

EUROPEAN MILITARY AIRWORTHINESS DOCUMENT

EMAD R

RECOGNITION PROCESS

Edition Number	2.0
Edition Date	3 February 2016
Status	Approved



**MILITARY AIRWORTHINESS
AUTHORITIES FORUM**

DOCUMENT CONTROL

DOCUMENT APPROVAL

The following table identifies the persons who have approved this document:

Edition Number		Military Airworthiness Authorities Forum / Task Force	Authorised by	Date
2.0	Prepared by	Task Force 1	Commodore Malcolm Toy TF 1 Chairman	12 Jan 2016
	Approved by	MAWA Forum F26	Mr Henk Corporaal MAWA Forum Chair	3 Feb 2016

DOCUMENT CHANGE RECORD

Edition Number	Edition Date	Status	Reason for change (<i>detailed</i>)	Pages affected
1.0	23 Jan 2013	Approved	Final Publication	All
1.1	23 Sep 2014	Approved	Final publication of updates	All
2.0	3 Feb 2016	Approved	Post-CRS Review	All

STATUS

The Status of the document can take 3 values:

Working Draft: Version used in a Task Force during the development of the Document.

Draft: Version that is submitted by the Task Force to the Military Airworthiness Authorities Forum for Consultation and Publication.

Approved: Version that has been Approved for Publication by the Military Airworthiness Authorities Forum.

EDITION

The Edition Number will take the following format: **Edition X.Y**:

The value of **X** will change after a **major** modification of the document.

The value of **Y** will change after a **minor** modification of the document.

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Introduction

1. Other Nation's military technical airworthiness regulatory and assurance activities may be executed to different standards, using different processes and with a different risk appetite. Therefore, an Authority cannot take the work of another Military Regulator at face value without taking the risk of accepting a product that falls below the standards that they would normally expect; it is very difficult to accept technical airworthiness artefacts from other nations as underpinning evidence to support national approvals unless the nations concerned share the same airworthiness rules and terminology. Civil aerospace, the civil automotive industry and even shipping companies solve similar issues by agreeing to use common standards or a mutually agreed equivalence of their different standards.

2. The only way to make an informed and auditable judgement on the extent to which another nation's military technical airworthiness activities / products would be acceptable is to look and compare. This process, known as Recognition, ensures there is a structured evidence base to support this judgement, while identifying areas of difference and residual risk.

3. The European Defence Agency (EDA) Military Airworthiness Authorities (MAWA) Forum, in accordance with The European Harmonised Military Airworthiness Basic Framework Document, has created the European Military Airworthiness Document - Recognition (EMAD R) to detail the recommended process for EDA participating Member States (pMS) to undertake such a Recognition. It is an essential principal that military airworthiness is a national responsibility and decision, hence sovereign regulatory responsibility cannot be transferred to another nation; this is not affected by the Recognition process. Recognition can only be achieved through openness and transparency between the Recognition Partners (RPs), whilst fully respecting each other's sovereign national positions and responsibilities.

4. It should be noted that whilst this Recognition process can be used for non-EDA pMS Military Regulators, it does not apply to civilian Regulators or to certification bodies who are not Military Regulators. In addition, the Recognition process does not assess the validity or appropriateness of any Primary Certification Code or certification process used by a Military Regulator. To carry out this level of assessment would take months rather than the 3-4 day process agreed and defined by the pMS involved in the EDA MAWA.

Scope of a Recognition

5. The process for gaining Recognition revolves around the completion of the Military Authorities' Recognition Questionset (MARQ) which is based on the Air Safety Goals from ICAO Doc 9734 (Safety Oversight Manual) and/or ICAO Doc 9760 (Airworthiness Manual) Edition 3. Analysis of a RP's MARQ responses enables the assessment of the similarity of the 2 countries' airworthiness rules and to understand the differences. MARQ is split into 4 sections that cover the following areas:

- a. Airworthiness Authority.
- b. Airworthiness Inspection.
- c. Production Oversight.
- d. Aircraft Certification.

6. A Recognition can only be considered to be valid if it includes an assessment of the Airworthiness Authority of a RPs Military Regulator (i.e. sub-paragraph 5.a. above) but the other sections (sub-paragraphs 5.b. to 5.d. above) are optional depending on the Need intended to be satisfied by the Recognition.

EMAR Harmonisation and Recognition

7. Recognition is not directly linked to the implementation of EMARs in the RP (as Recognition can be completed with a RP that is not a pMS of the EDA) but any harmonisation of a Nations Regulations towards the EMARs will make the comparison undertaken during Recognition much easier and reduce the possibility of misinterpretation of the RPs Regulations.

Potential Benefits of Recognition

8. Primary:

- a. To enable a RP to potentially simplify the process and reduce the associated resources required to grant approval to organisations / products that have been previously approved by another RP.
- b. To enable a pMS' defence acquisition organisation and/or National Military Airworthiness Authority (NMAA) to potentially re-use organisational approvals and certification artefacts from RPs in their own Certification and project approval processes.
- c. Enable a national aerospace industry to use NMAA Organisational Approvals as credit with RPs towards similar approvals for foreign acquisition / maintenance contracts.

9. Secondary:

- a. Successful Recognition of an NMAA by a RP can bring significant reputational and interoperability advantages (such as US personnel being able, in accordance with Department of Defense Airworthiness Policy Directive 5030.61, to fly in another nations aircraft).
- b. To enable a pMS' defence acquisition organisation to simplify the process of contracting for shared maintenance facilities and to utilise common spares pools with nations whose Military Regulators have been Recognised.
- c. Enable a continuous improvement ethos for a RPs Regulations.

Recognition Validity

10. A Recognition is only valid for 4 years and will require a review of the Recognition Need & Scope to commence at the 3½ year point if the Recognition is to be extended.

11. A Recognition completed under an earlier Edition of the EMAD R is not made invalid by the issue of a new Edition of the EMAD R but the extant Edition of the EMAD R should be used if the Recognition is reviewed and extended.

Types of Recognition

12. The type of Recognition being sought between RPs needs to be established and agreed at the beginning of the process. Four different types of Recognition are possible:

- a. Mutual Recognition (MR) – Where all the Authorities involved identify that there are advantages in using each other's assurance activity. (e.g. adopting organisational approvals or aircraft certification evidence, or conducting joint organisational approvals or aircraft certification activities associated with a common aircraft type on a cooperative programme basis). This form of Recognition could be bi-lateral or multi-lateral.
- b. Internal (One-Way) Recognition (IR) – Where an Authority, or several Authorities working together on a particular project, wish to recognise the outputs of another

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Authority, but the Need for the Recognition is not reciprocal (e.g. when one pMS procures an aircraft 'off the shelf' from another), it would be advantageous for them to be able to use any existing certification or organisational approvals already granted by the Authority of the pMS that is selling the aircraft. This form of recognition is unilateral.

c. External Recognition (ER) – This is the recognition of an Airworthiness Authority that has not formally agreed to both the principles contained within The European Harmonised Military Airworthiness Basic Framework Document (BFD) and/or has not implemented the EMARs (i.e. one or more of the RPs involved is 'External' to the EDA pMS). This form of recognition could be conducted on a Mutual or Internal (One Way) Recognition basis.

d. Transitive Recognition (TR) – Where an authority to satisfy its Recognition Need exploits an existing Recognition between other authorities e.g. If Authority A recognises Authority B, Authority C could use this simplified process to Recognise Authority A or B rather than conduct their own Recognitions (provided that the recognition differences accepted by Authorities A and B are also acceptable to Authority C). The process at Figure A-1 should be followed, using artefacts / MARQ Responses from the existing Authority A and B Recognition rather generating new data. This form of Recognition does not require another Regulators signature on a Recognition Agreement or on a Recognition Certificate.'.

Recognition Phases

13. The Recognition process consists of 3 Phases. Each of these phases (as well as the Steps that should be used within each Phase) are described in detail in this document:

a. Recognition Phase. This is the phase where RPs work towards achieving Recognition. It begins with the identification of a Need for Recognition and the benefits that this is expected to deliver, and concludes with the issuing of a Recognition Certificate(s). The activities associated with this phase are detailed in Steps 1 to 16 on the following pages. They describe the activity required for 2 or more Authorities to initiate the Recognition process, to form an agreement on the processes to be used, to conduct an analysis of each other and then, when satisfied, to declare Recognition.

b. Recognition Review Phase. This is the activity associated with sustaining the already achieved Recognition beyond the initial issue of the Recognition Certificate(s). Recognitions can be extended for additional periods of 4 years (with a 3½ year review point as per the original Recognition). Managing the Recognition Review Phase will be the responsibility of the Coordinating Support Function.

c. Realisation of Benefits Phase. This is the activity associated with realising the potential benefits of having a Recognition in place (as outlined in Paragraphs 8 and 9 above).

Coordinating Support Function

14. The Coordinating Support Function (CSF) will be carried out by the EDA Airworthiness Office which will complete the following activities for any Recognition involving an EDA pMS:

a. Management of the support to the Recognition Phase and the Recognition Review & Extension Phase (if requested by the EDA pMS involved in the Recognition).

b. Provision of advice and guidance to Authorities throughout the Recognition Phase and the Recognition Review Phase (if requested by the EDA pMS involved in the Recognition).

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- c. Recording and archiving of shared Recognition data and the maintenance of all records of the Recognition activity.
- d. Identifying benefits, in addition to the Primary and Secondary ones identified in Paragraphs 8 and 9, that can be derived from a Recognition and exploiting them on behalf of all EDA pMS.

15. The CSF does not have any responsibility for ensuring the airworthiness of a nation's aircraft. RPs retain their sovereign decision making responsibilities and authority to act in the best interests of their Nation. Similarly the information provided by the CSF is only advisory and it is the responsibility of each RP to determine the appropriate action to take based on the information received. Additional information about the CSF is detailed at Annex C.

The Recognition Process

16. Flow-diagrams to achieve Mutual Recognition, Internal (One-Way) Recognition and External Recognition are at Annex A. These diagrams describe the sequencing of the following Steps within the 3 different types of Recognition.

Recognition Phase

Step 1: Identify Need

17. An assessment will be carried out by RPs of the benefits that they hope to gain from Recognition. This assessment may include specific projects/aircraft types that have mutual involvement, external requirements (e.g. operational need), existing certificates, approvals or other artefacts or a pMS's desire to establish Recognition with other pMS for national reasons.

Step 2: Determine if Mutual / Internal (One-Way) External Recognition is appropriate

18. Based on the outcome of the activities at **Step 1**, the appropriate type of Recognition assessment will be the identification of the Need (which might be common between all RPs). During this phase, it can be useful to consider the potential benefits at Paragraphs 8 and 9 above.

19. Early liaison with potential RPs is essential during this stage, and a cost/benefit analysis should be conducted to ensure that both RPs fully understand the full scope of benefits that could be realised, together with the resource cost of the activity associated with achieving and maintaining the Recognition.

20. Where ER is considered, the RPs must decide the type of assessment to be employed. Three different types of ER assessments are possible depending on the level of engagement that can be achieved between the RPs. A flow-diagram showing the processes to achieve the 3 types of ER is at Annex A, Figure A-2. The 3 types of ER are:

- a. Acceptance.
- b. MARQ Assessment.
- c. Conditional Assessment.

Step 3: Legal Constraints

21. It must be accepted that pMS may have differing national legal structures and requirements which may provide constraints to the Recognition process. It is therefore important that any national legal differences are identified at this stage and managed throughout the Recognition process.

22. RPs must make every effort to determine, and make known, any potential legal constraints and/or conditions that may have an impact on the Recognition process. Differences in legal structures and requirements need to be assessed by the RPs' to determine the most effective mutually acceptable resolution.

23. Activity that RPs will need to undertake to reach a mutually acceptable resolution should be detailed in the Recognition Agreement (See **Step 9** and Annex B) e.g. 'Intellectual Property Rights' constraints.

Step 4: Resourcing

24. The scope of the Recognition activity will be based upon, and resourced according to, the Need identified at **Step 1**. Whilst not exhaustive, as a minimum the factors presented below must be considered and, where appropriate, detailed in the Recognition Agreement. RPs may consider using any previous Recognition activity undertaken by any of the RPs involved (if they consider this Recognition to be suitable) to reduce the required resource. Additionally, the CSF is to be able to provide guidance in this area, based on previous Recognition activity carried out by other pMS. Each phase of the Recognition process will have differing resource requirements which will vary and will depend upon a number of factors:

a. Recognition Phase Resource.

(1) It is essential for the RPs to agree at this step that they will commit sufficient resource to complete the Recognition activity. The 'default position' is that the resource costs to achieve Recognition should be borne by the RP undertaking the specific activity. Factors to consider when determining the resource that will be required include:

(a) Timescales for Recognition activity to be completed within.

(b) The number of RPs involved in the process.

(c) The established baselines (e.g. level of EMAR implementation already achieved by the RPs, noting that partial implementation of EMARs (with alternative/national AMC) may have an impact on the level and scope of Recognition that can be achieved).

(d) Availability of Suitably Qualified and Experienced Personnel (SQEP) to carry out the necessary Recognition activities.

Note: The Recognition Agreement template (Annex B) should be used to confirm that all the required resources will be made available.

(2) Establishment of the required SQEP resource for the Recognition process will be necessary. If agreed by all RPs, a nation may supplement their own resources by outsourcing to a third-party where appropriate. The CSF is to be able to provide assistance in identifying suitable third-parties.

(3) The sharing of resource and information between RPs during this phase is important in order to validate the cost/benefit analysis. Specifically, the longer term advantages and benefits provided by Recognition in the cost/benefit analysis may need to be highlighted to justify short-term resource requirements and might prove to be a determining factor on whether to continue with the Recognition process.

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(4) Mentoring by more experienced RP (in the field of military airworthiness), or by the CSF, may be of benefit to some nations, thus enabling the provision of more effective resource, or even the development of their own SQEP.

b. Recognition Review Resource. This is the resource necessary for the activities associated with the sustainment of the achieved Recognition. RPs should consider the impact of this Recognition on any extant Recognition review activity that may already be in place for the sustainment of previous Recognition. RPs should also liaise with the CSF to establish any new requirements that could arise from this new Recognition.

c. CSF Resource. The specific resource requirements for the CSF are to be provided by the EDA Airworthiness office and its tasks are identified in Annex C.

Step 5: Establish Baselines

25. An analysis of each of the RP Authority's experience, scope of responsibilities, and ability to perform the required airworthiness functions is required so that Recognition type (e.g. MR) and process can be tailored to meet the needs of the RPs involved. The less differences that exist between the RPs, then the easier it will be to achieve Recognition.

26. Once this analysis has been completed, an agreed baseline must be established. This allows pMS with differing levels of experience, responsibility and ability to Recognise each other. Where one RP is assessed as not meeting this baseline, an agreement will need to be reached on how to resolve the differences (e.g. a possible solution could be additional mitigation or remedial actions put in place by one of the RPs for the duration of the validity of the Recognition Certificate). The CSF may be able to suggest resolution options.

27. The following 2 factors will be crucial when considering the establishment of a baseline:

a. Levels of EMAR Implementation.

(1) All pMS are committed to provide information to EDA on their intended EMAR implementation and, as well as the EMAR Implementation Sheets, the self-assessment responses of each Authority to the EMAR Question Sets could provide additional information to RPs on the level of EMAR Implementation.

(2) RPs will need to reach an agreement on how to facilitate Recognition activity when each nation may have differing national levels of EMAR implementation. A possible solution may be for RPs to limit recognition to national implementations of an EMAR or to request CSF assistance to determine and resolve EMAR differences as well as to provide recommended workarounds or remedial actions.

(3) If it is the intent for the RPs to implement EMARs, then the timescales to achieve this will need to be understood along with the impact this will have on the Recognition activity (and on the validity of any existing Recognition as EMAR implementation is likely to result in regulation change).

(4) Where a RP outside of the EDA is involved then a comparison of its regulations with the pMS's regulations will be required. This could involve a 100% like-for-like comparison or a less onerous identification of significant differences. Differences found by either approach should be addressed in **Steps 13-15**.

b. RP Authority Structure. Where RP's Authorities have significantly different structures, experience and responsibilities, it might be necessary to clearly define which

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areas of the Authority are being considered during the Recognition (e.g. only the organisation responsible for Continuing Airworthiness regulation).

Step 6: Timeline/Plan

28. RPs should develop a timeline for the completion/implementation of all Steps of the Recognition process. The agreed timelines for each of the RPs will be communicated to the CSF to ensure that the proposed timeline/plan is supportable and so any dependencies are highlighted within a single plan. Advice on the expected duration of the Steps of the Recognition process may be sought from the CSF as required.

29. This timeline, including the proposed validity period of the Recognition, should be included in a draft Recognition Agreement between the RPs (which will be formalised at **Step 9**).

30. Recognition Partners should consider exploiting previous Recognition activity (e.g. completed MARQ) to reduce timelines. The CSF will be able to provide advice, information and documentation to support this Step of the Recognition process.

Step 7: Agree MARQ Scope

31. The Military Authorities' Recognition Question Set is derived from the ICAO 9760 Issue 3 (and other ICAO documents) amended for the military environment. The MARQ is written to allow a RP to provide evidence on how it conducts its national airworthiness assurance responsibilities. The MARQ is at Annex D and consists of 4 sub-sections:

- a. Airworthiness Regulator. A Recognition can only be considered to be valid if it includes an assessment of the Airworthiness Authority of a RPs Military Regulator, i.e. this sub-section shall always be applied. It covers the code, structure and organization of the RP's Authority.
- b. Airworthiness Inspection. This covers the RP's Authority's assurance of continuing airworthiness.
- c. Production Oversight. This covers the RP's Authority's assurance of regulation compliance by production organisations.
- d. Aircraft Certification. This covers the RP's Authority's assurance of certification activities.

32. The selection of the appropriate sub-sections B to D of the MARQ to be considered during a Recognition is dependent on the assurance responsibilities of the RPs involved in the Recognition activity and the scope of Recognition (e.g. There would be little value in completing Responses to the Aircraft Certification element of the MARQ if the only purpose of gaining Recognition is to exploit common maintenance opportunities).

Step 8: Draft Recognition Agreement

33. Based on the outcome of the previous Steps, the RP need to decide what will be included in the detailed content of the Recognition Agreement. Any differences in Recognition Agreement scope and dates between the RPs will need to be identified and resolved. RPs will have to assess if the differences prevent or limit the achievement of Recognition:

- a. If Recognition is prevented or limited, then an assessment of the potential resolution activity must be conducted and a decision made as to whether continuing the resolution is appropriate, based on the likely activity required and the cost/benefit analysis carried out, e.g. differences in how EMAR 21 Privileges have been applied due to national

policy. If requested by RPs who are EDA pMS, the CSF will assist with the drafting of Recognition Agreements.

b. Any mitigated or unmitigated differences should be detailed in the Recognition Agreement.

Step 9: Sign Recognition Agreement

34. The template at Annex B is provided as a basis for the Recognition Agreement (note that the header and footer information should be removed if the template is used). The Recognition Agreement should be signed within an RPs at an authority level high enough to ensure that the required resource will be committed to the Recognition activities. Following signature of the Recognition Agreement, the RPs should also send a copy to the CSF and initiate planning with the CSF for the Recognition Review Phase.

35. Any amendment of the planned Step dates in the Recognition Agreement should result in a revised Recognition Agreement being re-signed by all RPs.

Step 10: Nations Complete Self-Assessment Using the MARQ

36 RPs should conduct self-assessments using the MARQ sub-sections as identified at **Step 7**. When conducting ER, **Steps 10 to 14** may be replaced by Acceptance or Conditional Assessment (see Paragraph 72).

37. The RPs MARQ Responses must be sufficiently comprehensive, honest and open to provide sufficient initial information and detail for the other RPs involved in the Recognition process to be able to make an adequate assessment of the responses. It is essential that detailed evidence is provided against the individual goals to demonstrate how that goal has been achieved (rather than a simple yes/no answer or a reference to a high level, multi-page document). The more information that is made available (including references to specific Regulations), then the easier it will be for RPs to analyse and accept the responses.

38. A RPs MARQ Responses should reflect their published Regulations at the time of completion rather than any potential future amendments to those Regulations. In addition, where a Recognition is being undertaken in support of a specific project/aircraft type (see the Need at **Step 1**), care should be taken to ensure that the MARQ Responses reflect the Regulations that apply to that specific project/aircraft type (see Annex F for more information).

39. Sufficient resource must be made available by each of the self-assessing RPs to ensure that the MARQ Responses are completed within the timescale detailed in the Recognition Agreement.

40. Whilst MARQ Responses should be kept up-to-date (e.g. subject to an annual review by a pMS), a new MARQ Response is not required for each Recognition activity. MARQ Responses completed during previous recognition activity by one or all of the RPs might be accepted as valid for use in this Recognition process.

Step 11: Exchange Completed MARQ Responses

41. The completed MARQ Responses should be exchanged between RPs in a timely manner to meet the timescale agreed in the Recognition Agreement. Copies should also be provided to the CSF for archiving as well as for Recognition Review Phase activities (see **Step 17**). RPs and the CSF must respect any sovereignty, legal and 'Intellectual Property Rights' constraints stipulated in the Recognition Agreement when handling completed MARQ Responses (see **Step 3**).

Step 12: Nations Review/Validate Each Other's Completed MARQ Responses & Conduct Recognition Visit(s)

42. RPs must provide sufficient resource to assess each other's completed MARQ Responses to determine if the air safety goals have or have not, been demonstrated as being achieved in an acceptable manner to enable the Need (see **Step 1**) to be realised.

43. RPs should submit their detailed comments / questions on the other RPs MARQ Responses in accordance with the Recognition Agreement timescales and in sufficient time for the other RPs to prepare responses that can be discussed on Recognition visits.

44. RPs should arrange Recognition visits to validate each other's MARQ Responses. In case of a Recognition undertaken by several RPs, joint visits should be arranged whenever practicable. The following guidelines for the composition of a Recognition visit team should be followed:

a. Each RP should appoint a Lead who is responsible for the managing their nations review of the MARQ and will act as a Point Of Contact for the RP during the Recognition Process.

b. The number of personnel and balance of the skills within the visit team must be considered. It is recommended that the personnel who completed a RPs MARQ Responses also take part in and host the visit.

Note: RPs must also be sympathetic to the impact of being visited by a large team. Confidence and trust must be established.

c. Consideration should also be given to the benchmarking of other authorities' visit teams to determine 'Best practice'.

45. It is suggested that the Recognition visit should comprise of:

a. An Introduction that covers the RP organisational structure (including any other organisations that assist with the delivery of the MARQ sub-section A goals) and the airworthiness delegation route.

b. Presentations covering:

(1) The RP processes that ensure that the MARQ Sub-section goals in the scope of the Recognition (see **Step 7**) are met.

(2) Any interfaces with the RPs Acquisition, Civil Aviation and Military organisations.

c. A review of any MARQ Response comments raised by the other RPs (from Paragraph 43 above).

46. In addition, the members of the visit team should:

a. Be impartial and independent.

b. Be appropriately experienced in order to have credibility.

c. Have undergone audit training and/or hold an audit qualification.

d. Be empowered to make a judgement on the suitability of the organisation being visited.

- e. Have the necessary expertise in the fields that are being validated/assessed.
- f. Have the required language skills to carry out the visit and provide a suitable report in English.
- g. Possess a suitable security clearance sufficient for the visit. The use of a Non-Disclosure Agreement/Confidentiality Agreement should be considered where appropriate.

47. Lessons identified and learnt when establishing a visit team and conducting Recognition visits should be documented and sent to the CSF. This will provide a repository of experience that can be drawn upon by subsequent RPs when undertaking their own visits.

Step 13: Determine Goals that have not been met

48. Based on the MARQ Responses, together with any visit findings, a list of goals that have not been met should be created. Even when performing multinational visits, each visit team from a RP has to draw and record its own conclusions, especially in terms of:

- a. Goals not met.
- b. Remaining actions necessary to meet a goal.
- c. Possibility to tolerate a goal not met.
- d. Overall Recognition (refer also to **Step 14**).

Step 14: Address Goals that have not been met

49. Where any of the goals in the MARQ are considered by the Recognising RP as having not been met, RPs must strive to resolve the issue especially if it affects the realisation of the Need. It may be possible that a 'full' resolution to the issue is not necessary – the scope of the Recognition Certificate may allow enough scope for mitigation to be put in place that provides a limited solution that could be satisfactory to RPs. The issues and how they were addressed should be entered in the Reviewing RP comments column on the RPs MARQ Responses. Each nation should detail the visit results (including any outstanding goals) in a national Recognition Report (see **Step 15**).

50. Support and guidance may be sought from the CSF to assist in resolving unmet goals.

51. A RPs MARQ Responses may need to be updated following **Steps 12 to 14**. This would aid use for future Recognitions and delivers the secondary benefit of Continuous Improvement identified in Paragraph 9.c. above.

Step 15: Complete a Recognition Report

52. Each RP should produce a Recognition Report that details their reasoning / evidence for agreeing to successfully complete the Recognition (including details of any Goals that have not been met as well as any constraints or limitations of the Recognition). The Recognition Report should either incorporate or clearly reference the RPs MARQ Responses used during the process (that includes the outcomes of the 'Comments' and 'Actions' detailed on the MARQ (see **Steps 12, 13 and 14**). The Report should also clearly state if it is the judgement of the RP's Lead that the Recognition activity has obtained sufficient evidence to enable the Recognition to satisfy the Need (see **Step 1**).

53. Reports should be produced in English, noting that a RP may wish to have a translation made into their own national language. In addition, to assist with Transitive Recognition, the RPs

should make arrangements to ensure that their Recognition Reports are releasable (e.g. in accordance with any national security restrictions, document release processes and with permission from the other RP) to other nations.

Step 16: Nations Issue Recognition Certificate

54. If a Recognising RP, based on the outcome of their MARQ Response review and their Recognition visit undertaken at **Steps 12 to 14**, supported by the conclusions of the Recognition Report, provides the structured evidence base required to successfully meet the Need and conclude the Recognition, RPs should issue and sign a Recognition Certificate. The template at Annex E is provided as a basis for the Recognition Certificate (note that the header and footer information should be removed if the template is used).

55. The scope of the Recognition (e.g. benchmarked against which EMARs, limitations to specific aircraft types, etc.) must be detailed on the Recognition Certificate (i.e. in Table 2 of the Certificate). The Recognition Certificate should also clearly detail the configuration details (i.e. date of issue and the originating EMAD R Edition) of the RPs MARQ Responses used in the Recognition activity.

56. Copies of the finalised MARQ Responses and Recognition Certificates should also be provided by the RPs to the CSF for archiving and Recognition Review Phase activities.

Recognition Review Phase

Step 17: Recognition Review

57. In the last 6 months of the Recognition period (or as detailed in the Recognition Agreement) RPs should conduct a Review of the Recognition to assess if it is still supporting their Need and also to ensure that it is providing the appropriate level of assurance to enable Artefacts from the other RP to be used. The CSF should, as required, prompt RPs to undertake this Review. The following factors are suggested for consideration whilst undertaking a Recognition Review (this is not intended to be an exhaustive list):

- a. The evolution of a RPs Regulations (including the implementation of EMARs) since the signature of the previous Recognition Certificate.
- b. Changes to the Need supported by the Recognition (e.g. additional programmes/platforms wishing to exploit Artefacts obtained via the Recognition).
- c. The increased maturity of both RPs (including any organisational changes).
- d. Changes of personnel (particularly of Recognition Certificate signatories).
- e. Updates to a nations MARQ Responses.

58. There is no set format / process for the Recognition Review and RPs should decide (or agree between themselves for MR) the appropriate level of effort and scope that satisfies their national needs. However, as many of the factors suggested above would be covered in the first Steps of the Recognition process and any co-ordination with another RP would benefit from the proposed dates being detailed in a new Recognition Agreement, it is recommended that the process used for Recognition (**Steps 1 to 16**) is followed again during the Review.

59. It is recommended that the successful completion of a Recognition Review is formalised by the issue of a new Recognition Certificate (as per **Step 16**).

Step 18: Nation Notifies of Significant Change to Self-Assessment of RP

60. All nations that have already signed a Recognition Certificate as recognised RPs, or are in the late Steps of the Initial Recognition Phase, are required to notify their recognising RPs and the CSF of a significant change to their organisation or Regulations. Additionally, significant changes may be discovered during a Recognition Review (**Step 17**). The following are examples of what would constitute a significant change:

- a. Change of key personnel (e.g. Signatories of the Recognition Certificate).
- b. Significant changes to national airworthiness regulations.
- c. Change of Authority status (e.g. independence from Ministry Of Defence and/or Defence acquisition organisation).
- d. Significant reduction in manpower or SQEP within the Authority.

Step 19: Monitoring Significant Change without Official notification

61. Should the CSF become aware of any significant changes without Official notification from an RP, they are to inform the RPs of all Recognition Certificates that could potentially be affected by the change(s).

Step 20: Decide if the Recognition Certificate is affected

62. The changes revealed at **Steps 17, 18 and 19** may trigger the need to review the scope of the extant Recognitions. RPs must consider all of the changes / Recognition Review findings that have been notified to them in order to enable the most appropriate action to be determined.

Step 21: Is there a requirement for RPs to resolve an issue as a result of a change?

63. RPs should attempt to jointly determine the most appropriate action to take to address the implications of any changes. Possible actions could include, but are not limited to:

- a. Change the scope or validity date of the Recognition.
- b. Requesting corrective actions be put in place to maintain the current scope of Recognition.
- c. Additional measures to ensure the validity of the Recognition.

64. Significant changes may result in issuing a revised Recognition Certificate.

65. If agreement cannot be reached, or if a RP does not have the necessary resources to resolve the implications of a change or the cost/benefit to a nation of addressing the change far outweighs any benefit to that RP, then a nation will always retain the sovereign privilege of withdrawing from a Recognition (see also **Recognition Suspension / Withdrawal** at Paragraph 71).

Step 22: CSF Records, and Archives, Recognition Status

66. The CSF is to amend its records accordingly and maintain an archive of all Recognitions (including copies of the Certificates) involving EDA pMS.

Note: The CSF does not have any executive authority in its own right. It's function is to record decisions and changes made by nations and then to advise other nations of these changes / possible implications.

Realisation Of Benefits Phase

Step 23: Exploit Recognition

67. This phase is when RPs will gain benefit from the Recognition through the use of Artefacts (outputs of regulatory processes e.g. approvals, certificates, directives and licences) that are issued by the other RP. See Annex F for the suggested prerequisites to using these Artefacts.

68. If a RP chooses to use Artefacts from another nation's authority, this confers no liability on the providing authority.

69. The Realisation of Benefits Phase can be tailored to meet the needs of the RPs involved and the Need behind the Recognition. The outcomes of **Steps 1 to 16** should support the Realisation of Benefits Phase, noting that with the existence of previously issued Recognition Certificates, many of the Steps may require only limited activity, thus making the process significantly quicker and would require less resource.

Step 24: Information sharing

70. RPs will need to consider what information is required to be shared and might consider specifying it in the Recognition Certificate. Permission may need to be sought from specific organisations if the information is about them or their products. Examples of information that could be shared between RPs are:

- a. Recognition Reports.
- b. Organisational Approvals.
- c. On-going formal surveillance reports as well as any emergent concerns/issues associated with approvals and certificates.
- d. Changes to Organisational Expositions.
- e. Changes to Military Type Certificates.
- f. Technical Airworthiness Information (e.g. Airworthiness Directives).

Recognition Suspension / Withdrawal

71. A change of Need or other factors underpinning a Recognition might mean that a Nation may decide to suspend or withdraw from a Recognition at any stage during the Recognition validity period. To do so, the Nation should formally write to its RP(s) and the CSF to inform them of its intent to suspend or withdraw from the Recognition.

External Recognition Assessments

72. Where a pMS seeks to recognise an RP (or Airworthiness Authority (AA)) which operates outside of the BFD and EMARs, it should utilise one of the following methods to gain assurance that the subject RP activities are conducted in a manner acceptable to that pMS, such that subsequent benefits might be achieved. The different methods to achieve ER, require different levels of scrutiny, dependent upon the RP being assessed:

- a. Acceptance: This assessment process could be used by an RP to accept the competence of a Civil Aviation Authority (CAA) verified as having assurance by a body deemed acceptable to the RP such as EASA or FAA. This assessment relies on the acceptable body having carried out their assurance assessment and therefore the RP of a pMS could determine its responsibilities for airworthiness are likewise assured. This

EMAD R - RECOGNITION PROCESS

process minimizes the effort required from the involved RPs and could lead to an expeditious decision. Verification would be required that the assurance:

- (1) Is extant and remains so for the required period.
- (2) Covers the same scope of recognition.
- (3) Is applicable to the required artefacts.
- (4) Is subject to surveillance and not undergoing sanctions.
- (5) Satisfies the intended environment of operation. The CAA shall be informed about the results of this accepted recognition and about the time period the acceptance remains valid.

b. MARQ: This process could be used by RPs to accept the competencies of an AA external to the EDA based on the response and assessment using the MARQ. This would be the preferred assessment approach for CAAs (where the assurance of an accepted body such as EASA or FAA is not available) and for NMAAs. This option relies on the cooperation of the external AAs and leads to the most substantiated decision basis.

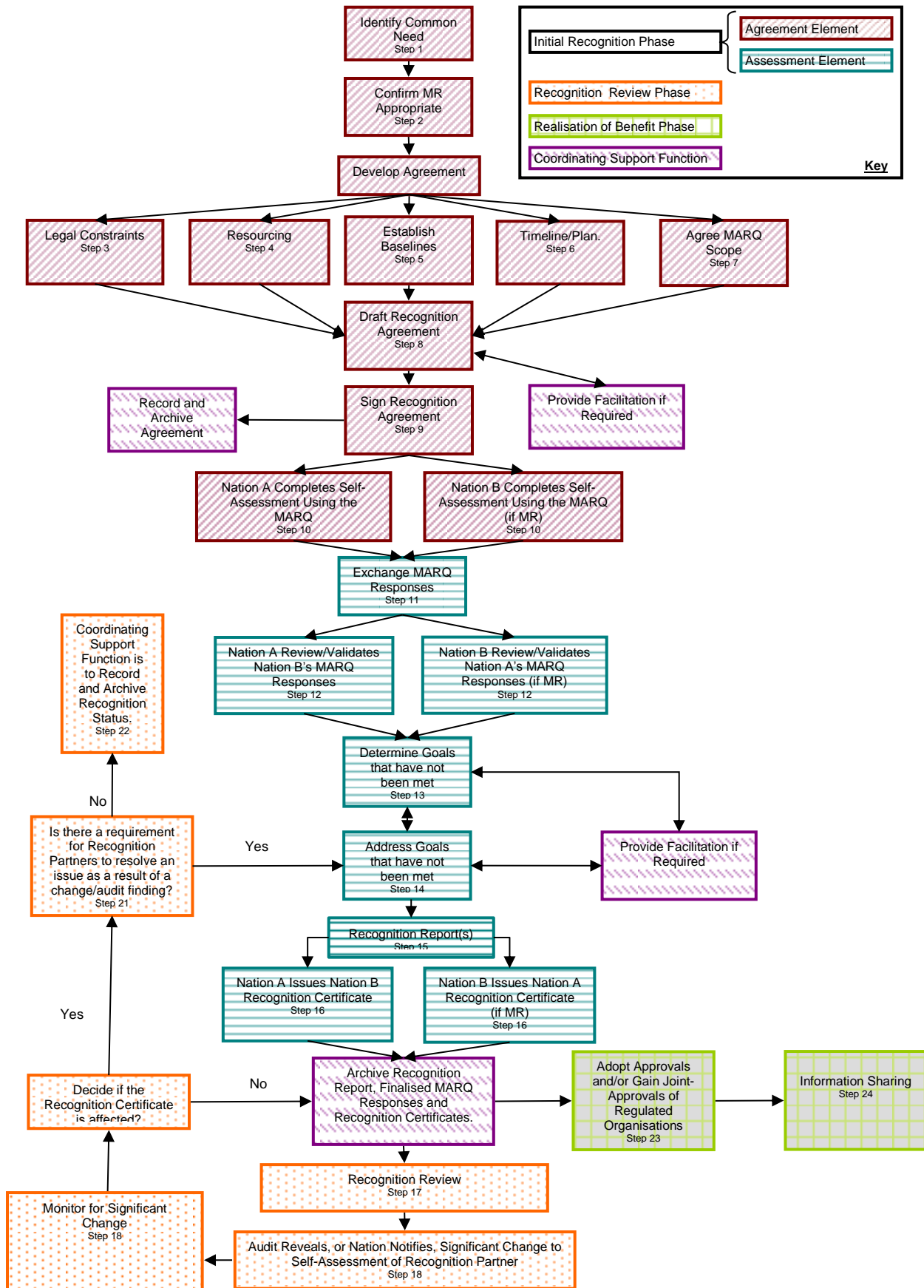
c. Conditional Assessment: For those scenarios where assessment by processes (a) and (b) above cannot be achieved, the RP might elect to make an assessment from other appropriate sources of information available. This process is unlikely to be comprehensive and should be accompanied by appropriate conditions and risk assessments.

The RP might decide to use an airworthiness statement of the external AA and/or a visit to assess a potential RP, when acceptance or MARQ assessments could not be performed due to limitations of time, resource or operational necessity. Based on the results of the analysis, together with any visit findings, a list of goals that have not been met should be created. The RP should conduct a risk assessment to determine whether the deficiencies are acceptable or whether mitigating action may be appropriate.

Open-source information should be considered in the risk assessment. This process can be used to substitute a review cycle of Recognition if justified confidence in the competence of the AA exists.

(1) Conditional Recognition Visit. The visit team should consist of experienced independent experts appropriate to the scope for which acceptance can be granted. The visit team should evaluate the external AAs:

- (a) Organization.
- (b) Internal monitoring procedures.
- (c) Resources and expertise.
- (d) Ability to maintain the expertise of its personnel at adequate level.
- (e) Conformity to the organization handbook with the applicable certification procedures.
- (f) Performance against selected goals.
- (g) The legal status of the external AA.

Recognition Process Maps**Fig. A-1: Recognition Process Map (e.g. MR between Nation A and Nation B)**

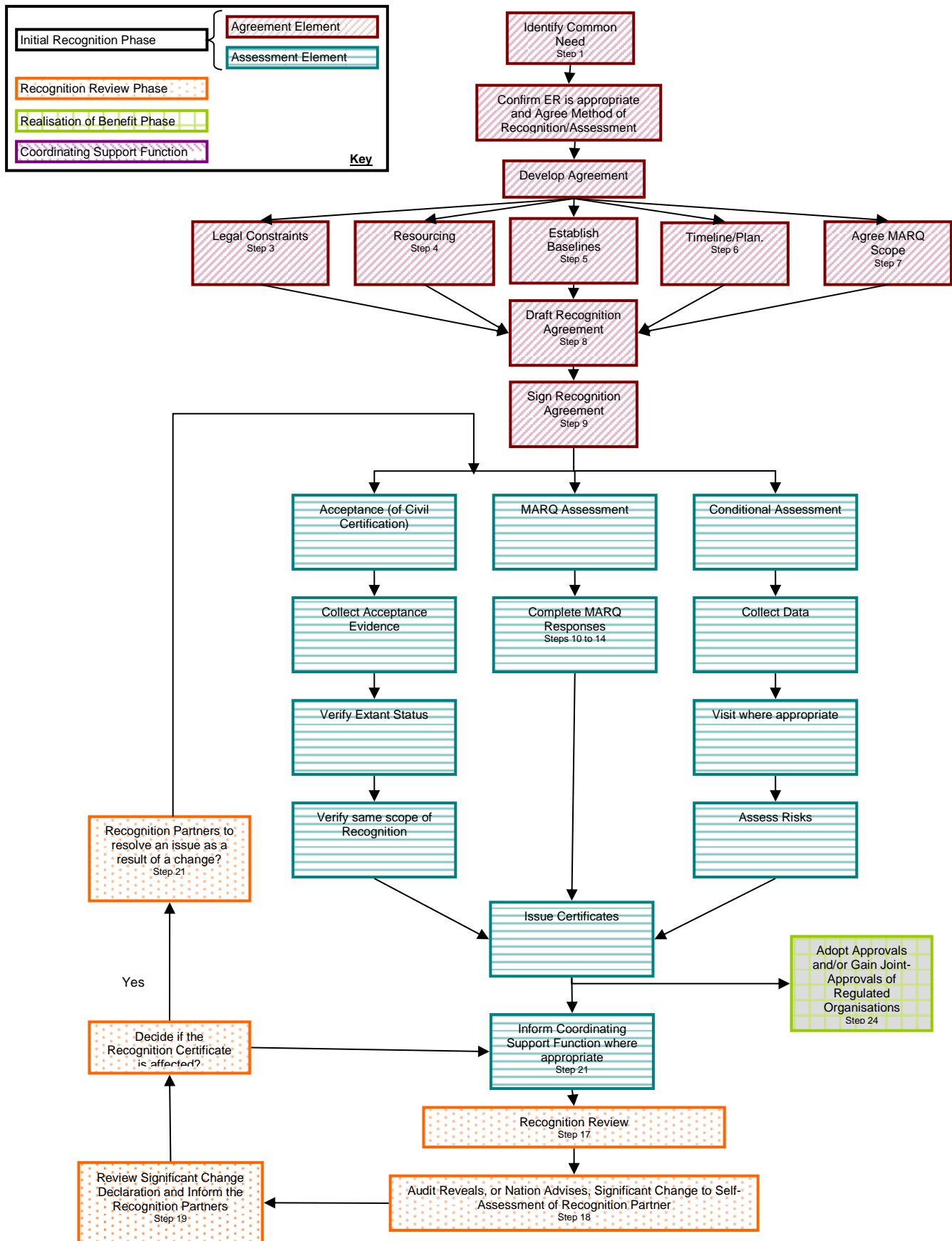


Fig. A-2: External Recognition Process (e.g. between an EDA pMS and another Nation)

Recognition Agreement Template

**Recognition Agreement
between the National Military
Airworthiness Authorities of**

Insert Nation

And

Insert Nation/s

Section 1 - Agreement Basis

1 This Agreement details the activity, resource and timescales that the Recognition Partners listed in Table 1 will endeavour to meet for the purpose of gaining and maintaining Recognition, using the process defined in EMAD R Edition 2.0.

Authority	Nation
	<i>Expand this table as required</i>

Table 1**Section 2 - Recognition Basis**

2 We, the Recognition Partners, have identified the potential for benefits to be made in the programmes / platforms listed in Table 2. Consequently, it has been agreed that:

Mutual Recognition / Internal (One-Way) Recognition / External Recognition*

is the most appropriate arrangement for this Recognition.

**Delete as appropriate.*

Programme/Platform	Recognising Authority	Recognised Authority
		<i>Expand this table as required</i>

Table 2**Section 3 - National Legal and Policy Considerations**

3. Any national policy and legal requirements by which we, the Recognition Partners are bound have been assessed as follows:

- There are no national policy and/or legal requirements which impinge upon or prevent the application of this Recognition process.*
- National policy and/or legal requirements which impinge upon or prevent the application of this Recognition process are identified in Table 3*

**Delete as appropriate.*

Legal Constraint (Including References)	Action
	<i>Expand this table as required</i>

Table 3**Section 4 - Resourcing**

4. Recognition Phase resourcing:

- For the purpose of conducting self-assessments against the MARQ¹ in the Recognition process, we, the Recognition Partners, commit to providing adequate Suitably Qualified and Experienced Personnel (SQEP) resources to meet the agreed timeline at **Section 6**.
- Where Recognition differences need to be resolved after the date of this Agreement, we, the Recognition Partners commit to providing adequate SQEP resources to address those Agreement differences within the agreed timeline at **Section 6**.

5. Recognition Review Phase resourcing. We, the Recognition Partners commit to providing adequate SQEP resource for the sustainment of the Recognition.

¹ MARQ : Military Authorities' Recognition Questionset in EMAD R, Edition 2.0.

6. Previous Recognition Activity. Previous recognition activity, undertaken by us, the Recognition Partners, has been assessed and it has been agreed that:

- a. The elements, listed in **Table 4**, can be exploited for the efficiency of this Recognition process.*
- b. It is not transferrable to this Recognition process.*

**Delete as appropriate.*

Previous Recognition activity to be exploited and its reference.	Date registered with CSF (dd/mm/yyyy)	Comments
		<i>Expand this table as required</i>

Table 4

Section 5 - Baselines

7. Levels of EMAR Implementation. We, the Recognition Partners, have declared our respective levels of EMAR implementation to the CSF and to each other. We have assessed that our comparative levels of EMAR implementation will:

- a. Not hinder achievement of Recognition.*
- b. Need to be addressed so as not to hinder achievement of Recognition. Therefore we, the Recognition Partners, commit to address the agreement differences which have been included in **Section 8**.*

**Delete as appropriate.*

8. Comparative Recognition Partner Authority Structure, experience and responsibility. We, the Recognition Partners, have declared our comparative level of Authority structure, experience and scope of responsibility to each other. It has been determined that the comparative levels will:

- a. Not hinder achievement of recognition.*
- b. Need to be addressed so as not to hinder achievement of recognition. Therefore we, the Recognition Partners, commit to address the baseline differences that are included in **Section 8**.*

**Delete as appropriate.*

Section 6 - Agreed MARQ Scope

9. We, the Recognition Partners, have agreed that the MARQ in EMAD R, Edition 2.0 will be used as the basis of this Recognition activity.

10. The sections of the MARQ to be assessed are:

- a. Airworthiness Regulator (sub-section A).
and
- b. Airworthiness Inspection (sub-section B).*
- c. Production Oversight (sub-section C).*
- d. Aircraft Certification (sub-section D).*

**Delete as appropriate.*

Section 7 - Timeline / Plan

Step	Action	Target Date (dd/mm/yyyy)	Details / Actionees
	Register agreement with the CSF.		
	Identify/agree facilitation of support from CSF.		
3	Identify any Legal Constraints.		
7	Agree MARQ Scope (see Section 6).		
8	Draft Recognition Agreement.		
9	Sign Recognition Agreement.		
11	Exchange MARQ Responses.		
12	Recognition Partners review each other's MARQ responses.		
	Perform Recognition visit(s) (if necessary).		
13	Determine unmet MARQ goals.		
14	Resolve/Sentence/Agree unmet MARQ goals.		
15	Write Recognition Reports.		
16	Issue Recognition Certificate(s).		
	Register Recognition Certificates with CSF.		
	Liaise with CSF to incorporate this review phase into the overall review activity.		
	Set plan for the realisation of potential benefits e.g. adopting/joint approvals.		
17	Recognition Review start date.		
			<i>Expand this table as required</i>

Table 5

Section 8 - Agreement Differences

11. We, the Recognition Partners, have agreed that:

a. There are no identified differences, other than those in **Sections 3 and 5**, which need resolving.*

b. Other than those in **Sections 3 and 5**, any agreement differences that need resolving are listed in **Table 6** and we, the Recognition Partners, will resolve these differences in accordance with the timeline at **Table 5**, as necessary. *

**Delete as appropriate.*

Agreement Differences	Date to be resolved (included in timeline at Table 5) (dd/mm/yyyy)	Resolution Action required
		<i>Expand this table as required</i>

Table 6

Section 9 - Signatures

12. The Recognition Partners' signatories below are duly authorised to make the agreements given above:

Authority: pMS:	Name: Title: Signature:	Date:
Authority: pMS:	Name: Title: Signature:	Date:
		<i>Expand this table as required</i>

Table 7

Role of the Coordinating Support Function

1. The Coordinating Support Function (CSF), undertaken by the EDA Airworthiness Office, is to:
 - a. Record the progress and outcomes of all Recognition activities involving EDA pMS. It will maintain a database for recording all activities, Recognition Agreements, Recognition Certificates and updates for archival and Recognition Review Phase purposes.
 - b. Suggest Recognition Review Phase activities to RPs, with sufficient provisions to allow any necessary review activity to take place before Recognition Certificates expire.
 - c. Capture and record all Recognition Review Phase activities in the aforementioned database.
 - d. Provide advice, support and guidance for participating pMS engaging in Recognition activities.
 - e. Encourage pMS to implement the relevant EMARs in order to facilitate Recognition by potential RPs. If the EMARs are not fully implemented (which includes the associated Acceptable Means of Compliance (AMC)) then the constraints preventing this need to be considered by the recognising RP.
 - f. If requested, in the case of a dispute in the Recognition process, arbitrate and facilitate a resolution process between the RPs in order to reach a successful conclusion acceptable to all parties.
 - g. Capture and record lessons learned by RPs and give advice on future Recognition activity accordingly.
 - h. Give due regard to the need for national sovereignty, legal and 'Intellectual Property Rights' constraints in the discharge of all its activities.
 - i. Suggest EMAD R amendments to Task Force 1 based on CSF involvement in Recognitions.
 - j. Facilitate the Recognition Review Phases for Recognition Certificates to ensure the most cost effective and timely use of available resources (e.g. where a particular nation is involved in more than 1 Recognition Agreement, then it would be beneficial if the Recognition Review Phase activity associated with all Recognition Agreements could be aligned where possible).
2. The CSF is to produce and maintain a communication plan which includes a diagrammatic representation showing the current status (and type) of Recognition between RPs. This will allow opportunities for Transitive Recognition to be identified or show where a less stringent assessment could be considered (based upon any differences).
3. The CSF is to maintain a plan for the RPs to ensure the review resources are used efficiently.
4. The CSF is to develop benefits of Recognition, in addition to the Primary and Secondary ones identified in Paragraphs 8 and 9, by:
 - a. Ensuring the activities associated with the Recognition Review Phase are conducted in the most resource-effective manner:

- (1) Share opportunities.
 - (2) Rationalise resource.
 - b. Ensure common benefits are identified and are available to be exploited by all pMS. Possible examples are:
 - (1) Coordination between pMS.
 - (2) Feedback of benefits to pMS for use in subsequent cost/benefit analysis activities.
 - (3) Exploiting benefits for the European Defence Technology Industrial Base (EDTIB).
 - (4) Enabling a consistent approach to airworthiness.
 - (5) Making available airworthiness information to achieve transparency and share best practice.
5. The CSF is to keep a database of the following for archive purposes:
- a. Recognition Certificates. In order to provide greater visibility and to identify collaborative opportunities, the CSF is to maintain a top-level record of Recognition Certificates that have been issued along with their scope and their proposed validity periods. This record can be included for distribution amongst pMS if the parties concerned agree.
 - b. Finalised completed pMS MARQ Responses including sentencing of non-achievement of goals.
 - c. Recognition Reports and pMS points of contact.
 - d. EMAR Question Set responses provided by the pMS and the respective EMAR Implementation Status Sheets.

Military Authorities Recognition Questionset (MARQ)

Overview

1. The MARQ has been developed to provide a set of Goals derived from the established International Civil Aviation Organization (ICAO) Doc series.

Guidance Material

2. MARQ has two layers: 'Organizational Goals' and 'Assurance Goals' as depicted in Fig. D-1. The layers contain a range of Goal Sets, each representing the Authority, its form and how it conducts its responsibilities.

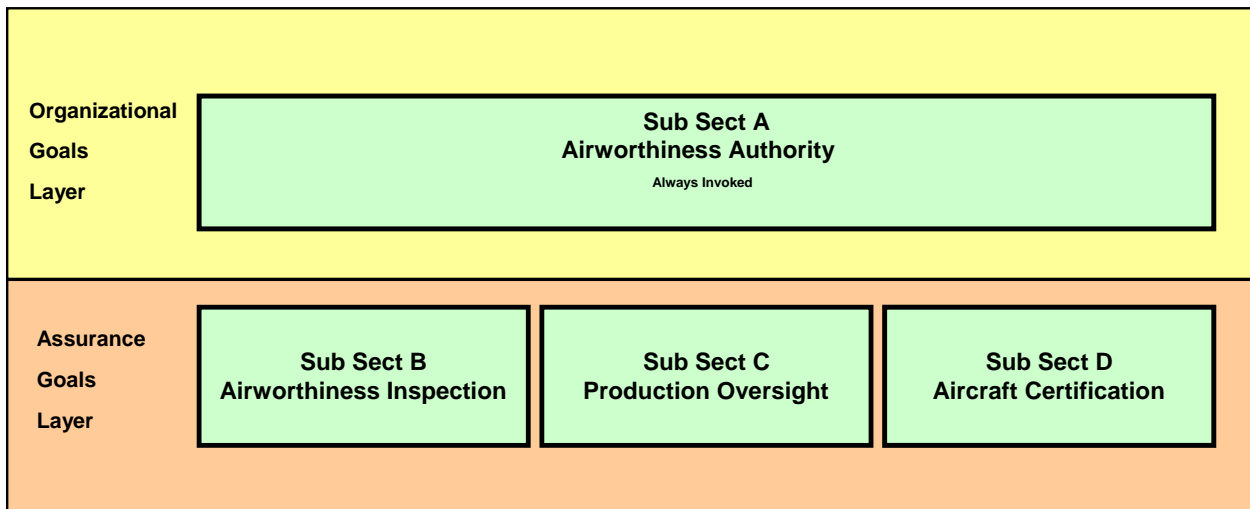


Fig. D-1 – MARQ Box Diagram.

3. The MARQ is structured to contain up to 4 hierarchical levels of goals (Fig. D-2) to capture all the information in a logical order.

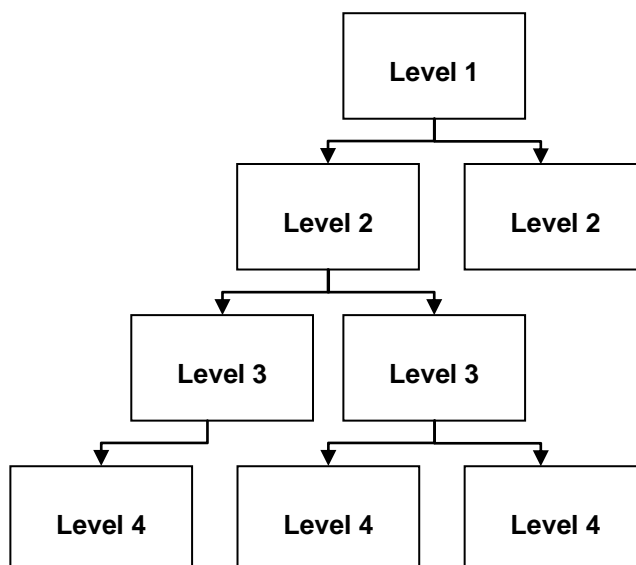


Fig. D-2 – Hierarchy of MARQ Goals

4. The higher-level goals are constructed from the associated goals in the level below. Categorising them in this way enables demonstration of meeting a higher-level goal by evidence in the lower-levels. It will be up to the RPs to decide, for the purposes of their particular Recognition activity, which goals are essential. If a goal is not met, or is partially met, then this does not necessarily mean that the higher-level goal is not met. The RPs can resolve unmet goals or accept regulatory differences, according to their particular Recognition activity.

5. The Goals cover, but are not exclusive to, the elements of the ICAO references that are relevant to the military environment. The Goals are arranged according to the ICAO Critical Elements and each Goal can be referenced to ICAO Doc 9734 (Safety Oversight Manual) and/or ICAO Doc 9760 (Airworthiness Manual) Edition 3. It should be noted that, because the MARQ is derived from more than one document, the levels in the GSN are not directly related to the sub paragraphs of each of the ICAO references.

6. When providing responses to the MARQ, full reference should be made to national regulations, documents and to the resources used by the RP. It may be that similar answers are given to different MARQ questions depending on the RP's composition. In cases where a pMS has multiple Authorities, with complimentary airworthiness remits, the Authority to be Recognised should show that there are coordination arrangements between them.

Evidence Review

7. When reviewing the goal evidence the RPs should consider whether the goal:

- a. Has been fully met.
- b. Is partially met.
- c. Is not met due to significant shortfalls in evidence.
- d. Is not applicable due to the scope of the Recognition.

8. In each of cases 7.b and 7.c above, the RP completing the MARQ highlights any shortfalls in meeting the goals within their responses in the 'How Does' column of the MARQ. During its review of the MARQ, the reviewing RP highlights, to the completing RP, any differences that might need resolving in the 'Comments and Actions' column of the MARQ.

9. The RPs then agree the actions required to resolve any issues. Resolution could be:

- a. The RPs do nothing, as the shortfall is not significant.
- b. The RP completing the MARQ amends their MARQ answers to provide the required additional information / clarity of information to meet the goal.
- c. The reviewing RP accepts that the shortfall is addressed by alternative means.
- d. The reviewing RP places additional actions on themselves to cover shortfalls.

MARQ SUB-SECTION A - AIRWORTHINESS AUTHORITY GOALS

Reference: EMAD R, Edition 2.0 dated 12 January 2016.

Completing Recognition Partner (RP)		Date Completed	
Reviewing RP		Comments Date	

MARQ Sub-Section A - Airworthiness Authority					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP. Complete All Boxes and Insert 'N/A' if the Goal is not in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
1.1	1	The Authority meets the established requirements and functions at the required level of competency and safety.	In MARQ Ed 1					
Critical Element Number 1 (CE 1) - Primary Aviation Legislation								

EMAD R - RECOGNITION

MARQ Sub-Section A - Airworthiness Authority					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP.</i> <i>Complete All Boxes and Insert 'N/A' if the Goal is not in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
1.1.1	2	A code for airworthiness regulations is provided for in the basic aviation law/framework of the State and an appropriate entity (herein referred to as the Authority) is established and empowered with the necessary authority to verify compliance with the regulations.	In MARQ Ed 1					
1.1.1.1	3	The State code of airworthiness establishes an Authority.	In MARQ Ed 1					
1.1.1.2	3	The State gives the necessary authority to the head of the Authority to verify compliance with the regulations.	In MARQ Ed 1					
1.1.1.2.1	4	The Authority is authorised to register aircraft and maintain a national registry.	In MARQ Ed 1					

EMAD R - RECOGNITION

MARQ Sub-Section A - Airworthiness Authority					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP.</i> <i>Complete All Boxes and Insert 'N/A' if the Goal is not in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
1.1.1.2.2	4	The Authority is authorised to issue or validate Military Type Certificates.	In MARQ Ed 1					
1.1.1.2.3	4	The Authority is authorised to issue Production Approvals.	In MARQ Ed 1					
1.1.1.2.4	4	The Authority is authorised to issue, renew or validate Certificates of Airworthiness.	In MARQ Ed 1					
1.1.1.2.5	4	The Authority is authorised to issue, amend, cancel and suspend airworthiness approvals, licences and certificates	In MARQ Ed 1					
1.1.1.2.6	4	The Authority is authorised to develop, issue and amend Airworthiness Directives, bulletins, orders, etc., consistent with its airworthiness regulations.	In MARQ Ed 1					

EMAD R - RECOGNITION

MARQ Sub-Section A - Airworthiness Authority					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP.</i> <i>Complete All Boxes and Insert 'N/A' if the Goal is not in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
1.1.1.2.7	4	The Authority is authorised to establish an Authority's airworthiness organisation to assist in carrying out its functions and responsibilities.	In MARQ Ed 1					
1.1.1.3	3	The Authority makes provisions for the enforcement of airworthiness regulations.	In MARQ Ed 1					
1.1.1.4	3	The Authority makes provisions for authorised personnel to have the right of access to places as necessary to carry out airworthiness functions.	In MARQ Ed 1					
1.1.1.5	3	The State promulgates primary aviation legislation.	New	1.1.1.5.a				
Critical Element Number 2 (CE 2) - Specific Operating Regulations								

EMAD R - RECOGNITION

MARQ Sub-Section A - Airworthiness Authority					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP.</i> <i>Complete All Boxes and Insert 'N/A' if the Goal is not in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
1.1.2	2	The Authority develops, issues and maintains national airworthiness regulations, standards, policy and guidance.	In MARQ Ed 1	1.1.2.a 1.1.2.b 1.1.2.c 1.1.2.d 1.1.2.e 1.1.2.f 1.1.2.g 1.1.2.h 1.1.2.i 1.1.2.j 1.1.2.k 1.1.2.l 1.1.2.m 1.1.2.n				
1.1.2.1	3	The Authority amends, as appropriate, national airworthiness regulations, policy, and guidance, based on a continual review of the viability and effectiveness of those regulations, policy and guidance.	In MARQ Ed 1					

EMAD R - RECOGNITION

MARQ Sub-Section A - Airworthiness Authority					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP.</i> <i>Complete All Boxes and Insert 'N/A' if the Goal is not in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
1.1.2.2	3	The Authority examines changes in requirements for incorporation into national regulations, or the filing of appropriate differences.	In MARQ Ed 1					
1.1.2.3	3	The Authority examines current and new regulations of other Authorities and determines the need for adoption of critical features of the other regulations in the national regulations.	In MARQ Ed 1					
1.1.2.4	3	The Authority establishes working relationships with other Authorities and industry that facilitate the certification of foreign aviation products and parts to enable their import and export.	In MARQ Ed 1					

EMAD R - RECOGNITION

MARQ Sub-Section A - Airworthiness Authority					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP.</i> <i>Complete All Boxes and Insert 'N/A' if the Goal is not in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
1.1.2.5	3	The Authority conducts research and development, as necessary, to support issuance of regulations standards, policy and guidance.	In MARQ Ed 1					
1.1.2.6	3	The Authority identifies and resolves regulatory problems associated with airworthiness and establishes appropriate general and technical regulations, policies and procedures.	In MARQ Ed 1					
1.1.2.7	3	Environmental protection is addressed by the Authority's approach to certification.	In MARQ Ed 1					

EMAD R - RECOGNITION

MARQ Sub-Section A - Airworthiness Authority					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP.</i> <i>Complete All Boxes and Insert 'N/A' if the Goal is not in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
1.1.2.8	3	The regulations are developed in sufficient detail that support the complexity of aviation within their area of responsibility.	New					
1.1.2.8.1	4	The development of regulations includes an amendment process that includes publishing the amendment for comment within the regulated community.	New	1.1.2.8.1.a 1.1.2.8.1.b				
1.1.2.9	3	Where an exception or exemption to a regulation is granted by the Authority, there exists a mechanism to establish that exception or exemption. The relief granted is considered the exception and not the norm.	New	1.1.2.9.a 1.1.2.9.b 1.1.2.9.c 1.1.2.9.d				

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MARQ Sub-Section A - Airworthiness Authority					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP.</i> <i>Complete All Boxes and Insert 'N/A' if the Goal is not in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
1.1.2.10	3	The Authority ensures the development and promulgation of regulations and national requirements regarding the airworthiness of aircraft, continuing airworthiness of aircraft and the operation of aircraft – domestic and foreign – including leasing of aircraft.	New					
Critical Element Number 3 (CE 3) - Aviation System and Safety Oversight Functions								
1.1.3	2	The Authority has satisfactory organisation arrangements. This organisation will often be structured to deliver the following functions: aircraft certification (or engineering), production oversight and airworthiness inspection.	In MARQ Ed 1	1.1.3.a 1.1.3.b 1.1.3.c 1.1.3.d 1.1.3.e 1.1.3.f				

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MARQ Sub-Section A - Airworthiness Authority					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP.</i> <i>Complete All Boxes and Insert 'N/A' if the Goal is not in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
1.1.3.1	3	The Authority's organisation is commensurate with the number, size and complexity of its safety oversight functions.	In MARQ Ed 1					
1.1.3.2	3	The Authority is organised so that it retains effective control of inspection functions.	In MARQ Ed 1					
1.1.3.3	3	Where national regulation allows, the Authority only issues privileges to organisation/persons who have demonstrated they are competent.	In MARQ Ed 1	1.1.3.3a				
1.1.3.4	3	There is a distinct separation of responsibilities between the Authority and the regulated community.	In MARQ Ed 1					

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MARQ Sub-Section A - Airworthiness Authority					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP.</i> <i>Complete All Boxes and Insert 'N/A' if the Goal is not in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
1.1.3.5	3	Where the Authority's aircraft certification, production oversight and airworthiness inspection functions are undertaken by separate organisational entities within the Authority, those organisations coordinate and liaise with each other, and with those in foreign authorities.	In MARQ Ed 1					
1.1.3.6	3	Where the Authority wishes to authorise an organisation or a delegated person to make approvals on behalf of the Authority, a system of delegation is implemented.	New	1.1.3.6.a 1.1.3.6.b 1.1.3.6.c 1.1.3.6.d 1.1.3.6.e 1.1.3.6.f 1.1.3.6.g				
Critical Element Number 4 (CE 4) - Technical Personnel Qualification and Training								
1.1.4	2	Authority staff are competent.	In MARQ Ed 1					

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MARQ Sub-Section A - Airworthiness Authority					Completing RP			Reviewing RP
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1.1.4.1	3	Staff are qualified and experienced personnel capable of successfully undertaking the wide variety of required tasks.	In MARQ Ed 1	1.1.4.1.a 1.1.4.1.b 1.1.4.1.c 1.1.4.1.d 1.1.4.1.e 1.1.4.1.f 1.1.4.1.g 1.1.4.1.h 1.1.4.1.i 1.1.4.1.j 1.1.4.1.k 1.1.4.1.l 1.1.4.1.m 1.1.4.1.n 1.1.4.1.o 1.1.4.1.p				
1.1.4.2	3	Staff possess a high degree of integrity, are impartial and tactful, and have good interpersonal communication and behaviour skills.	In MARQ Ed 1					

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MARQ Sub-Section A - Airworthiness Authority					Completing RP			Reviewing RP
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1.1.4.3	3	The Authority has a programme for induction of new personnel that includes training in organisational responsibilities, appropriate airworthiness regulations, standards and policy, organisational working procedures, and the role of an Authority.	In MARQ Ed 1					
1.1.4.4	3	The Authority has a structured programme to educate the staff on appropriate new Authority regulations, standards, policies, and procedures as they are being implemented.	In MARQ Ed 1					

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MARQ Sub-Section A - Airworthiness Authority					Completing RP			Reviewing RP
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1.1.4.5	3	The staff remain aware of developments in the design, production and maintenance of aircraft and associated equipment.	In MARQ Ed 1					
1.1.4.6	3	Staff members are provided with conditions of service reasonably consistent with that of the Authority's regulated community given the same technical knowledge, experience and the responsibilities of their position.	In MARQ Ed 1					
1.1.4.7	3	Staff possess professional qualifications, aeronautical licences, certificates or academic degrees commensurate with their job responsibilities.	In MARQ Ed 1	1.1.4.7.a 1.1.4.7.b 1.1.4.7.c				

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MARQ Sub-Section A - Airworthiness Authority					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP.</i> <i>Complete All Boxes and Insert 'N/A' if the Goal is not in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
1.1.4.8	3	<p>The Authority has a process to nominate and authorize appropriately qualified technical personnel as inspectors. The process of authorizing an inspector considers the following:</p> <ul style="list-style-type: none"> a) qualifications of personnel; b) training provided (including specialized training); and c) OJT completed. 	New					
Critical Element Number 5 (CE 5) - Technical Guidance, Tools and the Provision of Safety-Critical Information								

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MARQ Sub-Section A - Airworthiness Authority					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP.</i> <i>Complete All Boxes and Insert 'N/A' if the Goal is not in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
1.1.5	2	Technical guidance (including processes and procedures), tools (including facilities and equipment) and safety-critical information is provided, as applicable to the technical personnel to enable them to perform their safety oversight functions in accordance with established requirements and in a standardised manner. In addition, this includes the provision of technical guidance by the airworthiness authority (Authority) to the regulated community on the implementation of applicable regulations and instructions.	In MARQ Ed 1					

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MARQ Sub-Section A - Airworthiness Authority					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP.</i> <i>Complete All Boxes and Insert 'N/A' if the Goal is not in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
1.1.5.1	3	The Authority establishes a properly organised technical library and keeps a records repository.	In MARQ Ed 1					
1.1.5.1.1	4	Arrangements are made for the supply of documents related to the airworthiness of aircraft on the Authority's registry.	In MARQ Ed 1					
1.1.5.1.2	4	A library is provided. All documents in the library are amended and kept up to date in a timely fashion, as appropriate.	In MARQ Ed 1					

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MARQ Sub-Section A - Airworthiness Authority					Completing RP			Reviewing RP
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1.1.5.1.3	4	The Authority records each aircraft held on its register. The records detail applications for Certificates of Registration and Airworthiness, copies of supporting documents, copies of certificates issued, the maintenance programme approved for the aircraft, together with any other information relevant to the airworthiness of aircraft.	In MARQ Ed 1					
1.1.5.2	3	The Authority has in place a properly established, organized and administered process to access technical information.	New	1.1.5.2.a 1.1.5.2.b 1.1.5.2.c				

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MARQ Sub-Section A - Airworthiness Authority					Completing RP			Reviewing RP
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1.1.5.3	3	If the Authority is not able to obtain the necessary data when the manufacturer and/or Type Certificate Holder ceases its activity, it assesses if the continued safe operation of affected aircraft is still achievable.	New					
1.1.5.4	3	The Authority has an effective record keeping system to keep track of key airworthiness correspondence to/from the public, industry and certificate holders.	New	1.1.5.4.a 1.1.5.4.b				
Critical Element Number 6 (CE 6) - Licensing, Certification, Authorisation and Approval Obligations								
1.1.6	2	An airworthiness assurance system has been established, according to the level and scope of aviation activity.	In MARQ Ed 1					

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MARQ Sub-Section A - Airworthiness Authority					Completing RP			Reviewing RP
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1.1.6.1	3	The Authority conducts type certification (See MARQ sub-set D for further details).	In MARQ Ed 1					
1.1.6.2	3	The Authority oversees production (See MARQ sub-set C further details).	In MARQ Ed 1					
1.1.6.3	3	The Authority conducts airworthiness inspection (See MARQ sub-set B for further details).	In MARQ Ed 1					
Critical Element Number 7 (CE 7) - Surveillance Obligations								
1.1.7	2	The Authority performs appropriate surveillance of the regulated community to ensure compliance with airworthiness regulations and associated specifications.	In MARQ Ed 1					

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1.1.7.1	3	The Authority performs appropriate surveillance of organisations which have been granted privileges.	In MARQ Ed 1	1.1.7.1.a 1.1.7.1.b 1.1.7.1.c 1.1.7.1.d 1.1.7.1.e				
1.1.7.2	3	The Authority evaluates changes to a certificate / approval to ensure continued compliance with the applicable airworthiness regulations.	In MARQ Ed 1					
1.1.7.3	3	The Authority sentences requests for deviations from regulations and specifications, and ensures adequate treatment for those deviations.	In MARQ Ed 1					

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MARQ Sub-Section A - Airworthiness Authority					Completing RP			Reviewing RP
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1.1.7.4	3	The Authority discovers and assesses problems in the regulated community which threaten timely and satisfactory achievement of safety objectives related to regulation, including issuing recommendations for corrective action.	In MARQ Ed 1					
1.1.7.5	3	The Authority witnesses critical tests performed and approval of testing methods and test reports.	In MARQ Ed 1					
Critical Element Number 8 (CE 8) - Resolution of Safety Concern								
1.1.8	2	The Authority investigates safety concerns and takes enforcement action.	In MARQ Ed 1					

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1.1.8.1	3	The Authority conducts investigations when: - major problems or defects in aeronautical products or parts in service and determines corrective appropriate action to be taken - the airworthiness objectives of regulations are not being met.	In MARQ Ed 1					
1.1.8.2	3	The Authority monitors service bulletins/technical instructions to consider their implications on design, production and maintenance.	In MARQ Ed 1					

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MARQ Sub-Section A - Airworthiness Authority					Completing RP			Reviewing RP
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1.1.8.3	3	The Authority evaluates accidents, incidents and service difficulties to determine possible unsatisfactory designs or processes.	In MARQ Ed 1					
1.1.8.4	3	The Authority takes enforcement activities, when necessary, to ensure compliance with airworthiness regulations.	In MARQ Ed 1	1.1.8.4.a				
1.1.8.4.1	4	The Authority provides deadlines for corrective action to be taken and initiates appropriate follow-up to determine the effectiveness of the corrective action.	In MARQ Ed 1	1.1.8.4.1.a				

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MARQ Sub-Section A - Airworthiness Authority					Completing RP			Reviewing RP
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1.1.8.4.2	4	The regulations include arrangements (policies and procedures) for their enforcement, including arrangements for suspension, and/or revocation or for restrictions to be imposed for non-compliance.	In MARQ Ed 1					
Risk Management								
1.1.9	2	The Authority assures that adequate Risk Management is undertaken.	In MARQ Ed 1					
1.1.9.1	3	Acceptable risk levels are stipulated in the regulations and/or Certification Standards.	In MARQ Ed 1					
1.1.9.2	3	There is clear acceptance/ownership and accountability for risks associated with airworthiness.	In MARQ Ed 1					
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MARQ Sub-Section A - Airworthiness Authority					Completing RP			Reviewing RP
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1.1.9.3	3	A risk escalation/referral protocol is in place.	In MARQ Ed 1					

MARQ SUB-SECTION A - AIRWORTHINESS AUTHORITY - GUIDANCE MATERIAL

Unique Identifying Reference	Guidance Material	Cross-Reference to Goals
Critical Element Number 1 (CE 1) - Primary Aviation Legislation		
1.1.1.5a	Primary legislation should stipulate the need for the Authority to perform surveillance of its regulated community.	1.1.1.5
Critical Element Number 2 (CE 2) - Specific Operating Regulations		
1.1.2a	The airworthiness regulations developed, adopted or accepted by the Authority should include provisions for mandatory registration of all aircraft.	1.1.2
1.1.2b	The airworthiness regulations developed, adopted or accepted by the Authority should include provisions for all aircraft on the Authority's aircraft register to meet relevant airworthiness criteria approved or adopted by the Authority.	1.1.2
1.1.2c	The airworthiness regulations developed, adopted or accepted by the Authority should include provisions for the issuance, validation or acceptance of the type certificate for aircraft intended to be entered on the Authority's aircraft register.	1.1.2
1.1.2d	The Authority should ensure the development and promulgation of national regulations regarding the design of aeronautical products.	1.1.2
1.1.2e	The Authority should ensure, if applicable, development and promulgation of national regulations for validation of type certificates for which the State of Registry is not the State of Design.	1.1.2
1.1.2f	The airworthiness regulations developed, adopted or accepted by the Authority should include provisions for the issuance of production certificates or approvals of manufacture organizations when applicable.	1.1.2
1.1.2g	The Authority should ensure the development and promulgation of national regulations regarding the manufacture of aeronautical products.	1.1.2
1.1.2h	The airworthiness regulations developed, adopted or accepted by the Authority should include provisions for the issuance, renewal, validation or acceptance of aircraft certificates of airworthiness.	1.1.2

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Unique Identifying Reference	Guidance Material	Cross-Reference to Goals
1.1.2i	The airworthiness regulations developed, adopted or accepted by the Authority should include provisions for the issuance of export certificates of airworthiness.	1.1.2
1.1.2j	The airworthiness regulations developed, adopted or accepted by the Authority should include provisions for the issuance or acceptance of Airworthiness Directives, bulletins and orders.	1.1.2
1.1.2k	The airworthiness regulations developed, adopted or accepted by the Authority should include provisions for the issuance, amendment, cancellation and suspension of airworthiness approvals, licences and certificates.	1.1.2
1.1.2l	The airworthiness regulations developed, adopted or accepted by the Authority should include provisions for the authorization of persons or organizations, on behalf of the Authority, to perform particular tasks in relation to the design, manufacture and maintenance of aircraft, components and parts for the issuance of State approvals, licences and certificates, as appropriate.	1.1.2
1.1.2m	The airworthiness regulations developed, adopted or accepted by the Authority should include provisions for the authorization of persons and organizations, on behalf of the Authority, to inspect and test aircraft, aircraft components, standard parts, materials or processes and systems for the purpose of ascertaining whether the processes and activities covered by an approval, licence or certificate have been carried out in a satisfactory manner, as appropriate.	1.1.2
1.1.2n	The airworthiness regulations developed, adopted or accepted by the Authority should include provisions for the imposition of penalties for a contravention of, or failure to comply with, a provision of the Authority's aviation regulations or directives, or conditions issued.	1.1.2
1.1.2.8.1a	The comment review process should consist of a review, consideration, disposition and appropriate revision of proposed amendment.	1.1.2.8.1
1.1.2.8.1b	The review should take into consideration the benefit to aviation safety, the regulated community's ability to comply with the amendment and any potential undue burden the amendment may pose.	1.1.2.8.1
1.1.2.9a	Where an exception or exemption to a regulation is granted by the Authority, the person requesting relief should be required to prove that the current requirement places an undue burden upon the certificate holder.	1.1.2.9

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Unique Identifying Reference	Guidance Material	Cross-Reference to Goals
1.1.2.9b	Where an exception or exemption to a regulation is granted by the Authority, a risk assessment should be conducted to ensure that the exemption sought will not cause an adverse impact towards safety.	1.1.2.9
1.1.2.9c	Where an exception or exemption to a regulation is granted by the Authority, the request for exemption should contain an equivalent level of safety commensurate with the regulation and will be practiced should the exemption be granted by the Authority.	1.1.2.9
1.1.2.9d	Where an exception or exemption to a regulation is granted by the Authority, it should be accompanied with conditions and limitations, including a time limitation to the exemption. The authority granting the exemptions monitors such exemptions to ensure that continuation of the relief is warranted.	1.1.2.9
Critical Element Number 3 (CE 3) - Aviation System and Safety Oversight Functions		
1.1.3a	The Authority's airworthiness organisation should provide advice to the Head of the Authority on design and manufacturing approvals and continuing airworthiness of the design, when applicable.	1.1.3
1.1.3b	The Authority's airworthiness organisation should provide advice to the Head of the Authority on continuing airworthiness of aircraft and parts thereof.	1.1.3
1.1.3c	The Authority's airworthiness organisation should provide advice to the Head of the Authority on issuance of approvals based on the successful assessment of maintenance organizations, CAMOs, aircraft maintenance training organizations, and aircraft maintenance technician/ engineer/mechanic staff.	1.1.3
1.1.3d	The Authority's airworthiness organisation should provide advice to the Head of the Authority on approval of modifications and repairs.	1.1.3
1.1.3e	The Authority's airworthiness organisation should provide advice to the Head of the Authority on taking of appropriate action with regards Airworthiness Directives.	1.1.3
1.1.3f	The Authority's airworthiness organisation should provide advice to the Head of the Authority on distribution of airworthiness information to the public.	1.1.3

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Unique Identifying Reference	Guidance Material	Cross-Reference to Goals
1.1.3.3a	The Authority should assess qualifications of persons who may be eligible to perform tasks on behalf of the Authority when found qualified and properly authorized (designees).	1.1.3.3
1.1.3.6a	If a system of delegation is implemented by the Authority, the national law and/or regulation should permit the Authority to designate its functions.	1.1.3.6
1.1.3.6b	If a system of delegation is implemented by the Authority, the standards to be achieved should be clearly documented by the Authority. A designee should only be able to apply a documented standard approved by the Authority.	1.1.3.6
1.1.3.6c	If a system of delegation is implemented by the Authority, the designees should be required to meet technical and regulatory competency requirements and should be authorized to make approvals only in areas of their demonstrated competence.	1.1.3.6
1.1.3.6d	If a system of delegation is implemented by the Authority, the Authority should have an interest in the continuing proficiency of the designee, and monitor their continued training so that they remain competent in the fields of their authorization.	1.1.3.6
1.1.3.6e	If a system of delegation is implemented by the Authority, the designees procedures should be approved by the Authority, and the Authority should audit the designees to ensure they follow those procedures. The procedures should clearly identify where an approval is made, and should normally include a clear differentiation between the development of data, and the approval of that data.	1.1.3.6
1.1.3.6f	If a system of delegation is implemented by the Authority, the basis of making the approval should be clearly documented.	1.1.3.6
1.1.3.6g	If a system of delegation is implemented by the Authority, the designees should make approvals for and on behalf of the Authority.	1.1.3.6
Critical Element Number 4 (CE 4) - Technical Personnel Qualification and Training		
1.1.4.1a	The Authority's Airworthiness Engineering staff should have the necessary qualifications and experience.	1.1.4.1

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Unique Identifying Reference	Guidance Material	Cross-Reference to Goals
1.1.4.1b	The Authority's Airworthiness Engineering staff should have the relevant knowledge, background and experience related to the design, manufacture and airworthiness certification of aircraft and its related aeronautical products within the scope of the national regulations .	1.1.4.1
1.1.4.1c	The Authority's Airworthiness Engineering staff should have the proficiency necessary to apply design and manufacture standards relating to the original airworthiness certification of aircraft and component parts to ensure the prototype, modified aircraft or parts meet national airworthiness requirements.	1.1.4.1
1.1.4.1d	The Authority's Airworthiness Engineering staff should be proficient with the skills necessary to audit manufacturing operations that will ensure compliance with national airworthiness requirements, design specifications and safety standards.	1.1.4.1
1.1.4.1e	The Authority's Airworthiness Engineering staff should be able to make national airworthiness compliance determinations with regard to manufacturing operations and be able to ensure that the organization conforms to their quality control programme. In making these determinations, the staff members should have prior experience with first article, in process, final assembly inspections, and/or special process functions, e.g., heat treatment, brazing, welding, plating, robotics, software quality control and non-destructive testing; such experience may come from engineering or quality control positions at manufacturing organizations.	1.1.4.1
1.1.4.1f	The Authority's Airworthiness Engineering staff should be able to make airworthiness determinations and issue initial certificates of airworthiness including export certificates of airworthiness.	1.1.4.1
1.1.4.1g	The Authority's Airworthiness Engineering staff should have good writing skills in order to correspond clearly in writing any shortcomings detected during certification or surveillance ensuring that timely corrective action is taken.	1.1.4.1
1.1.4.1h	The Authority's Airworthiness Engineering staff should have good interpersonal skills to conduct meetings and audits in a fair and professional manner.	1.1.4.1
1.1.4.1i	The Authority's Airworthiness Inspection staff should have the necessary qualifications and experience.	1.1.4.1
1.1.4.1j	The Authority's Airworthiness Inspection staff should have the relevant knowledge, background and appropriate experience related to aircraft continuing airworthiness management including:	1.1.4.1

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Unique Identifying Reference	Guidance Material	Cross-Reference to Goals
	<ul style="list-style-type: none"> i) aircraft maintenance programme development, approval and control, including applicable reliability programmes; ii) evaluation and approval of modifications and repairs; iii) maintenance release; iv) applicability of Airworthiness Directives and operational directives with a continuing airworthiness impact; v) correction or deferment of defects; vi) coordination of scheduled maintenance, the application of Airworthiness Directives, the replacement of life-limited parts and the inspection of components; vii) management of continuing airworthiness records; viii) airworthiness requirements of relevant parts of operations specifications; and ix) knowledge of quality systems. 	
1.1.4.1k	<p>The Authority's Airworthiness Inspection staff should have experience in the actual performance of maintenance, repair and modification of aircraft, engines and aircraft systems or components in one or a combination of the following:</p> <ul style="list-style-type: none"> i) MO; ii) approved CAMO maintenance facility; iii) approved maintenance training organization; iv) military aircraft repair facility; or v) an appropriate State government agency. 	1.1.4.1
1.1.4.1l	The Authority's Airworthiness Inspection staff should be able to make national airworthiness compliance determinations with regard to the auditing of CAMOs, MOs and approved aircraft maintenance training organizations.	1.1.4.1
1.1.4.1m	The Authority's Airworthiness Inspection staff should have good writing skills in order to correspond in writing any shortcomings detected during certification or surveillance ensuring that timely corrective action is taken.	1.1.4.1
1.1.4.1n	The Authority's Airworthiness Inspection staff should have good interpersonal skills to conduct meetings and audits in a fair and professional manner.	1.1.4.1
1.1.4.1o	The Authority should issue inspectors with the appropriate credentials (e.g. letter of nomination or authority card)	1.1.4.1

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Unique Identifying Reference	Guidance Material	Cross-Reference to Goals
	identifying them as technical experts employed by the Authority, with the right to unhindered access to inspect aircraft, documents and other relevant facilities, as well as normally restricted civil aviation-related sites.	
1.1.4.1p	The Authority should consider an on-the-job (OJT) training programme that ensures new inspectors are mentored by experienced inspectors in all tasks he/she is required to perform on behalf of the Authority prior to performing the tasks unaccompanied.	1.1.4.1
1.1.4.7a	Qualifications, previous experience and personal characteristics of each person employed, whether directly or on contract, to perform licensing, certification, inspection and surveillance duties should be verified and carefully evaluated before selections are made.	1.1.4.7
1.1.4.7b	The Authority's technical personnel performing certification and surveillance functions on behalf of the Authority should ideally be at least as qualified as the personnel to be inspected or supervised.	1.1.4.7
1.1.4.7c	The Authority should determine the minimum qualifications for their technical personnel performing safety oversight functions and also provides for their technical training on an initial and recurrent basis.	1.1.4.7
Critical Element Number 5 (CE 5) - Technical Guidance, Tools and the Provision of Safety-Critical Information		
1.1.5.2a	Means should be provided to ensure that the data continues to be available if the manufacturer ceases to support any internet documents used by the Authority, or the internet data is temporarily unavailable.	1.1.5.2
1.1.5.2b	If access to the manufacturer's data on the internet is password protected, a means should be provided to ensure all relevant staff of the Authority have access to the password.	1.1.5.2
1.1.5.2c	There is a procedure should be in place to provide changes in the information to users within the Authority.	1.1.5.2
1.1.5.4a	The record keeping system should have a controlled correspondence system that allows for prompt identification, filing and retrieval of correspondence as the need arises. All written correspondence received by the Authority should receive a written response. All written correspondence requiring a response should be given a due date for a reply.	1.1.5.4
1.1.5.4b	All records kept by Authority should be catalogued, controlled and secured as required by legislation, according to procedures defined by the Authority.	1.1.5.4

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Unique Identifying Reference	Guidance Material	Cross-Reference to Goals
Critical Element Number 6 (CE 6) - Licensing, Certification, Authorisation and Approval Obligations		
No GM Applies.		
Critical Element Number 7 (CE 7) - Surveillance Obligations		
1.1.7.1a	The Authority should develop and implement periodic surveillance programmes based on the airworthiness complexity of the aviation industry. These programmes should include, but not be limited to, design organizations, manufacturers, CAMOs, maintenance organizations, maintenance training organizations and delegated tasks.	1.1.7.1
1.1.7.1b	The Authority should perform periodic and unannounced surveillance of aviation activities to ensure compliance with the Authority's requirements.	1.1.7.1
1.1.7.1c	The Authority should conduct surveillance of its certified CAMOs (airworthiness requirements), maintenance and training organizations.	1.1.7.1
1.1.7.1d	The Authority should develop annual surveillance work plans that are commensurate with the aviation activities of the State.	1.1.7.1
1.1.7.1e	The Authority should perform oversight of its certificated CAMOs.	1.1.7.1
Critical Element Number 8 (CE 8) - Resolution of Safety Concerns		
1.1.8.4a	The Authority should take appropriate enforcement action of certified CAMOs, maintenance and training organizations and licensed technical personnel where necessary.	1.1.8.4
1.1.8.4.1a	The Authority should ensure timely corrective action on deficiencies noted during oversight of certified CAMOs, maintenance and training organizations.	1.1.8.4.1
Risk Management Goals		
No GM Applies		

MARQ SUB-SECTION B - AIRWORTHINESS INSPECTION GOALS

Reference: EMAD R, Edition 2.0 dated 12 January 2016.

Completing Recognition Partner (RP)		Date Completed	
Reviewing RP		Comments Date	

MARQ Sub-Section B - Airworthiness Inspection					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP. Complete All Boxes and Insert 'N/A' if the Goal is not in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
1.2	1	The Authority meets the established airworthiness inspection requirements and functions at the required level of competency and safety.	In MARQ Ed 1					
Registration								
1.2.1	2	The Authority records, reviews and processes applications for registration of aircraft, registering and deregistering aircraft as appropriate, and issuing Certificates of Registration.	In MARQ Ed 1	1.2.1.a 1.2.1.b				

EMAD R - RECOGNITION

MARQ Sub-Section B - Airworthiness Inspection					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP.</i> <i>Complete All Boxes and Insert 'N/A' if the Goal is not in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
1.2.1.1	3	The Authority maintains the national military aircraft register and makes the information from the register available, when needed.	New					
Certificates of Airworthiness								
1.2.2	2	The Authority surveys aircraft for issuance, renewal and validation of Certificates of Airworthiness.	In MARQ Ed 1					
1.2.2.1	3	The Authority has procedures for issuance and renewal of a Certificate of Airworthiness.	In MARQ Ed 1					
1.2.2.3	3	The Authority has procedures for the validation of a Certificate of Airworthiness issued by another Authority.	In MARQ Ed 1					

EMAD R - RECOGNITION

MARQ Sub-Section B - Airworthiness Inspection					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP. Complete All Boxes and Insert 'N/A' if the Goal is not in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
1.2.2.4	3	The Authority issues Military Permits To Fly (MPTFs), when an aircraft is not fully in compliance with its airworthiness requirements but is capable of safe flight.	New					
Approval of Maintenance Organisations (MOs) & Continuing Airworthiness Management Organisations (CAMOs)								
1.2.3	2	The Authority issues and reviews Maintenance Organisation (MO) and Continuing Airworthiness Management Organisation (CAMO) approvals.	In MARQ Ed 1					
1.2.3.1	3	The Authority assures that the MO/CAMO has in place systems of inspection and quality management.	In MARQ Ed 1					

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MARQ Sub-Section B - Airworthiness Inspection					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP.</i> <i>Complete All Boxes and Insert 'N/A' if the Goal is not in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
1.2.3.2	3	The Authority ensures that the MO's/CAMO's procedures manual/exposition is acceptable.	In MARQ Ed 1	1.2.3.2.a 1.2.3.2.b 1.2.3.2.c 1.2.3.2.d 1.2.3.2.e 1.2.3.2.f 1.2.3.2.g 1.2.3.2.h 1.2.3.2.i 1.2.3.2.j				
1.2.3.3	3	The Authority ensures that a MO implements a safety management system.	New					
1.2.3.4	3	The Authority reviews and approves the airworthiness arrangements of CAMOs & MOs.	New	1.2.3.4.a				
1.2.3.4.1	4	The Authority performs audits of MOs and CAMOs with respect to airworthiness requirements.	New					

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MARQ Sub-Section B - Airworthiness Inspection					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP. Complete All Boxes and Insert 'N/A' if the Goal is not in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
1.2.3.4.2	4	The Authority evaluates and approves/accepts CAMOs' proposals for controlling maintenance, maintenance organization procedures manuals, and where no separate licensing division exist, maintenance training organization curriculum.	New					
1.2.3.4.3	4	The Authority reviews the airworthiness of main base and line stations maintenance provisions including training provisions, organizations and quality assurance procedures of applicants for issuance and renewal of approvals and making recommendations as appropriate with regard to the application.	New					

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MARQ Sub-Section B - Airworthiness Inspection					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP. Complete All Boxes and Insert 'N/A' if the Goal is not in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
1.2.3.4.4	4	The Authority maintains records of CAMOs / MOs.	New					
Ongoing Surveillance, Investigations and Enforcement								
1.2.4	2	The Authority undertakes surveillance, investigations and enforcement.	In MARQ Ed 1					
1.2.4.1	3	The Authority periodically reviews the airworthiness condition and records of aircraft on the registry in order to assess the adequacy of their maintenance and the competence and diligence of the persons and organisations who perform the maintenance.	In MARQ Ed 1					

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MARQ Sub-Section B - Airworthiness Inspection					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP. Complete All Boxes and Insert 'N/A' if the Goal is not in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
1.2.4.2	3	The Authority conducts periodic surveillance of the maintenance-related facilities, procedures and work of CAMOs, making appropriate recommendations and approving amendments to the maintenance organisation's procedures/exposition and quality control manuals, as appropriate.	In MARQ Ed 1	1.2.4.2.a 1.2.4.2.b 1.2.4.2.c 1.2.4.2.d 1.2.4.2.e				
1.2.4.3	3	The Authority surveys the facilities, procedures and staffing of organisations seeking to conduct maintenance on aircraft, and issues and reviews such approvals.	In MARQ Ed 1					

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MARQ Sub-Section B - Airworthiness Inspection					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP. Complete All Boxes and Insert 'N/A' if the Goal is not in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
1.2.4.4	3	The Authority assesses the qualification of approved persons within an organisation, and other persons as alternates, to perform certain maintenance-related airworthiness functions.	In MARQ Ed 1					
1.2.4.5	3	The Authority recommends and, where necessary, issues directives concerning the maintenance, overhaul and repair standards to be met by aircraft and aircraft components and equipment, and issues procedures to be followed by the regulated community to comply with the regulations relating to airworthiness.	In MARQ Ed 1					
1.2.4.6	3	The Authority approves aircraft and component reliability programmes.	In MARQ Ed 1	1.2.4.6.a				

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MARQ Sub-Section B - Airworthiness Inspection					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP. Complete All Boxes and Insert 'N/A' if the Goal is not in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
1.2.4.7	3	The Authority participates in maintenance review board activities toward the development and approval of initial maintenance inspection requirements for newly type certificated aircraft and engines.	In MARQ Ed 1					
1.2.4.8	3	The Authority surveys the facilities, procedures and staffing of applicants for approval to conduct the training of maintenance personnel, and issues and renews such approvals.	In MARQ Ed 1					

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MARQ Sub-Section B - Airworthiness Inspection					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP.</i> <i>Complete All Boxes and Insert 'N/A' if the Goal is not in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
1.2.4.9	3	The Authority prepares and distributes advisory material to the regulated community concerning airworthiness practices and procedures, where such action does not warrant mandatory action but may still make a significant contribution to flight safety.	In MARQ Ed 1					
1.2.4.10	3	The Authority assists, when requested, in the investigation of aircraft accidents.	In MARQ Ed 1					
1.2.4.11	3	The Authority prepares and distributes documents containing all issued Airworthiness Directives to the regulated community.	In MARQ Ed 1					
1.2.4.12	3	The Authority liaises with other national authorities on matters relating to maintenance and operations.	In MARQ Ed 1					

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MARQ Sub-Section B - Airworthiness Inspection					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP. Complete All Boxes and Insert 'N/A' if the Goal is not in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
1.2.4.13	3	The Authority investigates possible violations of the regulations.	In MARQ Ed 1					
1.2.4.14	3	The Authority establishes requirements to ensure that CAMOs have the overall responsibility to ensure that modifications and repairs incorporated in their aircraft are approved by the Authority.	New					
1.2.4.15	3	The Authority evaluates and approves aircraft maintenance programmes.	New	1.2.4.15.a 1.2.4.15.b				

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MARQ Sub-Section B - Airworthiness Inspection					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP. Complete All Boxes and Insert 'N/A' if the Goal is not in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
1.2.4.16	3	The Authority ensures that Certification Maintenance Requirements (CMRs) and airworthiness limitations (including their associated intervals and tolerances) are included in the approved maintenance programmes contained within Maintenance Planning Data Document (MPD) or equivalent document.	New					
Occurrence Reporting								
1.2.5	2	The Authority establishes an occurrence reporting system, analysing and investigating significant defects discovered in aircraft to determine corrective action to be taken where airworthiness may be affected and correcting any trends, where necessary.	New					
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MARQ Sub-Section B - Airworthiness Inspection					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP. Complete All Boxes and Insert 'N/A' if the Goal is not in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
1.2.5.1	3	The Authority ensures that the Design Organisation is kept informed of all national-specific Airworthiness Directives it issues, where applicable.	New					
1.2.5.2	3	The Authority establishes the type of service information to be reported to its airworthiness authority by CAMOs, and maintenance organizations.	New					
1.2.5.3	3	Upon receipt of Airworthiness Directives from another partner nation, the Authority adopts the Airworthiness Directives directly or assesses the information received and takes appropriate action.	New					

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MARQ Sub-Section B - Airworthiness Inspection					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP. Complete All Boxes and Insert 'N/A' if the Goal is not in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
1.2.5.4	3	The Authority reviews aircraft and component manufacturers' service bulletins and Airworthiness Directives issued by foreign airworthiness authorities to determine their applicability to the national aircraft, and directs corrective action where airworthiness may be affected.	New					
Training and Licensing of Maintenance Personnel								
1.2.6	3	The Authority issues and reviews aircraft maintenance training organizations approvals.	New					
1.2.6.1	4	The Authority records, reviews and processes application forms of aircraft maintenance personnel for issuance, renewal validation and extension of licenses and ratings.	New					

MARQ SUB-SECTION B - AIRWORTHINESS INSPECTION - GUIDANCE MATERIAL

Unique Identifying Reference	Guidance Material	Cross-Reference to Goals
Registration		
1.2.1a	On registering an aircraft, the Authority should issue or validate a Certificate of Airworthiness or Military Flight Test Permit.	1.2.1
1.2.1b	On registering an aircraft, the Authority should ensure that there exists a system whereby information on faults, malfunctions, defects and other occurrences that cause or might cause adverse effects on the continuing airworthiness of the aircraft is transmitted to the organisation responsible for type design.	1.2.1
Certificates of Airworthiness		
No GM Applies.		
Approval of Maintenance Organisations (MOs) & Continuing Airworthiness Management Organisations (CAMOs)		
1.2.3.2a	The Authority should ensure that facilities are appropriate to the planned work.	1.2.3.2
1.2.3.2b	The Authority should ensure that a maintenance release is completed and signed to certify that the maintenance work performed has been completed satisfactorily and in accordance with the procedures described in the maintenance organisation's procedures manual.	1.2.3.2
1.2.3.2c	The Authority should ensure that the MO employs sufficient competent personnel to plan, perform, supervise and inspect the activities included within the approval.	1.2.3.2
1.2.3.2d	The Authority should ensure that all maintenance personnel receive initial and continuation training appropriate to their assigned tasks and responsibilities.	1.2.3.2
1.2.3.2e	The Authority should ensure that the CAMO is informed when the maintenance organisation could not comply with the CAMO's work order.	1.2.3.2

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Unique Identifying Reference	Guidance Material	Cross-Reference to Goals
1.2.3.2f	The Authority should ensure that certifying personnel signing a maintenance release are familiar with the relevant company systems and procedures, and have appropriate knowledge of the aircraft or component being maintained before a certifying authorisation is granted.	1.2.3.2
1.2.3.2g	The Authority should ensure that equipment, tools, material, and airworthiness maintenance data is available for completion of the scope of activities included in the approval granted by the Authority.	1.2.3.2
1.2.3.2h	The Authority should ensure that appropriate arrangements are in place where the approved maintenance organisations that subcontract work to organisation which are either not approved by the Authority or not approved for the activities under consideration.	1.2.3.2
1.2.3.2i	The Authority should ensure that the approved maintenance organisation exercises control over its approved and non-approved contractors.	1.2.3.2
1.2.3.2j	The Authority should ensure that the approved maintenance organisation defines and implements reception procedures for components, standard parts, materials, new components and used maintained components.	1.2.3.2
1.2.3.4a	The Authority should evaluate and accept CAMOs' mass and balance programmes.	1.2.3.4
Ongoing Surveillance, Investigations and Enforcement		
1.2.4.2a	The Authority should conduct scheduled and unscheduled surveillance of maintenance related facilities including line stations that perform maintenance of its CAMOs' aircraft, making appropriate directions and recommendations and approving amendments to the CAMOs' authorizations and to their arrangements for controlling maintenance, as appropriate.	1.2.4.2
1.2.4.2b	The Authority should conduct scheduled and unscheduled surveillance of maintenance related facilities of AMOs on the ramp and in the hangars, workshops, and repair facilities. This should include contracted work that the MO may outsource.	1.2.4.2
1.2.4.2c	The Authority should conduct scheduled and unscheduled surveillance of its CAMOs' aircraft undergoing maintenance on the ramp and in the hangar and ensure work is being performed in accordance with the approved arrangements for controlling maintenance, aircraft maintenance programme, maintenance organization procedure manual, current	1.2.4.2

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Unique Identifying Reference	Guidance Material	Cross-Reference to Goals
	technical data and by authorized maintenance personnel.	
1.2.4.2d	The Authority should conduct on-going surveillance of its CAMOs' aircraft reliability programmes and take action should results indicate degraded levels of safety.	1.2.4.2
1.2.4.2e	The Authority should conduct periodic and unannounced surveillance on personnel certificated and/or authorized to issue a maintenance release.	1.2.4.2
1.2.4.6a	The Authority should undertake ongoing surveillance of component reliability programmes.	1.2.4.6
1.2.4.15a	The Authority should ensure that airworthiness limitations are clearly identified in the maintenance programme.	1.2.4.15
1.2.4.15b	The Authority should ensure that procedures exist to prevent airworthiness limitations being waived in any way, without the approval of, or in accordance with, a procedure developed by the Design Organisation.	1.2.4.15
Occurrence Reporting		
No GM Applies.		
Training and Licensing of Maintenance Personnel		
No GM Applies.		

MARQ SUB-SECTION C - PRODUCTION OVERSIGHT GOALS

Reference: EMAD R, Edition 2.0 dated 12 January 2016.

Completing Recognition Partner (RP)		Date Completed	
Reviewing RP		Comments Date	

MARQ Sub-Section C - Production Oversight					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP. Complete All Boxes and Insert 'N/A' if the Goal is not in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
1.3	1	The Authority meets the established production oversight requirements and functions at the required level of competency and safety.	In MARQ Ed 1					
Production Certificates								
1.3.1	2	The Authority issues a production certificate / approval for aeronautical products or parts manufactured by a production organisation.	In MARQ Ed 1	1.3.1.a				
Approval of Production Organisations								

EMAD R - RECOGNITION

MARQ Sub-Section C - Production Oversight					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP.</i> <i>Complete All Boxes and Insert 'N/A' if the Goal is not in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
1.3.2	2	The Authority approves production organisations to ensure proper communications with the design organisation, the adequacy of manufacturing test facilities, the competence of skilled personnel, the existence of satisfactory quality control systems, including coverage of suppliers.	In MARQ Ed 1					
1.3.2.1	3	The Authority assures that production organisations have established and can maintain a valid quality management system.	In MARQ Ed 1					
1.3.2.2	3	The Authority assures that production organisations determine that each part and completed products conform to the design and are in a condition for safe operation.	In MARQ Ed 1					

EMAD R - RECOGNITION

MARQ Sub-Section C - Production Oversight					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP.</i> <i>Complete All Boxes and Insert 'N/A' if the Goal is not in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
1.3.2.3	3	When approving the production organisation, the Authority requires that production is conducted in a controlled manner, including the use of a Quality System, so that construction and assembly are satisfactory.	In MARQ Ed 1					
1.3.2.4	3	The Authority requires that records be maintained such that the identification of the aircraft and of the parts with their approved design and production can be established.	In MARQ Ed 1					
1.3.2.5	3	The Authority assures that production organisations maintain a complete and current design data file for each product produced under the production approval.	In MARQ Ed 1					

EMAD R - RECOGNITION

MARQ Sub-Section C - Production Oversight					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP. Complete All Boxes and Insert 'N/A' if the Goal is not in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
1.3.2.6	3	The Authority assures that production organisations maintain complete and current inspection records showing that all inspections and tests required to ensure compliance with the applicable regulations have been properly completed and documented. These records typically should be retained for 6 years.	In MARQ Ed 1					
Survey and Evaluation of Aircraft								
1.3.3	2	The Authority surveys and evaluates aircraft for issuance of an Airworthiness Certificate (Certificate of Airworthiness) and maintains the certificate for aircraft on the military aircraft register.	In MARQ Ed 1					
Release Certificates								

EMAD R - RECOGNITION

MARQ Sub-Section C - Production Oversight					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP.</i> <i>Complete All Boxes and Insert 'N/A' if the Goal is not in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
1.3.4	2	The Authority issues authorised release certificates for airworthy aeronautical products or parts.	In MARQ Ed 1					
Surveillance, Investigations & Enforcement								
1.3.5	2	The Authority undertakes production surveillance, investigations and enforcement.	In MARQ Ed 1					
1.3.5.1	3	The Authority performs regular surveillance of manufacturing activities and series production to assure the manufacturers' compliance with airworthiness regulations and associated manufacturing specifications.	In MARQ Ed 1					
1.3.5.1.1	4	The Authority assures the production organisation's compliance with approved production drawings and manufacturing procedures.	In MARQ Ed 1	1.3.5.1.1.a 1.3.5.1.1.b				

EMAD R - RECOGNITION

MARQ Sub-Section C - Production Oversight					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP.</i> <i>Complete All Boxes and Insert 'N/A' if the Goal is not in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
1.3.5.1.2	4	The Authority evaluates any changes to the Production Certificate/approval to assure continued compliance with the applicable airworthiness requirements.	In MARQ Ed 1					
1.3.5.1.3	4	The Authority sentences production organisations' requests for deviations from regulations.	In MARQ Ed 1					
1.3.5.1.4	4	The Authority assures that the manufacturer submits complete modification drawings, design data and maintenance information for use by the CAMO, maintenance and overhaul organisation.	In MARQ Ed 1					

EMAD R - RECOGNITION

MARQ Sub-Section C - Production Oversight					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP.</i> <i>Complete All Boxes and Insert 'N/A' if the Goal is not in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
1.3.5.1.5	4	The Authority responds to production organisations' reporting of problems, which threaten timely and satisfactory achievement of the regulations, with recommendations for corrective action.	In MARQ Ed 1					
1.3.5.1.6	4	The Authority witnesses critical tests performed by production organisations and approves testing methods and test reports.	In MARQ Ed 1					
1.3.5.2	3	The Authority investigates unsatisfactory manufacturing occurrences, which may result in necessary corrective actions.	In MARQ Ed 1					
Production Aspects of Type Certification								

EMAD R - RECOGNITION

MARQ Sub-Section C - Production Oversight					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP.</i> <i>Complete All Boxes and Insert 'N/A' if the Goal is not in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
1.3.6	2	The production aspects of Type Certification activities are addressed by the Authority.	In MARQ Ed 1					
1.3.6.1	3	The Authority evaluates proposals pertinent to manufacturing aspects of the design, repair, and modification of aircraft or its parts to ensure conformity with the Authority specifications.	In MARQ Ed 1					
Relationships with other Authorities								
1.3.7	2	The Authority establishes relationships with other airworthiness authorities for cooperation on production organisation surveillance.	In MARQ Ed 1					
Airworthiness Directives								

EMAD R - RECOGNITION

MARQ Sub-Section C - Production Oversight					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP.</i> <i>Complete All Boxes and Insert 'N/A' if the Goal is not in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
1.3.8	2	The Authority processes all Airworthiness Directives initiated by the manufacturers and recommends implementation action.	New					

MARQ SUB-SECTION C - PRODUCTION OVERSIGHT - GUIDANCE MATERIAL

Unique Identifying Reference	Guidance Material	Cross-Reference to Goals
Production Certificates		
1.3.1a	The Authority should amend a production certificate / approval, as necessary.	1.3.1
Approval of Production Organisations		
No GM Applies.		
Survey and Evaluation of Aircraft		
No GM Applies.		
Release Certificates		
No GM Applies.		
Surveillance, Investigations & Enforcement		
1.3.5.1.1a	The Authority should monitor manufacturers' engineering work for the design and testing of aircraft engines, propellers, equipment, instruments parts and appliances to ensure compliance with airworthiness requirements and related manufacturing specifications.	1.3.5.1.1
1.3.5.1.1b	The Authority should evaluate equipment and materials to be used in aircraft construction and modifications to ensure their conformity with the Authority's specifications.	1.3.5.1.1
Production Aspects of Type Certification		
No GM Applies.		
Relationships with other Authorities		

EMAD R - RECOGNITION

Unique Identifying Reference	Guidance Material	Cross- Reference to Goals
No GM Applies.		
Airworthiness Directives		
No GM Applies.		

MARQ SUB-SECTION D - AIRCRAFT CERTIFICATION GOALS

Reference: EMAD R, Edition 2.0 dated 12 January 2016.

Completing Recognition Partner (RP)		Date Completed	
Reviewing RP		Comments Date	

MARQ Sub-Section D - Aircraft Certification					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP. Complete All Boxes and Insert 'N/A' if the Goal is not in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
1.4	1	The Authority meets the established aircraft certification requirements and functions at the required level of competency and safety.	In MARQ Ed 1					
Approval of Design Organisations								
1.4.1	2	The Authority approves Design Organisations to ensure they have the technical competency and organisation to enable them to show compliance with the appropriate design regulations.	In MARQ Ed 1					
Certification of Type Designs								

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EMAD R - RECOGNITION

MARQ Sub-Section D - Aircraft Certification					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP.</i> <i>Complete All Boxes and Insert 'N/A' if the Goal is not in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
1.4.2	2	The Authority approves and certifies the type design of aircraft, engines, propellers, parts and appliances.	In MARQ Ed 1	1.4.2.a				
1.4.2.1	3	The Authority defines criteria and processes for certifying compliance of the type design with applicable airworthiness standards.	In MARQ Ed 1	1.4.2.1.a				
1.4.2.1.1	4	The Authority establishes certification bases.	In MARQ Ed 1	1.4.2.1.1.a 1.4.2.1.1.b				
1.4.2.1.2	4	The Authority agrees/accepts the means or methods of compliance.	In MARQ Ed 1	1.4.2.1.2.a				
1.4.2.2	3	The Authority conducts an evaluation of engineering and airworthiness of an aircraft type.	In MARQ Ed 1					
1.4.2.2.1	4	The Authority issues findings on compliance.	In MARQ Ed 1	1.4.2.2.1.a				

EMAD R - RECOGNITION

MARQ Sub-Section D - Aircraft Certification					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP.</i> <i>Complete All Boxes and Insert 'N/A' if the Goal is not in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
1.4.2.2.2	4	The Authority approves the design information required for design certification and continued airworthiness (i.e. Approved Data).	In MARQ Ed 1					
1.4.2.3	3	The Authority issues Military Type Certificates or design certificates for aircraft, engines, propellers, parts and appliances.	In MARQ Ed 1	1.4.2.3.a 1.4.2.3.b				
1.4.2.4	3	The Authority issues Military Permits To Fly (MPTFs), when an aircraft is not fully in compliance with its airworthiness requirements but is capable of safe flight.	In MARQ Ed 1					
1.4.2.5	3	The Authority approves Certification Maintenance Requirements (CMRs) during the Type Certification process.	New					

EMAD R - RECOGNITION

MARQ Sub-Section D - Aircraft Certification					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP.</i> <i>Complete All Boxes and Insert 'N/A' if the Goal is not in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
Post-certification Functions (including Airworthiness Directives)								
1.4.3	2	The Authority facilitates post-certification airworthiness functions.	In MARQ Ed 1	1.4.3.a 1.4.3.b 1.4.3.c				
1.4.3.1	3	The Authority ensures that a system is in place through which the CAMO will report malfunctions, failures, and defects to the type design organisation and that the type design organisation will review those reports and take corrective action. Authority should monitor that action to ensure unsafe conditions are corrected.	In MARQ Ed 1	1.4.3.1.a				
1.4.3.2	3	The Authority monitors service bulletins from the design/production organisation to determine likely effects on continuing airworthiness of aviation products and	In MARQ Ed 1					
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EMAD R - RECOGNITION

MARQ Sub-Section D - Aircraft Certification					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP.</i> <i>Complete All Boxes and Insert 'N/A' if the Goal is not in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
		to establish procedures to avoid or correct difficulties.						
1.4.3.3	3	The Authority mandates actions to correct any unsafe conditions and disseminates the information to CAMOs.	In MARQ Ed 1					
1.4.3.4	3	The Authority ensures there is a system in place for the receipt, review, and appropriate action on mandatory airworthiness information.	In MARQ Ed 1					
Information & Data								
1.4.4	2	The Authority transmits information necessary for continuing airworthiness and safe operation of aircraft [including those of] other Authorities that have the aircraft type on its register (and others on request).	In MARQ Ed 1					

EMAD R - RECOGNITION

MARQ Sub-Section D - Aircraft Certification					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP.</i> <i>Complete All Boxes and Insert 'N/A' if the Goal is not in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
1.4.4.1	3	The Authority ensures that the design organisation supplies appropriate maintenance data and approves it, as applicable.	New					
Structural Integrity Activities								
1.4.5	2	The Authority requires and approves a structural integrity programme for each aircraft type and monitors its effectiveness. The programme includes specific information concerning ageing.	In MARQ Ed 1					
Handling of Safety Issues								
1.4.6	2	The Authority establishes a system to manage and mitigate safety issues.	In MARQ Ed 1					
1.4.6.1	3	The Authority establishes a system to ensure that information on faults, malfunctions, defects and other occurrences that	In MARQ Ed 1					
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EMAD R - RECOGNITION

MARQ Sub-Section D - Aircraft Certification					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP.</i> <i>Complete All Boxes and Insert 'N/A' if the Goal is not in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
		causes or might cause adverse effects on the continuing airworthiness of aircraft is received.						
1.4.6.2	3	The Authority establishes a system to ensure that decisions are made on whether or not to take airworthiness action.	In MARQ Ed 1	1.4.6.2.a 1.4.6.2.b				
1.4.6.3	3	The Authority establishes a system to ensure that, if necessary, airworthiness actions are developed and promulgated appropriately.	In MARQ Ed 1					
1.4.6.4	3	The Authority cooperates with the organisation responsible for accident / incident investigations to ensure that recommendations are adequately addressed.	New					
Approval of Modifications & Repair Schemes								
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EMAD R - RECOGNITION

MARQ Sub-Section D - Aircraft Certification					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP. Complete All Boxes and Insert 'N/A' if the Goal is not in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
1.4.7	2	The Authority conducts an evaluation of modifications or repair schemes.	In MARQ Ed 1	1.4.7.a				
Support to Operator / CAMO Continuing Airworthiness Activities								
1.4.8	2	The Authority assures that the operator / CAMO takes all necessary actions to keep its aircraft in an airworthy condition.	In MARQ Ed 1	1.4.8.a				

MARQ SUB-SECTION D - AIRCRAFT CERTIFICATION - GUIDANCE MATERIAL

Unique Identifying Reference	Guidance Material	Cross-Reference to Goals
Approval of Design Organisations		
No GM Applies.		
Certification of Type Designs		
1.4.2a	The Authority should approve the Aircraft Flight Manual and other related manuals/documents that support airworthiness, the Configuration Deviation List (CDL) and Master Minimum Equipment List (MMEL).	1.4.2
1.4.2.1a	The Authority should develop standards and procedures for the type certification of an aircraft including its components, engines, systems, instruments and equipment.	1.4.2.1
1.4.2.1.1a	The Authority should issue special conditions of airworthiness as part of the certification basis when it finds that a proposed type design for an aircraft, engine or propeller incorporates novel or unusual design features and the existing applicable airworthiness standards do not contain adequate or appropriate safety standards for certifying such features.	1.4.2.1.1
1.4.2.1.1b	The Authority should identify and record all Findings of Equivalent Level of Safety (FES) as part of the certification basis.	1.4.2.1.1
1.4.2.1.2a	The Authority should agree the certification compliance plan.	1.4.2.1.2
1.4.2.2.1a	The Authority should evaluate equipment required for specific operations as appropriate for the intended purpose, e.g. minimum equipment list.	1.4.2.2.1
1.4.2.3a	The Authority should issue Military Type Certificates which define the design of the aircraft and certify that the design meets the appropriate airworthiness requirements of that State.	1.4.2.3
1.4.2.3b	The Authority should assure the type data necessary to support the Military Type Certificate.	1.4.2.3

EMAD R - RECOGNITION PROCESS

Unique Identifying Reference	Guidance Material	Cross-Reference to Goals
Post-certification Functions (including Airworthiness Directives)		
1.4.3a	The Authority should ensure that the type data necessary to support the type certificate of aircraft on the Authority's aircraft register is maintained.	1.4.3
1.4.3b	The Authority should monitor aerodynamic performance, structural integrity and system functioning of aircraft in service and scrutiny of failures and service difficulties to initiate improvement and corrective action.	1.4.3
1.4.3c	The type design data should be maintained by the Authority or the type certificate holder, or both.	1.4.3
1.4.3.1a	The Authority should establish the type of service information that is to be reported to its airworthiness authority by organizations responsible for type design. Procedures for reporting this information should also be established.	1.4.3.1
Information & Data		
No GM Applies.		
Structural Integrity Activities		
No GM Applies.		
Handling of Safety Issues		
1.4.6.2a	The Authority should investigate unsatisfactory occurrences to identify and prepare necessary design, maintenance and operational corrections.	1.4.6.2
1.4.6.2b	The Authority should evaluate reports of accidents, incidents and malfunctions with a view to determine trends for unsatisfactory design features and take action on cases that effect aviation safety.	1.4.6.2
1.4.7a	The Authority should approve the design of modifications and repairs.	1.4.7
Support to Operator / CAMO Continuing Airworthiness Activities		

EMAD R - RECOGNITION PROCESS

Unique Identifying Reference	Guidance Material	Cross-Reference to Goals
1.4.8a	<p>The Authority should participate in Maintenance Review Board (MRB) activities related to the development and approval of initial maintenance and inspection requirements for newly type certificated aircraft and engines being introduced into service for the first time.</p> <p>Note : In the context of EMAR M, 'operator' can be considered to be 'Operating Organisation'.</p>	1.4.8

Recognition Certificate Template

Recognition Certificate

of

Insert Completing RP (Nation)

by

Insert Reviewing RP (Nation)

CERTIFICATE OF RECOGNITION

The Recognition process detailed in EMAD R, Edition 2.0 has been followed and confidence has been gained that ...*insert completing RP...* regulatory approach can be Recognised by ...*insert reviewing RP...*

Notwithstanding the Accepted Recognition Delta(s) listed in Table 1, the ...*insert completing RP...* conduct of regulatory assurance, as detailed in their MARQ Responses to Sub-Sections A, B, C and D (*delete as appropriate*), is considered to be suitable for their artefacts, listed in Table 2, to be considered or used by the recognising RP.

Accepted Recognition Delta	Justification
	<i>Expand this table as required</i>

Table 1

Artefacts	Remarks
<i>e.g. Existing Approval of maintenance organisation x to be adopted by reviewing RP.</i>	Confirmation of audit programme required.
<i>e.g. Approval of production organisation y to be conducted jointly.</i>	Recognition Agreement Reference requires signature.
<i>e.g. Existing Certification x (or certain artefacts) to be adopted by reviewing RP.</i>	
	<i>Expand this table as required</i>

Table 2

The Recognition Certificate is valid until ...*insert date from Recognition Agreement...*

The Recognition Certificate will be reviewed for the first time on ...*insert date...* unless any significant changes (Step 18 of EMAD R refers) to the Authorities occur before that date.

All Recognition Partners undertake to inform the other Recognition Partners immediately of any significant changes to their Authority (Step 18 of EMAD R refers).

Recognition Partners undertake to provide the following information relevant to the Artefacts listed in Table 2:

- a. *e.g. Audit Reports, etc.*

The essential principle that Recognition is a national responsibility is maintained, hence sovereign regulatory responsibility is not abdicated by issuance of this Recognition Certificate.

The Recognition Partners' signatories below are duly authorised to make the agreements given above.

Recognised Authority:	Name:	Date:
pMS:	Title:	
pMS MARQ Responses Date:	Signature:	
Recognising Authority:	Name:	Date:
pMS:	Title:	
pMS MARQ Responses Date:	Signature:	

Table 3

Prerequisites For Using Artefacts

1. The following prerequisites should be fulfilled to enable the recognising Authority to use the Organisational Approvals and Certification artefacts issued by the recognised Authority. This use of artefacts should be detailed on the Recognition Certificate.
2. For both uses of Artefacts the following are prerequisites:
 - a. A successful Recognition of that RP has been completed (denoted by the signing of a Recognition Certificate).
 - b. The Recognition is still valid (as detailed on the signed Recognition Certificate) and will remain valid for the period of use of the Artefact.

Organisational Approvals

3. Maintenance Organisation Approvals (EMAR 145).
 - a. The version of the product or component of recognising Authority shall be in the capability list of the approval of the Maintenance Organisation (MO) issued by the recognised Authority:
 - (1) If it is not the case, the MO should apply for an extension to recognised Authority, with the support of the recognising Authority.
 - b. The recognising Authority shall notify the recognised Authority when the inclusion of the version of the product or component of recognising Authority is no longer required in the capability list.
 - c. The Type Rating of the Certifying Staff relating to the version of the product or component of recognising Authority shall be approved by the recognised Authority.
 - d. In the case where a fee is requested by the recognised Authority for the audit of the applicant, it should be supported by the applicant (who could then reflect it in the contract linking the applicant to the recognising Authority).
 - e. As the Type Certificate (TC) of the maintained product or of the product where the maintained component is installed is issued by the recognising Authority, the recognised Authority shall verify the procedures to ensure:
 - (1) The reporting of occurrences to the recognising Authority to comply with EMAR 145.A.60.
 - (2) The application of the Instructions for Continuing Airworthiness (ICAs) as approved in the Type Certificate Data Sheet (TCDS) of the TC issued by the recognising Authority.
 - (3) The application of the Airworthiness Directives issued by the recognising Authority.
 - (4) The use of the Technical log from the relevant Continuing Airworthiness Management Organisation (CAMO) of recognising Authority.
 - (5) The exchange of information with the CAMO of recognising Authority as required in EMAR 145.

f. Access to audit findings shall be possible on request.

4. Type Rating Training Approval (EMAR 147).

a. The aircraft version of recognising Authority shall be in the capability list of the approval of the Maintenance Training Organisation (MTO) issued by the recognised Authority:

(1) If it is not the case, the MTO should apply for an extension to recognised Authority, with the support of the recognising Authority.

b. The recognising Authority shall notify the recognised Authority when the inclusion of the aircraft version of recognising Authority is no longer required in the capability list.

c. In the case where a fee is requested by the recognised Authority for the audit of the applicant, it should be supported by the applicant (who could then reflect it in the contract linking the applicant to the recognising Authority).

d. Access to audit findings shall be possible on request.

5. Type Rating Licence (EMAR 66).

a. The licence issued by the recognised Authority shall comprise the aircraft version of recognising Authority in the Type Rating list.

b. In the case where a fee is requested by the recognised Authority to assess the applicant, it should be supported by the applicant's organisation (who could then reflect it in the contract linking the organisation to the recognising Authority).

Certification Approvals

6. The Certification processes explained in recognised Authority's MARQ Responses during the Recognition process were the same processes that recognised Authority used during their Certification of the aircraft / air system.

7. The scope of the Recognition (as specified on the Recognition Certificate) included acceptance of the recognised Authority's Organisation Approvals towards the award of a recognising Authority Organisational Approval and/or the use of recognised Authority's Certification artefacts.