THE ENGINEER'S LICENSING GUIDANCE DOCUMENT

Safety Regulation Group
CAA Personnel Licensing Department

ELGD 2007

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WELCOME TO ELGD

The Engineer's Licensing Guidance Document (ELGD) has been designed to assist Aircraft Engineers and those involved with aircraft maintenance engineering by providing detailed guidance to existing Aircraft Maintenance Engineering Licensing requirements.

This document includes details on the implementation of Part-66, the conversion of BCAR Section L licences to Part-66 and details on the addition of type ratings to an existing licence.

It should be noted that this document is for guidance only and the main reference points such as Part-66, Airworthiness Notices, CAP 468 (BCAR Section L), and the CAA, JAA and EASA web sites, should always be referred to.

Personnel Licensing Department
Aviation House
GE

Updated 01 March 2007

LIST OF CHANGES FROM ELGD 2006

Note: The section column refers to the original section or sub section number in ELGD 2006 and may have been renumbered to accommodate new sections. However the section title will remain the same unless advised.

Section	Title	Revision	Rationale
A10	Validity Periods and Renewal of Licences	Updated	Text updated to read the continuation of certification of aircraft post September 2006
A7	Proof of Identity	New	Nil
A8	Part-66 Licences issued by other EU States	New	Nil
A13	Protected Rights	Addition	Note 4 clarifying certification of Annex II aircraft
Section A Appendix A	List of Application Forms	Updated	Nil
Section A Appendix B	New Application Forms and Guidance Document	Deleted	Forms SRG\1014 (Form 19) and SRG\1020) in use for some time now
Section A Appendix C	Easy to follow Fees List	Deleted	Updates to the web site
Section A Appendix D	Part-66 Limitations Index	Deleted	Updated and moved to Section B
B2	BCAR to Part-66 Conversion Dates	New	Clarification of BCAR to Part-66 Conversion Dates
B6	Authorisation Conversion Criteria	Updated	Test updated to read the continuation of certification of aircraft post September 2006
B12	Limitations on a Converted Licence	Updated	Part-66 Limitation Index updated
B15	Removing Limitations from a Type Rating	Addition	Clarification of Experience Requirement
Section B Appendix A	Common Part-66 Conversion Scenarios	Revision	Simplication of Conversion Information
Section B Appendix B	Removal of Limitations/Converting to a Full Category Licence - Examination Requirements	Revision	Significant changes to the tables in order to simplify the Conversion Process and Removal of Limitations both pre and post conversion to Part-66
Section C	Category A Maintenance Certifying Mechanic	Revision	Amendment to Section Title
Section D	Category B1 Line Maintenance	Revision	Amendment to Section Title
Section E	Category B2 Line Maintenance	Revision	Amendment to Section Title
Section F	Category C Base Maintenance Certifying Engineer	Revision	Amendment to Section Title
Section G Appendix A	Extension of Category B2 to include Category B1	Addition	Part-66 Module 2 included for each sub category conversion on Table 3
Section H5	Diesel Piston Engines	New	Requirement for a type training course to certify for diesel engines in accordance with Part-66 Module 16 which includes diesel engine technology
Section H8	Acceptable Type Rating Experience	New	Clarification of Acceptable Experience for new or additional type ratings

Section H9	Type Ratings below 5700 kg	New	Explanation of the use of Limitations for aircraft below 5700 kg
Section H Appendix C	Type/Task Training and Ratings	Addition	Clarification that this Section applies to aircraft defined in Part-66.A.45(h) only
Section I1	General Information	Updated	Text updated to read the continuation of certification of aircraft post September 2006.
Section I3	Validity of Licences and Licence Renewal	Updated	Clarification of BCAR licence validity where the 2 year validity period exceeds September 2008
Section I Appendix A	Introduction Timetable	Updated	Nil
Section J1	General Information	Revision	Clarification of exceptions to the rule of mixing BCAR and Part-66 Exams
Section J3	Written Exam Booking Procedure	Revision	Nil
Section J3	Module/Part Modules Required	New	Clarification on how to apply for a Part Module Exam
Section J12	Part-66 Module Exams Resits	New	Clarification of 90 day rule policy
Section J13	Exam Module Passes for the Removal of Limitations	New	Clarification of policy relating to the validity of such Modules
Section J13	Exam Module Passes for the Extension of one Category to Another	New	Clarification of policy relating to the validity of such Modules
Section K2	Part-147 Basic Training	Amendment	Nil
Section K3	Part-147 Type Training	Amendment	Nil
Section K6	Supporting Documents	Deletion	Reference to example exposition

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SECTION A

GENERAL INFORMATION

A1 INTRODUCTION

The UK Civil Aviation Authority (CAA) shall be the Competent Authority of the United Kingdom for the purposes of Commission Regulation (EC) No. 1592/ 2002 of the European Parliament and of the Council of 15 July 2002 on common rules in the field of civil aviation and establishing a European Aviation Safety Agency (EASA).

The CAA shall be the competent authority of the United Kingdom for the purposes of Commission Regulation (EC) No. 2042/2003 on the continuing airworthiness of aircraft and aeronautical products, parts and appliances and on the approval of organisations and personnel involved in these tasks.

The Civil Aviation Authority (CAA) is empowered by the Air Navigation Order (ANO) in respect of non-EASA aircraft to grant United Kingdom (UK) Aircraft Maintenance Engineer Licences and associated ratings, where it is satisfied that the applicant is a fit person to hold the licence or rating concerned and is appropriately qualified to act in the capacity to which it relates.

This guidance document explains the privileges of and the requirements for aircraft maintenance licences and ratings together with the administrative procedures for the application and processing of the same. It also explains the conversion process of protected rights that may apply to licence holders converting from a British Civil Airworthiness Requirements (BCAR) Section L Licence to a Part-66 Licence.

Note 1: Where Part-66 licence holders are referred to throughout this document, it also refers to JAR-66 licence holders, who have not yet had their licences issued in the new EU style licence. A JAR-66 AML is deemed compliant with the requirements of a Part-66 licence.

A2 COMMISSION REGULATION (EC) NO. 2042/2003

The introduction of Commission Regulation (EC) No. 2042/2003 means changes are being made to the arrangements under the JAA system. Since 2002 the JAA has participated in the migration of regulatory activity from JAA to EASA by developing, in consultation with the Commission, a transition plan focused on regulatory aspects.

The EASA Implementing Rules, will replace JAR's within the United Kingdom and with certain exceptions, BCAR's.

The Annexes attached to Commission Regulation (EC) No.2042/2003 are as follows:

Annex I	Part-M	continuing airworthiness requirements
Annex II	Part-145	approval of maintenance organisations – commercial air transport and large aircraft
Annex III	Part-66	certifying staff – aircraft maintenance licence
Annex IIII	Part-147	maintenance training organisation requirements

A3 TRANSITION TO EASA

A JAR-66 licence will not need to be converted to a Part-66 licence as it is deemed acceptable in accordance with the new regulations. A Part-66 licence will automatically be issued when making an application that involves a JAR-66 licence being amended.

EASA Part-66 and Part-147 became effective on 29 November 2003 with the provision of a transitional period for both heavy and light aircraft. EASA has also allowed National Aviation Authorities certain derogations from entry into force of the EASA requirements; however, conversion to a Part-66 licence will be compulsory by the specified dates below.

- For certification of aircraft above 5700kg 28 September 2006
- For certification of aircraft 5700kg or below 28 September 2008

JAR-66 licence privileges can be converted directly to a Part-66 licence without the need for additional requirements. This includes JAR-66 licences with limitations unless the applicant wishes to remove these limitations at the time of conversion, which will require further examination and experience requirements.

Further information is available on our web site www.caa.co.uk/srg/licensing and by Airworthiness Notices. The EASA web site may also be of interest www.easa.eu.int.

A4 REQUIREMENT TO HOLD A LICENCE UNDER PART-66

In order to be granted authorisation to issue certificates of release to service a person must hold a valid licence issued in accordance with Part-66 by the specified dates given in sub section A3. The minimum age to hold a Part-66 licence is 18 years. In order to certify, the minimum age is 21.

A5 HOW TO BE AN AIRCRAFT MAINTENANCE ENGINEER UNDER PART-66

Under Part-66 an aircraft maintenance licence confirms that the person to whom it refers has met the Part-66 knowledge and experience requirements for any aircraft basic category and aircraft type rating specified in the document.

The licence is divided broadly between Mechanical and Avionic trade disciplines although in view of the various technologies and combinations applicable to certain aircraft the Mechanical licence category is further subdivided. In addition there are various levels within the licence that allow the holder to be authorised to perform certain roles within line and/or base maintenance. These reflect different levels of task complexity and are supported by different standards of experience and knowledge. An individual may hold a combination of licence categories.

The categories within the aircraft maintenance licence are:

Category A Maintenance Certifying Mechanic

Category B1 Maintenance Certifying Technician (Mechanical)

Category B2 Maintenance Certifying Technician (Avionic)

Category C Base Maintenance Certifying Engineer

A5.1 Category A

Category A is further divided into sub categories as follows:

A1 Aeroplanes Turbine

A2 Aeroplanes Piston

A3 Helicopters Turbine

A4 Helicopters Piston

The experience demonstrated on application must be relevant to the sub category of licence being applied for and must satisfy certain criteria in respect of recency. For further information on Category A please refer to Section C.

A5.2 Category B

The sub categories for Category B Line Maintenance Certifying Technician/Base Maintenance Technician are:

B1.1 Aeroplanes Turbine

B1.2 Aeroplanes Piston

B1.3 Helicopters Turbine

B1.4 Helicopters Piston

B2 Avionics (no further sub division).

The wider privileges of the Category B licence and the role of the Technician in defect diagnosis and rectification and system inspection require a more detailed knowledge than that for Category A. This requires a longer period of experience and examination at a higher level than for Category A. For further information on Category B1 please refer to Section D. For further information on Category B2 please refer to Section E.

A5.3 Category C

The requirements for Category C can be achieved via two routes: a graduate with a degree in Aeronautical Engineering recognised by the CAA, or a similar discipline that is considered relevant to aircraft maintenance and that has been accepted for this purpose by the CAA, or a B1 or B2 licence holder with a prescribed period of certifying experience. For further information on Category C please refer to Section F.

A5.4 Knowledge Requirements and Examinations

Applicants who successfully complete a Part-147 approved basic training course will have received instruction in the required knowledge subjects and have passed examinations associated with that course and the respective licence category.

Unless qualifying for exemptions, all other licence applicants will have to sit the appropriate examinations. These consist of various modular examinations in multi choice question format, intended to sample the knowledge across the appropriate syllabus and an essay paper to verify the use of written English. The content of the examinations vary both in range and complexity according to the licence category being sought.

For further information please refer to the relevant licence Section in this document and also to Section J.

A6 MEDICAL

Certifying staff must not exercise the privileges of their certification authorisation if they know or suspect that their physical or mental condition renders them unfit to exercise such privileges. For further information refer to airworthiness notice No.47.

A6.1 Implementation of the Railways and Transport Safety Act 2003

Legislation relating to the effect of intoxication, through alcohol or drugs applies to all aviation personnel.

A7 PROOF OF IDENTITY

For all Part-66 and BCAR Section L initial issue applications, proof of identity is required. In most cases, either a passport or birth certificate must be provided. Identity cards will be accepted where other proof of identity cannot be produced, however, it should be noted that this may cause a delay with the issue of the licence.

In all cases, if the personal details provided on the licence application form conflicts with the evidence of identity or, the information provided is not clear both on the evidence of identity and application form, the application will be returned to the applicant without assessment.

Where precise details cannot be produced (i.e. birth dates due to destruction of birth records), the information will be accepted from the application form itself.

A8 PART-66 LICENCES ISSUED BY OTHER EU STATES

The UK CAA has received queries in relation to the acceptance or not by Maintenance Organisations of Part-66 licences issued by European States other than the UK.

The principle of the European Commission regulation is to allow those Part-66 licences that are correctly legally issued, to be recognised across all European Union (EU) States. For conversions, the EU State must have in place a conversion report and process per 66.B.305 or 66.B.310 and for the issue of new licences the State needs to ensure that the applicant has demonstrated compliance with examination, knowledge and experience requirements.

It is for the issuing State to be satisfied that the licence has been issued correctly in accordance with the EC Regulations.

Other than Part-66 licences issued by the United Kingdom, the CAA has no detailed knowledge of licensing processes being used in EU States including either the conversion of national privileges or licence issue processes being applied for new licences.

To confirm that such licences have been legally issued we recommend that any organisation wishing to confirm whether a licence from an unfamiliar EU NAA has been issued in accordance with Part-66 requirements or not, confirm that with the Agency or the relevant NAA.

A9 NON-EASA AIRCRAFT ENGINEERS

EASA do not recognise licences and qualifications gained outside of the EASA Member States, including qualifications gained from JAR/Part-145 organisations outside of the EU Member States, where approval has been given based upon local requirements, which may differ markedly from those of the UK. This also includes JAR/Part-145 approvals issued by the UK CAA. Non-EASA aircraft maintenance engineers wishing to pursue the Part-66 licence must complete all relevant requirements according to the licence being applied for. Previous aircraft maintenance practical experience within a Part-145 organisation may be counted towards the total experience requirement providing acceptable evidence of authenticity of the experience is provided.

The CAA is unable to conduct individual assessments prior to licence application.

A10 ACCEPTANCE OF OTHER EASA COMPETENT AUTHORITY'S TRAINING AND TESTING

Training completed at a Part-147 organisation, approved by an EASA competent Authority or directly by EASA is accepted. Examination modules completed with a Part-147 organisation or EASA Competent Authority's or a combination of the two, is also accepted. However, courses and examinations approved by an EASA Competent Authority, which is not Part-147 approved (for local use within a particular EU State) are not generally acceptable but may be reviewed on an individual basis.

A11 PART-66 CERTIFICATION PRIVILEGES

Certifications are made in accordance with the procedures of the Part-145 or Part-M approved maintenance organisations, within the scope of the issued authorisation(s). Certifying staff qualified in accordance with Part-66 and holding a valid aircraft maintenance licence with, where applicable, the appropriate type ratings will be eligible to hold one or more of the following categories.

A11.1 Category A

A category A certifying licence permits the holder to issue certificates of release to service following minor scheduled line maintenance and simple defect rectification within the limits of tasks specifically endorsed on the authorisation. The certification privileges are restricted to work that the authorisation

holder has personally performed in a Part-145 organisation.

A11.2 Category B1

A category B1 certifying staff authorisation permits the holder to issue certificates of release to service following maintenance, including aircraft structure, power plants and mechanical and electrical systems. Authorisation to replace avionic line replaceable units requiring simple tests to prove their serviceability is also permitted.

Note: Compass compensation and adjustment certification privileges are contained within a Category B1 AML.

A11.3 Category B2

A category B2 certifying staff authorisation permits the holder to issue certificates of release to service following maintenance on avionic and electrical systems. Category B2 certifying staff can qualify for any A sub category subject to compliance with the appropriate A sub category requirements.

Note: Compass compensation and adjustment certification privileges are contained within a Category B2 AML.

A11.4 Category C

A category C certifying staff authorisation permits the holder to issue certificates of release to service following base maintenance. The authorisation is valid for the aircraft, in its entirety, including all systems.

A12 VALIDITY PERIODS AND RENEWAL OF LICENCES

BCAR Section L

In accordance with Commission Regulation (EC) No. 2042/2003, Article 7, from 28 September 2006, the CAA no longer issue new National BCAR Section L licences. Further information can be found in Section I.

BCAR Section L licences will be renewed for a period of 2 years, however, as of 28 September 2008, this licence cannot be used to certify aircraft not classified as Annex II, even if the validity period of your renewed licence exceeds this date.

Certification of maintenance on airships and aircraft designated under Annex II of Commission Regulation (EC) 1592/2002 will continue under BCAR Section L for the foreseeable future.

Licence privileges relating to the maintenance and certification of aircraft above and below 5700kg MTOM may be converted to Part-66 at the time of renewal. Form 19 (SRG/1014) 'Part-66 Aircraft Maintenance Engineer's Licence Initial/Variation' – Application, should be used for the transfer of UK Protected Rights based upon BCAR Section L AMEL including type ratings, paragraphs held and JAR/Part-145 Authorisations.

It is recommended that only current authorisations be claimed under Protected Rights with an initial conversion application. Protected Rights may be claimed on all previous authorisations, but it is inevitable that this will take significantly longer than converting current authorisations and the rejection rate for these applications is traditionally high. Protected Rights from previous employment remain and can be assessed and claimed at any subsequent future time when required by the individual.

An application for licence renewal cannot be made to the CAA more than 60 days before expiry. However, if the licence holder intends to apply for conversion to a Part-66 licence instead of renewing the Section L licence applications will be accepted before that time and in any event should be made no later than 6 weeks before the licence is due to expire to avoid any break in continuity.

Note 1: You must have a Part-66 licence in order to continue to certify under Part-145 or Part-M from 28 September 2008.

Note 2: If applying for the conversion of a BCAR licence to a Part-66 licence within one month of the date of renewal of the BCAR licence, £45.00 will be deducted from the conversion fee.

For more information and guidance relating to Part-66 and the phasing out of BCAR Section L, please refer to our web site at www.caa.co.uk/srg.

Further information relating to the conversion can be found in Section B.

A12.1 JAR-66

JAR-66 AML holders will not be required to take any further action to gain a Part-66 AML. A Part-66 licence will automatically be issued either at the next licensing action or at time of renewal.

A12.2 Part-66

Part-66 licences are valid for 5 years from the date of issue or last renewal. Form AD302 (SRG\1011) for licence renewal can be downloaded from our web site.

A13 PROTECTED RIGHTS

Protected rights are the entitlement to have National licence, qualification or certification authorisation privileges (that were valid at a qualifying date) transferred to a Part-66 aircraft maintenance licence.

With respect to certification authorisation schemes these include certain task-limited authorisations issued by the employer at the qualifying date as well as full authorisations on aircraft types granted by an employer or previous employer within the scope of the licence.

Note: Protected rights can be claimed at any time irrespective of changes of employment.

On conversion from a BCAR Section L licence, basic licence categories and aircraft type ratings/paragraphs held will be transferred to the Part-66 Aircraft Maintenance Licence. Correctly issued aircraft authorisations from a JAR/ Part-145 organisation within a European Union or JAA full member state can be transferred to the replacement licence in the form of aircraft type ratings or group ratings. Limitations will be applied where appropriate to the basic licence and to aircraft type or group ratings reflecting the scope of the previous basic licence held and the aircraft type authorisations issued prior to conversion.

Protected rights to a Part-66 Category A licence for company authorisation schemes applicable to unlicensed personnel, or personnel not licensed in the appropriate Section L LWTR categories can only be recognised when a valid authorisation has been granted prior to 1 June 2001, (Airworthiness Notice 14 refers).

Note 1: Commission Regulation (EC) 2042/2003 Article 4 Paragraph 2 refers.

Note 2: Aircraft type authorisations remain as protected rights and can be claimed at any time either on or after conversion.

Note 3: The majority of BCAR Section L aircraft maintenance licenses must be converted to a Part-66 aircraft maintenance licence by 28 September 2006 or 28 September 2008 (for aircraft above and below 5700kg MTOM respectively).

Note 4: As at time of publication, aircraft listed in Annex II of EC Regulation 1592/2002 cannot be certified using a Part-66 licence. The National BCAR Section L licence will therefore be continued for certification of these aircraft.

A14 GRANDFATHER RIGHTS

Grandfather rights are authorisation privileges granted by an employer in accordance with an authorisation procedure previously approved by the CAA that exceed the holder's basic licence. In some instances organisations issued authorisations for tasks outside of the basic licence privileges. Such authorisations are not accepted as falling within the entitlement to protected rights and are not considered protected rights on transfer to a Part-66 AML as they exceed the scope of the basic licence.

Upon licence conversion these will not be added to the licence document however, these privileges may continue to be exercised while the individual remains within the employment of the organisation that issued the original authorisation. These certifying privileges are lost when the individual leaves the employ of that company and cannot be transferred.

Note 1: These certifying privileges cannot be extended and are lost when the individual leaves the employ of the issuing organisation.

A15 CONVERSION OF SEVERAL LICENCES OR UNLICENSED NON-UK AUTHORISATION PRIVILEGES TO A PART-66 LICENCE (FORM 27)

Applicants holding licences from several NAA's can choose to be issued a Part-66 licence by one of the competent Authorities that issued a National licence. Applicants not holding a licence must have their licence issued by the competent Authority of the country where they last held privileges. In addition, an applicant holding an authorisation only, that has been issued by a UK JAR or Part-145 organisation for the purpose of aircraft maintenance in another Member State, must have their licence issued by the Member State where the authorisation privileges are being exercised.

The converted licence will only take into consideration the privileges granted by the competent Authority issuing the Part-66 licence, unless the applicant provides the competent Authority with duly completed Form 27, specifying the additional privileges granted by other competent Authorities that are also eligible for conversion.

JAA Form 27 should be presented to the competent Authority whom the applicant chooses to issue the converted licence, at the time of application for conversion. Form 27 submitted after conversion may not be accepted by the issuing competent Authority.

Note: Some Full Member States may not accept this document at this time.

SRG/1018 will be assessed against the applicant's licence records and supporting documentation, before Form 27 is issued. The purpose of the assessment is to identify the applicant's entitlement to 'protected rights' and subsequently what category or categories of licence the applicant is entitled to. The CAA will also propose any relevant limitations to be applied to the licence(s) and or type rating(s) and, the recommended examination(s) to remove the limitation(s).

A16 AIRCRAFT MAINTENANCE LOGBOOK

Under Part-66 there is a requirement to record satisfactory basic training and skills attainment as a pre-requisite for basic licence issue, both for applicants who have completed a Part-147 training course and applicants who have not had formal technical training.

To assist both basic and type rating applicants to demonstrate that they meet the licensing requirements, the CAA has introduced an Aircraft Maintenance Engineer's Logbook which is now available for use and can be ordered from the TSO at www.tso.co.uk. The Logbook is not available directly from the CAA.

The use of a logbook is still voluntary, however, if submitted in support of an application it will enable the CAA to process the application more efficiently and reduce the handling time for the application.

Note: It is only necessary to submit the relevant logbook pages in support of an application and not the entire document.

A17 THE LOGBOOK ASSESSOR

It is an Assessors responsibility to evaluate and determine the extent of practical skills and maintenance experience necessary for the holder to submit an application for an engineers licence. There are two types of Assessor as detailed below.

A17.1 Part-145 and Part-147 Logbook Assessor

The Assessor will be nominated by the Part-145 or Part-147 organisation by virtue of holding a supervisory or management position within the approved organisation. In this case the CAA would expect the nominated person or persons to be included in that organisation's exposition. This will allow the person or persons of that organisation to act as an Assessor for that organisation for the duration of that organisation's Part-145 or Part-147 approval or whilst they remain in the employ of that organisation.

Note: It is not necessary to submit application form SRG/1016 as the CAA Assessor Authorisation is not required for a Part-145 or Part-147 organisation.

A17.2 The CAA Authorised Assessor (for applicants working outside of Part-145 and Part-147 organisations)

The Assessor will be a senior licensed aircraft maintenance engineer whose licence coverage encompasses that for which the application is being made or the Assessor will be a person with acceptable experience who holds or who has held a senior position in an approved aircraft maintenance organisation. In this case an application will need to be made to the CAA on form SRG/1016, which can be downloaded from our web site www.srg.caa.co.uk.

A letter of approval will be issued to the CAA Authorised Assessor and will be valid for two years.

A18 THE PART-66 APPLICATION FORMS & GUIDANCE DOCUMENTS

Part-66 application forms and accompanying guidance documents are available to download from our web site. The forms cross-refer to the guidance document and vice-versa, giving step-by-step guidance on how to complete each section of the form, the requirements for the particular application and any additional supporting documents required, if necessary.

The forms with accompanying guidance can be downloaded from our web site www.caa.co.uk/srg/licensing.

A19 ADMINISTRATIVE PROCEDURES

This section details the administration procedures when applying to the CAA for a particular service. Applications should be sent to: Personnel Licensing Department (PLD), Civil Aviation Authority, Safety Regulation Group, Aviation House (GE), Gatwick Airport South, West Sussex, RH6 0YR.

A19.1 Applying for a Service

PLD have revised the application process in line with the introduction of Part-66. This process includes a revised application form SRG/1014 which must be used for all Part-66 applications. Comprehensive and easy-to-follow application guidance is provided.

To replace the Company Support letter, previously required with all JAR-66 conversion applications, a new licence application SRG/1020 support document has been produced reducing the overall handling time. This document should be downloaded with Form SRG/1014, which should be handed to the applicant's Quality Department to be completed and signed. Both Forms SRG/1020 and SRG/1014, should be submitted as a complete application along with supporting documentation.

When an application is submitted to PLD, the Customer Service Unit will check the application to ensure that all necessary paperwork, logbook, fees etc. have been submitted. The application will then be assessed to ascertain whether all technical requirements have been met. An applicant will be notified if the application has been rejected in writing or by e-mail.

PLD are aware how important it is for customers to know how long their application may take to be processed, and whilst we do endeavour to keep within our published CAA Code of Practice timescales, there may be variations in actual delivery times.

A19.2 Scheme of Charges

Details of our scheme of charges can be found on our web site: www.caa.co.uk/srg/licensing.

A19.3 Change of Address

Changes of address should be made in writing by letter, fax or by change of address notification card and must include the current licence. Quote your CAA reference number together with details of the new permanent address. Once actioned, the new licence will be sent. When received the licence must be signed in ink.

A19.4 Change of Name

The holder of a licence who has changed their name is required to notify the CAA by completing Form 19 (SRG/1014) enclosing the appropriate fee. If the change of name is through marriage, the original marriage certificate must be submitted. There is no charge for a change of name through marriage.

If the change of name is other than by marriage you are required to submit either actual passport, original change of name deed or original decree absolute. There is a charge for this service.

A19.5 Change of Nationality

An application for change of nationality must be made by completing Form 19 (SRG/1014). There is a charge for this service.

A19.6 Lost Licence

Individuals who have lost their licence are required to submit Form 19 (SRG/1014) for a duplicate licence. There is a charge for this service.

Note: The current licence should be returned to the CAA prior to change of details.

A20 COMPLAINTS AND APPEALS

Whilst PLD endeavour to provide a high level of service to our Customers, inevitably there will be times when due to circumstances beyond our control, we exceed our published licence processing times. We are also regrettably unable to respond to enquiries of this nature, as this could further add to the delays in processing licence applications. All licence applications are dealt with in date order of receipt.

If you have a complaint or are appealing against a decision not to issue your licence, a letter should be addressed to: Head of Customer Service Unit, Personnel Licensing Department, CAA, Aviation House, Gatwick Airport South, West Sussex RH6 0YR.

The letter of complaint or appeal should include

- Your full name, date of birth and reference number.
- Full details of the complaint/appeal.
- Names of CAA staff handling your application/ enquiry.
- Any relevant contact/application dates.

APPENDICES TO SECTION A

- **Appendix A List of Application Forms**

APPENDIX A LIST OF APPLICATION FORMS

Form Number	Form Title
SRG/1002 EASA 19E	Part-66 Aircraft Maintenance Licence – Application for Written Examination
SRG/1005 AD 300	Aircraft Maintenance Engineer's Licence Grant or Extension – Application (BCAR)
SRG/1006 AD 300A	Aircraft Maintenance Engineer's Licence Application for BCAR Section L Written Examination(s)
SRG/1007 AD 301	Type Rating Record of Experience
SRG/1009 Form 12	Part-147 Grant or Variation of Approval – Application
SRG/1011 AD 302	Aircraft Maintenance Engineer's Licence Renewal – Application
SRG/1012	Approval of Type Training for a BCAR Section L Type Rating – Application
SRG/1013	Approval of Type Training for Part-66 Type Rating – Application
SRG/1014 Form 19	Part-66 Aircraft Maintenance Engineer's Licence – Application
SRG/1016	CAA Authorised Assessor Application
SRG/1017	BCAR – Part-66 Conversion Module Examination and Experience Certificate
SRG/1018	JAA Form 27 - Application
SRG/1020	Part-66 Aircraft Maintenance Licence Support Document – Application

Note: For Part-66 applicants converting from BCAR, forms SRG/1014 (Form 19) and SRG/1020 must be submitted together as one application.

SECTION B

CONVERSION OF PROTECTED RIGHTS

B1 TRANSFER OF PROTECTED RIGHTS TO A PART-66 LICENCE

B1.1 Background to JAR-66

JAR-66 introduced requirements that were generally at a higher or broader level than those that existed previously under UK National licensing. However to ensure that certifying staff retained their entitlement to certify provision was made for protected rights to be transferred to a JAR-66 licence. JAR-66 covered aircraft above 5700 kg MTOM only.

Under JAR-66 protected rights applied only to aeroplanes and helicopters of 5700 kg MTOM and above and so only these privileges could be transferred to a JAR-66 licence. For privileges held but not yet included within JAR-66, the Section L BCAR licence was re-issued reflecting these privileges.

B1.2 Part-66

Under Part-66 the provisions of transferring protected rights are largely the same as for JAR-66, except that Part-66 includes both aircraft above and below 5700 kg.

The conversion of certification privileges regarding electrical power generation and distribution systems has changed between JAR-66 and Part-66.

Previously on conversion to a JAR-66 AML, a B2 licence holder has been granted limitation 8 to the basic licence and qualifying aircraft types reflecting protected rights for certification privileges in electrical power generation and distribution in mechanical systems.

It has been determined that protected rights regarding certification privileges in electrical power generation and distribution systems is more appropriately achieved by the issue of a Part-66 B1 and B2 AML with limitations applied to both categories of licence, reflecting an individuals licence scope and certification privileges prior to conversion.

Current JAR-66 licence holders with limitation 8 applied to the basic licence and qualifying aircraft types may continue to exercise certification privileges in electrical power generation and distribution systems. At the individuals next licensing event a Part-66 AML will be issued as described in the previous paragraph replacing the existing JAR-66 AML.

BCAR Section L type rated licence holders may have certification privileges conferred to them under Airworthiness Notice 3 in electrical power generation and distribution systems and avionic LRU replacement and bite check.

Provision has been made for these certification privileges to be recognised under protected rights on conversion to be Part-66 AML. Protected Rights conferred under the auspices of AWN 3 do not extend to aircraft above 5700 kg MTOM. Further information regarding this can be found in Section B4.

Where a Part-66 licence is referred to throughout this Section, it also applies to those applicants holding a JAR-66 licence.

B2 BCAR TO PART-66 CONVERSION DATES

As of 28 September 2006 BCAR licences are no longer issued, unless specifically requested for the certification of aircraft listed in Annex II of EC Regulation 1592/2002. A Part-66 licence will be issued instead, with the appropriate limitations.

As of 28 September 2008 a Part-66 licence will be required for the certification of all aircraft regulated by EASA, therefore, any BCAR Section L licence used for aircraft other than Annex II (mentioned above) will be converted to a Part-66 licence on application.

Note 1: BCAR applicants who have not completed the qualifications for licence issue, must qualify for Part-66 licence issue by completion of the requisite Part-66 exam modules. However, BCAR module 13 (Human Performance) will exempt applicants in Part-66 module 9 (Human Factors) and post issue 15 BCAR module 7 (Fixed and Variable Pitch Propellers) will exempt applicants in Part-66 module 17 (Propeller). No other modules have been assessed as equivalent. All other modules must be taken to the Part-66 exam standards.

Note 2: For BCAR applicants currently awaiting oral boards or completing an approved course (see B2.1 also), the current BCAR rules will continue. However, should the applicant fail an oral board, the provisions of BCAR Section L 5.2.1 will apply.

B2.1 BCAR Limitation 101 (BCAR Approved Courses)

Part-66 does not provide for the above limitation, which previously under BCAR Section L was endorsed on the licence of those applicants who completed an approved course of training. This limitation required a further 12 months aircraft maintenance experience before any authorisation to sign a certificate of release to service could be issued.

BCAR applicants, issued with a Part-66 licence in accordance with Section B2, will still require this experience prior to the endorsement of a first type rating. It is acceptable however, to undertake the type training and testing within this 12 month period and

make application in readiness for the end of the 12 month period.

B3 RECOMMENDATION FOR APPLICANTS CONVERTING TO A PART-66 LICENCE

It is recommended by the CAA that applicants wishing to convert their basic BCAR-Section L licence and authorisations/type ratings to a Part-66 AML, apply to convert current approvals/type ratings only.

Correctly issued approvals from a Part-145 organisation within an EU or full Member State of the JAA are considered protected rights on conversion, however, determination of these protected rights from previous employment is often considerably more exhaustive and subsequently more time consuming to achieve.

The CAA recognises that individual's protected rights for these aircraft type additions will remain (where valid) and this can be achieved at any subsequent future time when required by the individual.

Full recognition of an individual's protected rights can be achieved on conversion, but it is likely that this will take significantly longer than converting current authorisations and the rejection rate for these applications is traditionally high.

B4 FAST-TRACK PROCESS FOR PART-66 CONVERSIONS

The Personnel Licensing Department (PLD) of the CAA have launched new application forms, details of which can be found in Section A17.

With the introduction of Part-66 PLD now offer two methods of licence conversion to licensed engineers, dependant upon the requirements of the licence holder and organisation that they are working for. The two methods, available now, are described below.

B4.1 Normal Method

This method is largely the same as before, except that the new forms must be submitted in place of the old ones. The 'normal method' will be used by applicants claiming full protected rights, which will include old approvals, which in general have taken a significant amount of time to assess, in order to identify the scope of approval.

B4.2 Fast-Track Method

This method is designed to reduce the handling time of the applications, and enables PLD to issue licences to applicants more quickly than by using the 'normal method'.

This system is designed to enable engineers to convert their basic licence, and current active type ratings only. Other older types previously held remain as protected rights and can be added at any time in the future should they be required.

This system should only be used for engineers applying to convert their basic licence and current approvals/ type ratings. PLD will be able to identify fast-track applications from a declaration made by the Quality Manager refereeing the application and support document.

Note 1: Applications submitted as fast track which do not represent the 'current approvals/type ratings only' concept, will be handled in accordance with our 'normal method' procedures.

Note 2: The CAA recognises that individual's protected rights for aircraft type authorisations not added to the licence will remain (where applicable) and these can be applied for at any subsequent future time when required by the individual.

A diagram showing the two different methods is shown at Appendix D to this Section.

B5 QUALIFICATIONS GIVING PROTECTED RIGHTS

Qualifications that may be included in a Part-66 licence issued to reflect 'protected rights' are as follows:

- Section L LWTR's on a valid BCAR Section L licence
- Section L Type Ratings on a valid BCAR Section L licence
- A8-13 **Full CRS** Type Authorisations (currently or previously held based upon acceptable type training)
- A8-3 **Full CRS** Type Approvals (only if current)
- A8-13 Limited CRS Authorisations (previously referred to as Limited and Simple)
- AWN 14 Limited CRS Authorisations (Certifying Mechanic schemes)
- Full CRS authorisations issued by a Part-145 organisation located **within another EU/JAA Member State**
- Only correctly iss**ued approvals in accordance with approved schemes prior to 1 June 2001.**

Authorisations to certify issued by an organisation outside the EU member states – even if it holds Part-145 approval – are intended to support the

certification of maintenance under local regulations and do not constitute protected rights.

B6 CONVERSION OF BCAR LWTR TO PART-66 BASIC LICENCE

LWTR's on a valid licence granted or extended under BCAR Section L may be converted to a full or restricted Part-66 licence in the basic categories of B1 and/or B2 reflecting the combination of LWTR's held. The holding of a properly issued avionic extension approval granted by a Part-145 organisation in the UK will also be taken into account when transferring to the basic licence category. Where the sum of these does not constitute a full Part-66 category or sub-category, limitations will be added to reflect the extent of the individual's protected rights. These limitations are listed in Section B12.

If the licence holder qualifies for a B1 sub-category AML, the equivalent A sub-category AML will also be granted (excluding licences with limitations 10 & 11 applied).

Holders of a BCAR Section L licence may also qualify for the grant of Part-66 Category C AML. For further information refer to Section F.

Part and full conversion examinations as appropriate may be taken before or after the conversion process to remove limitations, which would otherwise apply. In most instances additional experience will also need to be demonstrated before qualifying for the full category or sub-category of a Part-66 AML.

A table covering the most common BCAR Section L to Part-66 licence conversion scenarios can be found in Appendix B.

B7 AUTHORISATION CONVERSION CRITERIA

B7.1 Conversion of A8 Authorisations

Protected rights also apply to authorisations granted on the basis of BCAR Section A8 approval schemes, which may vary from the current requirements of Airworthiness Notice 14. Many of these schemes were developed for an organisation's own needs and are not reflected in any published information. Before these privileges can be considered for transfer to a Part-66 licence, the CAA must establish the adequacy of training or examinations under these schemes when considering an individual's conversion. This can only be done with the full co-operation of the relevant Part-145 organisation.

Companies approved under BCAR A8-3 could 'approve' individuals to issue certificates of release to service in relation to work carried out on aircraft maintained within the organization, without the need to hold the appropriate BCAR Section L LWTR. Approval privileges excluded the certification of any maintenance, inspection or check associated with a scheduled maintenance input. The approval was therefore limited to certification for unscheduled defects and rectification. Unlicensed individuals who still hold authorisations based upon A8-3 approvals may claim protected rights but the entitlement will be evaluated when application is made for their transfer to a Part-66 licence.

Note: From 28 September 2006, certification of aircraft above 5700 kg MTOM must only be carried out by Part-66 licence holders.

B7.2 Conversion of Full Authorisations

Aircraft types on full type authorisations held on the basis of BCAR A8-13, A8-3 or Airworthiness Notice 14, may be transferred as part of the individual's protected rights.

In the UK, prior to the introduction of JAR-66 a full certification authorisation issued under then JAR-145, would normally have been based upon either the appropriate Section L LWTR plus an appropriate aircraft type rating on the licence or appropriate aircraft type training under the provisions of Airworthiness Notice No. 14 and subsequent type authorisation. A full certification authorisation would normally be both trade and aircraft type specific. It should also identify clearly the scope of the authorisation.

For aircraft above 5700kg, holding a BCAR Section L group type rating did not give an automatic entitlement to a type authorisation. The organisation would have established specific type competence by a course of training or by a practical period of familiarisation and evaluation on type. Therefore a Part-145 certification authorisation for aircraft above 5700kgs must be type specific in all cases and not simply cross-referred against the group type rating that may be held on a BCAR Section L licence.

Note: Limitations may be applied to reflect the basic licence held and/or the extent of training carried out.

B7.3 Conversion of Limited Authorisations

Those holding Limited Authorisations current at 1 June 2001 may be entitled to protected rights provided that the CAA is satisfied with the basis upon which these authorisations were granted since it may be issuing a licence based solely upon these authorisations.

Limited Authorisation was defined in Airworthiness Notice No. 14 and follows from the concept of Limited and Simple in BCAR A8-13. Notice No. 14 also provides for the 'Line Certifying Mechanic' scheme.

Under JAR-66, the Category A Line Maintenance Certifying Mechanic Licence replaced the previous provision for unlicensed certification. The Category B1 licence also includes provision for the 'Avionic Extension' concept. The Category B2 licence is a comprehensive avionic licence but there is no limited authorisation provision for mechanical privileges and therefore a Category A licence is required if such certification privileges are required.

An organisation will have verified the basis upon which limited authorisations were issued so that the CAA Personnel Licensing Department could identify any significant shortfall against the then JAR-66 licence requirements, now Part-66. All limited authorisations should have been based upon theoretical training as well as task-based training on the type relevant to the scope of the authorisation.

B8 CONVERSION OF LWTR'S OF SECTION L ISSUE 14 ONWARDS

BCAR Section L licences or LWTR's on a licence issued after 1 June 2001 were restricted to maintenance on aircraft below 5700 kg MTOM.

The majority of BCAR Section L licences will qualify under protected rights for licence conversion to a Part-66 AML. The Part-66 AML may have limitations applied to the basic licence and/or any aircraft types endorsed on it. Limitations applied will reflect the scope of the basic licence and aircraft type ratings/approvals held prior to conversion.

B9 NATIONAL PRIVILEGES ON CONVERSION

Any individual or group type ratings held on a BCAR Section L licence at the time of conversion will be transferred to an individual type rating, group rating or manufacturers group rating on the replacement Part-66 AML.

Mechanical and/or avionic paragraphs held on a BCAR Section L licence at the time of conversion will be transferred to the replacement Part-66 AML in the form of aircraft type ratings, group ratings or manufacturers group ratings.

Note 1: In order to claim an aircraft type rating/group rating or manufacturers group rating from mechanical and/or avionic paragraphs held. The applicant should make a statement of experience on the aircraft types claimed below 5700kg MTOM (supporting evidence may be required) or demonstrate a valid authorisation or authorisations issued by an approved organisation.

Note 2: Limitations will be applied to the aircraft type/ group/manufacturer group ratings reflecting the previous scope of certification privileges held.

When certification privileges are held on aircraft that do not fall within the EASA aircraft listings (Annex II aircraft) the applicant will be returned their BCAR Section L licence in order that certification on these aircraft types may continue to be exercised. Annex II aircraft types will eventually be endorsed under National privileges on the Part-66 licence in the form of type ratings, group ratings or manufacturer group ratings.

B10 ISSUE OF A CATEGORY A LICENCE TO A PREVIOUSLY UNLICENSED ENGINEER

The CAA Personnel Licensing Department requested that organisations approved in accordance with then JAR-145, detail any limited authorisation schemes in place and confirm those individuals that held such company authorisations. These submissions enabled the CAA to consider each scheme in terms of allowing valid unlicensed certifying privileges as a protected right.

The lists that were requested and subsequently provided by the organisations concerned provided the names of unlicensed certifying personnel with limited authorisations valid as of 1 June 2001. This excluded the following:

- Personnel who left the organisation before 1/6/01
- One-off approvals issued under BCAR A8-3
- Limited authorisations without CRS
- Ground running authorizations
- Boroscope authorizations
- Heavily restricted authorisations

In order to qualify, those applicants applying for a Category A licence as a protected right based upon limited and simple authorisations, must provide evidence of an authorisation issued by a UK JAR-145 (now Part-145) organisation in accordance with an approved scheme and issued before 1 June 2001.

B11 CONVERSION OF BCAR TYPE RATINGS TO PART-66 LICENCE

Aircraft types on a Section L licence may be transferred to a Part-66 licence under protected rights. In general, obsolete types not shown in the Part-66 list of type rating descriptions will not be transferred.

B11.1 A & C (Mechanical) Type Ratings

Type ratings for individual aeroplanes or helicopters will be transferred as type ratings in Category B1 with any

appropriate limitations and in Category C if the requirements of Section B14 are met. Refer to Section B8.

Mechanical paragraphs held on BCAR Section L licence at the time of conversion will be transferred to the replacement licence in the form of aircraft type ratings, group ratings or manufacturer group ratings. Refer to Section B8.

B11.2 X/R (Avionic) Type Ratings

Avionic paragraphs held on BCAR Section L licence at the time of conversion will be transferred to the replacement Part-66 AML in the form of group ratings or manufacturer group ratings. Refer to Section B8.

Where an incomplete suite of paragraphs for the full type rating is held, the type rating may be topped up either through completion of the normal Part-147 type course or directly approved course plus experience. This allows the grant of the Part-66 type rating or removal of limitations held against the type rating once granted.

Note: A group type rating does not automatically entitle the holder to certify work on an aircraft type with which he or she is not familiar. It is incumbent upon the individual to first familiarise themselves with the general characteristics of the aircraft, the maintenance documentation system used by the manufacturer and the relevant airworthiness directives that apply to the aircraft type. A group type rating does not permit authorisation on aircraft listed in paragraph 14 of Airworthiness Notice No. 10.

B12 PROTECTED RIGHTS TO CATEGORY C

JAR-66 introduced the Category C licence, Base Maintenance Certifying Engineer, which is primarily a maintenance management licence that permits the holder to be authorised by a then JAR-145 approved maintenance organisation to release an aircraft following base maintenance. For the grant of Category C, Part-66 requires that an individual must have three years experience as a certifying technician in either Category B1 or B2. Since the Category C licence focuses upon the overall maintenance management of an aircraft during base maintenance and the subsequent single Certificate of Release to Service covering all trade disciplines, the CAA is unable to grant a Category C licence to the holder of only a single BCAR Section L LWTR.

Some individuals will have an entitlement at present to issue a Scheduled Maintenance Inspection Certificate of Release to Service (SMICRS) for checks, which include line and base maintenance. The SMICRS privilege is part of those duties expected of a Category C certifier but in view of the management responsibilities of this role it would be inappropriate to consider SMICRS privileges in only one licence category as being sufficient to justify the issue of a category C licence under 'protected rights'.

This reflects previous policy under BCAR A8-13 for single signatory base maintenance check release under a Certificate of Maintenance, which required two licence categories under Section L and CAA policy regarding the required licence coverage to be authorised to issue a Certificate of Maintenance Review.

On transfer of protected rights, Category C will only be issued to those who hold a BCAR Section L licence with a minimum of two Licence Without Type Ratings (excluding Compass Compensation and Adjustment) and for a minimum of three years held either:

Type ratings relating to aircraft in at least two LWTR categories, or

JAR/Part-145 Type Authorisations under at least two of the LWTR categories held, or

One type rating and one JAR/Part-145 Type Authorisation in different LWTR categories.

Note: For this purpose, Radio Communication and Navigation and Radio Radar together count only as one Licence Without Type Rating.

B13 LIMITATIONS ON A CONVERTED LICENCE

Limitation codes may be applied singly or in combination to basic categories and type ratings to reflect the scope of protected rights transferred to a Part-66 licence. The limitation codes and their translation which is printed on the reverse of the licence are listed below:

1. Excluding electrical power generation & distribution systems.
2. Excluding instrument systems, INS/IRS and Flight Directors systems.
3. Excluding autopilot systems on aeroplanes.
4. Excluding autopilot systems on helicopters.
5. Excluding automatic landing and auto throttle systems on aeroplanes.
6. Excluding radio communication/navigation and radar systems.
7. Excluding radio radar systems.

8. Reserved.
9. Excluding avionic LRUs.
10. Excluding airframe.
11. Excluding engine.
12. Excluding all pressurised aeroplanes.
13. Reserved.
14. Excluding pressurised aeroplanes above 5700 Kg MTOM.
15. Excluding supercharged piston engines in aeroplanes.
16. Excluding navigational and electronic instrument systems, FDR, GPWS and vibration monitoring systems.
17. Excluding radio-coupled autopilot systems in aeroplanes.
18. Excluding radio-coupled autopilot systems in helicopters.
19. Excluding all tasks with the exception of Compass Compensation and adjustment only.
20. Excluding propeller-turbine engines.
21. Excluding all tasks with the exception of minor scheduled line maintenance up to and including Daily Inspections.
22. Excluding all tasks with the exception of Cabin Maintenance tasks.
23. Excluding all tasks with the exception of DC electrical components in mechanical systems.
24. Excluding all systems with the exception of LRUs within In-flight Entertainment Systems.
25. Excluding electrical power generation and distribution systems on aircraft above 5700 kg MTOW.
26. Excluding Avionic LRU replacement and BITE checks on aircraft above 5700 Kg MTOM.
27. Excluding Antenna and Antenna Feeder Systems relating to radio and radar systems.
28. Excluding maintenance tasks on Wooden Structures and Fabric Coverings.

B14 REMOVING LIMITATIONS FROM A BASIC LICENCE

To remove limitations from a basic B1 or B2 Part-66 licence, where protected rights do not directly convert to a full Part-66 Category/sub-category licence the relevant conversion examinations must be passed and any appropriate experience requirements met. Applications to remove limitations on a basic Category/ sub-category must cover all the limitations. Please refer to Appendix B to this Section and also sub-section B14 below for the removal of limitations.

B15 CONVERTING TO A NON-RESTRICTED (WITHOUT LIMITATIONS) BASIC CATEGORY LICENCE

To convert to a non-restricted Part-66 basic B1 or B2 category licence where protected rights do not directly convert to a full Part-66 Category/sub-category, the relevant conversion examinations need to be taken in addition to meeting any appropriate experience requirements. Appendix A to this Section contains a self-assessing table.

Where the appendix table does not cover a specific situation, an assessment will be required and applicants should apply in writing to Personnel Licensing Policy Department. Further information on examinations can be found in Section J.

Application should be made at the same time as that for conversion once the required conversion examinations and experience has been completed.

B15.1 Experience Requirement

Except in the cases listed in Appendix C to this Section, typically 6 months relevant additional experience is also required in the areas appropriate to the basic category/sub-category, which are not covered by protected rights showing evidence of the experience including detailed evidence of competence in the relevant basic skills.

Note: Category A

Limited Category A licences are issued to reflect the transfer of restricted privileges. In view of this, the holder of a Category A licence with any limitation must meet the full Category A examination and experience requirements to have the limitation removed.

B16 REMOVING LIMITATIONS FROM A TYPE RATING

Where the limitation applies only to the type rating, it can be removed by completing either an approved

conversion course covering the differences or a full B1 or B2 type course as appropriate. This training must be conducted by a suitably approved Part-147 maintenance training organisation or be a type course approved by the CAA. The experience requirement as detailed in B15.1 is still required, except that the experience may be reduced. Please refer to H8.

B17 MAKING YOUR APPLICATION

Note 1: Refer to Appendix A to Section A for information on forms and guidance.

Form 19 (SRG/1014) should be used for all conversion applications

B17.1 Limited Authorisation & Full Authorisation 'Protected Rights' Applications

Form SRG/1020 confirms the entitlement to 'protected rights' by virtue of the individual being appropriately authorised on 1 June 2001. This document will give information on the authorisations held within the organisation at the date of application or upon the individual leaving the organisation before being issued with a Part-66 licence.

B17.2 Supporting Documents

The supporting information required, where applicable, in addition to Form 19 (SRG/1014) and Form SRG/1020 is listed below.

B17.3 Course Completion Certificates

Issued by CAA approved organisations or Part-147 organisations in other Member States

B17.4 Company Type Authorisations

Currently or previously held, depending on the method of conversion by which you are applying.

Note 2: Having clear concise supporting data will enable us to issue licences more efficiently and with less risk of rejections. The CAA will not contact the applicant for clarification of details on applications and therefore it is most important to have the correct information before applying.

B17.5 Additional Information

Where the authorisations relate to an incomplete rating, for example only the Airframe and not its engine, this would be reflected in the type rating endorsed on the licence.

If the request is for types previously authorised by a Part-145 organisation that is no longer trading or is unable to supply course certificates or letters confirming training, each case will be reviewed individually. The CAA may however refuse to endorse the types requested if there is insufficient evidence for transfer.

Where course certificates have been issued by non-JAA/EU member states maintenance organisations, as part of a Part-145 approval, these will not be accepted unless supported by evidence that a Part-145 authorisation from an organisation within a full JAA/EU member state resulted from this training.

Where a type rating is already endorsed on the BCAR Section L licence it will be endorsed on the Part-66 licence without further requirement. It will however, be limited to the same extent as the Section L type rating and newly issued Part-66 licence.

B18 IF YOUR APPLICATION FAILS

If your application has been rejected for whatever reason you will be disappointed and want an explanation as to what went wrong. We aim to make sure that you understand the reason for rejection and to give clear guidance on how to get your application back on track.

Most common reasons for rejection are

- **Quality Manager has not certified supporting documentation!**
- **Incomplete application forms!**
- **Licence not submitted!**
- **Incorrect fees!**
- **More detailed work experience i.e. logbook/ worksheet**

B18.1 Complaints and Appeals

Whilst PLD endeavour to provide a high level of service to our Customers, inevitably there will be times when due to circumstances beyond our control, we exceed our published licence processing times. We are also regrettably unable to respond to enquiries of this nature, as this could further add to the delays in processing licence applications. All licence applications are dealt with in date order of receipt.

If you have a complaint or are appealing against a decision not to issue your licence, a letter should be addressed to: Head of Customer Service Unit, Personnel Licensing Department, CAA, Aviation House, Gatwick Airport South, West Sussex RH6 0YR.

The letter of complaint or appeal should include

- Your full name, date of birth and reference number.
- Full details of the complaint/appeal.
- Names of CAA staff handling your application/ enquiry.
- Any relevant contact/application dates.

B18.2 Procedure

Your letter of complaint/appeal will be passed to the Section dealing with your application, who will acknowledge receipt of your letter of complaint/appeal within 10 working days, either with a full reply or a holding reply if further investigation is required.

If you are dissatisfied with the response, you should refer to the CAA Code of Practice for further guidance.

APPENDICES TO SECTION B

- **Appendix A** **Common Part-66 Conversion Scenarios**
- **Appendix B** **Removal of Limitations from a Part-66 Licence**
- **Appendix C** **Exemption from Experience Requirement**
- **Appendix D** **Diagram of Fast-Track Process**

APPENDIX A COMMON PART-66 CONVERSION SCENARIOS

The tables below have been revised in order to simplify the conversion information. There will be some uncommon scenarios, which may not be suitable for self assessment (refer to Table 4). In this case, you may write to PLD Policy for confirmation, however, please note that we cannot respond to requests for confirmation of straightforward scenarios.

The first column in Tables 1 or 2 now list exclusions under BCAR Section L licence instead of the applicants actual licence privileges i.e. the elements of the BCAR Section L mechanical licence, which equate to the Part-66 B1 are broadly made up of Airframe, Engine, Electrical Systems and avionic extension (Avionic LRUs) where authorised. Where the licence privileges exclude avionic extension, Limitation 9 or 26 will be applied to the Part-66 licence on conversion.

Note 1: In Table 1 below, there are two different Limitations for Electrical and Avionic. The Limitation applied to your licence will depend on previous authorisations and privileges held.

Note 2: Holders of BCAR 'X' Electrical licence will be entitled to both a B1 licence and a B2 licence with the appropriate Limitations attached.

Note 3: Holders of a B1 sub category will automatically be issued with a Category A licence in the same sub category except where the applicant receives Limitation 10 on the B1 licence. In addition, BCAR Avionic licence holders with mechanical 'Limited and Simple' authorisations for issue of a CRS may apply for the Category A licence (see Table 5).

Table 1 applies to BCAR Mechanical licence holders.

Table 2 applies to BCAR Avionic licence holders.

Table 3 applies to BCAR Full 'X' Electrical (only) licence holders.

Table 4 applies to less common Part-66 licence limitations.

Table 5 applies to 'Limited and Simple' unlicensed authorisations for the grant of a Part-66 Category A licence.

Table 1 BCAR Mechanical

BCAR Excludes	**Apply Part-66 Limitation(s)**	
Airframe	10	Excluding airframe
Engine	11	Excluding engine
Electrical (licence without type rating or, basic licence and types above 5700 kg only)	1	Excluding electrical power generation & distribution systems
Electrical (basic licence and type ratings below 5700 kg or type ratings above and below 5700 kg)	25	Under review
Avionic Extension (licence without type rating or, basic licence and types above 5700 kg only)	9	Excluding avionic LRUs
Avionic Extension (basic licence and type ratings below 5700 kg or, type ratings above and below 5700 kg)	26	Excluding Avionic LRU replacement and BITE checks on aircraft above 5700 kg MTOM

Note: The licence sub category issued i.e. B1.1, B1.2, B1.3 or B1.4 will be determined by the current licence held by the applicant i.e. aeroplanes/rotorcraft and turbine/piston power plants.

Table 2 BCAR Avionic

BCAR Excludes	Apply Part-66 Limitation(s)	
Electrical	1	Excluding electrical power generation and distribution systems
Instrument Systems	2	Excluding instrument systems, INS/IRS and Flight Directors systems
Autopilot Systems (Aeroplanes)	3	Excluding autopilot systems on aeroplanes
Autopilot Systems (Helicopters)	4	Excluding autopilot systems on helicopters
Combined Category	5	Excluding automatic landing and auto throttle systems on aeroplanes
Radio Communication/Navigation & Radar Systems	*6	Excluding radio communication/navigation and radar systems
Radio Radar (only)	*7	Excluding radio radar systems

***Note 1: If Limitation 3 is applied Limitation 5 is also applicable.**
***Note 2: Use Limitation 6 or 7 only.**

Table 3 BCAR Full 'X' Electrical only
A full BCAR Section 'X' Electrical licence holder will be issued with both the Part-66 B1 category licence and the B2 category licence. The B1 sub category will be determined by the applicant's current licence for aeroplanes/ rotorcraft and piston/turbine power plants.

Category	Apply Part-66 Limitation(s)	
B1 (any sub category)	9	Excluding Avionic LRUs
	10	Excluding airframe
	11	Excluding engine
B2	2	Excluding instrument systems, INS/IRS and Flight Directors systems
	3	Excluding autopilot systems on aeroplanes
	4	Excluding autopilot systems on helicopters
	5	Excluding automatic landing and auto throttle systems on aeroplanes
	6	Excluding radio communication/navigation and radar systems

Table 4 Less Common Part-66 Limitations
If any of the BCAR licences below are held (refer to the first column) and have not been superseded by subsequent licences, you will need to apply the relevant Part-66 Limitation, in addition to any other from the previous tables.

BCAR Licences	Apply Part-66 Limitation(s)	
'A' Aeroplanes (Unpressurised Metal Aeroplanes)	12	Excluding all pressurised aeroplanes
	28	Excluding maintenance tasks on wooden structures and fabric covering
'C' Engines (Unsupercharged Piston Engines)	15	Excluding supercharged piston engines in aeroplanes
'X' Instruments (General Aircraft Instruments)	16	Excluding navigational and electronic instrument systems, FDR, GPWS and vibration monitoring systems

'X' Instruments (Flight Path and Air Data Computation)	16	Excluding navigational and electronic instrument systems, FDR, GPWS and vibration monitoring systems
'X' Automatic Pilots (Non radio-coupled automatic pilots - Aeroplanes)	17	Excluding radio-coupled systems in aeroplanes
'X' Automatic Pilots (Non-radio coupled automatic pilot - Rotorcraft)	18	Excluding radio-coupled autopilot systems in helicopters
'C' Engines (Jet Turbine Engines)	20	Excluding propeller-turbine engines

Table 5 'Limited and Simple' unlicensed authorisations for the grant of a Part-66 Category A licence
Section B contains information on the issue of a Category A licence to a previously unlicensed engineer. Some authorisations will have been restricted and will therefore have the appropriate limitations endorsed on the Part-66 licence when issued.

Company Authorisation issued prior to 1 June 2001	**Apply Part-66 Limitation(s)**	
Unrestricted	Nil	Nil
Daily Check/Inspections	21	Excluding all tasks with the exception of minor scheduled line maintenance up to and including Daily Inspections
Cabin Maintenance	22	Excluding all tasks with the exemption of Cabin Maintenance tasks
Replacement of IFE system	24	Excluding all systems with the exception of LRUs within In-flight Entertainment (IFE) Systems

APPENDIX B REMOVAL OF LIMITATIONS FROM A PART-66 CATEGORY B LICENCE

The tables listed in this appendix have been revised in order to simplify and combine the examination requirements both pre and post conversion.

Where part modules are shown, the full part module may not be required and therefore may be sub-divided.

Applicants should refer to Part-66 Appendix I in order to identify the part module subjects required. This will be assessed by the CAA examination staff when applying for the exam, to ensure that the correct exam papers are given.

Table 1 Removal of Limitations from a Part-66 Category B1 Licence **F = Full Modules**

BCAR Licences	B1 Sub-cat	Part-66 Lims	Part-66 Modules and / or Part-Modules Required									
			3	4	5	6	7	11	12	15	16	17
Aeroplanes 2 Turb-Eng (Aeros) Av Ext	B1-1	1	3.9 to 3.18	F			7.7	11.5 11.6 11.14				
Aeroplanes 2 Turb-Eng (Aeros) Electrical	B1-1	9			F							
Aeroplanes 2 Turb-Eng (Aeros)	B1-1	1, 9	3.9 to 3.18	F	F		7.7	11.5 11.6 11.14				
Aeroplanes 2 Jet/Turb-Eng (Aeros)	B1-1	1, 9, 20	3.9 to 3.18	F	F		7.7	11.5 11.6 11.14				F
Aeroplanes 2	B1-1	1, 9, 11	3.9 to 3.18	F	F		7.7	11.5 11.6 11.8 11.101 11.14		F		
Turb-Eng (Aeros)	B1-1	1, 9, 10	3.9 to 3.18	F	F		7.4 7.7 7.8 7.14 7.16 to 7.19					
Aeroplanes 1 Pist-Eng (Aeros) Av Ext	B1-2	1	3.9 to 3.18	F			7.7	11.5 11.6 11.14				
Aeroplanes 1 Pist-Eng (Aeros) Electrical	B1-2	9			F							
Aeroplanes 1 Pist-Eng (Aeros)	B1-2	1, 9	3.9 to 3.18	F	F		7.7	11.5 11.6 11.14				

Pist-Eng (Aeros)	B1-2	1, 9, 10	3.9 to 3.18	F	F		7.4 7.7 7.8 7.14 7.16 to 7.19	F				
Aeroplanes 1	B1-2	1, 9, 11	3.9 to 3.18	F	F		7.7	11.5 11.6 11.8 11.101 11.14			F	F
Turb-Eng (Heli) Av Ext	B1-3	1	3.9 to 3.18	F		6.3.2 6.3.3	7.7		12.8 12.15			
Turb-Eng (Heli) Electrical	B1-3	9			F	6.3.2 6.3.3						
Turb-Eng (Heli)	B1-3	1, 9	3.9 to 3.18	F	F	6.3.2 6.3.3	7.7		12.8 12.15			
Pist-Eng (Heli) Av Ext	B1-4	1	3.9 to 3.18	F		6.3.2 6.3.3	7.7		12.8 12.15			
Pist-Eng (Heli) Electrical	B1-4	9			F	6.3.2 6.3.3						
Pist-Eng (Heli)	B1-4	1, 9	3.9 to 3.18	F	F	6.3.2 6.3.3	7.7		122.8 12.15			

Table 2 Removal of Limitations from a Part-66 Category B2 Licence **F=Full Modules**

BCAR Licences	**Part-66 Lims**								
		4	**5**	**8**	**9**	**10**	**13**		**14**
Radio Comm/Nav Radio Radar	1, 2, 3, 4, 5			F			13.1 13.3 to 13.5 13.7 to 13.9		F
Combined Cat (Inst/Autopilots)	1, 2, 3, 4, 6						13.1 13.3 to 13.6 13.9		
Radio Comm/Nav	1, 2, 3, 4, 5, 7			F			13.1 13.3 to 13.9		F
Autopilots (Heli)	1, 2, 3, 5, 6						13.1 13.3 to 13.8		F
Autopilots (Aeros) Radio Comm/Nav Radio Radar	1, 2, 4, 5						13.1 13.3 to 13.6 13.8 13.9		F
Autopilots (Aeros)	1, 2, 4, 5, 6						13.1 13.3 13.3 to 13.9		F

Instruments	1, 3, 4, 5, 6			F			13.1 13.3 to 13.7 13.9	
Instruments Radio Comm/Nav Radio Radar	1, 3, 4, 5			F			13.1 13.3 13.5 to 13.7 13.9	
Instruments Autopilots (Heli)	1, 3, 5, 6						13.1 13.3 13.4 to 13.7 13.9	
Instruments Autopilots (Aeros) Radio Comm/Nav Radio Radar	1, 4, 5						13.1 13.3 13.5 13.6 13.9	
Instruments Autopilots (Aeros)	1, 4, 5, 6						13.1 13.3 13.4 to 13.6 13.9	
Electrical Radio Comm/Nav Radio Radar	2, 3, 4, 5			F			13.1 13.3 13.4 13.7 13.8	F
Electrical	2, 3, 4, 5, 6		F	F			13.1 13.3 13.4 13.6 to 13.8	F
Electrical Autopilot (Heli)	2, 3, 5, 6						13.1 13.3 13.4 13.6 to 13.8	F
Electrical Autopilots (Aeros) Radio Comm/Nav Radio Radar	2, 4, 5						13.1 13.3 13.8	F
Electrical Autopilots (Aeros)	2, 4, 5, 6						133.1 13.3 13.4 13.6 13.8	F
Electrical Instruments Radio Comm/Nav Radio Radar	3, 4, 5			F			13.1 13.3 13.7	

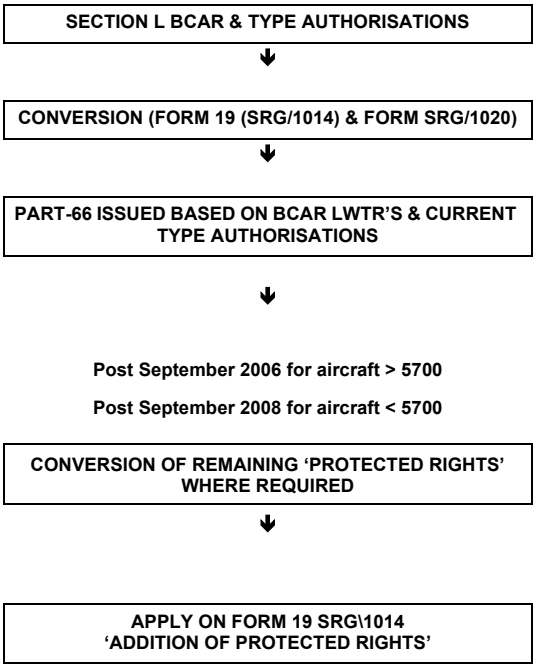
Electrical Instruments	3, 4, 5, 6			F			13.1 13.3 13.4 13.6 13.7	
Electrical Instruments Autopilots (Heli) Radio Comm/Nav Radio Radar	3, 5						13.1 13.3 13.7	
Electrical Instruments Autopilots (Heli)	3, 5, 6						13.1 13.3 13.4 13.6 13.7	
Electrical Instruments Combined Cat (Inst/Autopilots) Radio Comm/Nav Radio Radar	4						13.1 13.3	
Electrical Instruments Autopilots (Aeros) Radio Comm/Nav Radio Radar	4, 5						13.1 13.3	
Electrical Instruments Autopilots (Aeros)	4, 5, 6						13.1 13.3 13.4 13.6	
Electrical Combined Car (Inst/Autopilots)	4, 6						13.1 13.3 13.4 13.6	
Electrical Instruments Autopilots (Aeros) Autopilots (Heli)	5, 6						13.3 13.4 13.6	
Electrical Combined Cat (Inst/Autopilots) Autopilots (Heli)	6						13.4 13.6	
Electrical Combined Cat (Inst/Autopilots) Autopilots (Heli) Radio Comm/Nav	7						13.4	

APPENDIX C EXEMPTION FROM EXPERIENCE REQUIREMENT

JAR-66 / Part-66 Category Held	Limitations Endorsed	Pre-conversion Protected Rights (aircraft below 5700 kg)
B1-1	20	Jet Turbine Engines
B1-1	9	No Avionic Extension
B1-2	9	No Avionic Extension
B1-3	9	No Avionic Extension
B2	3 & 5 (but not 4)	Autopilots Helicopter (not Combined Category or Autopilots Aeroplanes)
B2	4 & 5 (but not 3)	Autopilots Aeroplanes (not Combined Category or Autopilots Helicopters)
B2	4 (but not 3)	Autopilots Aeroplanes (not Autopilots Helicopters)
B2	5 (but not 3 or 4)	Autopilots Rotorcraft & Autopilots Aeroplanes (not Combined Category)

Note: Demonstration of experience is not required in order to remove above limitations from basic AML but is required for aircraft type endorsements.

APPENDIX D DIAGRAM OF FAST-TRACK PROCESS



SECTION C

CATEGORY A LICENCE

C1 THE CATEGORY A LICENCE

The Category A licence is a mechanical based licence and permits the holder to issue certificates of release to service within the limits of tasks specifically endorsed on the authorisation, following minor scheduled line maintenance and simple defect rectification. Ref Part-145 A.30(6).

The A licence is sub-divided into sub-categories as below:

A1 Aeroplanes Turbine-Engines
A2 Aeroplanes Piston-Engines
A3 Helicopters Turbine-Engines
A4 Helicopters Piston-Engines

C2 PART-147 APPROVED TRAINING ROUTE

A course of training can be undertaken under the auspices of a Part-147 approved basic training school. The course will consist of a minimum of 800 hours instruction, except for sub-Category A2 which will consist of 650 hours instruction. The purpose of the course is to teach the individual the basic underpinning theoretical knowledge required of the category A role and to provide basic skills and maintenance practices training to establish basic practical competence. The course includes theory exams and practical skills assessments as part of the training and qualification philosophy.

The approved course must be followed by a minimum of 1 year's practical line maintenance experience to consolidate the training received prior to licence application.

For information on Part-147 approved organisations refer to Section K.

C3 EXPERIENCE REQUIREMENTS

C3.1 General

An applicant for a category A licence must have completed a prescribed period of aircraft maintenance experience. This experience should include minor scheduled line maintenance and simple defect rectification on operating aircraft appertaining to the category of licence for which application is to be made.

C3.2 'Recent Practical Maintenance Experience'

All applicants must have gained at least one year's experience on aircraft typical of the category or sub-category for which application is made. Of this one year's experience, six months must have been gained in the 12 months immediately before application. The remainder must have been gained in the 7 years before application.

C3.3 Self Starter and Other Experienced Applicants

Category A applicants who have not successfully completed a Part-147 approved course of training, should have at least 3 years practical maintenance experience on operating aircraft.

C4 REDUCTION IN EXPERIENCE REQUIREMENTS

A reduction in the 3 years experience requirement may be considered for certain applicants who fall into either category below. There are currently no standard assessment terms for these applications and therefore applicants are advised, before applying for licence issue, to ensure they meet the experience criteria in accordance with Part-66.A.30 and AMC 66.A.30 (a) and (b). Where an assessment of course material and/ or experience is requested by the applicant, an assessment charge will be made in accordance with the CAA Scheme of Charges.

C4.1 'Skilled Worker'

A skilled worker is a person who has successfully completed a course of training, acceptable to the competent authority, involving the manufacture, repair, overhaul or inspection of mechanical, electrical or electronic equipment. The training would have included the use of tools and measuring devices.

C4.1.1 Experience Required

2 years where the applicant has already qualified in another profession detailed in 4.1 above.

C4.2 'Other Experienced Applicants'

Aircraft maintenance experience gained outside a civil aircraft maintenance environment can include experience gained in armed forces, coast guards and police.

C4.2.1 Experience Required

All applicants referred to in C4.3 must have gained at least one year's civil experience on aircraft typical of the category or sub-category for which application is made.

C4.3 'Non EU Applicants'

Aircraft maintenance engineers with experience working on operational civil aircraft outside of the EU member states, may claim that experience towards the grant of a Part-66 licence, providing that the experience is deemed acceptable by the CAA.

C4.3.1 Experience Required

All applicants must meet the 3 years experience requirement. Experience claimed towards a Part-66 licence must meet the standards of Part-145 and must be correctly authenticated in a manner acceptable to the CAA.

C5 BASIC THEORETICAL KNOWLEDGE REQUIREMENTS

C5.1 General

Basic knowledge levels for each category licence have been allocated relating to the complexity of certifications appropriate to the particular licence. A Category A applicant must demonstrate an adequate level of knowledge in the required subjects as detailed in this section.

Knowledge level requirements and general information relating to examination requirements and procedures can be found in Section J.

C5.2 Aeroplanes Turbine-Engines (A1.1)

Module 1 Mathematics
Module 2 Physics
Module 3 Electrical Fundamentals
Module 5 Digital Techniques/Electronic Instrument Systems
Module 6 Materials & Hardware
Module 7 Maintenance Practices
Module 8 Basic Aerodynamics
Module 9 Human Factors
Module 10 Aviation Legislation
Module 11 Aeroplanes Aerodynamics, Structures & Systems
Module 15 Gas Turbine Engines
Module 17 Propeller

C5.3 Aeroplanes Piston-Engines (A1.2)

Module 1 Mathematics
Module 2 Physics
Module 3 Electrical Fundamentals
Module 5 Digital Techniques/Electronic Instrument Systems
Module 6 Materials & Hardware
Module 7 Maintenance Practices
Module 8 Basic Aerodynamics
Module 9 Human Factors
Module 10 Aviation Legislation
Module 11 Aeroplanes Aerodynamics, Structures & Systems
Module 16 Piston Engine
Module 17 Propeller

C5.4 Helicopter Turbine-Engines (A1.3)

Module 1 Mathematics
Module 2 Physics
Module 3 Electrical Fundamentals
Module 5 Digital Techniques/Electronic Instrument Systems
Module 6 Materials & Hardware
Module 7 Maintenance Practices
Module 8 Basic Aerodynamics
Module 9 Human Factors
Module 10 Aviation Legislation
Module 12 Helicopter Aerodynamics, Structures & Systems
Module 15 Gas Turbine Engine

C5.5 Helicopter Piston Engines (A1.4)

Module 1 Mathematics
Module 2 Physics
Module 3 Electrical Fundamentals
Module 5 Digital Techniques/Electronic Instrument Systems
Module 6 Materials & Hardware
Module 7 Maintenance Practices
Module 8 Basic Aerodynamics
Module 9 Human Factors
Module 10 Aviation Legislation
Module 12 Helicopter Aerodynamics, Structures & Systems
Module 16 Piston Engine

C5.6 Essay Paper

In addition to the multi-choice question paper relating to appropriate level and modules required, an essay paper must be taken. The essay paper will comprise questions drawn from the syllabus subjects covering Maintenance Practices (Module 7), Human Factors (Module 9) and Aviation Legislation (Module 10).

C6 CREDITS FROM THEORETICAL KNOWLEDGE REQUIREMENTS

C6.1 General

Partial examination exemptions may be given to applicants who wish to extend their current licence to include a further basic Category/sub-Category and to those applicants who hold accepted academic qualifications as detailed in this section.

C6.2 Extension of a Licence to include another Category

The modular syllabus of Part-66 often requires different levels of knowledge for the different licence categories (A, B1 and B2) within a module; therefore there are conversion examinations applicable to certain modules for licence holders wishing to include another category. The most common cases of category conversion are detailed in Section G.

The CAA will conduct all conversion part module examinations (unless approval has been granted by the CAA for a Part-147 Organisation to conduct the examinations). Applications should be made in the normal way. Further general information on examinations can be found in Section J.

C6.3 Academic Qualifications

Standard examination exemptions may apply to **Bachelor of Science** or **Bachelor of Engineering degrees** from a University located within the United Kingdom. In the cases above, in accordance with Part-66.A.25, Part-66.B.400 and Part-66.B.405, the CAA will need to evaluate the course in order to confirm the exemption.

If a University located in another JAA Member State awarded a degree, the applicant should apply to the competent authority of that State for recognition.

However it is recommended that the request for an evaluation of a course be made from the course provider.

C6.4 Assessment of Academic Qualifications

For an assessment of a qualification mentioned above, for the purpose of exemption from any of the requirements for the issue or extension of a licence to act as an aircraft maintenance engineer, the applicant shall pay a charge in accordance with our scheme of charges.

It is recommended that applications for assessment of a qualification be made by the organisation providing the qualification, in order that a common exemption can be attained, where agreed.

C7 MAKING YOUR APPLICATION

Note 1: Refer to Appendix A to Section A for information on form numbers.

Form 19 (SRG/1014) should be used in respect of all Category A initial issue applications. Current forms may be downloaded from our web site (www.srg.caa.co.uk). A guidance document that is linked to the application form will provide easy to follow guidance on the basic licensing requirements, which parts of the application to complete and what may be required in support of your application. Refer to Section A, Appendix B.

Note 2: The Category A licence is a basic licence only and cannot hold any type ratings.

C7.1 Supporting Documents

Course Completion Certificates – issued by CAA approved organisations or Part-147 organisations in other JAA Member States

Logbook – confirming experience.

Note: Having clear concise supporting data will enable us to issue licences more effectively and with less risk of errors or rejections.

C8 IF YOUR APPLICATION FAILS

Please refer to Section B18.

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SECTION D

CATEGORY B1 LICENCE

D1 THE CATEGORY B1 LICENCE

The B1 licence is a mechanical based licence and permits the holder to issue certificates of release to service following line maintenance, including aircraft structure, power plants and mechanical and electrical systems. Replacement of avionic line replaceable units requiring simple tests without the use of test equipment to prove their serviceability is also included within the privileges of this licence. A Category B1 licence holder also has a role in base maintenance in supporting the Category C certifier who is the final CRS/SMI signatory.

The B1 licence is sub-divided into sub-categories as below:

B1.1 Aeroplanes Turbine-Engines
B1.2 Aeroplanes Piston-Engines
B1.3 Helicopters Turbine-Engines
B1.4 Helicopters Piston-Engines

The sub-categories above are broadly made up of the following BCAR categories:

Category A Airframe LWTR (Aeroplanes 2)
Category C Engine LWTR (Piston or Turbine Engine)
Category X Electrical LWTR
A8-13 Avionic Extension Limited Authorisation

D2 PART-147 APPROVED TRAINING ROUTE

A course of training can be undertaken under the auspices of a Part-147 approved basic training school. The course will consist of a minimum of 2400 hours instruction. The purpose of the course is to teach the individual the basic underpinning theoretical knowledge required of the category B1 role and to provide basic skills and maintenance practices training to establish basic practical competence. The course includes theory exams and practical skills assessments as part of the training and qualification philosophy.

D2.1 B1.1 (Aeroplanes Turbine-Engine) and B1.3 (Helicopter Turbine-Engine)

The approved course must be followed by a minimum of 2 years practical maintenance experience to consolidate the training received.

D2.2 B1.2 (Aeroplanes Piston-Engine) and B1.4 (Helicopter Piston-Engine)

The approved course must be followed by a minimum of 1 year's practical maintenance experience to consolidate the training received.

Note: A full Part-66 B1 licence issued in a particular sub-category also entitles the holder to exercise the privileges of a Category A licence for other aircraft types, not endorsed on the Part-66 licence as type ratings, subject to the task training and authorisation requirements for those types being satisfied.

For information on Part-147 approved organisations refer to Section K.

D3 EXPERIENCE REQUIREMENTS

D3.1 General

An applicant for a category B1 licence must have completed a prescribed period of aircraft maintenance experience. This experience is to be relevant to the licence category required and to the maintenance experience of operating aircraft. This experience should include maintenance on aircraft structure, powerplant, mechanical and electrical systems and replacement of avionic LRU's requiring simple tests to prove their serviceability.

D3.2 'Recent Practical Maintenance Experience'

All applicants must have gained at least one year's experience on aircraft typical of the category or sub-category applied for. Of this one year's experience, six months must have been gained in the 12 months immediately before application. The remainder must have been gained in the 7 years before application.

D3.3 Self Starter and Other Experienced Applicants

Category B1.1 or B1.3 applicants who have not attended a Part-147 approved course of training, should have at least 5 years practical maintenance experience on operating aircraft. Experienced engineers within the UK, such as Skilled Workers, Armed Forces, Coast Guards or Police, may be eligible for a reduction in experience required (refer to sub-section D4).

Category B1.2 or B1.4 applicants who have not attended a Part-147 approved course of training, should have at least 3 years practical maintenance experience on operating aircraft. Experienced engineers within the UK, such as Skilled Workers, Armed Forces, Coast Guards or Police, may be eligible for a reduction in experience required (refer to sub-section D4).

D4 REDUCTION IN EXPERIENCE REQUIREMENTS

A reduction in the experience requirement may be considered for certain applicants who fall into either category below. There are currently no standard assessment terms for these applications and therefore applicants are advised, before applying for licence issue, to ensure they meet the experience criteria in accordance with Part-66.A.30 and AMC 66.A.30 (a). Where an assessment of course material and/or experience is requested by the applicant, an assessment charge will be made in accordance with the CAA Scheme of Charges.

D4.1 'Skilled Worker'

A skilled worker is a person who has successfully completed a course of training, acceptable to the CAA, involving the manufacture, repair, overhaul or inspection of mechanical, electrical or electronic equipment. The training would have included the use of tools and measuring devices.

D4.2 Experience Required

B1.1 and B1.3 applicants must demonstrate 3 years experience where the applicant has already qualified in another profession as above (D4.1).

B1.2 and B1.4 applicants must demonstrate 2 years experience in a civil maintenance environment appropriate to the category applied for, where the applicant has already qualified in another profession as above (D4.1).

D4.3 'Other Experienced Applicants'

Aircraft maintenance experience gained outside a civil aircraft maintenance environment can include experience gained in armed forces, coast guards and police.

D4.4 Experience Required

B1.1 and B1.3 applicants must demonstrate 1 years experience in a civil maintenance environment appropriate to the category applied for, where the applicant can provide satisfactory evidence of working in one of the above disciplines (D4.3 refers).

B1.2 and B1.4 applicants must demonstrate 1 years experience in a civil maintenance environment appropriate to the category applied for, where the applicant can provide satisfactory evidence of working in one of the above disciplines (D4.3 refers).

D4.5 'Non EU Applicants'

Aircraft maintenance engineers with experience working on operational civil aircraft outside of the EU member states, may claim that experience towards the grant of a Part-66 licence, providing that the experience is deemed acceptable by the CAA.

D4.6 Experience Required

All applicants must meet the full experience requirements. Experience claimed towards a Part-66 licence must meet the standards of Part-145 and must be correctly authenticated in a manner acceptable to the CAA.

D5 BASIC THEORETICAL KNOWLEDGE REQUIREMENTS

D5.1 General

Basic knowledge levels for each category licence have been allocated relating to the complexity of certifications appropriate to the particular licence. A Category B1 applicant must demonstrate an adequate level of knowledge in the required subjects as detailed in this section.

Knowledge level requirements and general information relating to examination requirements and procedures can be found in Section J.

D5.2 Aeroplanes Turbine-Engines (B1.1)

Module 1	Mathematics
Module 2	Physics
Module 3	Electrical Fundamentals
Module 4	Electronic Fundamentals
Module 5	Digital Techniques/Electronic Instrument Systems
Module 6	Materials & Hardware
Module 7	Maintenance Practices
Module 8	Basic Aerodynamics
Module 9	Human Factors
Module 10	Aviation Legislation
Module 11	Aeroplanes Aerodynamics, Structures & Systems
Module 15	Gas Turbine Engines
Module 17	Propeller

D5.3 Aeroplanes Piston-Engines (B1.2)

Module 1	Mathematics
Module 2	Physics
Module 3	Electrical Fundamentals
Module 4	Electronic Fundamentals
Module 5*	Digital Techniques/Electronic Instrument Systems
Module 6	Materials & Hardware
Module 7	Maintenance Practices
Module 8	Basic Aerodynamics
Module 9	Human Factors
Module 10	Aviation Legislation
Module 11B	Aeroplanes Aerodynamics, Structures & Systems
Module 16	Piston Engine

Module 17 Propeller

D5.4 Helicopter Turbine-Engines (B1.3)

Module 1 Mathematics
Module 2 Physics
Module 3 Electrical Fundamentals
Module 4 Electronic Fundamentals
Module 5 Digital Techniques/Electronic Instrument Systems
Module 6 Materials & Hardware
Module 7 Maintenance Practices
Module 8 Basic Aerodynamics
Module 9 Human Factors
Module 10 Aviation Legislation
Module 12 Helicopter Aerodynamics, Structures & Systems
Module 15 Gas Turbine Engine

D5.5 Helicopter Piston Engines (B1.4)

Module 1 Mathematics
Module 2 Physics
Module 3 Electrical Fundamentals
Module 4 Electronic Fundamentals
Module 5* Digital Techniques/Electronic Instrument Systems
Module 6 Materials & Hardware
Module 7 Maintenance Practices
Module 8 Basic Aerodynamics
Module 9 Human Factors
Module 10 Aviation Legislation
Module 12 Helicopter Aerodynamics, Structures & Systems
Module 16 Piston Engine

D5.6 Essay Paper

In addition to the multi-choice question paper relating to appropriate level and modules required, an essay paper must be taken. The essay paper will comprise questions drawn from the syllabus subjects covering Maintenance Practices (Module 7), Human Factors (Module 9) and Aviation Legislation (Module 10).

D6 CREDITS FROM THEORETICAL KNOWLEDGE REQUIREMENTS

D6.1 General

Partial examination exemptions may be given to applicants who wish to extend their current licence to include a further basic Category/sub-Category and to those applicants who hold accepted academic qualifications as detailed in this section.

D6.2 Extension of a Licence to include another Category

The modular syllabus of Part-66 often requires different levels of knowledge for the different licence categories (A, B1 and B2) within a module; therefore there are conversion examinations applicable to certain modules for licence holders wishing to include another category. The most common cases of category conversion are detailed in Section G.

The CAA will conduct all conversion part module examinations (unless approval has been granted by the Authority for a Part-147 Organisation to conduct the examinations). Applications should be made in the normal way. Further general information on examinations can be found in Section J.

D6.3 Academic Qualifications

Standard examination exemptions may apply to **Bachelor of Science** or **Bachelor of Engineering degrees** from a University located within the United Kingdom. In the cases above, in accordance with Part-66.A.25, Part-66.B.400 and Part-66.B.405, the CAA will need to evaluate the course in order to confirm the exemption.

If a University located in another EU Member State awarded a degree, the applicant should apply to the competent authority of that State for recognition.

However it is recommended that the request for an evaluation of a course be made from the course provider.

D6.4 Assessment of Academic Qualifications

For an assessment of a qualification mentioned above, for the purpose of exemption from any of the requirements for the issue or extension of a licence to act as an aircraft maintenance engineer, the applicant shall pay a charge in accordance with our scheme of charges.

It is recommended that applications for assessment of a qualification be made by the organisation providing the qualification, in order that a common exemption can be attained, where agreed.

D7 MAKING YOUR APPLICATION

Refer to Appendix A to Section A for information on form numbers.

Form 19 (SRG/1014) should be used in respect of all Category B initial issue applications. Current forms may be downloaded from our web site (www.srg.caa.co.uk). A new guidance document that is linked to the application form will provide easy to follow guidance on the basic licensing requirements, which parts of the application to complete and what may be required in support of your application. Refer to Section A, Appendix B.

D7.1 Supporting Documents

Course Completion Certificates – issued by CAA approved organisations or Part-147 organisations in other EU Member States

Logbook – confirming experience.

Note: Having clear concise supporting data will enable us to issue licences more effectively and with less risk of errors or rejections. The CAA will not contact the applicant for clarification of details on application.

D8 IF YOUR APPLICATION FAILS

Please refer to Section B18.

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SECTION E

CATEGORY B2 LICENCE

E1 THE CATEGORY B2 LICENCE

The B2 licence is avionic based and permits the holder to issue certificates of release to service, following line maintenance on avionic systems. A Category B2 licence holder also has a role in base maintenance in supporting the Category C certifier who is the final CRS/SMI signatory.

The B2 licence broadly covers the following areas:

- Instrument Systems
- Automatic Pilot Systems (fixed and rotary wing), including Auto-throttle and Auto-land Systems
- Radio Communication, Navigation and Radar Systems
- Electrical Power Generation and Distribution to Avionic Systems

Note: A Part-66 B2 licence does not provide for any category A licence authorisation entitlement. Where such entitlement is desired the applicant will have to obtain a category A licence endorsement in accordance with the relevant requirements (refer to Section C and Section G).

E2 PART-147 APPROVED TRAINING

A course of training can be undertaken under the auspices of a Part-147 approved basic training school. The course will consist of a minimum of 2400 hours instruction. The purpose of the course is to teach the individual the basic underpinning theoretical knowledge required of aircraft and the related systems required of the category B2 role and to provide basic skills and maintenance practices training to establish basic practical competence. The course includes theory exams and practical skills assessments as part of the training and qualification philosophy.

The approved course must be followed by a minimum of 2 year's practical maintenance experience to consolidate the training received.

For information on Part-147 approved organisations refer to Section K.

E3 EXPERIENCE REQUIREMENTS

E3.1 General

An applicant for a category B2 licence must have completed a prescribed period of aircraft maintenance experience. This experience is to be relevant to the licence category sought and to the maintenance experience of operating aircraft in avionic and electrical systems.

E3.2 'Recent Practical Maintenance Experience'

All applicants must have gained at least one year's experience on aircraft typical of the category or sub-category applied for. Of this one year's experience, six months must have been gained in the 12 months immediately before application. The remainder must have been gained in the 7 years before application.

E3.3 Self Starter and Other Experienced Applicants

Category B2 applicants who have not attended a Part-147 approved course of training should have at least 5 years practical maintenance experience on operating aircraft. Experienced engineers within the UK, such as Skilled Workers, Armed Forces, Coast Guards or Police, may be eligible for a reduction in experience required (refer to sub-section E4).

E4 REDUCTION IN EXPERIENCE REQUIREMENTS

A reduction in the 5 years experience requirement may be considered for certain applicants who fall into either category below.

There are currently no standard assessment terms for these applications and therefore applicants are advised, before applying for licence issue, to ensure they meet the experience criteria in accordance with Part-66.A.30 and AMC 66.A.30 (a). Where an assessment of course material and/or experience is requested by the applicant, an assessment charge will be made in accordance with the CAA Scheme of Charges.

E4.1 'Skilled Worker'

A skilled worker is a person who has successfully completed a course of training, acceptable to the CAA, involving the manufacture, repair, overhaul or inspection of mechanical, electrical or electronic equipment. The training would have included the use of tools and measuring devices.

E4.2 Experience Required

3 years where the applicant has already qualified in another profession as above (E4.1).

E4.3 'Other Experienced Applicants'

Aircraft maintenance experience gained outside a civil aircraft maintenance environment can include experience gained in armed forces, coast guards and police.

E4.4 Experience Required

B2 applicants must demonstrate 1 years experience in a civil maintenance environment appropriate to the category applied for, where the applicant can provide satisfactory evidence of working in one of the above disciplines (E4.3).

E4.5 'Non JAA/EU Applicants'

Aircraft maintenance engineers with experience working on operational civil aircraft outside of the EU member states, may claim that experience towards the grant of a Part-66 licence, providing that the experience is deemed acceptable by the CAA.

E4.6 Experience Required

All applicants must meet the full experience rquirement. Experience claimed towards a Part-66 licence must meet the standards of Part-145 and must be correctly authenticated in a manner acceptable to the CAA.

E5 BASIC THEORETICAL KNOWLEDGE REQUIREMENTS

E5.1 General

Basic knowledge levels for each category licence have been allocated relating to the complexity of certifications appropriate to the particular licence. A Category B2 applicant must demonstrate an adequate level of knowledge in the required subjects as detailed below.

Knowledge level requirements and general information relating to examination requirements and procedures can be found in Section J.

E5.2 B2 Avionic

Module 1	Mathematics
Module 2	Physics
Module 3	Electrical Fundamentals
Module 4	Electronic Fundamentals
Module 5	Digital Techniques/Electronic Instrument Systems
Module 6	Materials & Hardware
Module 7	Maintenance Practices
Module 8	Basic Aerodynamics
Module 9	Human Factors
Module 10	Aviation Legislation
Module 13	Aircraft Aerodynamics, Structures and Systems
Module 14	Propulsion

E5.3 Essay Paper

In addition to the multi-choice question paper relating to appropriate level and modules required, an essay paper must be taken. The essay paper will comprise questions drawn from the syllabus subjects covering Maintenance Practices (Module 7), Human Factors (Module 9) and Aviation Legislation (Module 10).

E6 CREDITS FROM THEORETICAL KNOWLEDGE REQUIREMENTS

E6.1 General

Partial examination exemptions may be given to applicants who wish to extend their current licence to include a further basic Category/sub-category and to those applicants who hold accepted academic qualifications as detailed in this section.

E6.2 Extension of a Licence to include another Category

The modular syllabus of Part-66 often requires different levels of knowledge for the different licence categories (A, B1 and B2) within a module; therefore there are conversion examinations applicable to certain modules for licence holders wishing to include another category. The most common cases of category conversion are detailed in Section G.

The CAA will conduct all conversion part module examinations (unless approval has been granted by the Authority for a Part-147 Organisation to conduct the examinations). Applications should be made in the normal way. Further general information on examinations can be found in Section J.

E6.3 Academic Qualifications

Standard examination exemptions may apply to **Bachelor of Science or Bachelor of Engineering degrees** from a University located within the United Kingdom. In the cases above, in accordance with Part-66.A.25, Part-66.B.400 and Part-66.B.405, the CAA will need to evaluate the course in order to confirm the exemption.

If a University located in another EU Member State awarded a degree, the applicant should apply to the Competent Authority of that State for recognition.

However it is recommended that the request for an evaluation of a course be made from the course provider.

E6.4 Assessment of Academic Qualifications

For an assessment of a qualification mentioned above, for the purpose of exemption from any of the requirements for the issue or extension of a licence to act as an aircraft maintenance engineer, the applicant shall pay a charge in accordance with our scheme of charges.

It is recommended that applications for assessment of a qualification be made by the organisation providing the qualification, in order that a common exemption can be attained, where agreed.

E7 MAKING YOUR APPLICATION

Note: Refer to Appendix A to Section A for information on form numbers.

Form 19 (SRG/1014) should be used in respect of all Category B initial issue applications. Current forms may be downloaded from our web site (www.srg.caa.co.uk). A guidance document that is linked to the application form will provide easy to follow guidance on the basic licensing requirements, which parts of the application to complete and what may be required in support of your application. Refer to Section A, Appendix B.

E7.1 Supporting Documents

Course Completion Certificates – issued by CAA approved organisations or Part-147 organisations in other EU Member States

Logbook – confirming experience.

Note: Having clear concise supporting data will enable us to issue licences more effectively and with less risk of errors or rejections. The CAA will not contact the applicant for clarification of details on applications.

E8 IF YOUR APPLICATION FAILS

Please refer to Section B18.

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SECTION F

CATEGORY C LICENCE

F1 THE CATEGORY C LICENCE

The Category C licence permits the release of an aircraft to service in its entirety by a single certificate of release to service by one overall signatory, once all base maintenance work and checks have been completed in accordance with Part-145. The Category C licence certifier will act primarily in a maintenance management role controlling the progress of aircraft maintenance work. A Category C licence alone does not permit the holder to act as a B1 or B2 certifier.

F2 EXPERIENCE REQUIREMENTS

F2.1 General

An applicant for a category C licence must have completed a prescribed period of aircraft maintenance experience. The Category C licence may be obtained via one of two available routes: either by experience gained through holding a Category B1 or B2 licence, or as a graduate entrant with a degree that is considered to be acceptable to the CAA.

F2.2 Large Aircraft

3 years experience exercising B1.1, B1.3 or B2 privileges on large aircraft or as Part-145 B1.1, B1.3 or B2 support staff, or a combination of both.

5 years experience exercising B1.2 or B1.4 privileges on large aircraft or as Part-145 B1.2 or B1.4 support staff, or a combination of both.

F2.3 Non Large Aircraft

3 years experience exercising B1 or B2 privileges on non- large aircraft or as Part-145 B1 or B2 support staff, or a combination of both.

F2.4 Graduate Route

A graduate holding a degree in Aeronautical Engineering, or a similar discipline that is considered by the CAA relevant to aircraft maintenance that has been accepted for this purpose by the CAA, must have at least 3 years experience in a civil aircraft maintenance environment including 6 months of observation of base maintenance tasks. There are currently no standard assessment terms for these applications and therefore applicants are advised, before applying for licence issue, to ensure they meet the experience criteria in accordance with Part-66.A.30 and related AMC. A person qualifying for a Category C licence via this route will not be entitled to a Category B1 or B2 licence unless the requirements for those Categories are also met.

Note: The CAA would need to conduct a detailed assessment of the course, which would require the active co-operation of the university concerned. An applicant for such an assessment would incur a charge in accordance with the CAA Scheme of Charges and the amount payable would be a significant sum. Degrees issued outside the UK will not be accepted or recognised for UK licence issue as the standards and basis upon which such degrees were issued cannot be ratified by the UK CAA.

F3 BASIC THEORETICAL KNOWLEDGE REQUIREMENTS

F3.1 General

Basic knowledge levels for each category licence have been allocated relating to the complexity of certifications appropriate to the particular licence. Category C certifying staff with a mechanical background should meet the Category B1 basic knowledge levels. Category C certifying staff with an avionic background should meet the category B2 basic knowledge levels.

Refer to Section D for Category B1 Certifying Staff, or Section E for Category B2 Certifying Staff, as appropriate.

Applicants following the Graduate route for direct issue of Category C must still pass either the Category B1 or B2 full examinations unless the degree course qualifies for the standard exemptions as listed in section F4, or exemptions have been agreed as a result of the assessment of the particular degree course.

Knowledge level requirements and general information relating to examination requirements and procedures can be found in Section J.

F4 CREDITS FROM THEORETICAL KNOWLEDGE REQUIREMENTS

F4.1 General

Partial examination exemptions may be given to applicants who wish to extend their current licence categories to include further maintenance certification privileges (refer to Section G), and to those applicants who hold accepted academic qualifications as detailed in sections D and E.

F5 MAKING YOUR APPLICATION

Note: Refer to Appendix A to Section A for information on form numbers.

Form 19 (SRG/1014) should be used in respect of all Category C initial issue applications. Current forms may be downloaded from our web site (www.srg.caa.co.uk). A guidance document that is linked to the application form will provide easy to follow guidance on the basic licensing requirements, which parts of the application to complete and what may be required in support of your application. Refer to Section A, Appendix B.

F5.1 Supporting Documents

Graduates – documentary evidence of satisfactory course completion.

Note 1: Courses will have already been assessed by the CAA and recognised in accordance with Part-66.A.30 para 5.

Course Completion Certificates – issued by CAA approved organisations or Part-147 organisations in other EU Member States

Logbook – confirming experience.

Note 2: Having clear concise supporting data will enable us to issue licences more effectively and with less risk of errors or rejections. The CAA will not contact the applicant for clarification of details on application.

F6 IF YOUR APPLICATION FAILS

Please refer to Section B18.

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SECTION G

EXTENSION OF LICENCE PRIVILEGES TO INCLUDE ANOTHER CATEGORY

G1 INTRODUCTION

Part-66 often requires different levels of knowledge for the different category and sub-category licences. In order to extend a licence to include another category or sub-category, additional training and/or examinations may be required.

G2 EXAMINATION REQUIREMENTS

The part-module examinations required in order to convert to a different category or sub-category licence have been tailored to suit the most common cases and therefore may only be conducted by the Civil Aviation Authority, unless approval is given for a Part-147 Organisation to conduct the examinations. Applications to take these conversion examinations should be made in the same way as for initial application (refer to Section J). The application, when received, will be assessed by the Authority and the applicable conversion modules and part-modules allocated as required. (Refer to Appendix A to this Section for a guide to which modules/part-modules are required).

Applicants for category conversion, that fall outside the common cases detailed in the relevant appendix should apply in writing to Personnel Licensing Department for confirmation of which modules and/or part-modules are required.

G3 EXPERIENCE REQUIREMENTS

When applying for an additional licence category, it is only necessary to provide information on duration of experience relating to whichever category you are applying for. The table below provides information on the minimum experience required for each application.

To From	A1	A2	A3	A4	B1.1	B1.2	B1.3	B1.4	B2
A1		6 mths	6 mths	6 mths	2 yrs	6 mths	2 yrs	1 yr	2 yrs
A2	6 mths		6 mths	6 mths	2 yrs	6 mths	2 yrs	1 yr	2 yrs
A3	6 mths	6 mths		6 mths	2 yrs	1 yr	2 yrs	6 mths	2 yrs
A4	6 mths	6 mths	6 mths		2 yrs	1 yr	2 yrs	6 mths	2 yrs
B1.1	None	6 mths	6 mths	6 mths		6 mths	6 mths	6 mths	1 yr
B1.2	6 mths	None	6 mths	6 mths	2 yrs		2 yrs	6 mths	2 yrs
B1.3	6 mths	6 mths	None	6 mths	6 mths	6 mths		6 mths	1 yr
B1.4	6 mths	6 mths	6 mths	None	2 yrs	6 mths	2 yrs		2 yrs
B2	6 mths	6 mths	6 mths	6 mths	1 yr	1 yr	1 yr	1 yr	

APPENDICES TO SECTION G

- **Appendix A** **Common Cases of Extensions to Licence**

- **Table 1** **– B2 to include A**
- **Table 2** **– B1 to include B2**
- **Table 3** **– B2 to include B1**
- **Table 4** **– A1 to include B1 or B2**
- **Table 5** **– A1 to include B**
- **Table 6** **– A1 to include B2**

APPENDIX A COMMON CASES OF EXTENSION TO LICENCE

Extension of B2 to include Mechanical Category A

Note 1: Table 1 is applicable only to full B2 AML holders or to B2 holders covered by the two variations shown in the table.

Note 2: Module 7 is common to all Category A sub-categories. Modules 11 to 17 must be taken as shown according to the sub-category required.

Table 1

Category/Limitation Held	Category required	Modules or part modules required	No of Questions
Full B2 or B2 with limitation 3 (excluding autopilot systems on aeroplanes) or 4 (excluding autopilot systems on helicopters)	Any Category A	Mod 7.8 to 7.13 all, 7.19 b	35
Full B2 or B2 with limitation 4 (excluding autopilot systems on helicopters)	A1, A2	Mod 11.2 to 11.4 all, 11.7 all, 11.8 all, 11.10 all to 11.13 all, 11.15 all to 11.17 all.	70
Full B2 or B2 with limitation 3 (excluding autopilot systems on aeroplanes)	A3, A4	Mod 12.1 to 12.6 all, 12.9 all to 12.14 all, 12.16 all.	70
Full B2 or B2 with limitation 3 (excluding autopilot systems on aeroplanes) or limitation 4 (excluding autopilot systems on helicopters)	A1, A3	15 All	60
Full B2 or B2 with limitation 3 (excluding autopilot systems on aeroplanes) or limitation 4 (excluding autopilot systems on helicopters)	A2, A4	16 All	50
Full B2 or B2 with limitation 4 (excluding autopilot system on helicopters)	A1, A2	17 All	20

e.g. Full B2 to Cat A1 Modules required:
7.8 - 7.13 and 7.19b.
11.2 - 11.4, 11.7, 11.8, 11.10 - 11.13, 11.15 - 11.17
15
17

Extension of Category B1 to include Category B2

Note 1: Table 2 normally applies to full Category B1 AML holders. If the licence holder has a limitation which excludes only Avionic LRUs, the full B2 level Module 5 examination will be set instead of the Module 5 conversion examination shown below. If successfully passed, this module will qualify the holder for removal, on application, of the B1 Avionic LRU limitation.

Note 2: Because of the impracticability of setting an examination for the single topic (avionic general test equipment) that has to be covered in Module 7, questions for that subject will be included in the Module 5 Conversion examination.

Note 3: Where a B1 licence holder previously held X Electrical BCAR Section L LWTR, Module 4 need not be taken. This exemption must be claimed on application for B2 and a copy of the cancelled Section L licence included with that application.

Table 2

Category Held	Module	Modules or part modules required	No of Questions
B1-1	4	Module 4.1.1b all, 4.1.2 all, 4.1.3b all, 4.2 all, 4.3b all.	20
	5	Module 5.1 to 5.3 all, 5.6b all, 5.7 to 5.10 all, Module 7.4 all.	40
	13	Module 13.1c all, 13.3 & 13.4 all, 13.6 all, 13.8 all.	100
B1-2	4	Module 4.1.1b all, 4.1.2 all 4.1.3b all, 4.2 all, 4.3b all.	20
	5	Module 5.1 to 5.3 all, 5.6b all, 5.7 to 5.10 all, Module 7.4 all.	40
	13	Module 13.1c all, 13.3 & 13.4 all, 13.6 all, 13.8 all.	100
B1-3	4	Module 4.1.1b all, 4.1.2 all 4.1.3b all, 4.2 all, 4.3b all.	20
	5	Module 5.1 to 5.3 all, 5.6b all, 5.7 to 5.10 all, Module 7.4 all.	40
	13	Module 13.1 all, 13.3 & 13.4 all, 13.6 to 13.8 all.	100
B1-4	4	Module 4.1.1b all, 4.1.2 all 4.1.3b all, 4.2 all, 4.3b all.	20
	5	Module 5.1 to 5.3 all, 5.6b all, 5.7 to 5.10 all, Module 7.4 all.	40
	13	Module 13.1 all, 13.3 & 13.4 all, 13.6 all to 13.8 all.	100

Extension of Category B2 to include Category B1

Note: Table 3 applies to full Category B2 AML holders only. Category B2 licence holders with any limitations must remove those limitations first by taking the appropriate conversion examinations or can qualify for B1 by following the conventional route and be examined on the complete modules required for B1.

Table 3

To Category	Module	Modules or part modules required	No of Questions
B1-1	2	Module 2.2.1, 2.2.2, 2.2.3, 2.2.4 b	18
	6	Module 6.3.b all, 6.4 b all, 6.5.4 all, 6.6.b all, 6.7 all, 6.10 all.	20
	7	Module 7.6 all, 7.8 all, 7.9 all to 7.15 all, 7.16 b all, 7.18 b & c all, 7.19 b all.	40
	11	Module 11.1 all to 11.4 all, 11.7 to 11.13 all, 11.15 to 11.17 all.	90
	15	Module 15.1 all to 15.13 all, 15.15 all to 15.22 all.	70
	17	Module 17 all.	30
B1-2	2	Module 2.2.1, 2.2.2, 2.2.3, 2.2.4 b	18
	6	Module 6.3.b all, 6.4 b all, 6.5.4 all, 6.6.b all, 6.7 all, 6.10 all.	20
	7	Module 7.6 all, 7.8 all, 7.9 all to 7.15 all, 7.16 b all, 7.18 b & c all, 7.19 b all.	40
	11	Module 11.1 all to 11.4 all, 11.7 to 11.13 all, 11.15 to 11.17 all.	90
	16	Module 16.1 to 16.9 all, 16.11 all to 16.13 all.	55
	17	Module 17 all.	30
B1-3	2	Module 2.2.1, 2.2.2, 2.2.3, 2.2.4 b	18
	6	Module 6.3.b all, 6.4 b all, 6.5.4 all, 6.6.b all, 6.7 all, 6.10 all.	20
	7	Module 7.6 all, 7.8 all, 7.9 all to 7.15 all, 7.16 b all, 7.18 b & c all, 7.19 b all.	40
	12	Module 12.1 all to 12.6 all, 12.9 all, to 12.14 all, 12.16 all.	80
	15	Module 15.1 all to 15.13 all, 15.15 all to 15.22 all.	70
B1-4	2	Module 2.2.1, 2.2.2, 2.2.3, 2.2.4 b	18
	6	Module 6.3.b all, 6.4 b all, 6.5.4 all, 6.6.b all, 6.7 all, 6.10 all.	20
	7	Module 7.6 all, 7.8 all, 7.9 all to 7.15 all, 7.16 b all, 7.18 b & c all, 7.19 b all.	40
	12	Module 12.1 all to 12.6 all, 12.9 all to 12.14 all, 12.16 all.	80
	16	Module 16.1 all to 16.9 all, 16.11 all to 16.13 all.	55

Extension of Category A1 to include Category B1 or B2

- Applicants should check any JAR/PART-147 Certificates of Recognition or Examination which they may hold to determine the level at which they hold examination passes.
- If applicants hold Category A other than Cat A1, applicable module examination changes will apply.

Table 4 Category A1 to B1.1

Module	Module or part module required	No of Questions
1	Full B1 examination	30
2	Full B1 examination	50
3	Full B1 examination	50
4	Full B1 examination	20
5	Full B1 examination	40
6	Full B1 examination	70
7	7.4 to 7.16, 7.18 & 7.20	60
8	Full B1 examination	20
10	10.5 & 10.7	20
11	Full B1 examination	130
15	Full B1 examination	90
17	Full B1 examination	30

Table 5 Category A1 to Other Mechanical Category B

	Differences to Table 6	Module or part module required	No of Questions
B1-2	M16 in place of M15	Full B1 examination	70
B1-3	M12 in place of M11	Full B1 examination	115
B1-4	M12 in place of M11 M16 in place of M15	Full B1 examination	115 70

Table 6 Category A1 to Avionic B2

Module	Module or part module required	No of Questions
1	Full B2 examination	30
2	Full B2 examination	50
3	Full B1/2 examination	50
4	Full B2 examination	40
5	Full B2 examination	70
6	Full B2 examination	60
7	7.4, 7.5, 7.7, 7.15a, 7.16a, 7.18c & e, 7.20	30
8	Full B1/2 examination	20
10	10.5 & 10.7	20
13	Full B2 examination	130
14	Full B2 examination	25

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SECTION H

TYPE RATINGS

H1 INTRODUCTION

Holders of Part-66 Aircraft Maintenance Licences in Category B1, B2 and C may apply for inclusion of an Aircraft Type Rating subject to meeting the relevant requirements. A Category A licence does not contain type ratings.

In order that a Part-145 or Part M maintenance organisation can issue a certification authorisation to a Part-66 licence holder in categories B1 and B2 the relevant type rating must be held. Without the relevant type rating and authorisation, the licence holder cannot sign the Certificate of Release to Service for work carried out on the aircraft.

Note: There are additional requirements to be satisfied for authorisation issue. 'Certification Authorisation' means the authorisation issued to certifying staff by the organisation and which specifies the fact that they may sign certificates of release to service within the limitations stated in such authorisation on behalf of the approved organisation.

H2 AIRCRAFT TYPE RATINGS & GROUP RATINGS

The CAA issue type ratings and group ratings in accordance with Part-66.

H2.1 Type Ratings

Type Ratings are issued in accordance with Part-66, Appendix III. The type rating list can be found on the CAA web site.

Individual type ratings will be granted following completion of appropriate training, examination and experience requirements.

H2.2 Manufacturer Group Ratings

Manufacturer group ratings may be granted after complying with the type rating requirements of two aircraft types **representative of the group** from the same manufacturer. (See two examples below).

Types Endorsed		Manufacturer Group Rating (as appears on licence)
Piper PA22 + Piper PA38	=	Piper – Aeroplane single piston engine – metal structure

Types Endorsed		Manufacturer Group Rating (as appears on licence)
Cessna 310 + Cessna 414	=	Cessna – Aeroplane multi piston engine – metal structure

H2.3 Full Group Ratings

Full group ratings may be granted after complying with the type rating requirements of three aircraft types **representative of the group** from different manufacturers. (See example below).

Types Endorsed		Full Group Rating (as appears on licence)
Piper PA22 + Cessna C175 + Beech 33	=	Group – Aeroplane single piston engine – metal structure

Note 1: No full group rating may be granted to B1 multiple turbine engine aeroplanes, where only manufacturer group rating applies.

Note 2: Aircraft types representative of the group is defined - below.

B1 – the aircraft type should include typical systems and engines relevant to the group (i.e. retractable undercarriage, pressurisation, variable pitch propeller, etc. for the single piston engine metal subgroup).

B2 – the aircraft type should include complex avionics systems (i.e. radio coupled autopilot, EFIS, flight guidance systems, etc.).

Note 3: A 'multiple engines' group will automatically include the corresponding 'single engine' group (i.e. a licence holder with 'Cessna – Aeroplane multi piston engine – metal structure', will automatically receive 'Cessna – Aeroplanes single piston engine – metal structure').

H3 PART-147 APPROVED TYPE TRAINING

A list of Part-147 Approved Type Training Organisations can be found on our web site; however, prospective users of training should check the status of the courses with the organisation concerned.

H3.1 Category A

In respect of the Category A licence, authorisations will be granted following completion of the relevant category A task training carried out by the appropriately approved organisation. The training will include practical hands-on training and theoretical training appropriate for each task authorised.

Specific training on each aircraft type will be required reflecting the authorised task(s).

A list of Category A minor scheduled line maintenance tasks can be found in Appendix A to this Section.

H3.2 Category B1 and B2

Part-147 training should include theoretical and practical elements in relation to the licence privileges. Theoretical and practical training must comply with Part-66, Appendix III. This training coupled with relevant type experience is a prerequisite for licence type endorsement and forms the basis for a Part-145 Authorisation to be issued.

H3.3 Category C

Type training for Category C must comply with Part-66, Appendix III. Category C applicants who have qualified by holding an academic degree must take the first aircraft type theoretical training at Category B1 or B2 level. Practical training is not required.

H4 NON PART-147 DIRECT COURSE APPROVALS

Part-66 allows for direct approval of a type course towards the grant of a type rating without having Part-147 approval. However, the course criteria must be to the same standards as Part-147. Applicants applying under a direct course approval must ensure that the CAA has granted approval to the relevant Operator, Training or Maintenance Organisation, prior to embarking on the course, as courses will not be retrospectively approved. Further information on approved training maintenance organisations can be found in Section K.

H5 DIESEL PISTON ENGINES

Regulation (EC) No. 2042/2003 Annex III, Part-66, Module 16, includes diesel engine technology in the syllabus. Whilst current BCAR Section L Category C (piston engine) licence holders will not be required to pass a differences examination in these areas to convert to a Part-66 licence, in order to certify for diesel engines, a type training course on diesel technology piston engines must be completed to EASA Part-147 standard or by UK CAA direct course approval. Following this training an appropriate period of experience, typically 6 months, should be demonstrated on the engine type to qualify for the type rating addition. If recognised type training has not been completed on the specific engine type, a BCAR Section L Category C (piston engine) licensed engineer will have to demonstrate an extended period of 12 months experience on the diesel engine type. In this case in order to qualify for this type addition, an oral examination may also be required.

H6 AIRCRAFT TYPE TRAINING

Aircraft type training may be sub-divided into airframe, power plant or electrical/avionic systems and the organisation may be approved to conduct all or only one of the sub-sections above.

Airframe type training means type training including all relevant aircraft structure and systems, excluding the bare engine.

Power plant type training means type training on the bare engine, including the build-up to a quick engine change unit.

Note: Where a split course is used one element of the two courses must contain the engine/airframe interface.

Avionic systems type training means type training on avionics systems.

H7 AIRCRAFT TYPE TRAINING AND EXAMINATION STANDARD

H7.1 Category A

Satisfactory completion of training will be determined by an approved procedure laid out in the organisation's exposition and in accordance with Part-147, demonstrated by an examination and/or by a workplace assessment, carried out by either an approved Part-145 organisation or a Part-147 training organisation. The practical assessment will determine a person's competence to perform task(s). The examiner will provide a written report to explain whether a candidate has passed or failed.

H7.2 Category B1, B2 and C

The completion of aircraft type training will be demonstrated by a multi-choice written examination carried out by a Part-147 organisation.

Note: Appendix B gives guidance regarding training standards required.

H8 AIRCRAFT TYPE RATING EXPERIENCE REQUIREMENT

Part-66 requires that a satisfactory amount of experience is required for an aircraft rating, in addition to the training. As a guide, 4 months is considered to be acceptable although the experience required will largely depend on the licence(s) and rating(s) already held. Where a similar aircraft type is held to that which is being applied for, experience can be reduced however, the experience should not be less than two weeks.

For each application, the CAA will need to satisfy itself that the practical training is of sufficient duration before adding a type rating.

H8.1 Acceptable Type Rating Experience

There are three types of experience that are deemed to be acceptable, as detailed below.

- Experience gained during an approved Part-147 training course. This experience should be detailed in logbook format and supported by the appropriate Part-147 certificate.

- Experience gained in an approved Part-145 maintenance organisation (OJT - On Job Training). Again this experience should be detailed in logbook format, however, worksheets that are certified by an Assessor and cross-referred to on the Form 19 (SRG\1014) will be accepted.

- Any experience gained in an organisation that has been officially accepted by the Personnel Licensing Department. This experience must again be detailed in logbook format or worksheets that are suitably certified.

Note: Appendix C provides guidance regarding practical experience requirements for type addition.

H9 TYPE RATING LIMITATIONS & REMOVAL

Where limitations are held on a basic licence, they will automatically be applied to the type ratings contained within that licence. In all cases any limitations must first be lifted from the basic licence before being lifted from a type rating or ratings. However, both can be removed at the same time. Application must be made in respect of both the basic licence and the type rating on form SRG/1014.

H9.1 Requirements for Removal of Limitation(s) from Type Rating

A Part-147 type training course is required covering the areas to which the limitation(s) apply. Only full courses are approved under Part-147, however the applicant will only be required to attend the relevant parts of the course, according to the limitation (i.e. a licence holder with limitation 10 (Excluding Airframe) will only be required to attend this part of the course)).

The experience requirement is the same as for an additional type rating. (Refer to Section H4).

H10 MAKING YOUR APPLICATION

Form 19 (SRG/1014) should be used in respect of all type rating applications. Current forms may be downloaded from our web site (www.srg.caa.co.uk). A guidance document that is linked to the application form will provide easy to follow guidance on the licensing requirements, which parts of the application to complete and what may be required in support of your application. Refer to Section A, Appendix B.

H10.1 Supporting Documents

Course Completion Certificates – covering both theoretical and practical elements, issued by CAA approved organisations or Part-145/147 organisations in other Member States

Logbook – containing work tasks. Details appropriate to the application being made, clearly identified and validated by an authorised signatory.

Worksheets - detailing tasks undertaken and certified by a suitably qualified person.

Note: Having clear concise supporting data will enable us to issue licences more effectively and with less risk of errors or rejections. This supporting documentation may be referred to on Application Form 19.

H11 IF YOUR APPLICATION FAILS

Please refer to Section B18.

APPENDICES TO SECTION H

- **Appendix A** **Category A Minor Scheduled Line Maintenance Tasks**
- **Appendix B** **Type Training and Examination Standard**
- **Appendix C** **Aircraft Type Practical Experience List of Tasks**

APPENDIX A CATEGORY A MINOR SCHEDULED LINE MAINTENANCE TASKS

The definition of minor scheduled line maintenance tasks is any minor scheduled inspection or check up to and including a weekly check specified in the operators approved aircraft maintenance programme.

Training will be completed before the appropriate tasks are permitted to be carried out by the Category A licence holder.

Replacement of wheel assemblies.

Replacement of wheel brake units.

Replacement of emergency equipment.

Replacement of ovens, boilers and beverage makers.

Replacement of internal and external lights, filaments and flash tubes.

Replacement of windscreen wiper blades.

Replacement of passenger and cabin crew seats, seat belts and harness.

Closing of cowlings and refitment of quick access inspection panels.

Replacement of toilet system components but excluding gate valves.

Simple repairs and replacement of internal compartment doors and placards but excluding doors forming part of a pressure structure.

Simple repairs and replacement of overhead storage compartment doors and cabin furnishing items.

Replacement of static wicks.

Replacement of aircraft main and APU aircraft batteries.

Replacement of in-flight entertainment system components but excluding public address.

Routine lubrication and replenishment of all system fluids and gases.

The de-activation only of sub-systems and aircraft components as permitted by the operator's minimum equipment list where such de-activation is agreed by the competent authority as a simple task.

Replacement of any other components as agreed by the Agency for a particular aircraft type only where it is agreed that the task is simple.

Note: This list will be updated in accordance with Part 145.A.30 (g).

APPENDIX B TYPE TRAINING AND EXAMINATION STANDARD

Type training levels

The three levels listed below define the objectives that a particular level of training is intended to achieve.

Level 1 General familiarisation

A brief overview of the airframe, systems and powerplants as outlined in the Systems Description Section of the Aircraft Maintenance Manual.

Course objectives: Upon completion of the course, the student will be able to identify safety precautions related to the airframe, its systems and powerplant.

1) Identify maintenance practices important to the airframe, its systems and powerplant.

2) Define the general layout of the aircraft's major systems.

3) Define the general layout and characteristics of the powerplant.

4) Identify special tooling and test equipment used with the aircraft.

Level 2 Ramp and transit

Basic system overview of controls, indicators, principal components including their location and purpose, servicing and minor troubleshooting.

Course objectives: In addition to the information contained in the Level 1 General Familiarisation course, at the completion of this Level 2 Ramp and Transit training, the student will be able to:

1) Recall the safety precautions to be observed when working on or near the aircraft, powerplant and systems.

2) Demonstrate knowledge of the main ramp and transit (through pre-flight) activities of the following:

   a) Doors, windows and hatches

   b) Electrical power supplies.

   c) Fuel

   d) Auxiliary power unit

   e) Powerplant

   f) Fire protection

   g) Environmental Control System

   h) Hydraulic power

   i) Landing gear

   j) Flight controls

   k) Water/waste

   l) Oxygen

   m) Flight and service interphone

   n) Avionics

   o) Cabin equipment/furnishings

3) Describe systems and aircraft handling particularly access, power availability and sources.

4) Identify the locations of the principal components.

5) Explain the normal functioning of each major system, including terminology and nomenclature.

6) Perform the procedures for ramp and transit servicing associated with the aircraft for the following systems: Fuel, Power Plants, Hydraulics, Landing Gear, Water/Waste, Oxygen.

7) Demonstrate proficient use of crew reports and on-board reporting systems (minor troubleshooting) and determine aircraft airworthiness per the MEL/CDL.

8) Identify and use appropriate documentation.

9) Locate those procedures for replacement of components for ramp and transit activities identified in objective 2.

Level 3 Line and base maintenance training

Detailed description, operation, component location, removal/installation and bite and troubleshooting procedures to maintenance manual level.

Course objectives: In addition to the information contained in Level 1 and Level 2 training, at the completion of Level III Line and Base Maintenance training, the student will be able to:

a) Perform system, engine, component and functional checks as specified in the maintenance manual.

b) Correlate information for the purpose of making decisions in respect of fault diagnosis and rectification to maintenance manual level.

c) Describe procedures for replacement of components unique to aircraft type.

Type training standard

Type training must include a theoretical and practical element.

Theoretical element

As a minimum the elements in the syllabus below are specific to the aircraft type must be covered. Additional elements introduced due to technological changes shall also be included.

Training levels are those levels defined in paragraph 1 above.

After the first type course for category C certifying staff all subsequent courses need only be to level 1.

Theoretical element

Introduction Module Title
General aircraft (dimensions/weights MTOW etc.)
Time limits/maintenance checks
Levelling and weighing
Towing and taxiing
Parking/mooring
Servicing
Standard practices - only type particular
B2 module - safety items/mechanical interface
B1 module - safety items/avionics interface

	Aeroplanes turbine		Aeroplanes piston		Helicopters turbine		Helicopters piston		Avionics
	B1	**C**	**B1**	**C**	**B1**	**C**	**B1**	**C**	**B2**
Blade tracking and vibration analysis	-	-	-	-	3	1	3	1	-
Transmissions	-	-	-	-	3	1	3	1	-
Airframe structure	-	-	-	-	3	1	3	1	1
Main rotor	-	-	-	-	3	1	3	1	-
Tail rotor/rotor drive	-	-	-	-	3	1	3	1	-
Rotor flight control	-	-	-	-	3	1	3	1	-
Airframe structure	3	1	3	1	-	-	-	-	1
Fuselage doors	3	1	3	1	-	-	-	-	-
Fuselage	3	1	3	1	-	-	-	-	-
Fuselage windows	3	1	3	1	-	-	-	-	-
Wings	3	1	3	1	-	-	-	-	-
Stabilisers	3	1	3	1	-	-	-	-	-
Flight control surfaces	3	1	3	1	-	-	-	-	-
Nacelles/pylons	3	1	3	1	-	-	-	-	-
Zonal & Station identification systems	1	1	1	1	1	1	1	1	1
Air supply	3	1	3	1	3	1	3	1	1
Air conditioning	3	1	3	1	3	1	3	1	1
Pressurisation	3	1	-	-	-	-	-	-	1
Safety & warning devices	3	1	-	-	-	-	-	-	1
Instrument systems	3	1	3	1	3	1	3	1	3
Avionics systems	2	1	2	1	2	1	2	1	3
Electrical power	3	1	3	1	3	1	3	1	3

Equipment & furnishings	3	1	3	1	3	1	3	1	-
Electronic emergency equipment requirement & cabin entertainment equipment	-	1	-	-	-	-	-	-	3
Fire protection	3	1	3	1	3	1	3	1	1
Flight controls	**3**	**1**	**3**	**1**	**3**	**1**	**3**	**1**	**2**
System operation: Electrical/ Fly-by-wire	3	1	-	-	-	-	-	-	3
Fuel systems	3	1	3	1	3	1	3	1	1
Hydraulic power	3	1	3	1	3	1	3	1	1
Ice & rain protection	3	1	3	1	3	1	3	1	1
Landing gear	3	1	3	1	3	1	3	1	1
Lights	3	1	3	1	3	1	3	1	3
Oxygen	3	1	3	1	-	-	-	-	1
Pneumatic/Vacuum	3	1	3	1	3	1	3	1	1
Water/Waste	3	1	3	1	3	1	3	1	1
On-board maintenance systems	3	1	3	1	-	-	-	-	3

Turbine Engines

Constructional arrangement and operation	-	-	-	-	-	-	-	-	1
Engine performance	3	1	-	-	3	1	-	-	1
Inlet	3	1	-	-	3	1	-	-	-
Compressors	3	1	-	-	3	1	-	-	-
Combustion section	3	1	-	-	3	1	-	-	-
Turbine section	3	1	-	-	3	1	-	-	-
Exhaust	3	1	-	-	3	1	-	-	-
Bearings & seals	3	1	-	-	3	1	-	-	-
Lubricants & fuels	3	1	-	-	3	1	-	-	-
Lubrication systems	3	1	-	-	3	1	-	-	-
Fuel systems	3	1	-	-	3	1	-	-	1
Engine controls	3	1	-	-	3	1	-	-	1
FADEC	2	1	-	-	2	1	-	-	3
Air systems	3	1	-	-	3	1	-	-	-
Starting & Ignition systems	3	1	-	-	3	1	-	-	-
Engine indicating systems	3	1	-	-	3	1	-	-	3
Power augmentation systems	3	1	-	-	-	-	-	-	-
Turbo-prop engines	3	1	-	-	-	-	-	-	-
Turbo-shaft engines	-	-	-	-	3	1	-	-	-
Auxiliary power units (APUs)	3	1		-	-	-	-	-	1
Powerplant installation	3	1	-	-	3	1	-	-	-
Fire protection systems	3	1	-	-	3	1	-	-	1
Engine monitoring & Ground operation	3	1	-	-	3	1	-	-	-
Engine storage & Preservation	3	1	-	-	3	1	-	-	-

Piston Engines

Engine performance	-	-	3	1	-	-		1	1

Engine construction	-	-	3	1	-	-	3	1	1
Engine fuel systems	-	-	3	1	-	-	3	1	1
Carburettors	-	-	3	1	-	-	3	1	-
Fuel injection systems	-	-	3	1	-	-	3	1	1
Engine controls	3	1	-	-	3	1	-	-	1
FADEC	-	-	2	1	-	-	2	1	3
Starting & Ignition systems	-	-	3	1	-	-	3	1	-
Induction, Exhaust & Cooling systems	-	-	3	1	-	-	3	1	-
Supercharging/Turbocharging	-	-	3	1	-	-	3	1	-
Lubricants & fuels	-	-	3	1	-	-	3	1	-
Lubrication systems	-	-	3	1	-	-	3	1	-
Engine indication systems	-	-	3	1	-	-	3	1	3
Powerplant installation	-	-	3	1	-	-	3	1	-
Engine monitoring & Ground operation	-	-	3	1	-	-	3	1	-
Engine storage & Preservation	-	-	3	1	-	-	3	1	-

Propellers

Propeller - General	3	1	3	1	-	-	-	-	1
Propeller construction	3	1		1	-	-	-	-	-
Propeller pitch control	3	1	3	1	-	-	-	-	-
Propeller synchronising	3	1	3	1	-	-	-	-	-
Propeller electronic control	2	1	2	1	-	-	-	-	1
Propeller ice protection	3	1	3	1	-	-	-	-	-
Propeller maintenance	3	1	3	1	-	-	-	-	-

Practical element

The practical training element must consist of the performance of representative maintenance tasks and their assessment, in order to meet the following objectives:

a) Ensure safe performance of maintenance, inspections and routine work according to the maintenance manual and other relevant instructions and tasks as appropriate for the type of aircraft, for example troubleshooting, repairs, adjustments, replacements, rigging and functional checks such as engine run, etc. if required.

b) Correctly use all technical literature and documentation for the aircraft.

c) Correctly use specialist/special tooling and test equipment, perform removal and replacement of components and modules unique to type, including any on-wing maintenance activity.

Type training examination standard

Where aircraft type training is required, the examination must be written and comply with the following:

1) Format of the examination is of the multiple choice type. Each multiple choice question must have three alternative answers of which only one must be the correct answer. The time for answering is based upon a nominal average of 120 seconds per level 3 question and 75 seconds per level 1 and 2 question.

2) The examination must be of the closed book type. No reference material is permitted. An exception will be made for the case of examining a B1 or B2 candidate's ability to interpret technical documents.

3) The number of questions must be at least one question per hour of instruction subject to a minimum of two questions per syllabus subject. The competent authority of the member state will assess number and level of questions on a sampling basis when approving the course.

4) The examination pass mark is 75%.

5) Penalty marking is not to be used to determine whether a candidate has passed.

6) End of module phase examinations cannot be used as part of the final examination unless then contain the correct number and level of questions required.

Type examination standard

Where type training is not required, the examination must be oral, written or practical assessment based, or a combination thereof.

Oral examination questions must be open.

Written examination questions must be essay type or multiple choice questions.

Practical assessment must determine a person's competence to perform a task.

Examination subjects must be on a sample of subjects drawn from paragraph 2 type training/examination syllabus, at the indicated level.

The examination must ensure that the following objectives are met:

a) Properly discuss with confidence the aircraft and its systems.

b) Ensure safe performance of maintenance, inspections and routine work according to the maintenance manual and other relevant instructions and tasks as appropriate for the type of aircraft, for example troubleshooting, repairs, adjustments, replacements, rigging and functional checks such as engine run, etc. if required.

c) Correctly use all technical literature and documentation for the aircraft.

d) Correctly use specialist/special tooling and test equipment, perform removal and replacement of components and modules unique to type, including any on-wing maintenance activity

A written report must be made by the examiner to explain why the candidate has passed or failed.

APPENDIX C AIRCRAFT TYPE PRACTICAL EXPERIENCE LIST OF TASKS

Type/task training and ratings

For aircraft as defined in Part-66.A.45(h) type experience should cover an acceptable cross section of tasks. For the first aircraft type of each manufacturer group, at least 50% of the tasks, as applicable to the concerned aircraft type and licence category, should be performed. For the second aircraft type of each manufacturer group, this may be reduced to 30%. For subsequent aircraft types of each manufacturer group, this may be reduced to 20%.

Type experience should be demonstrated by the submission of records or logbook showing the tasks performed by the applicant as specified by the competent authority.

Time limits/Maintenance checks

- 100 hour check (general aviation aircraft)
- "B" or "C" check (transport category aircraft)
- Review of records for compliance with airworthiness directives
- Review records for compliance with component life limits
- Procedure for inspection following heavy landing
- Procedure for inspection following lightning strike

Dimensions/Areas

- Locate component(s) by station number
- Perform symmetry check

Lifting and shoring

Assist in:
- Jack aircraft nose or tail wheel
- Jack complete aircraft
- Sling or trestle major component

Levelling/weighing

- Level aircraft
- Weigh aircraft
- Prepare weight and balance amendment
- Check aircraft against equipment list

Towing and taxiing

- Tow aircraft
- Be part of aircraft towing team

Parking and mooring

- Tie down aircraft
- Park, secure and cover aircraft
- Position aircraft in dock
- Secure rotor blades

Placards and markings

- Check aircraft for correct placards
- Check aircraft for correct markings

Servicing

- Refuel aircraft
- Defuel aircraft
- Check tyre pressures
- Check oil level
- Check hydraulic fluid level
- Check accumulator pressure
- Charge pneumatic system
- Grease aircraft
- Connect ground power
- Service toilet/water/system
- Perform pre-flight/daily check

Vibration and noise analysis

- Analyse helicopter vibration problem
- Analyse noise spectrum

Air conditioning

- Replace combustion heater
- Replace outflow valve
- Replace vapour cycle unit
- Replace air cycle unit
- Replace cabin blower
- Replace heat exchanger
- Replace pressurisation controller
- Clean outflow valves
- Check operation of air conditioning/heating system
- Check operation of pressurisation system
- Troubleshoot faulty system

Auto flight

- Install servos
- Rig bridle cables
- Replace controller
- Replace amplifier
- Check operation of auto-pilot
- Check operation of auto-throttle
- Check operation of yaw damper
- Check and adjust servo clutch
- Perform autopilot gain adjustments
- Perform mach trim functional check
- Troubleshoot faulty
- Check autoland system
- Check flight management systems
- Check stability augmentation system

Communications

- Replace VHF com unit
- Replace HF com unit
- Replace existing antenna
- Replace static discharge wicks
- Check operation of radios
- Perform antenna VSWR check
- Perform Selcal operational check
- Perform operational check of passenger address system
- Functionally check audio integrating system
- Repair co-axial cable
- Troubleshoot faulty system

Electrical Power

- Charge lead/acid battery
- Charge ni-cad battery
- Check battery capacity
- Deep-cycle ni-cad battery
- Replace generator/alternator
- Replace switches
- Replace circuit breakers
- Adjust voltage regulator
- Amend electrical load analysis report
- Repair/replace electrical feeder cable
- Troubleshoot faulty system

Equipment/Furnishings

- Replace carpets
- Replace crew seats
- Replace passenger seats
- Check inertia reels
- Check seats/belts for security
- Check emergency equipment
- Check ELT for compliance with regulations
- Repair toilet waste container
- Repair upholstery
- Change cabin configuration

Fire protection

- Check fire bottle contents
- Check operation of warning system
- Check cabin fire extinguisher contents
- Check lavatory smoke detector system
- Install new fire bottle
- Replace fire bottle squib
- Troubleshoot faulty system
- Inspect engine fire wire detection systems

Flight controls

- Replace horizontal stabiliser
- Replace elevator
- Replace aileron
- Replace rudder
- Replace trim tabs
- Install control cable and fittings
- Replace flaps
- Replace powered flying control unit
- Replace flat acuator
- Adjust trim tab
- Adjust control cable tension
- Check control range and sense of movement
- Check for correct assembly and locking
- Troubleshoot faulty system

Fuel

- Replace booster pump
- Replace fuel selector
- Replace fuel tank cells
- Check filters
- Flow check system
- Check calibration of fuel quantity gauges
- Check operation feed/selectors
- Troubleshoot faulty system

Hydraulics

- Replace engine driven pump
- Replace stand-by pump
- Replace accumulator
- Check operation of shut off valve
- Check filters
- Check indicating systems
- Perform functional checks
- Troubleshoot faulty system

Ice and rain protection

- Replace pump
- Replace timer
- Install wiper motor
- Check operation of systems
- Troubleshoot faulty system

Indicating/recording systems

- Replace flight data recorder
- Replace cockpit voice recorder
- Replace clock
- Replace master caution unit
- Replace FDR
- Perform FDR data retrieval
- Troubleshoot faulty system
- Implement ESDA procedures
- Inspect for HIRF requirements

Landing gear

- Build up wheel
- Replace main wheel
- Replace nose wheel
- Replace shimmy damper
- Rig nose wheel steering
- Replace shock strut seals
- Replace brake unit
- Replace brake control valve
- Bleed brakes
- Test anti skid unit
- Test gear retraction

- Change bungees
- Adjust micro switches
- Charge struts
- Troubleshoot faulty system
- Test outbrake system

Lights

- Repair/replace rotating beacon
- Repair/replace landing lights
- Repair/replace navigation lights
- Repair/replace interior lights
- Repair/replace emergency lighting system
- Perform emergency lighting system checks
- Troubleshoot faulty system

Navigation

- Calibrate magnetic direction indicator
- Replace airspeed indicator
- Replace altimeter
- Replace air data computer
- Replace VOR unit
- Replace ADI
- Replace HSI
- Check pitot static system for leaks
- Check operation of directional gyro
- Functional check weather radar
- Functional check doppler
- Functional check TCAS
- Functional check DME
- Functional check ATC transponder
- Functional check flight director system
- Functional check inertial nav system
- Complete quadrantal error correction of ADF system
- Update flight management system database
- Check calibration of pitot static instruments
- Check calibration of pressure altitude reporting system
- Troubleshoot faulty system
- Check marker systems
- Compass replacement direct/indirect
- Check Satcom
- Check GPS
- Test AVM

Oxygen

- Inspect on board oxygen equipment
- Purge and recharge oxygen system
- Replace regulator
- Replace oxygen generator
- Test crew oxygen system
- Perform auto oxygen system deployment check
- Troubleshoot faulty system

Pneumatic systems

- Replace filter
- Replace compressor
- Recharge dessicator
- Adjust regulator
- Check for leaks
- Troubleshoot faulty system

Vacuum systems

- Replace vacuum pump
- Check/replace filters
- Adjust regulator
- Troubleshoot faulty system

Water/Waste

- Replace water pump
- Replace tap
- Replace toilet pump
- Troubleshoot faulty system

Central maintenance system

- Retrieve data from CMU
- Replace CMU
- Perform bite check
- Troubleshoot faulty system

Airborne auxiliary power

- Install APU
- Inspect hot section
- Troubleshoot faulty system

Structures

- Sheet metal repair
- Fibre glass repair
- Wooden repair
- Fabric repair
- Recover fabric control surface
- Treat corrosion
- Apply protective treatment

Doors

- Rig/adjust locking mechanism
- Adjust air stair system
- Check operation of emergency exits
- Test door warning system
- Troubleshoot faulty system

Windows

- Replace windshield
- Replace window
- Repair transparency

Wings

- Skin repair
- Recover fabric wing
- Replace tip
- Replace rib
- Check incidence/rig

Propeller

- Assemble prop after transportation
- Replace propeller
- Replace governor
- Adjust governor
- Perform static functional checks
- Check operation during ground run
- Check track
- Check setting of micro switches
- Dress out blade damage
- Dynamically balance prop
- Troubleshoot faulty system

Main rotors

- Install rotor assembly
- Replace blades
- Replace damper assembly
- Check track
- Check static balance
- Check dynamic balance
- Troubleshoot

Rotor drive

- Replace mast
- Replace drive coupling
- Replace clutch/freewheel unit
- Replace drive belt
- Install main gearbox
- Overhaul main gearbox
- Check gearbox chip detectors

Tail rotors

- Install rotor assembly
- Replace blades
- Troubleshoot

Tail rotor drive

- Replace bevel gearbox
- Replace universal joints
- Overhaul bevel gearbox
- Install drive assembly
- Check chip detectors

Rotorcraft flight controls

- Install swash plate
- Install mixing box
- Adjust pitch links
- Rig collective system
- Rig cyclic system
- Rig anti-torque system
- Check controls for assembly and locking
- Check controls for operation and sense
- Troubleshoot faulty system

Power plant

- Build up ECU
- Replace engine
- Repair cooling baffles
- Repair cowling
- Adjust cowl flaps
- Repair faulty wiring
- Troubleshoot

Piston engines

- Remove/install reduction gear
- Check crankshaft run-out
- Check tappet clearance
- Check compression
- Extract broken stud
- Install helicoil
- Perform ground run
- Establish/check reference RPM
- Troubleshoot

Turbine engines

- Replace module
- Hot section inspection
- Engine ground run
- Establish reference power
- Trend monitoring/gas path analysis
- Troubleshoot

Fuel and control, piston

- Replace engine driven pump
- Adjust AMC
- Adjust ABC
- Install carburettor/injector
- Clean injector nozzles
- Replace primer line
- Check carburettor float setting
- Troubleshoot faulty system

Fuel and control, turbine

- Replace FCU
- Replace engine driven pump
- Clean/test fuel nozzles
- Clean/replace filters
- Adjust FCU
- Troubleshoot faulty system

Ignition systems, piston

- Change magneto
- Change ignition vibrator
- Change plugs
- Test plugs
- Check H.T. leads
- Install new leads
- Check timing
- Check system bonding
- Troubleshoot faulty system

Ignition systems, turbine

- Check glow plug/ignitors
- Check H.T. leads
- Check ignition unit
- Replace ignition unit
- Troubleshoot faulty system

Engine controls

- Rig thrust lever
- Rig RPM control
- Rig mixture HP cock lever
- Rig power lever
- Check control sync (multi-eng)
- Check controls for correct assembly and locking
- Check controls for range and sense of operation
- Adjust pedestal micro-switches
- Troubleshoot faulty system

Engine indicating

- Replace engine instrument(s)
- Replace oil temperature bulb
- Replace thermocouples
- Check calibration
- Troubleshoot faulty system

Exhaust, piston

- Replace exhaust gasket
- Inspect welded repair
- Pressure check cabin heater muff
- Troubleshoot faulty system

Exhaust, turbine

- Change jet pipe
- Change shroud assembly
- Install trimmers

Oil

- Change oil
- Check filter(s)
- Adjust pressure relief valve
- Replace oil tank
- Replace oil pump
- Replace oil cooler
- Replace firewall shut off valve
- Perform oil dilution
- Troubleshoot faulty system

Starting

- Replace starter
- Replace start relay
- Replace start control valve
- Check cranking speed
- Troubleshoot faulty system

Turbines, piston engines

- Replace PRT
- Replace turbo-blower
- Replace heat shields
- Replace waste gate
- Adjust density controller

Engine water injection

- Replace water/methanol pump
- Flow check water/methanol system
- Adjust water/methanol control unit
- Check fluid for quality
- Troubleshoot faulty system

Accessory gear boxes

- Replace gearbox
- Replace drive shaft
- Check chip detector

ELGD

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SECTION I

BCAR

I1 GENERAL INFORMATION

From 28 September 2006 BCAR licences ceased to be issued, unless specifically requested for the certification of aircraft listed in Annex II of EC Regulation 1592/2002. A Part-66 licence will be issued instead, with the appropriate limitations. Please refer to Section B and the appendices to determine the appropriate limitations.

As of 28 September 2008 a Part-66 licence will be required for the certification of all aircraft regulated by EASA, therefore, any BCAR Section L licence used for aircraft other than Annex II (mentioned above) will be converted to a Part-66 licence on application.

Note 1: BCAR applicants who have not completed the qualifications for licence issue must qualify for Part-66 licence issue by completion of the requisite Part-66 exam modules. However, BCAR module 13 (Human Performance) will exempt applicants in Part-66 module 9 (Human Factors) and post issue 15 BCAR module 7 (Fixed and Variable Pitch Propellers) will exempt applicants in Part-66 module 17 (Propeller). No other modules have been assessed as equivalent. All other modules must be taken to the Part-66 exam standards.

Note 2: For BCAR applicants currently awaiting oral boards or completing an approved course, the current BCAR rules will continue. However, should the applicant fail an oral board, the provisions of BCAR Section L 5.2.1 will apply.

I1.1 EASA Introduction Timetable

The EASA introduction timetable has been revised due to recent amendments and is provided at Appendix A to this Section. Any further updates to this table will be made available on our web site.

I2 CONVERSION OF BCAR SECTION L LICENCE TO A PART-66 BASIC LICENCE

Please refer to Section B for information on conversion of protected rights and the conversion process.

Aircraft categorised as Commission Regulation (EC) 1592/2002 'Annex II aircraft' will eventually be endorsed under National Privileges on the Part-66 licence. For further information relating to National Privileges, please refer to sub-section I4.

I3 VALIDITY OF LICENCES AND LICENCE RENEWAL

In accordance with Commission Regulation (EC) No. 2042/2003, Article 7, from 28 September 2006, the CAA no longer issue new National BCAR Section L licences, except for those aircraft listed within Annex II. Further information can be found in Section B.

BCAR Section L licences will be renewed for a period of 2 years, however, as of 28 September 2008, this licence cannot be used to certify aircraft not classified as Annex II. Post 28 September 2008 and where a BCAR Section L Licence is retained for certification of Annex II aircraft, the validity of the licence will revert to 5 years to align with the Part-66 licence.

Note 1: You must have a Part-66 licence in order to continue to certify under Part-145 or Part-M from 28 September 2008.

Note 2: If applying for the conversion of a BCAR licence to a Part-66 licence within one month of the date of renewal of the BCAR licence, applicants may be eligible for a deduction from the conversion fee.

Whilst the renewal of a licence is the responsibility of the licence holder, the Personnel Licensing Department of the CAA will endeavour to send a renewal reminder. It is therefore important to keep the Authority informed of any changes of address.

A quick reference to renewal requirements may be found in Appendix B to this Section.

I4 NATIONAL PRIVILEGES

Certain aircraft do not fall under EASA regulations and therefore remain subject to National Legislation. These aircraft are referred to as 'Annex II aircraft' due to Article 4 of EC Regulation 1592/2002 excluding aircraft within Annex II.

Annex II aircraft are typically of historical relevance, experimental or scientific aircraft, amateur built aircraft, military purpose built aircraft, light aircraft not exceeding 35 knots calibrated air speed (microlights), gliders, unmanned aircraft and any other aircraft with a total mass without pilot of less then 70kg.

An Annex to the Part-66 licence (EASA Form 26) provides for National Privileges outside the scope of the licence, in accordance with the Civil Aviation Act 1982 and the ANO. These privileges are valid only within the United Kingdom, however, the basic categories and type ratings will follow the same format as Part-66. The privileges will be restricted in accordance with the Limitations shown in Section B12.

I5 THE FUTURE OF BCAR SECTION L LICENCE

CAP 468 British Civil Airworthiness Requirements (BCAR) – Section L Licensing – Aircraft Maintenance Engineers, is currently being amended. The privileges conferred by the licence, accompanied by any necessary authorisation documents, remain subject to Airworthiness Notices 3 and 10, until such time as BCAR licence holders are required to hold a Part-66 licence.

It is envisaged that Airships will remain under BCAR Section L licensing requirements.

The amended CAP468 will state the requirements for the annex element of EASA Form 26 as mentioned in Section I4.

I6 MAKING YOUR APPLICATION FOR THE GRANT, EXTENSION OR RENEWAL OF A BCAR LICENCE

Form AD300 should be used in respect of all LWTR BCAR initial issue and extension. In addition form AD301 is used in respect of records of experience and for the grant of a type rating. For the renewal of a licence form AD302 should be submitted with the current renewal fee. Supporting documents, as below, will not be required in respect of renewal application. Current forms may be downloaded from our web site (www.srg.caa.co.uk).

Note: Please note that it is the responsibility of the Engineer to ensure that his or her licence is valid for use.

I6.1 Supporting Documents

The supporting information required in addition to form AD300 is as follows:

Approved Basic Course Applicants – documentary evidence of satisfactory course completion.

Certified 'true copies' of your passport – this copy should be signed either by the Part-147 Training Manager, the Quality Department or a senior Management person with your current employer.

Licence Issue/Renewal Fee – refer to the current Scheme of Charges contained on our web site (www.srg.caa.co.uk).

Note: Having clear concise supporting data will enable us to issue licences more effectively and with less risk of errors or rejections. The CAA will not contact the applicant for clarification of details on applications and therefore it is most important to have the correct information before applying.

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APPENDICES TO SECTION I

- **Appendix A** **Introduction Timetable**
- **Appendix B** **Quick Reference Renewal Requirements**

APPENDIX A INTRODUCTION TIMETABLE

Date	Item	Revision
01 Jun 04	No new applicants for B & D licences accepted	New exam applicants for A, B, C & D licences will be accepted until further notice for Annex II aircraft only
01 Nov 05	BCAR written exams withdrawn	No new applicants accepted for BCAR exams (except that above). Existing licence holders may apply to take exams to extend their licence privileges, however, their BCAR licence will be extended and converted to a Part-66 licence in **one transaction (see Note 1)**. On conversion BCAR Section L licence may be retained, where required, for Annex II aircraft.
01 Nov 05	BCAR oral exams withdrawn	Orals may still be taken by current applicants for the purpose of licence issue. **As of 28/09/06 BCAR licences will no longer be issued** (unless specifically requested for certification of Annex II aircraft), however a Part-66 licence will be issued (with appropriate limitations) instead (see Note 2). Type rating orals continue.
28 Sept 06	BCAR Section L renewals cease, conversion to Part-66 mandatory.	**As of 28/09/08 a Part-66 licence will be required for the certification of all aircraft regulated by EASA.** After this date a BCAR Section L licence or its equivalent will be required for aircraft that fall under EC Regulation 1592/ 2002 Annex II. Any BCAR Section L licence used for aircraft other than Annex II will be converted to a Part-66 application.

Please note that these dates are subject to change. Any changes will be promulgated via our web site.

Note 1: BCAR applications for issue, renewal or extension will need to be accompanied by Form 19 'Part-66 Aircraft Maintenance Engineer's Licence Initial/Variation - Application'. The two licensing actions will be completed in one transaction.

Note 2: For BCAR applicants who have not completed the qualifications for licence issue, qualification for Part-66 licence issue must be achieved by completion of the requisite Part-66 exam modules. BCAR module 13 (Human Performance) will exempt applicants in Part-66 module 9 (Human Factors) and post issue 15 BCAR module 7 (Fixed and Variable Pitch Propellers) will exempt applicants in Part-66 module 17 (Propeller). No other modules have been assessed as equivalent. All other modules **must** be taken to the Part-66 standards.

APPENDIX B QUICK REFERENCE RENEWAL REQUIREMENTS

LICENCE RENEWAL WITHIN VALIDITY OF LICENCE

RECOMMEND CONVERSION TO PART-66

- 6 months experience of maintenance on operational aircraft within the last 24 months at time of application.
- Paid the correct fee
- **A licence may be renewed up to 60 days prior to its expiry date.**

LICENCE RENEWAL WITHIN 24 MONTHS EXPIRY OF LICENCE

RECOMMEND CONVERSION TO PART-66

- 6 months experience of maintenance on operational aircraft within the last 24 months at time of application.
- Paid the correct fee

LICENCE RENEWAL EXPIRED OVER 24 MONTHS BUT WITHIN 4 YEARS

- Must qualify for a Part-66 licence.
- 'Protected Rights' will apply based upon LWTR's held. The appropriate conversion examinations and experience requirements must be completed. Part-66 multiple-choice papers 9 (Human Factors) and 10 (Aviation Legislation) will need to be passed in addition to that above.

LICENCE RENEWAL EXPIRED OVER 4 YEARS

- Must qualify afresh under the full requirements of Part-66.

REQUIRED FORMS AND DOCUMENTS

- AD 302 (for UK National).
- Form 19 (for conversion) and appropriate supporting documentation.

Note: Applications for renewal of BCAR licence for aircraft above 5700 kg will only be accepted when accompanied by Form 19 (SRG\1014) for conversion to Part-66.

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SECTION J

GENERAL EXAMINATION REQUIREMENTS AND PROCEDURES

J1 GENERAL INFORMATION

This Section provides information on the examinations appropriate to the grant or extension of a licence in accordance with Part-66. Examinations under BCAR Section L and Part-66 are not interchangeable and cannot be credited between the two requirements except in the two cases below:-

- BCAR module 13 (Human Performance) will exempt applicants in Part-66 module 9 (Human Factors).
- Post Issue 15 BCAR module 7 (Fixed and Variable Pitch Propellers) will exempt applicants in Part-66 module 17 (Propeller).

J2 PART-66 EXAMINATIONS

Although Part-66 employs a modular syllabus the content of a module may vary in terms of the subjects covered within the module and depth of knowledge required according to the basic licence category sought. Part-66 examinations are based on the Part-66 syllabus as set out in Appendix I to Part-66.

The examinations will be provided in English, using abbreviations where applicable and compiled by a computer in multiple choice format. Candidates may apply to take papers singly or in groups however, Part-147 organisations may impose certain minima.

A list of common abbreviations used in the examinations can be found in Appendix A to this Section.

J2.1 Multi-Choice Paper

For each module being taken, a question paper including instructions is provided together with an answer sheet. Each question comprises an introductory statement (question stem) and three alternative answers designated (A), (B) and (C) printed below. Only one of these answers is totally correct; the remaining two answers are incorrect or only partially correct, being incomplete in some definite aspect.

J2.2 Essay Paper

Prior to licence issue essay examinations need to be passed in the following modules:

Module 7 - 2 questions
Module 9 - 1 question
Module 10 - 1 question

Essays can be sat singly or in groups.

J3 WRITTEN EXAMINATION BOOKING PROCEDURE

In order to make a booking for an examination sitting, applicants are asked to follow the procedures below:-

- Candidates should apply in writing (either by post or fax) using the appropriate application forms which are available from Personnel Licensing Department or on our website www.caa.co.uk/elforms. No bookings can be made by telephone and all bookings are made on a first come, first served basis.
- Candidates should indicate on the application form their first and second preference venue choices and the date they wish to sit the examination(s). **The Authority reserves the right to change any venue to satisfy demand and does not guarantee a candidate a specific venue or examination date.**
- Examination fees must be sent with the application form. Bookings will not be made unless the correct fees have been received.
- Once a booking has been made, postal confirmations will normally be despatched within two days.
- The closing date for the processing of applications will always be two weeks prior to the examination sitting as the CAA does not have control over the time it takes for postal confirmations to be received by applicants in order to make any necessary travel and accommodation arrangements.

J3.1 Modules/Part-Modules Required

Except for initial issue applicants, where the modules required are full modules, the modules and part-modules required in the case of applicants converting from BCAR and/or extension of a licence to include another licence category, can be self assessed (refer to Section B or Section G). However, the application form (19E), Section 6, only allows for full module boxes to be ticked. The applicant is only required to tick the relevant module, even where only part-modules are required as the part-modules will be determined by PLD Exam Support staff upon receipt of the application.

J4 EXAMINATION TIMETABLE

Details of the SCHEDULED examination dates can be found on our web site. Details of any additional venues

or dates will be provided in Airworthiness Notice 46 or on our web site.

J5 EXAMINATION VENUES

Detailed venue maps can be found on the CAA (SRG) website at: www.caa.co.uk

Facilities for lunchtime meals and/or snacks will be provided at all written exam venues, wherever possible, on a payment basis.

J6 CANCELLATION OR TRANSFER OF DATE/VENUE

Examination bookings cannot be amended within two weeks prior to the examination. Cancellations will only be accepted, if received in writing, at least 10 working days before the examination. For CAA purposes working days means Monday to Friday (excluding public holidays). Refund of examination fees for emergency cancellations or non-attendance will only be given if a valid medical certificate (certified copy) is provided, together with a letter of explanation.

For the refund or transfer of fees or when an examination has been re-arranged at the request of the applicant, a transfer fee is payable as stated in the Scheme of Charges.

J7 ATTENDANCE AT THE EXAMINATIONS

Candidates should be present at the examination centre at least 20 minutes before the scheduled time for the commencement of each examination sitting. All candidates are required to present photo ID on the exam day. Acceptable photo ID's are passport, UK Forces ID, company or student ID. Candidates without ID will not be permitted to sit the exam. Candidates may only enter the examination room during the 10 minutes preceding the start of the examinations to prepare examination material. They must not remain in the room after the finish of the examination period.

Personal coats, bags, briefcases, etc. may be placed at the front/rear of the examination room, under the direction of the invigilating officer. Any bags etc. could be removed if left unattended outside the examination room.

Note: the CAA accepts no responsibility for items of personal equipment a candidate brings into the examination hall and which he/she is not permitted to retain during the examination.

Whilst every attempt is made to ensure reasonable comfort in examination halls which are operated on hire or lease arrangements and over which the CAA, as a result, has no direct control, the CAA cannot be held responsible for extraneous noise or for any breakdown or fluctuation in heating, lighting or ventilation facilities. Candidates are also advised that, at all examination centres, a 'no smoking rule' must be observed.

J8 MATERIALS FOR THE EXAMINATION

We will provide everything needed for the examination. No other materials are allowed on the desks. However, candidates may use their own pens when writing essays. The use of calculators is not permitted.

J9 EXAMINATION BRIEFING

Before the start of the examinations, the invigilator will give a briefing regarding the examination.

J10 REGULATIONS APPLIED TO THE CONDUCT OF WRITTEN EXAMINATIONS

Candidates are not allowed to use any loose paper other than that provided at the examination. All papers issued by the CAA are to be returned with the answer sheet to the invigilator on completion.

Candidates must ensure that all answers have been transferred onto their answer sheet by the end of the examination. Candidates failing to do this will not be given any extra time.

Silence is to be observed in the examination room **at all times**. Electronic alarms and key rings are not permitted. Mobile telephones, pagers etc. must be switched to silent or off and left with the candidates personal belongings.

If a candidate wishes to speak to an Invigilating Officer, he/she should remain seated and raise his/her hand. It should be noted that the Invigilating Officer will consider only those questions from candidates which relate to the general conduct of the examinations and he/she will not enter into discussion on the interpretation of words or questions contained in the examination papers.

Candidates are to stop work and put pencils down when so directed and must remain seated and quiet until all answer material has been collected.

Any candidate who attempts to remove unauthorised examination materials from the room will be liable to disqualification from those examinations which have been taken and may be subject to special arrangements for future examinations.

Any infringement of examination regulations may result in the candidate being disqualified in any subject he has taken and barred from further participation in future examinations.

J11 EXAMINATION RESULTS

Results will normally be dispatched by first class post or air mail within 10 working days following the end of the examination week concerned. **Candidates should not telephone Personnel Licensing Department to request despatch dates of examination results, as results will not be given over the telephone under any circumstances. In the event of non-receipt of a result notification, arrangements can be made for repeat notifications to be sent by post.** Results will not be released by fax, nor is it possible to collect your results on the day of despatch, simply because one candidate could enjoy time advantage over another. Allowance should be made for possible postal delay before asking for a repeat notification. Results will not be released until any outstanding payments have been received.

The CAA cannot enter into discussion or correspondence with candidates on the subject of their written examination results, but candidates may apply for any paper to be remarked on payment of the fee as stated in the Scheme of Charges.

J12 PART-66 MODULE EXAM RE-SITS - 90 DAY RULE

Part-66 Appendix II, 1.11 states that 'a failed module may not be retaken for at least 90 days following the date of the failed module examination, except in the case of a Part-147 approved maintenance training organisation which conducts a course of retraining tailored to the failed subjects in the particular module when the failed modules may be retaken after 30 days'.

This rule applies to all candidates i.e. self-study student, candidates undertaking exam module training only and candidates undertaking a full approved course.

In any case, the candidate must provide the CAA PLD Exams Support staff with a Part-147 course completion certificate relating to the previously failed module(s) with their application to re-sit the failed module(s). All other applicants must sign the declaration on Form 19E to confirm that they have not attempted the same failed exam module(s) elsewhere within 90 days

J12.1 Part-147 Course Completion Certificate

The Part-147 Course Completion Certificate must:-

- Clearly identify the training establishments name and address
- The candidates name
- Details of the module training given
- Duration of training including commencement and completion

J12.2 Applications for re-sit of failed modules at Part-147 Organisations

Candidates applying to re-sit failed modules at Part-147 organisations must adhere to the 90 day rule detailed in Section J12, unless they have undertaken a further 'tailored to suit' course of training with that organisation or have provided the organisation with the appropriate course completion certificate as detailed in J12.1.

J13 EXAMINATION PASS STANDARDS AND VALIDITY PERIODS

A candidate must complete all required written and/or oral examinations within 5 years of their first pass except in the cases detailed in sub-section J13.1 and J13.2 below. Passes falling outside that time limit will lapse. The papers can be attempted in any order. A pass in a Part-66 examination will be awarded to a candidate achieving at least 75% of the marks allocated to that examination.

J13.1 Exam module passes for the Removal of Limitations

Under the current rules there is no deadline for the removal of limitations from a Part-66 licence and therefore are no validity periods applied to the module or part module exam passes. This could be subject to change in future and any information will be published on our web site.

J13.2 Exam module passes for the Extension of one Category to Another

In accordance with Part-66 Appendix 1.12, the 5 year period does not apply to those modules which are common to more than one Part-66 licence category or sub-category and which were previously passed as part of another such category or sub-category examination.

APPENDICES TO SECTION J

- **Appendix A** **Common Abbreviations**
- **Appendix B** **Suggested Study Material**

APPENDIX A COMMON ABBREVIATIONS

A

a: atto
ABIP Advisory Body of Interested Parties
AC: Alternating Current
a/c: Aircraft
ACARS: Aircraft Communication Addressing and Reporting System
AD: Airworthiness Directive
ADI: Attitude Director Indicator
ADF: Automatic Direction Finder
ADO: Approved Design Organisation
AFCS: Automatic Flight Control System
AGNA: Advisory Group of National Authorities
Aircraft: any machine that can derive support in the atmosphere from the reactions of the air other than reaction of the air against the earth's surface
a/l: airline
ALT: Altitude
AMC: Acceptable Means of Compliance
A-NPA: Advance Notice of Proposed Amendment
AMO: Approved Maintenance Organisation
AMOSS: Airline Maintenance and Operation Support System
AMSD: Aircraft Maintenance Standards Division
AMP: Approved Maintenance Programme
AMT: Approved Maintenance Training
AN: Airworthiness Notice (CAP 455)
ANO: Air Navigation Order
AOC: Air Operator Certificate
A/P: Autopilot
APO: Approved Production Organisation
APU: Auxiliary Power Unit
ARC: Airworthiness Review Certificate
ARINC: Aeronautical Radio Incorporated
ASL: above sea level
ATC: Air Traffic Control
ATM: Air Traffic Management
AWO: All Weather Operations

B

BCAR: British Civil Airworthiness Requirements
BR: Basic Regulation

C

c: centi
CAME: Continuous Airworthiness Maintenance Exposition
CADC: Central Air Data Computer
CAP: Civil Aviation Publication
CDU: Control Display Unit
Certifying staff: means personnel responsible for the release of an aircraft or a component after maintenance.
CF: Certification
CJAA: Central Joint Aviation Authorities
CofA: Certificate of Airworthiness
Component: means any engine, propeller, part or appliance.
Continuing Airworthiness: means all of the processes ensuring that, at any time in its operating life, the aircraft complies with the airworthiness requirements in force and is in a condition for safe operation.
CRD: Comment Response Document
CRI: Certification Review Item
CRT: Cathode Ray Tube
CRS: Certificate of Release to Service
CS: Certification Specification
CSP: Certification Standardisation Panel

D

d: deci
da: deca (ten)
db: decibel (acoustic measurement unit)
DC: Direct Current
DG TREN: Directorate-General for Energy and Transport (European Commission)
DME: Distance Measuring Equipment
DOA: Design Organisation Approval
DOE: Design Organisation Exposition

E

E: esca
E: Engine
EADI: Electronic Attitude Director Indicator
EASA: European Aviation Safety Agency
EC: European Commission
ECAM: Electronic Centralised Aircraft Monitor
ECU: Electronic Control Unit
EEC: Electronic Engine Control
EEPROM: Electrically Erasable Programmable Read Only Memory
EFIS: Electronic Flight Instrument System
EHSI: Electronic Horizontal Situation Indicator
EICAS: Engine Indicating and Crew Alerting System
EL: Engineer Licensing
EPA: European Part Approval
EPR: Engine Pressure Ratio
EPR: Environmental Protection Requirements
EPROM: Erasable Programmable Read Only Memory
ER: Essential Requirements
ETSO: European Technical Standard Order
ETSOa: European Technical Standard Order authorisation
EU: European Union

F

f: femto
FAA: Federal Aviation Administration
FADEC: Full Authority Digital Engine Control
FCL: Flight Crew Licensing
FCU: Flight Control Unit
FDS: Flight Director System
FMCS: Flight Management Computer System
FMS: Flight Management System

G

G: giga
GA: general aviation
GM: Guidance Material
GMT: Greenwich Mean Time
GPS: Global Positioning System
GPWS: Ground Proximity Warning System
GS: Glide Slope

H

h: hecto (hundred)
HLD: Hold
HSI: Horizontal Situation Indicator
HUD: Head-Up Display

I

IAS: Indicated Airspeed
ICAO: International Civil Aviation Organisation
ILS: Instrument Landing System
INS: Inertial Navigation System
IPC: Illustrated Parts Catalogue
IR: Implementing Rules
IRS: Inertial Reference System
ISA: International Standard Atmosphere

J

J: joule
JAA: Joint Aviation Authorities
JAR: Joint Aviation Requirements

K

K: kelvin
k: thousand
KHz: KiloHertz
KIAS: Indicated Airspeed in Knots
KT: Knots (nautical miles/ hour)

L

Large aircraft: means an aircraft, classified as an aeroplane with a maximum take-off mass of more than 5700kg, or a multi-engined helicopter.
LCD: Liquid Crystal Display
LoA: Letter of agreement
LOC: Localiser
LRU: Line replaceable Unit

M

M: mega (million)
m: milli
m: metre
µ: micro
Maintenance: means any one or a combination of overhaul, repair, inspection, replacement, modification or defect rectification of an aircraft or component, with the exception of pre-flight inspection.
MB: Management Board (EASA)
MEL: Minimum Equipment List
MHRS: Magnetic Heading Reference System
MM: Maintenance Manual
MMEL: Master Minimum Equipment List
MOA: Maintenance Organisation Approval
MOE: Maintenance Organisation Exposition
MoC: Means of Compliance
MOM: Maintenance Organisation Manual (Subpart F)
MSA: Member States Administration
MS: Member State (of the European Community)
MTO(A): Maintenance Training Organisation (Approval)
MTOE: Maintenance Training Organisation Exposition
MTOM: Maximum Take Off Mass
MTOP: Maximum Take-Off Power

N

N: newton
n: nano
NAA: National Aviation Authority
NAV: navigation
NPA: Notice of Proposed Amendment

O

OAT: Outside Air Temperature
OCP: Organisations Certification Procedure
OEM : Original Equipment Manufacturer
Ops: Operations
Organisation: means a natural person, a legal person or part of a legal person. Such an organisation may be established at more than one location whether or not within the territory of the Member States.

P

P: peta
P: Propeller
p: pico
Pa: Pascal
PAD: Proposed Airworthiness Directive
Part 21: Commission Regulation (EC) No 1702/ 2003 Certification of aircraft and related products, parts and appliances
Part M: Commission Regulation (EC) No 2042/ 2003 Annex I Continuing Airworthiness Requirements
Part 145: Commission Regulation (EC) No 2042/ 2003 Annex II Maintenance Organisation Approvals
Part 66: Commission Regulation (EC) No 2042/ 2003 Annex III Certifying Staff
Part 147: Commission Regulation (EC) No 2042/ 2003 Annex IV Training Organisation Requirements

PCB:	Printed Circuit Board
PCM:	Project Certification Manager
PCP:	Products Certification Procedure
POA:	Production Organisation Approval
POE:	Production Organisation Exposition
PPA:	Products, parts and appliances
Pre-flight Inspection:	means the inspection carried out before flight to ensure that the aircraft is fit for the intended flight.

R

RCVR:	Receiver
RG:	Rulemaking
RIA:	Regulatory Impact Assessment
RMI:	Radio Magnetic Indicator
RNAV:	Area Navigation
RP:	Responsible Party
RTA:	Request for Technical Advice

S

SARP:	ICAO Standards and Recommended Practices
SAS:	Stability Augmentation System
SECAL:	Selective Calling
SoD:	State of Design
SoR:	State of Registry
SRM:	Structural Repair Manual
SSCC:	Safety Standards Consultative Committee
STC:	Supplemental Type Certificate
STD:	Synthetic Training Device
STCH:	STC Holder

T

T:	tera
TAS:	True Air Speed
TAT:	Total Air Temperature
TC:	Type Certificate
TCH:	Type Certificate Holder
TCDS:	Type Certificate Data Sheet
TET:	Turbine Entry Temperature
TGT:	Turbine Gas Temperature
ToA:	Terms of Approval
ToR:	Terms of Reference
TVP:	Type validation principles

U

UAV:	Unmanned Aerial Vehicle

V

VDU:	Visual Display Unit
VLA:	Very Light Aeroplane
VLR:	Very Light Rotorcraft
VNAV:	Vertical Navigation
VOR:	Very-high-frequency Omnidirectional Range
VS:	Vertical Speed

W

W:	watt
WA:	Working Arrangement
WG:	Working Group
WXR:	Weather Radar Transceiver

X

XTR:	Transmitter

Y

Y:	yotta
y:	yocto

Z

Z:	zeta
z:	zepto

APPENDIX B SUGGESTED STUDY MATERIAL

The following is a list of publications which may be useful when studying for knowledge examinations in support of a Part 66 maintenance licence. BCAR Section L contains a list appropriate to the UK licence required for Airships.

CAP 455	Airworthiness Notices
CAP 715	An Introduction to Human Factors in Aviation Maintenance
CAP 747	Mandatory Requirements for Airworthiness
JAR-OPS – 1	
JAR-OPS – 3	

Commission Regulation	EC 1592/2002
Commission Regulation	EC 1702/2003 Part 21
Commission Regulation	EC 2042/2003 Annex I Part M
Commission Regulation	EC 2042/2003 Annex II Part 145
Commission Regulation	EC 2042/2003 Annex III Part 66
Commission Regulation	EC 2042/2003 Annex IV Part 147
Certification Specifications for Normal, Utility, Aerobatic, and Commuter Category Aeroplanes (CS-23)	
Certification Specifications for Large Aeroplanes (CS-25)	
Certification Specifications for Small Rotorcraft (CS-27)	
Certification Specifications for Large Rotorcraft (CS-29)	
Certification Specifications for Auxiliary Power Units (CS-APU)	
Certification Specifications for All Weather Operations (CS-AWO)	
Certification Specifications for Definitions and Abbreviations (CS-Definitions)	

The above publications are available on the EASA website.

Book Title	Author	ISBN
Basic Knowledge		
Ordinary Level Physics	Abbott	0-435-6700-5
ASA-AMT-G	Dale Crane	1-56027-152-3
Mechanics of Flight	A.C. Kermode	0-582-23740-8
Principles of Flight	Mike Burton	1-85310-779-4
Principles of Flight	Jeppesen	0-88487-358-7
Principles of Flight	Nordian	82-8107-014-5
The Foundations of Helicopter Flight	Simon Newman	0-340-58702-4
The Helicopter How it Flies	J Fay	0-7153-8940-8
The Art & Science of Flying Helicopters	Shawn Coyle	0-340-65249-7

Airframe and Mechanical		
Aircraft Maintenance and Repair	Kroes.Watkins.Delp	0-07-112991-X
The Aeroplane Structure	A.C. Kermode	0-273-25229-1
ASA-AMT-Structure	Dale Crane	1-56027-339-9
Jeppesen General		0-88487-203-3
Jeppesen Airframe		0-88487-205-1
ASA-AMT-A	Dale Crane	1-56027-153-1
Engineered Materials Handbook Vol 1	ASM International	0-87170-279-7
Light Aircraft Inspection	J.E. Heywood	0-85661-016-X
Light Aircraft Maintenance	J.E. Heywood	0-24611-909-8
ASA – AMT – SYS	Dale Crane	1-56027-340-2
Fundamentals of Helicopter Maintenance	Schafer	0891002812
Powerplant		
The Jet Engine	Rolls Royce	0-902-121235
Aircraft Powerplants	Bent & McKinley	0-07-035569-X
Aircraft Powerplants	Kroes. Wild	0-07-113429-6
ASA – AMT – P	Dale Crane	1-56027-410-7
Aircraft Gas Turbine Engine Technology	I. E. Treager	0028018281
Aircraft Gas Turbine Engine Technology	I. E. Treager	007065199X
Electrical / Electronic and Avionics		
Electrical Technology	E Hughes	0470207337
Aircraft Electrical Systems	E Pallet	0-582-98819-5
Aircraft Electricity and Electronics	Eisman	0-02-801859-1
Art of Electronics	Horowitz /Hill	0-521-37095-7
Elements of Electronics	Hickey/Villines	0070286957
Modern Aviation Electronics	A Helfrich	0-13-118803-8
Micro Electronics in Aircraft systems	E Pallet	0-273-08612-X
Digital Logic	Boyce	0-13214619-3
Fiber Optics	Zanger	0-675-20944-7
Introduction to Avionics	Collinson	0-412-48550-9
Avionic Fundamentals		0-89100-293-6

Manual of Avionics	B Kendal	0-632-01863-1
Automatic Flight Control	E Pallet	0-632-03495-5
Aircraft Instruments & Integrated Systems	E Pallett	0-582-08627-2
Digital Avionic Systems	GRS Spitzer	0-07-060333-2
Transport Category Aircraft Systems	Wild	0-88487-232-7
Aircraft Radio Systems	J Powell	0-273-08444-5
Aircraft Radio Systems	J Powell	0-89100-356-8
Radio Navigation Systems	Forssell	0-13-751058-6
Avionic Navigation Systems	Kayton/Fried	0-471-54795-6
Electro-magnetic Compatibility	Kodali	0-7803-117-5

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SECTION K

PART-147 AND APPROVED MAINTENANCE TRAINING ORGANISATIONS

K1 INTRODUCTION

Commission Regulation (EC) 2042/2003 of November 2003 Annex IV (Part-147) established the requirements to be met by a Maintenance Training Organisation (MTO) for the approval to conduct training and examinations as specified in Part-66.

This section of the ELGD must, be treated as guidance only.

Maintenance Training Organisations (MTO's) may be approved to conduct basic training courses and/or type training courses in accordance with the regulations of Part-147 and Part-66 syllabuses.

For details of approved organisations please refer to CAA-SRG website www.caa.co.uk.

K2 PART-147 APPROVAL OF ORGANISATIONS TO CONDUCT BASIC LICENCE TRAINING

An application for Part-147 Basic Training course approval for an organisation based in the United Kingdom will be assessed by the UK CAA. The basic training course shall consist of knowledge training, practical training, knowledge examination and practical assessment.

Additionally an approved basic training organisation may be approved to conduct examinations, for personnel not enrolled on an approved training course, in the subject area covered by their approval.

All examinations shall meet the requirements of Part-66 Appendix II.

Where agreed by the Authority and in accordance with Part-66, should an organisation choose to contract out an element to another Part-147 organisation, the organisation in question must take responsibility for ensuring all elements of the training course has been completed satisfactorily.

K2.1 Knowledge Training

This element must cover the subject matter for a Part-66 category or sub-category A, B1 or B2 aircraft maintenance licence. Each Category or sub-category may be subdivided into modules of knowledge and may be inter-mixed with the practical training.

K2.2 Knowledge Examination

Knowledge examinations must cover a representative cross section of subject matter from the relevant module syllabus detailed in Part-66 Appendix I. The examinations must comply with the requirements of Part-66 Appendix II for number of questions and timing.

K2.3 Practical Training

This element must cover the use of common tooling/ equipment, the disassembly/assembly of a representative selection of aircraft parts and the participation in representative maintenance activities being carried out relevant to the particular module.

K2.4 Practical Assessment

The practical training must be assessed to ensure student competence in the use of appropriate documentation, tooling and equipment whilst observing pertinent safety precautions.

K3 PART-147 APPROVAL OF ORGANISATIONS TO CONDUCT TYPE TRAINING

Type training as required by Part-66.A.45(c) must meet the requirements of Part-66 Appendix III appropriate to licence category.

Where a manufacturer provides training on their product, such as an engine type, that element must be specifically aligned to the aircraft type for licence application.

Aircraft type ratings are listed in AMC Part-66 Appendix I (currently subject to amendment).

K4 EXPOSITION AND PROCEDURES

K4.1 Quality System

The organisation is required to have a quality system in place for both the management of the training and the quality audit function to ensure compliance with the requirements. A key issue is therefore the preparation of procedures to support the organisation's activities. The topics to be covered will vary according to the way in which the organisation structures itself. It is not expected however that procedures covering unrelated activities would be included in the Part-147 procedures. The information should be concise, relevant and workable.

K4.2 Validity and Variations

Under Part-147 approvals are continuous, meaning that the approval shall be issued for an unlimited duration. The approval will remain valid subject to the following:-

- The organisation remaining in compliance with Part-147, in accordance with the provisions related to the handling of findings as specified under 147.B.130 and
- The Authority being granted access to the organisation to determine continued compliance with Part-147 and
- The certificate not being surrendered or revoked.

Note: If surrendered or revoked, the approval must be returned to the Authority.

The organisation must advise the Authority of any proposed changes to the organisation that may affect the approval, prior to the change taking place. Failure to advise the Authority of any changes may result in suspension or revocation of approval.

K4.3 Maintenance Training Organisation Exposition

The organisation's exposition, describing the organisation and its procedures, should include the following:-

- A statement signed by the Accountable Manager confirming that the maintenance training organisation exposition and any associated manuals, define the maintenance training organisation's compliance with Part-147 and shall be complied with at all times.
- The title(s) and name(s) of the person(s) nominated in accordance with 147.A.105(b).
- The duties and responsibilities of the above, including matters on which they may deal directly with the competent authority on behalf of the maintenance-training organisation.
- A maintenance training organisation chart showing associated chains of responsibility of the person(s) specified.
- A list of training instructors, knowledge examiners and practical assessors.
- A general description of the training and examination facilities located at each address, specified in the maintenance training organisation's approval certificate, and if appropriate any other location, as required by 147.A.145(b).
- A list of the maintenance training courses which form the extent of the approval.
- The maintenance training organisation's exposition amendment procedure.
- The maintenance training organisation's procedures, as required by 147.A.130(a).
- The maintenance training organisation's control procedure, as required by 147.A.145(c), when authorised to conduct training, examination and assessments, in locations different from those specified in 147.A.145(b).
- A list of the locations pursuant to 147.A.145(b).
- A list of organisations, if applicable, as specified in 147.A.145(d)

A recommended format for the exposition can be found at Appendix I to Annex IV (Part-147).

K5 RECORDS OF TRAINING

Any training organisation should keep the records of basic training, type training, examinations and assessments, of all students training for at least 5 years after the completion of a course.

The CAA may need to inspect a student's training records before issuing a licence or rating. All records thus required will be returned.

K5.1 Published Syllabus

All required basic training for the issue of a Part-66 licence – category A, B1 and B2 will be conducted in accordance with the modular syllabus published in Part-66 Appendix I.

K6 APPLICATION TO BECOME A PART-147 APPROVED ORGANISATION

An organisation wishing to become Part-147 approved must formally submit an application to the CAA. Form SRG/1009 (Form 12) may be downloaded from our web site. Use this form for the grant of a Part-147 approval for basic and/or type training, or for the extension or variation of an existing Part-147 approval.

Note: Overseas organisations must apply directly to the European Aviation Safety Agency (EASA).

K6.1 Supporting Documents

Draft Exposition – a draft exposition must be submitted, or if you are applying for the variation of an approval, a draft amendment to the exposition which covers the scope of the variation applied for.

Note: A pack will be sent by the UK CAA upon request giving an example of how a Part-147 exposition should look.

Form 4 – listing senior personnel and examiners detailing their responsibilities within the organisation as required by Part-147. This form must also be completed for any personnel changes involving those staff.