



TERMS OF REFERENCE

Task Nr: 145.024
Issue: 1
Date: Dd Month 2011
Regulatory reference: Regulation (EC) No 2042/2003 Annex II Part-145
Reference documents: N/A

1. Subject:

Functions and responsibilities of B1 and B2 support staff – link with sign off

2. Problem/Statement of the issue and justification; reason for regulatory evolution (regulatory tasks):

Some accidents that occurred in the past originated from maintenance issues. It appeared that the following causes were at the origin of some of the accidents:

- the absence of criteria to qualify the personnel in charge of performing and signing the maintenance tasks during base maintenance (the "sign-off" personnel), which appeared in some cases not to have worked at the required airworthiness standard,
- the lack of a clear definition of the role and responsibilities of the licensed personnel (B1 and B2 support staff) in charge of supporting the category C certifying staff for the complete aircraft at the base maintenance organisations.

The paragraph 145.A.30 "Personnel requirements" defines the obligation of the organisation to assess the competence of personnel involved in any maintenance, and the requirement for having licensed "support staff" as well as their role during base maintenance.

These definitions of functions and responsibilities appear to be insufficient and do not define clearly the actions to be taken by this support staff in case of discrepancy.

<p>3. Objectives:</p> <p>Amend the requirements of Part-145 and the related GM/AMC in order to:</p> <ul style="list-style-type: none"> • In 145.A.30 on "Personnel requirements", address the need for the organisation to better evaluate the complexity of each task and assign it to the personnel authorised for sign-off with the appropriate qualification or to non-authorised personnel under supervision; • In AMC to 145.A.65(b)3, better define who can be authorised as "sign-off" personnel, under which qualification criteria and under which authorisation process; • In case of discrepancy in maintenance instructions contained in any maintenance documents, clarify the procedure that the "sign-off" personnel and licensed support staff should follow; • Clarify how the licensed support staff evaluate that maintenance tasks are carried out at the required standard and which level of supervision they should place on the "sign-off" personnel; • Clarify how the licensed support staff should record that all maintenance tasks have been carried out to the required standard, in particular those carried out by non-licensed "sign-off" personnel. <p>Such an objective would contribute to maintaining a high uniform level of civil aviation safety in Europe, which is the principal objective of the Agency as defined in Article 2 of Regulation (EC) No 216/2008.</p> <p>Third country maintenance organisations approved in accordance with Part-145 and not using support staff qualified with Part-66 licences B1 and B2 should also be covered by this ToR.</p>
<p>4. Specific tasks and interface issues (Deliverables):</p> <p>Modify Part-145 and Acceptable Means of Compliance and Guidance Material as necessary to clarify the issues mentioned here above.</p> <p>Ensure consistency with MDM.055 as regards safety management and human factors issues.</p>
<p>5. Working methods (in addition to the applicable Agency procedures):</p> <p>Group</p>
<p>6. Timescale, milestones:</p> <p>Start: 2011/Q2.</p> <p>NPA is to be issued by 2012/Q3.</p> <p>Publication of the Opinion by 2014/Q1.</p>