re many tasks throughout each continuous airworthiness maintenance program which, although not in the RII category, are essential to a safe, reliable, and efficient aircraft. A responsible maintenance program specifies inspection of these tasks to ensure their proper accomplishment. The operator should designate the tasks that need to be inspected as a general requirement to assure the effectiveness of their program as well as the RII items. It is not the intention of the RII requirement to cause the deletion or degradation of any inspection tasks which the operator deems necessary for proper maintenance of its aircraft.

(b)The distinction between tasks of this nature and RII items is, again, their critical effect on airworthiness. For example, a landing gear position indicating system might be designated for inspection due to the need for that system in normal operation, whereas a retraction test conducted to check adjustment of the actuating mechanism and locks would be designated RII because improper adjustment might result in a wheels-up landing. The operator, in determining which tasks to designate as required inspection items, should consider the importance of, but not limit its consideration to, the following:

1.Installation, rigging, and adjustments of flight controls.

2.Installation and repair of major structural components.

3.Installation of an aircraft engine, propeller, or rotor and overhaul of calibration of certain components; such as, engines, propellers, transmissions, and gearboxes, or navigational equipment, the failure of which would affect the safe operation of the aircraft.

III. CONTINUOUS AIRWORTHINESS MAINTENANCE PROGRAM (CAMP)

(c)The operator should identify required inspection items on work forms in a suitable manner. For example, such items may be identified with the abbreviation "RII", an asterisk, or any workable method.

(7)Maintenance Manuals

The operator's maintenance manual, and GMM, serves to define the continuous airworthiness maintenance program and to provide procedures and instructions for its use. It is comprised of three general categories; policies and procedures, detailed instructions for the accomplishment of the scheduled inspection program, and technical manuals for maintenance standards and methods.

These categories may be grouped in any usable manner and contained in one single manual.

(a)The policies and procedures segment deals with organizational matters, the policies of the maintenance section, procedures for the administration of the continuous airworthiness maintenance program, test flight requirements, and many other subjects that are peculiar to each individual operator. It is a company publication and serves as an administrative tool for directing and controlling the total maintenance function and to define all facets of the maintenance operation and their interrelationship. Quality control is a major subject of this publication.

(b)The segment of the maintenance manual system dealing with the scheduled inspection program is usually a company publication. It normally includes the work forms or job cards associated with scheduled inspections and detailed instructions (or specific references) for accomplishing the inspections. In addition, this segment usually includes forms and instructions (or references thereto) for recurring non-routine requirements such as engine changes and abnormal landing inspections.

III. CONTINUOUS AIRWORTHINESS MAINTENANCE PROGRAM (CAMP)

(c)Technical manuals concern how to accomplish specific tasks. They set forth methods, technical standards, measurements, operational tests, etc. These are usually manufacturers' publications, the applicability of which is designated by the policy and procedures manual. Technical manuals can be supplemented by the operator. It should be noted that the content of these manuals is the operator's responsibility regardless of who publishes them.

(d)The manual system should accommodate work performed for the certificate holder by other persons. The policies and procedures segment of the manual should assign responsibilities and delineate procedures for the administrative aspect of contracted work. The technical material should be arranged for the sue and guidance of the contract agency. A listing of agencies under contract and a brief description of the work contracted for should be included in the manual system. In all cases the operator's manuals must clearly designate who is authorized to certify the work performed and who is authorized to execute the airworthiness release.

B.RESPONSIBILITY FOR AIRWORTHINESS

<FAR 135 or as appropriate> affords certain maintenance privileges to operators. These are:

(1)To perform maintenance, preventative maintenance, inspection, repairs and alterations on the aircraft they operate.

(2)To develop (or adopt) a continuous airworthiness maintenance program and to tailor and adjust that program and related practices and procedures to best suit the operator's need.

With these privileges go the overall responsibility for the effectiveness of the program and for all work performed in accordance with the program. This responsibility applies to work performed by the operator as well as work performed for the operator by other persons.

III. CONTINUOUS AIRWORTHINESS MAINTENANCE PROGRAM (CAMP)

C.MAINTENANCE/INSPECTION ORGANIZATION

FAR 125.249 impose organizational requirements with regard to the administration of the continuous airworthiness maintenance program. This does not mitigate the applicability of FAR 43 nor does it waive initial aircraft certification requirements. The Required Inspection Item (RII) requirement causes the operator to separate the inspection organization from the remainder of its maintenance organization to ensure proper accomplishment of RII items. This separation applies to the following functions:

(1)RII items performed by the operator's organization.

(2)Means to ensure RII items performed by other persons are subjected to RII inspection separation by the other person's organization and procedures.

(3)Identification of RII items by a means that is understood by the person performing the work.

(4)Designation of persons authorized to accomplish RII items and procedures to make them aware of that designation and of the scope of the authorization. In the case of work performed by other persons, the operator may delegate the RII function to the other person's inspection organization provided the arrangement is documented and controlled by appropriate procedures.

D.PERFORMANCE AND APPROVAL OF MAINTENANCE AND ALTERATIONS.

The significant difference between operators with approved continuous airworthiness maintenance programs and other operators is that FAR 125, subpart G, establishes them as maintenance entities.

The operator is privileged to perform maintenance on its aircraft in accordance with its continuous airworthiness maintenance program and for other operators under corresponding parts of the Federal Aviation Regulations in accordance with their programs. The <Your Agency> limits this authority to aircraft operated by other U.S. Government agencies.

III. CONTINUOUS AIRWORTHINESS MAINTENANCE PROGRAM (CAMP)

The operator's manual, its GMM, prescribes the authorizations, methods, standards, and procedures for performance of that maintenance. This is recognized by FAR 43.13(c).

The operator's aircraft are released for service (airworthiness release, ref: FAR 125.243) following maintenance by a person specifically authorized by the operator rather than by an individual or repair station on their own behalf. In effect, the person signing the release acts in the capacity of an authorized agent for the operator and is certifying the maintenance covered by the release has having been accomplished according to the operator's continuous airworthiness maintenance program. Responsibility for each step of the accomplished maintenance is borne by the person signing for that step and the airworthiness release certifies the total maintenance package. This arrangement in no way reduces the responsibility of certificated

mechanics or repair stations for maintenance functions or tasks they perform or supervise. The operator is obligated to designate, by name or occupational title, each airman or organization authorized to execute the airworthiness release. In addition, the operator should designate when a release is required. Normally, a release is required following inspections prescribed by the operations specifications, maintenance activities involving RII inspections, and any other significant maintenance.

E.ARRANGEMENTS WITH OTHER PERSONS FOR MAINTENANCE.

When an operator uses the services of another person to accomplish all or part of its continuous airworthiness maintenance program that person's organization becomes, in effect, an extension of the operator's organization. The operator must determine the person's capability to do the work and must provide appropriate material from its maintenance manual for that work.

(1)The operator should execute contractual agreements with the persons performing its work on a continuing basis to ensure the operator's interests are met. In the case of major operations such as engine overhaul, the agreement should denote a specification for the work and that specification should be included or referenced as part of the operator's manual system.

III. CONTINUOUS AIRWORTHINESS MAINTENANCE PROGRAM (CAMP)

(2)There will be unplanned occasions where it will be necessary for the operator to make arrangements for maintenance away from its regular maintenance facilities. The operator may institute procedures whereby the pilot in command or other person can make on-the-spot arrangements for maintenance. However, the person performing the work should be specifically authorized by a designated person in the operator's organization for that work. The operator's procedures should outline the steps that must be taken in order for the operator to control the work performed.

F.CONTINUING ANALYSIS AND SURVEILLANCE.

The <Your Agency> will operate a program to provide for the continuing analysis and surveillance of its continuous airworthiness maintenance program including work performed according to their program by another person. This requirement, in effect, establishes a quality control or internal audit function.

(1)This system will provide for timely corrective action on the following:

(a)Frequency of unscheduled parts replacement or need for unscheduled maintenance.

(b)Degree and frequency of adjustment and calibration of equipment.

(c)Changes in operational capability or reliability (delays, etc.)

(2)This system will provide a continuous audit of the total maintenance system to assure that everyone connected with it is in compliance with the GMM and the applicable regulations. This will include, but not be limited to, the following:

(a)All publications and work forms are current and readily available to the user.

(b)Maintenance is, in fact, performed in accordance with the methods, standards and techniques specified in the GMM.

III. CONTINUOUS AIRWORTHINESS MAINTENANCE PROGRAM (CAMP)

(c)Maintenance forms are screened for completeness and proper entries, and RII identification.

(d)Records pertaining to tracked components are cross-referenced to stock issue records, etc., to minimize error.

(e)Indications of inadequate training.

(f)Airworthiness releases are executed by designated persons and in accordance with the procedures specified in the GMM.

(g)Carryover items and deferred maintenance are properly handled.

G.INSPECTION AND MAINTENANCE PROGRAM STANDARDS.

The <Your Agency> shall maintain their fleet of aircraft in an airworthy condition. This will include the use of line maintenance, heavy maintenance and line support maintenance functions. All work performed will be in accordance with all applicable FAR's. The <Your Agency>, through specified deviation procedures, may deviate from the airworthiness requirements in an emergency situation. When airworthiness requirements are deviated from, the <Your Agency> Maintenance Supervisor will notify all affected personnel in writing about the details and assumes any responsibility or liability for deviation from this standard. The <Your Agency> Maintenance Supervisor shall be responsible for any approval for return to service or maintenance records involved in the deviation.

(1)The <Your Agency> shall perform maintenance tasks and inspection functions on <state aircraft make/model, serial number> (Example: Boeing 727-100, manufacturer serial numbers 234 and 290, in accordance with the Daniel Systems, Inc., Maintenance Program entitled "U.S. Marshals Service B727-100 Inspection Program", latest revision accepted by U.S. Marshals Servce). For those maintenance tasks not covered in the above referenced program, the appropriate manufacturer's maintenance manual shall be used.

(2)The <Your Agency> shall perform maintenance tasks and inspection functions on all <state aircraft make/model> (Example: Sabreliner, 265-80), aircraft in accordance with the Computerized Aircraft Maintenance Program Systems (CAMPS). For those maintenance tasks not covered in CAMPS, the appropriate manufacturer's maintenance manual shall be used.

III. CONTINUOUS AIRWORTHINESS MAINTENANCE PROGRAM (CAMP)

(3)The <Your Agency> shall perform maintenance tasks and inspection functions on the<state aircraft make/model> (Example: Cessna C-500 (Citation)) aircraft in accordance with the Cessna CESCOM Program. For those maintenance tasks not covered in CESCOM, the appropriate manufacturer's maintenance manual shall be used.

(4)All other <Your Agency> aircraft shall be maintained in accordance with the appropriate manufacture's maintenance manuals and FAR's.

(5)All major alterations, modifications, and repairs performed on the <Your Agency> fleet, including airframes, power plants, propellers, or appliances, shall be accomplished using technical data that has been approved by the FAA.

(6)Major repairs performed on the airframe of the Boeing 727 aircraft shall be accomplished in accordance with the Boeing Approved Structures Repair Manual.

H.APPROVAL PROCESS.

The Continuous Airworthiness Maintenance Program (CAMP) will be approved by the Chief, Air Operations Division with reviews by the FAA for conformance with airworthiness policies.

III. CONTINUOUS AIRWORTHINESS MAINTENANCE PROGRAM (CAMP)

3.RESPONSIBILITY FOR AIRWORTHINESS.

A.GENERAL.

The<Your Agency Aviation Title> is responsible for the airworthiness of aircraft assigned to the <Your Agency>. The airworthiness of the aircraft includes airframes, engines, propellers, rotors, appliances, and parts. All maintenance and inspections will be performed in accordance with the <Your Agency> General Maintenance Manual (GMM), the applicable manufacturer manuals, and FAR 43. The Maintenance Supervisor,<Your Agency Aviation Title>, will be responsible for ensuring that discrepancies between required inspections are corrected to maintain continued airworthiness. For any maintenance performed outside the <Your Agency> the Maintenance Supervisor is responsible for ensuring that:

(1)The person(s) performing the maintenance, preventive maintenance, or alteration is properly certificated and qualified to perform the assigned function.

(2)That the work performed is done in accordance with the FAA approved continuous airworthiness program and FARs.

(3)That a record is made in the aircraft flight log of the description of work performed, the date, certificate number, and type certificate held of the person performing the work.

B.EVALUATION OF FACILITIES PERFORMING MAINTENANCE ON <Your Agency> AIRCRAFT.

The Maintenance Supervisor is responsible for the evaluation of facilities performing maintenance for the <Your Agency> fleet. This includes internal maintenance programs, maintenance provided by other government agencies, and scheduled commercial contract maintenance including facilities frequently used for line maintenance but not under contract.

These evaluations are to ensure:

(1)The <Your Agency> GMM, aircraft inspection/maintenance program documents, and original equipment manufacturer's maintenance manuals are current.

(2)Maintenance training records are maintained and correct.

III. CONTINUOUS AIRWORTHINESS MAINTENANCE PROGRAM (CAMP)

(3)Aircraft flight log entries are complete and time limits for inspections, components, or minimum equipment list items have not been exceeded.

(4)Aircraft records are up-to-date and required inspection and time limits are not overdue.

(5)General appearance of the maintenance organization, aircraft, line service equipment, including fueling trucks/facilities, are in accordance with good housekeeping and aircraft cleanliness policies.

(6)The evaluations will be accomplished annually with a written report provided to the Chief,<Your Agency Aviation Title> and a copy to file.

(7)Conditions found which constitute unfavorable or un-airworthy conditions followed-up to ensure compliance. The follow-up schedule is the responsibility of the Maintenance Supervisor with a time limit established based on the severity of the condition discovered during the evaluation.

(8)Required forms and reports have been completed and processed in accordance with approved procedures.

C.LEASED AIRCRAFT

Leased aircraft are provided by companies under various agreements. These agreements identify responsibility for crews, fuel, dispatching, maintenance, and "operational control" of the aircraft. Advisory Circular (AC) 91-37A, Truth In Leasing, describes conditions and responsibilities associated with various leases.

<Aircraft Make/Model> (Ex: Boeing 727) aircraft leased by the <Your Agency> will have maintenance acceptance performed by inspecting the following areas:

(1)Visually inspect the following areas of the wings, fuselage, and empennage:

(a)Radome, exterior surface of fuselage, aircraft windows, access door, pilot heads, static vents, air conditioning inlets and exhausts.

(b)Wings, R&L, including leading edges and control surfaces.

III. CONTINUOUS AIRWORTHINESS MAINTENANCE PROGRAM (CAMP)

(c)

Generated

Generated

Generated

Generated

Generated

Generated

Generated

Generated