by all attached supplementary forms and parts certifications for a period of 5 years.
- (k) All work performed will be within the AMO's facilities, or within the facilities of the AMO's and contracted or subcontracted organisation approved under the AMO's SAR-145 MOE; and the final certification of the civil aeronautical product i.e. ARC issuance, is done by the AMO.
- (l) The AMO will report to the CAANZ any reportable service difficulty (CAA005D) related to a civil aeronautical product being maintained. The report will be submitted as soon as practicable (or on the case of an incident concerning an aircraft performing Extended Diversion Time Operations, within 72 hours) after the discovery of any failure, defect or malfunction that affects the safety of the aircraft, occupants or anyone else.

The AMOs can refer to the following URL to report unairworthy conditions to CAANZ.

(<https://aviation.govt.nz/safety/safety-reporting/electronic-occurrence-reporting/>)

(m) Installation of new and used components.

The AMO should refer to Appendix 2 of Section C of this TA-M for acceptable ARCs for new / used components.

APPENDIX 2: ACCEPTANCE OF NEW / USED COMPONENTS

1. The AMO will describe the procedures for ensuring that new and used aircraft parts that have at least one of the following ARCs can be fitted onto a New Zealand civil aeronautical product.
2. The AMO shall refer to the latest version of CAANZ Advisory Circular AC00-1 – Acceptability of Parts (<https://aviation.govt.nz/rules/advisory-circulars/show/AC00-1>) for guidance on aircraft components, parts and materials that are acceptable for fitment onto a New Zealand civil aeronautical product.

APPENDIX 3: MODIFICATION AND REPAIR DATA

The modification and repair technical data specified in CAANZ Advisory Circular 43-09 (<https://aviation.govt.nz/rules/advisory-circulars/show/AC43-9>) are acceptable to CAANZ. The applicable version of AC43-09 is the version in effect at the time the modification and repair work are commenced.