



GOVERNMENT OF INDIA
OFFICE OF THE DIRECTOR GENERAL OF CIVIL AVIATION
TECHNICAL CENTRE, OPP SAFDURJUNG AIRPORT, New Delhi

CIVIL AVIATION REQUIREMENT
SECTION 2 - AIRWORTHINESS
SERIES 'E' PART XII
DATED 21st November, 2017

EFFECTIVE : FORTHWITH

F. No. 11-690/2E XII-AI(2)

Subject: ACCEPTANCE OF FOREIGN APPROVED ORGANISATION (FAO) – AIRCRAFT TYPE TRAINING

1. Introduction

- 1.1 Airlines nowadays enter into contractual arrangements for imparting aircraft type training to their maintenance personnel outside India. ICAO Annex 1 Standards require that competency based approved training for aircraft maintenance personnel shall be conducted within an approved training organisation. Consequently, organisations imparting aircraft type training on an international basis are required to maintain multiple certificates/ approvals. This also places a burden on the foreign State authorities whose approvals they are required to hold. It is also recognised that the State having the direct responsibility for the approval of the organisation is in a better position for oversight.
- 1.2 Rule 133BA of the Aircraft Rules, 1937 provides that the Director-General may accept a Foreign Approved Organisation (FAO) for the purpose of training in accordance with the requirements specified by the Director-General.
- 1.3 This CAR lays down the requirements for the acceptance of a FAO for conducting type training and is issued under the provisions of Rule 133A of the Aircraft Rules, 1937.

2. Applicability

- 2.1 This CAR is applicable to a FAO holding EASA Part 147 Maintenance Training Organisation approval seeking acceptance to conduct aircraft type training to maintenance personnel for the purpose of type rating endorsement on Indian CAR 66 AME licence.
- 2.2 This CAR is not applicable to training organisations located in India and holding EASA Part 147 Maintenance Training Organisation approval.

3. Conditions for acceptance of FAO for conducting aircraft type training

- 3.1 The FAO must hold a valid certificate of approval as an EASA Part 147 maintenance training organisation.
- 3.2 The FAO should have an effective independent quality monitoring (audit) system to ensure that it remains in compliance with the standard to which its EASA Part 147 approval was issued.
- 3.3 The FAO accepts that DGCA may access the Maintenance Training Organisation's facilities during its normal working hours to verify compliance.
- 3.4 The DGCA may require authentication/ verification of the certificate of recognition from the EASA to confirm the authenticity of the certificate.

4. Procedure for initial issue of DGCA Acceptance

- 4.1 The FAO must show that there is a need for DGCA Acceptance by means of documentary evidence indicating that an Indian customer has placed intent for imparting aircraft type training to maintenance personal.

Documentary evidence may be in the form of a letter of intent, or a contract.

Note: Relevant customer may be an aircraft owner/ operator or CAR 145 approved organisation

- 4.2 The FAO shall apply on DGCA Form FM 2 along with:

(a) "DGCA MTOE Supplement" to their EASA Part 147 Maintenance Training Organisation Exposition (MTOE) to address the additional conditions required by this CAR. The following items shall be addressed in the MTOE Supplement:

- (i) List of effective pages
- (ii) Amendment procedures
- (iii) Introduction
- (iv) Responsible person commitment
- (v) Notification Procedures to DGCA regarding changes to the Organisation.
- (vi) List of Courses Acceptance by DGCA
- (vii) Access by the DGCA
- (viii) Compliance statement of Appendix III to CAR 66 Aircraft Type training and Examination Standard
- (ix) Records of Training Imparted.
- (x) Confirmation to the conditions of acceptance

Note: An example of a DGCA Supplement is included as Appendix I to this CAR.

- (b) Requisite fees

- (c) Copy of EASA Part 147 Maintenance Training Organisation Approval Certificate and associated Approval Schedule together with controlled copy of the MTOE.
- (d) Letter of Intent.

4.3 The application along with enclosures should be sent to –

O/o Director General of Civil Aviation,
Opposite Safdarjung Airport,
New Delhi,
India – 110 003
(Attn. Director of Airworthiness)

4.4 On receipt of the application and on being satisfied with both the MTOE “DGCA Supplement” and the evidence of need, the DGCA may issue a Certificate of Acceptance under Rule 133BA with a validity of up to two years.

4.5 The continued validity of the Certificate of Acceptance is subject to completion of an audit/ surveillance by DGCA which will be undertaken within the validity period of the certificate. The cost of the audit/ surveillance shall be borne by the FAO. Completion of such audit/ surveillance may result in continuation, suspension or renewal of the certificate of acceptance, depending upon the recommendation of the DGCA auditor(s).

5. Procedure for renewal of DGCA Acceptance

5.1 The FAO shall show that there is a continued need for DGCA acceptance by either complying with para 4.1 or submitting the evidence of having imparted maintenance training to a para 4.1 relevant customer.

- (i) Confirmation that the “DGCA Supplement” conforms to the requirements of this CAR. Any changes that may require amendment of the “DGCA Supplement” shall require approval of DGCA.
- (ii) Evidence of need
- (iii) Requisite fees

5.2 On receipt of application, DGCA may normally renew the Certificate of Acceptance for a period of two years, unless limited to a specific period by the DGCA.

5.3 Any application filed for renewal of Certificate of Acceptance after its expiration date shall be treated as initial application, hence, the forfeiture of any previous payment made related to the expired certificate.

5.4 The FAO holder of a renewed Certificate of Acceptance will be audited at least once by DGCA during the validity period of the renewed certificate. Non-completion of the required audit by the DGCA would result to non-renewal or suspension of the acceptance.

6. Procedure for Extension to scope of acceptance including change in name/ address of the FAO

- 6.1 For extension to the scope of acceptance/ change in name/ address, the FAO will be required to submit DGCA FM-2 along with enclosures as per paragraph 4.2.
- 6.2 Extension to the scope of Certificate of Acceptance/ change in name/ address will not change the expiry date of the current certificate except in the case where a concurrent renewal application has been made together with the renewal fee.

7. DGCA Contact Address

- 7.1 Any correspondence required to be sent to the DGCA shall be addressed as specified in 4.3.

8. Revocation of Certificate of Acceptance and Appeal Procedure

- 8.1 If the DGCA determines that there is a significant failure to comply with the conditions to the certificate, the DGCA may revoke the Certificate of Acceptance, either in complete or partially.
- 8.2 In case of revocation of the EASA Part 147 Maintenance Training Organisation Certificate, the DGCA Certificate of Acceptance shall stand automatically invalid.
- 8.3 In case of a limitation having been imposed on the approval/ certificate the EASA Part 147 Maintenance Training Organisation, the DGCA Certificate of Acceptance shall have automatically the same limitation imposed.
- 8.4 FAO may appeal to DGCA, within 21 days from the receipt of the letter of revocation, subject to submission of evidence in support of the appeal. The Certificate of Acceptance shall remain in temporary suspension pending the outcome of any appeal and should a special DGCA audit of such a FAO be necessary, the cost of the audit shall be borne by the FAO.
- 8.5 There shall be no right of appeal to DGCA in case the EASA Part 147 Maintenance Training Organisation Certificate has been revoked or a limitation has been imposed on the approval/ certificate.

(B S Bhullar)
Director General of Civil Aviation

Example of a DGCA Supplement

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| DGCA Supplement |
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COVER PAGE

Foreign Approved Organisation Name and Facility Address

Organisation's EASA Approval No.: _____

DGCA Certificate of Acceptance No.: _____

This Supplement does not form part of the EASA approved Maintenance Training Organisation Exposition (MTOE);

This Supplement together with the established MTOE form the basis of the acceptance by Director General of Civil Aviation, India (DGCA, India) of (*state the FAO name*) as approved maintenance training organisation source for India for imparting aircraft type training.

Training imparted in accordance with the above established MTOE and this Supplement is accepted as being in compliance with Rule 133BA of the Aircraft Rules, 1937.

Notes:

1. This example DGCA Supplement gives guidance on the subjects which need to be addressed and translated into working procedures to ensure compliance with CAR Section 2 Series E Part XII, as amended. The Supplement must be customized to satisfy FAO procedures.

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1. List of effective pages

Self explanatory

2. Amendment procedures

This Section should identify who is responsible for amendment action within the accepted FAO and that amendments to the Supplement must be submitted to DGCA for approval.

It should be indicated under this Section that failure to ensure that the FAO MTOE and this DGCA Supplement are kept up to date in respect of regulatory changes, the DGCA acceptance may be invalidated.

3. Introduction

This Section should address why this Supplement is established. Rule 133B of the Aircraft Rules, 1937 requires that the aircraft type training shall be carried out by an Aircraft Maintenance Organisation approved by DGCA. Further, Rule 133B required that aircraft type training can be carried out by a foreign aircraft maintenance type training organization accepted by DGCA. The DGCA prescribes additional requirements in CAR Section 2 Series E Part XII, as amended, for foreign aircraft maintenance training organization who seek acceptance as approved maintenance aircraft type training source based on recognized equivalent standards.

4. Responsible person commitment

This Section should indicate the commitment by the responsible person that the foreign aircraft maintenance training organization will comply with the standard and procedures established in the relevant MTOE and the descriptions provided in the DGCA Supplement when imparting aircraft maintenance type training to maintenance personnel for issue of type rating on Indian CAR 66 AME Licence. The responsible person is normally the organisation's Accountable Manager, however, that person may hold another

responsible position within the organization, as long as he/she has full financial authority. An appropriate statement may be as follows:

“This Supplement defines the organization and established measures to meet the conditions prescribed under Rule 133BA of the Aircraft Rules, 1937 and to comply with the requirements of CAR Section 2 Series E Part XII, as amended, for the purpose of the continuous validity of the Certificate of Acceptance held by the organization.

This Supplement together with the EASA 147 Approval No. _____ held by the organization forms the basis of the acceptance by the DGCA of the organization as approved maintenance training source for imparting aircraft type training.

The measures contained in this Supplement and ensuring procedures are approved by the undersigned and shall be adhered to when knowledge and practical is being progressed under the term of the approval.

It is recognized that ensuring procedures that are established for the performance and accomplishment of the measures contained in this Supplement do not override the necessity to comply with any additional requirements that the DGCA may prescribe from time to time.

It is understood that the DGCA will accept this organization as an approved source of aircraft maintenance training for imparting aircraft type training as long as the DGCA is satisfied that the measures established in this supplement and ensuring procedures are followed and recognized training standards are maintained. It is also understood that the DGCA reserves the right to cancel the acceptance for any breach to the conditions of the certificate and non-compliance with the measures established in this Supplement.”

The statement must be signed by the responsible person on behalf of the foreign aircraft maintenance training organization.

When the responsible person is replaced, the new responsible person must sign the statement to maintain the validity of the acceptance approval granted to the DGCA Supplement.

5. Notification Procedures to DGCA regarding changes to the Organisation

This Section should address the procedures for notification to DGCA regarding any changes to the Organisation. The organisations ‘nominated person’ responsible for informing the DGCA of any proposed changes should be indicated in this section.

6. List of Courses Accepted by DGCA

This Section should address the basis upon which the organization is accepted by the DGCA as approved maintenance training source for India for imparting aircraft type training.

This sections should details a list of the PART-147 course(s) for which DGCA acceptance is issued. This should also include 'Differences' courses.

The DGCA acceptance is valid only within the geographical locations of operation where the holder is approved under its EASA IR Part-147 Approval, unless otherwise so authorized by the DGCA.

7. Access by the DGCA

This Section should address the fact that DGCA staff must be allowed access to the organisation's facilities for the purpose of assuring compliance with the established measures in the DGCA Supplement and relevant ensuring procedures.

8. Compliance statement of Appendix III to CAR 66 Aircraft Type training and Examination Standard

This Section should address the subject of compliance of CAR 66 type training and examination standard. The section may cross refer the procedures to comply with the type training requirements with regards to duration, theoretical and practical training elements as per Appendix III of CAR 66.

9. Records of Training Imparted

This Section should address the procedures for the production, maintenance and security of student files.

These should include details of all student attendance's, final knowledge examinations, practical assessments and any re-examination carried out and their results for Type Training, information of those courses completed, their content and at which levels at which they were instructed and examined.


There should also be reference to the Basic work experience' records required to be kept by the student whilst he is undergoing his live operating aircraft experience.

The use of an "Aircraft Maintenance Engineers Log Book" is a good example.

Completion of all certifications and records for the training it performed shall be in the English language.

10. Confirmation to the conditions of acceptance

This Section should address the requirement for the organization to confirm that it shall comply with the measures that the DGCA will undertake for the issue or continuation of the Certificate of Acceptance. This includes a statement that it will make payment of the fees that the DGCA may require and would bear the cost of any audits or monitoring activities that the DGCA may undertake to validate compliance with the conditions to the certificate and/or verify the suitability of the measures established in the DGCA Supplement.

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|  GOVERNMENT OF INDIA OFFICE OF THE DIRECTOR GENERAL OF CIVIL AVIATION TECHNICAL CENTRE, OPP SAFDURJUNG AIRPORT, New Delhi | | |
| FOREIGN APPROVED ORGANISATION (FAO) – AIRCRAFT TYPE TRAINING Application for Issuance of Initial/ continuation/ amendment of Certificate of Acceptance in accordance with Rule 133BA of the Aircraft Rules, 1937 and CAR Section 2 Series E Part XII | | |
| 1. FOREIGN APPROVED ORGANISATION (FAO) Name: | 2. Approval/ Certificate No.: | 3. Issuing NAA: |
| 4. Address of the facility: | | |
| 5. Mailing address (if difference from 4 above) | | |
| 6. Tel. | Fax. No. | Email: |
| 7. Select type of application a. Initial <input type="checkbox"/> b. Continuation <input type="checkbox"/> c. Amendment <input type="checkbox"/> | | |
| 7a. Initial application (Please give a brief summary of the organisation history, work capability and number of staff employed associated with the approval) | | |
| 7b. Continuation DGCA Certificate of Acceptance No.: | | |
| 7c. Amendment (Please provide the reason for amendment) DGCA Certificate of Acceptance No.: | | |

8. Position and name of the Accountable Manager:

I wish to apply on behalf of this organisation for acceptance by the Directorate General of Civil Aviation as an approved maintenance aircraft type training source in accordance with Rule 133BA of the Indian Aircraft Rules, 1937.

I understand that when imparting aircraft type training for a Indian customer, the organisation is required to work in accordance with EASA Part 147 except where varied by the DGCA special conditions that may be specified in the DGCA Supplement and accept that failure to comply could result in DGCA enforcement actions against this organisation.

9. Signature of the Accountable Manager:

Place:

Date:

Note 1: Item 8 is applicable only in case of an initial application

Note 2: (*) delete as applicable

Note 3: Address to which the application form should be sent

O/o Director General of Civil Aviation,
Opposite Safdarjung Airport,
New Delhi,
India – 110 003
(Attn. Director of Airworthiness)

Tel: +91 11 24611357
Fax: +91 11 24652760

Note 4: Fees shall be paid in accordance with Rule 133C of the Indian Aircraft Rules, 1937