

Maintenance programme amendments

1. Terminology

Issue

An issue of the AMP does represent the complete AMP document and can be the first edition or any later new editions.

Revision

A revision is any change or amendment to an issue and does not necessarily require a complete reprint of the AMP document after the revision.

Task card item

A task card item means a single maintenance requirement item.

Maintenance programme

Maintenance programme is another term used for “aircraft maintenance programme (AMP)”.

Approved

Approved means approved by the Authority directly or in accordance with a procedure approved by the Authority.

TC holder requirement

Any requirement that has issued by the TC or STC holder for the product concerned (AMM, MPD, MRB, TLMC, etc..).

2. Direct revision reasons

Each of the following revision reasons is considered as a revision to the maintenance programme that requires a direct approval by the competent authority:

- The first issue of the AMP, as part of the introduction of a new aircraft type into the Operators AOC
- Complete revisions to the maintenance programme (new issues)
- Changes to the basic concept of the maintenance programme (distributed vs check package, hard time control to condition monitoring, etc.)
- Escalation of a task card item beyond the requirements of OEM or Aviation Authority requirements including NAA requirements (e.g. AD, LTA)
- One time exceedances of approved tolerances
- Changes to the maintenance programme due to Part-SPA (e.g. ETOPS, LVO, CAT II/III,...)
- Changes to procedures which do influence the airworthiness control aspects of procedures or deviate from implementing rules or the associated AMC
- Changes which are assigned as direct approved changes by the competent authority
- Incorporation of used aircraft imported into the EU

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3. Indirect revision reasons

Every revision, which does not fulfill the criteria above, shall be handled as indirect approved revision. These shall be approved by the CAMO according to the approved procedure.

This may include addition of a new aircraft or an aircraft transferred from an EU member state to an already approved AMP. This privilege will be granted to CAMO's which have shown to amend their AMP's at a quality level acceptable to the competent authority. If suspended, the addition of such aircraft will be added to the list of direct revisions.

Note: When this privilege is applicable, the CAME shall state that when a reliability programme is applicable the addition of the 6th aircraft will lead to a change in the content of the reliability programme. Then the applicable full reliability programme shall be described in the CAME or AMP or Reliability Procedure (as applicable). This change in the reliability programme should be handled as direct revision.

4. Approved Procedure

The Maintenance Programme Document of all aircraft types is intended to be an up-to-date document. The PCA is responsible for the revision of the AMP. He has to monitor all applicable documents and shall incorporate all changes which affect the AMP as well as all changes of internal procedures into the AMP without request by other parties.

In order to perform indirect revisions to the AMP the company needs to develop a procedure for the Revision of the AMP. This procedure shall state the possible reasons for revision, the steps to be performed when revising the AMP, how the double check is performed and the approval process.

It shall also include a summary of any changed item additional to the IFCAs issued by the TC holder, including STC's, ETSO's, major repairs and all items identified by the competent authority.

The procedure shall clearly define that the implementation of an additional aircraft into the AMP can only be approved after the competent authority has issued the CofR.

Indirect revisions triggered by the change of TC holder requirement documents shall be performed without exceeding any item affected and within the timeframe defined by the TC holder, or if no other limits apply, not later than 60 days after the publishing of the change by the TC holder through the applicable distribution method (paper, CD, electronically,...).

5. Numbering of revisions

Example for a numbering system

The Revision numbering system should be organized as follows:

AMP name (AMP-company code-aircraft type), issue number, revision number direct, indirect

Example: AMP-JBLOG-A320, Issue 1, Rev. 15 C

Issue number: numeric numbering; increased for complete updates of the AMP

Revision number:

- Direct revision: numeric numbering; increased at every direct revision; set to 0 at every increase of issue number
- Indirect revision: alpha-numeric numbering; increased at every indirect revision (A, B, C,...); set to blank at every increase of direct revision number

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6. Maintenance programme approval process

The company should divide its revision procedure in 2 different categories:

- Direct approved revision
- Indirect approved revision

The AMP shall contain a list with all approved revisions showing the reasons and concerned parts of the AMP.

6.1 Direct revisions

The PCA or appropriate qualified engineering staff shall provide the direct revision to the Quality Manager or independent engineering staff (appropriately qualified) in order to monitor conformity with requirements and consistency to the procedures. This conformity check shall be documented in an appropriate form and cover all changed aspects. All direct revisions shall then be presented by the PCA to Austro Control GmbH for approval.

6.2 Indirect revisions

All indirect revisions shall be prepared by the PCA or appropriate qualified engineering staff and sent to an independent engineering staff (appropriately qualified) or, if no independent Engineer is available, the Quality Manager in order to check conformity with the requirements. This conformity check shall be documented in an appropriate form and cover all changed aspects. The PCA or his/her deputy must release every indirect revision to the AMP which is considered as "Approved by the CAMO under a procedure agreed with the competent authority". Thereafter the PCA shall distribute the AMP in accordance with the distribution list as soon as possible. The revisions have to be sent to the competent authority within 10 days after the approval for acceptance. The revision shall be sent to the following e-mail address: airworthiness@austrocontrol.at.

ACG will accept the revised AMP (usually via e-mail) or, if applicable disagree to the revision, explaining in that case the reasons. If the authority disagrees, the persons releasing the change have to recall the indirect approved AMP revision immediately. The revision will then be issued as a direct revision and sent to the competent authority together with an application for the approval.

7. Publication of AMP document

Direct and indirect revisions are made available on-line and as paper version in the CAMO office. The distribution is done according the distribution list in the AMP. Indirectly approved revisions shall be distributed as complete documents.

The technical procedure for the revision of the AMP (highlights, marking, incorporating,...) is contained in the respective AMP.

All approved maintenance programmes of the AOC Holder shall be listed in the CAME.

8. Records

Records have to be kept to demonstrate the reason and contents of changes and that the revision of the maintenance programme is justified by approved relevant data in accordance with the relevant procedures. The records shall be stored acc. CAME 1.3.

9. Personnel

The CAMO shall ensure that the persons involved in the approval of AMP's is sufficiently qualified with appropriate engineering experience and understanding of reliability concepts.