



EUROPEAN MILITARY AIRWORTHINESS DOCUMENT

EMAD R

RECOGNITION PROCESS

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EMAD R - RECOGNITION PROCESS

Introduction

1. The aim of harmonisation of national approaches to military airworthiness is to enable organisations within a military airworthiness or aviation system of one nation to accept products, goods, services, or data, from organisations that are regulated by another nation's regulatory system, accompanied by that other system's approval artefacts, without the undue burden to completely recertify/reapprove. However, pending the degree of harmonisation of these airworthiness approaches, military technical airworthiness regulatory and assurance activities in different nations may be executed to different standards, using different processes and with a different risk appetite. Therefore, a National Military Airworthiness Authority (NMAA) cannot take the work of another NMAA 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 airworthiness system, comprising of technical airworthiness activities and 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 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. The process and examples of templates for documents as described in this EMAD R are not meant as strict standards but should all together be considered as an agreed harmonised generic practice to conduct Recognition. Nevertheless, NMAAs in coordination with their recognition partners may decide to tailor this practice (including the document templates and/or wordings used) if deemed necessary or practical on a case-by-case basis and pending their national policy and regulations.

4. Also, 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 NMAAs that are involved, whilst fully respecting each other's sovereign national positions and responsibilities.

5. Although this recognition process has been developed for EDA-pMS, it can also be used by NMAAs of non-EDA pMS or by certification bodies who are not NMAAs. In addition, the recognition process does not assess the validity or appropriateness of any primary certification code or certification process used by an NMAA. 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.

Recognition Scope

6. The Recognition Scope specifies the areas of the airworthiness domain within which the authority's mandate, regulations, processes and procedures of another NMAA are assessed and compared with one's own airworthiness system. This assessment is performed with a generic view at a system level, independent from any specific application to a particular aviation platform, product or service provider in the airworthiness domain. As a result, after completion of the recognition

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process, the recognition scope in its own does not allow the actual exchange, acceptance or re-use of artefacts for specific programmes or service providers. For this a defined Programme Scope is required as described below.

7. The process for gaining Recognition revolves around the completion of the Military Authorities Recognition Question set (MARQ) which is based on the air safety goals from ICAO Doc 9734 (Safety Oversight Manual) and ICAO Doc 9760 (Airworthiness Manual). The MARQ is written to allow an NMAA to provide evidence on how it conducts its national airworthiness assurance responsibilities and achieves compliance with the air safety goals. Analysis of another NMAA's MARQ responses enables the assessment of the legal basis for the establishment of the NMAA, and the similarity of its airworthiness rules, their application as well as the authority's processes and procedures in order to understand the differences with one's own airworthiness system. The MARQ is also a powerful tool for NMAAs to assess their own airworthiness system with a view to continuous improvement. Both from a perspective of Recognition as well as continuous improvement, NMAAs are advised to regularly update their MARQ responses. For the recognition process as described further in this document, the completion of the MARQ by an NMAA (either with a view to future recognitions or to its own continuous improvement) is considered an input condition.

8. MARQ is split into 4 sections that cover the following areas:

- a. Airworthiness Authority. This section covers the code, structure and organisation
- b. Airworthiness Inspection. This section covers the authority's assurance of continuing airworthiness.
- c. Production Oversight. This covers the authority's assurance of regulation compliance by production organisations.
- d. Aircraft Certification. This covers the authority's assurance of certification activities.

9. A Recognition can only be considered valid if it includes an assessment of the NMAA of the country that is to be recognised (i.e. sub-paragraph 8.a. above) but the inclusion of the other sections (sub-paragraphs 8.b. to 8.d. above) are depending on the intended need to be satisfied by the Recognition.

Programme Scope

10. Depending on the need of an NMAA, the recognition process may not only focus on the airworthiness regulations and general processes and procedures as applied by the other NMAA (system level assessment). Often, it will also include the analysis of the specific programme related application of these and other rules and procedures with a view to accept and/or re-use airworthiness artefacts for products within that specific programme, under the provisions to be defined by the recognising NMAA. The Programme Scope specifies the aviation platforms, products and type of service providers for which artefacts can be exchanged, accepted or re-used.

EMAR Harmonisation and Recognition

11. Recognition is not directly linked to the implementation of EMARs in the national airworthiness regulations of the involved NMAAs but any harmonisation of national airworthiness regulations towards the EMARs will make the comparison undertaken during Recognition much easier and will reduce the possibility of misinterpretation of each other's regulations.

Potential Benefits of Recognition

12. As primary benefits of Recognition could be mentioned:
- a. To enable an NMAA to potentially simplify the process and reduce the associated resources required to approve organisations and/or certify products that have been previously approved and/or certified by another NMAA.
 - b. To enable a pMS' defence procurement organisation and/or NMAA to potentially re-use organisational approvals and certification artefacts from a recognised NMAA in their own certification and project approval processes.
 - c. To enable a national aerospace industry to use NMAA's organisational approvals as credit towards similar approvals by other NMAs when tendering for foreign procurement/maintenance contracts.
 - d. To improve pooling & sharing opportunities.
 - e. Successful recognition of an NMAA by another NMAA can bring significant reputational and interoperability advantages (such as a nation's personnel being able to fly in another nations aircraft).
13. As secondary benefits of recognition the following could be considered:
- a. To enable a pMS' defence procurement organisation to simplify the process of contracting for shared maintenance services and to establish and utilise common spares pools with nations whose NMAs have been recognised.
 - b. Enable a continuous improvement ethos for an NMAA's airworthiness system by using the MARQ as a tool for self-assessment.

Certificate of Recognition and Implementing Arrangements

14. Once a recognition process is successfully completed, a Certificate of Recognition stating the Recognition Scope is issued by an NMAA to its recognised partner. The Certificate of Recognition remains valid as long as the Recognition Scope is not changed or until the certificate is revoked by the issuing NMAA. In case of a required change to the Recognition Scope, the Certificate of Recognition must be replaced by a new certificate after an additional assessment of the recognition partner's airworthiness system covering the scope change.
15. The Certificate of Recognition is accompanied by Implementing Arrangements which detail the mutual commitments and arrangements to implement and maintain the recognition unless decided otherwise by the recognising NMAA in case there is no need for a Programme Scope.
16. If applicable, the Implementing Arrangements also specify the Programme Scope of the Recognition and the programme specific Arrangements. As a result, the Implementing Arrangements are inextricably linked to the Certificate of Recognition. Changes to the Implementing Arrangements may be required due to:
- a. a change of the Recognition Scope that requires amendment of the Implementing Arrangements;

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- b. a change to the Programme Scope (e.g. as a result of extension to additional aviation platforms or programmes or artefacts to be accepted);
- c. changes to the recognised NMAA's mandate and responsibilities or its airworthiness system that require adaptation of the Implementing Arrangements;
- d. Lessons learnt from reported occurrences and/or findings that are related to the Recognition.

17. For the aforementioned reasons, a Recognition should be periodically reviewed, preferably every 4 years. A schedule for the periodic review should be defined in the Implementing Arrangements.

18. 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.

Coordinating Support Function

19. To support the recognition of NMAAs of pMS, EDA will carry out a Coordinating Support Function in which role it will complete the following activities:

- a. Maintaining an overview of recognition needs of pMS including a forecast of recognition visits with a view to optimise the efficiency of recognition activities by interested NMAAs.
- b. Record the progress and outcomes of all recognition activities involving EDA pMS for which it will maintain a database containing the Certificates of Recognition, details of the Programme Scope, relevant data (e.g. expiring and review dates) at a minimum. At the discretion of the NMAAs, related documents like Recognition Agreements, Recognition Reports and Implementing Arrangements may also be included to support other NMAAs with their preparation of future recognitions of the involved authorities.
- c. Provision of advice and guidance to NMAAs throughout the recognition process if so requested by the NMAAs of pMS. The information provided by EDA is only advisory, and it is the responsibility of each NMAA to determine the appropriate action to take.

RECOGNITION PROCESS DESCRIPTION

Process Phases

20. The Recognition of one NMAA by another NMAA consists of the following 3 Phases:

- a. Preparation Phase. In the Preparation Phase, NMAAs plan for the actual recognition. This phase starts with the definition of the Recognition and the potential programme objectives and the identification of conditions and constraints. Based on this, the (audit) baseline for the assessment is defined, resources are allocated and timelines developed. The agreed outcome of these activities constitutes the Recognition Agreement to be signed by both involved NMAA's. That marks the end of the Preparation Phase. The activities associated with this phase are detailed in Steps 1 to 6 on the following pages.
- b. Recognition Phase. In the Recognition Phase, the actual assessment of the NMAA that is to be recognised, takes place. For this purpose, the NMAA that is assessed, provides the recognising NMAA with a completed MARQ and, if relevant, the specific programme related processes and procedures reflecting the Recognition and Programme Scope as defined in the Recognition Agreement. Based on these inputs, the recognising NMAA performs an

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assessment. Intensive communication and exchange of information between the involved NMAAs is key in this phase of the recognition process. Based on the outcome of the assessment, both NMAAs develop the Implementing Arrangements that are necessary for cooperation and the potential acceptance of airworthiness artefacts from the recognised NMAA by the recognising NMAA. The Recognition Phase is concluded with the issuance of a Recognition Report, the Certificate of Recognition and the Implementing Arrangements. The activities of this phase are further described in Steps 7 to 10 hereafter.

- c. Sustainment Phase. The activities of the Sustainment Phase are associated with sustaining the achieved Recognition and the maintenance of the Certificate of Recognition and the Implementing Arrangements. The related activities are detailed in Steps 11 to 13 below.

21. Flow-diagrams that depict the sequencing of the necessary steps of each phase to achieve and sustain the Recognition are at Annex A. Each of the phases as well as their process steps are described in detail below.

Preparation Phase

Step 1: Define Recognition and Programme Scope

22. Based on its national interest, an assessment, of the benefits that the country hopes to gain from Recognition, will be carried out by an NMAA. This assessment may include needs from different perspectives such as, but not limited to:

- a. Specific projects/aircraft types that have mutual involvement;
- b. Pooling and sharing of maintenance and maintenance training resources;
- c. Multinational operations and/or exercises;
- d. Sharing approval and oversight commitments;
- e. Competence building of authority staff.

23. From the identified needs, the Recognition and programme objectives should be defined, e.g.:

- a. Acceptance of existing certificates and licenses;
- b. Acceptance of organisational approvals;
- c. Collaboration in the execution of NMAA approval and oversight processes.

24. Based on the defined objectives, both the Recognition Scope and specific Programme Scope must be defined as previously described.

25. Early liaison with the recognition partner is essential during this stage, and a cost/benefit analysis could be conducted to ensure that both NMAAs fully understand the entire scope of aimed benefits, together with the resources of the activity associated with achieving and maintaining the Recognition.

Step 2: Determine Conditions and Constraints

26. It must be accepted that pMS may have differing national legal structures, requirements or political positions which may provide constraints or demand specific conditions to the recognition process of NMAAs (e.g. different mandates and responsibilities). It is therefore important that any of

those constraints and conditions are identified at this stage and made known to each other with a view to being assessed by both recognition partners to determine the most effective mutually acceptable resolution.

27. Activity that NMAAs will need to undertake to reach a mutually acceptable resolution should be detailed in the Recognition Agreement (See Step 7 and Annex B) e.g. 'Intellectual Property Rights' constraints.

Step 3: Define Assessment Baseline

28. Based on the Recognition and Programme Scope, an analysis of the recognition partner authority's experience, scope of responsibilities, and ability to perform the required airworthiness functions is required. This will allow tailoring the recognition process to meet the needs of the recognising NMAA. The less differences that exist between the involved NMAAs, the easier it will be to achieve Recognition.

29. Once this analysis has been completed, an agreed baseline must be established for the actual assessment. This assessment baseline should detail the functions of the NMAA that is to be recognised (including its qualified entities, if applicable) and the relevant airworthiness regulations of its airworthiness system that will be subject to the assessment. This allows NMAAs with different levels of experience, responsibility and ability to recognise each other. Where the NMAA to be recognised 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).

30. 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 to be reflected in the EMAR Implementation Status Sheets.
- (2) The involved NMAAs 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 to limit recognition to national implementations of an EMAR or to request EDA 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 recognition partners 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 an NMAA outside 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 7 and 8.

b. Authority structure, mandate and experience of the involved NMAAs. Where the involved NMAAs have significantly different structures, mandates and experience, it might be necessary to clearly define which areas of the NMAA that is assessed are being considered during the Recognition (e.g. only the organisation responsible for continuing airworthiness regulation).

Step 4: Develop Assessment Plan

31. The next step in the process is to develop an Assessment Plan for the actual recognition, starting with defining the MARQ Scope as a basis for the assessment, then determining the required resources and finally defining a timeline for the Recognition. Since this step defines the execution of the Recognition where an intensive interaction with the recognition partner is required, the development of this Assessment Plan must be closely coordinated with the NMAA that is to be recognised.

Define MARQ Scope

32. Based on the defined Assessment Baseline the appropriate sections of the MARQ must be selected. As mentioned before, section A should always be included as this is the basis for the assessment of the authority's airworthiness code, organisation and structure. The selection of the sub-sections B to D are dependent on the Recognition Scope (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).

33. When a Programme Scope is defined, particular attention should be given to programme specific rules and procedures that deviate from the recognition partner's standard regulatory framework that is considered to constitute its airworthiness system. This may be the case if EMAR-based regulations are the normal airworthiness regulatory framework but are not applied to the specific programme of interest.

Resourcing

34. The resourcing for the recognition activities will be based upon the Assessment Baseline and the MARQ Scope as identified at **Steps 3 and 4**, taking into account the intended timeline for achieving Recognition. Whilst not exhaustive, as a minimum the factors presented below must be considered and, where appropriate, detailed in the Recognition Agreement. Recognition partners may consider using any previous Recognition activity undertaken by any of the recognition partners involved (if they consider this Recognition to be suitable) to reduce the required resource. Additionally, EDA could provide guidance in this area, based on previous recognition activities carried out by other pMS. Each phase of the recognition process will have different resource requirements which will vary and will depend upon several factors:

- a. *Recognition Phase*. It is essential for the involved NMAAs to agree at this step that they will commit enough resources to complete the recognition activities. The 'default position' is that the resource costs to achieve Recognition should be borne by the NMAA undertaking the specific activity. Factors to consider when determining the resources that will be required include:
 - (1) The Assessment Baseline and MARQ Scope.
 - (2) Timeline for recognition activity to be completed within.
 - (3) The differences between the involved NMAAs as a result of the analysis in Step 3 (e.g. level of EMAR implementation already achieved by the NMAA, 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).
 - (4) Availability of Suitably Qualified and Experienced Personnel (SQEP) to carry out the necessary recognition activities. If agreed by the recognition partners, a nation may supplement their own resources by outsourcing to a third-party where appropriate. EDA could be requested to provide assistance in identifying suitable third parties.

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- (5) Mentoring by more experienced NMAAs (in the field of military airworthiness), or by EDA, may be of benefit to some nations, thus enabling the provision of more effective resources, or even the development of their own SQEP.

Note 1: The sharing of resources and information between the involved NMAAs 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 or not.

Note 2: The Recognition Agreement template (Annex B) should be used to confirm that all the required resources will be made available.

- b. *Sustainment Phase.* This is the phase necessary for the activities associated with the sustainment of the achieved Recognition. Recognition partners should consider the impact of this Recognition on any extant review activity that may already be in place for the sustainment of previous Recognition. NMAAs should also liaise with EDA to establish any new requirements that could arise from this new Recognition.

Timeline/Plan

35. The involved NMAAs should develop a timeline for the completion or implementation of all steps of the recognition process. The agreed timelines will be communicated to EDA to ensure that the proposed timeline/plan is supportable and so any dependencies are identified within a single overview.

36. This timeline, including the proposed review date of the Recognition, should be included in a draft Recognition Agreement between the recognition partners (which will be formalised at **Step 5**).

37. The recognition partners should consider exploiting previous recognition activities (e.g. completed MARQ) to reduce timelines. EDA will be able to provide advice, information and documentation to support the development of the timeline/plan.

Step 5: Draft Recognition Agreement

38. Based on the outcome of the previous steps, the involved NMAAs need to decide what will be included in the detailed content of the Recognition Agreement. Any potential issues to achieve Recognition will need to be identified and, preferably, resolved. The recognition partners will have to assess if the issues 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 desired activities and the cost/benefit analysis carried out, e.g. differences in how EMAR 21 Privileges have been applied due to national policy.
- b. Any mitigated or unmitigated but accepted differences should be detailed in the Recognition Agreement.

39. 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 by each NMAA to ensure that the required resources will be committed to the recognition activities.

40. Any significant change to the Recognition Agreement should result in a revision of the document to be re-signed by the recognition partners.

Step 6: Update the Recognition Forecast

41. Following signature of the Recognition Agreement and as a last step in the Preparation Phase, the recognition partners should send a copy to EDA. EDA will update the Recognition Forecast in accordance with the agreed timelines and archive the Recognition Agreement.

Recognition Phase

Step 7: Assessment

On-Desk Analysis

42. The assessment by the recognising NMAA starts with an on-desk analysis for which the NMAA that is to be recognised should provide the results of its self-assessment through the completed MARQ to its recognition partner. Depending on the defined Programme Scope, additional information on applicable programme specific processes, regulations and procedures may also be required to enable the recognising NMAA to perform the analysis. While performing the analysis, the recognising NMAA must respect any sovereignty, legal and 'Intellectual Property Rights' constraints stipulated in the Recognition Agreement when handling the information provided.

43. The MARQ responses, as well as the other information provided, must be comprehensive, honest and open to provide sufficient initial information and detail for the recognising NMAA to be able to make an adequate assessment of the responses. It is essential that detailed evidence is provided against the individual safety 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), the easier it will be for the recognising NMAA to analyse and accept the responses.

44. The MARQ responses should reflect their current published regulations rather than any potential future amendments to those regulations. In addition, when a Programme Scope is defined, the programme specific information should reflect the regulations and procedures that apply to that specific project/aircraft type (see Annex E for more information). Depending on the scope to be covered a detailed assessment based on EMAR subparts should be managed in particular to recognize the relevant associated processes and to determine the conditions for acceptance artefacts or the extend for the validity in line with the possible platforms.

On-Site Visit

45. After the on-desk analysis, the recognition partners should arrange an on-site visit at the NMAA that is to be recognised. The purpose of these on-site visits is to validate the MARQ responses and programme specific information and get clarification on any unclear topics that remain. In case of a Recognition undertaken by several NMAAs in the same time period, joint visits should be arranged whenever practicable.

46. The following guidelines for the preparation and conducting of on-site visits should be followed:

- a. The recognising NMAA should submit its detailed comments/questions on the MARQ responses allowing sufficient time for the other NMAA to prepare responses that can be discussed on the on-site visit.
- b. The recognising NMAA should appoint a lead who is responsible for the managing the nations review of the MARQ and will act as a point of contact for the recognition partner during the recognition process.

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- c. The number of persons and balance of the skills within the visit team must be considered. It is recommended that the personnel who completed the MARQ responses also takes part in and hosts the visit.

Note: NMAAs must also be sympathetic to the impact of being visited by a large team. Confidence and trust must be established. Consideration should also be given to the benchmarking of other authorities' visit teams to determine 'best practices'.

47. As regards the NMAA that is assessed, it is suggested that the on-site visit should comprise of:

- a. An Introduction that covers the 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 NMAA processes that ensure that the MARQ sub-section goals in the scope of the Recognition (see Step 4) are met.
 - (2) Any interfaces with the procurement, civil aviation and military organisations.
 - (3) A review of any MARQ response comments raised by the recognising NMAA.

48. 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.

Safety Goals that are not met

49. During the assessment specific attention should be given to MARQ safety goals that are not met. Based on the MARQ responses, together with any visit findings, a list of these goals should be created. Even when performing multinational visits, each visit team from a recognising NMAA 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.

50. The issues, how they were addressed and potential additional actions should be entered in the reviewing RP Comments column on the recognition partner's MARQ responses.

Recognition Report

51. To conclude the assessment, the recognising NMAA should produce a Recognition Report that details the reasoning/evidence for successfully completing the Recognition (including details of any safety 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 recognition partner's MARQ responses as well as the responses to the programme specific questions that were addressed during the assessment (that includes the outcomes of the 'Comments' and 'Actions' detailed on the MARQ). The report should also clearly state if it is the judgement of the assessment team lead that the recognition activity has obtained enough evidence to enable the Recognition to satisfy the recognition objectives and, if applicable, the programme objectives (see **Step 1**).

52. Reports should be produced in English, noting that a Recognition Partner may wish to have a translation made into their national language. With a view to future Recognitions by other nations, NMAAs should consider and agree the conditions for disclosure of the reports to other interested parties.

53. Lessons identified and learnt when conducting the assessment should be documented and sent to EDA. This will provide a repository of experience that can be drawn upon by subsequent NMAAs when undertaking their own assessments.

Step 8: Establish (Recognition) Implementing Arrangements

54. After completion of the assessment, Implementing Arrangements (IA) should be drafted by both Recognition Partners. The main body of the Implementing Arrangements should specify the agreed mutual commitments and arrangements (e.g. periodic review of the Recognition and generic oversight arrangements) to maintain the validity of the Recognition Scope with a focus on the airworthiness system of the NMAA that is recognised, including its mandate, organisational structure, regulations, processes and procedures.

55. The Programme Scope and the specific mutual commitments and arrangements (including the measures to solve any identified issues) which are required for the actual acceptance or re-use of artefacts (e.g. approvals, certificates, directives, licences and all other relevant forms) as well as the applicable conditions and limitations should be specified in an annex to the Implementing Arrangements. It should be noted that if a recognising NMAA chooses to use artefacts from a recognised authority, this confers no liability on that recognised authority. See for pre-requisites for using artefacts also Annex E.

56. Where any of the goals in the MARQ is considered by the recognising NMAA as having not been met, both Recognition Partners must strive to resolve the issue especially if it affects the realisation of the Recognition and programme objectives. It may be possible that a 'full' resolution to the issue is not necessary – the Recognition and Programme Scope may allow enough mitigation to be put in place that provides a limited but satisfactory solution for the recognising NMAA. The specific arrangements and measures that are agreed between the recognition partners to solve any identified issue should be clearly defined in the Implementing Arrangements.

57. As regards the necessary information exchange, Recognition Partners will need to consider what information is required to be shared. Permission should be sought from specific organisations if the information is about them or their products. Examples of information that could be shared between Recognition Partners 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 Organisation Expositions.
- e. Changes to Military Type Certificates.
- f. Technical airworthiness information (e.g. Airworthiness Directives).

58. As mentioned, the Implementing Arrangements are inextricably linked to the Certificate of Recognition that is issued by the recognising NMAA. However, since the Implementing Arrangements define the agreed mutual commitments and arrangements to assure the validity of the Certificate of Recognition, it must be signed by both Recognition Partners when a recognising NMAA issues the Certificate of Recognition. A template for the Implementing Arrangements is at Annex E.

Step 9: Issue Certificate of Recognition

59. If a recognising NMAA, based on the outcome of the assessment undertaken at Step 7, and supported by the conclusions of the Recognition Report, provides the structured evidence base required to successfully meet the Recognition and, if applicable, the programme objectives, the recognising NMAA should issue a Certificate of Recognition and the mutually signed Implementing Arrangements. The template at Annex D is provided as a basis for the Certificate of Recognition (note that the header and footer information should be removed if the template is used).

60. The Recognition Scope as defined in Step 1 must be detailed on the Certificate of Recognition. Regulations of the recognised NMAA that constitute the regulatory framework of its airworthiness system and therefore the basis for the Recognition, must also be detailed on the Certificate of Recognition. Finally, the Certificate of Recognition should clearly detail the configuration details (i.e. date of issue and the originating EMAD R Edition) of the MARQ responses used in the assessment.

Step 10: Update Recognition Repository

61. To complete the Recognition Phase, copies of the Certificate of Recognition and Implementing Arrangements should also be provided by the recognising NMAA to EDA. EDA will update the Recognition Repository and archive the documents for reference and support to Sustainment Phase activities.

Sustainment Phase

Step 11: Recognition Review

62. After the establishment of a Recognition, the Sustainment Phase starts, during which both Recognition Partners should monitor the implementation and proper application of the mutual arrangements. In this regard, a recognised NMAA is required to notify its Recognition Partner of any significant change to its organisation or airworthiness system (i.e. its airworthiness regulations).

63. The following are examples of what would constitute a significant change:

- a. Change of the authority organisation and/or key personnel (e.g. signatories of the Certificate of Recognition).
- b. Significant changes to national airworthiness regulations.

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- c. Change of authority status (e.g. independence from Ministry of Defence and/or defence procurement organisation).
- d. Significant reduction in manpower or SQEP within the authority.

64. To ensure a comprehensive and systematic evaluation of the Recognition, a periodic Recognition Review should be conducted in accordance with the Implementing Arrangements. Although this review may reveal additional significant changes to be addressed, the review should particularly assess if the Recognition is still supporting the needs of the recognising NMAA and also to ensure that it is providing the appropriate level of assurance to enable artefacts from the other NMAA to be used.

65. 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 Recognition Partner's regulations (including the implementation of EMARs) and organisations since the signature of the Certificate of Recognition.
- b. Changes to the need supported by the Recognition (e.g. additional programmes/platforms wishing to exploit artefacts obtained via the Recognition).
- c. Changes of key personnel (particularly of Certificate of Recognition signatories).
- d. Updates to a nation's MARQ responses.

66. When based on the conclusions of the Recognition Review, changes are required to the Recognition Scope, both Recognition Partners would need to follow again Steps 1 to 10 of the previous recognition phases which would result in the issuance of a new Certificate of Recognition with new Implementing Arrangements. Since in practice the assessment could focus on the changes to the Recognition Scope only, the effort required by both Recognition Partners to complete these steps would be rather limited.

67. If the Recognition Scope is not affected, the Recognition Partners should continue with the next step and make necessary changes to the Implementing Arrangements as required.

Step 12: Amend Implementing Arrangements

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

- a. Additional Implementing Arrangements as regards a change to the Recognition Scope.
- b. Requesting corrective actions be put in place to maintain the current Recognition Scope.
- c. Additional Implementing Arrangements to accept or use artefacts from new aviation platforms or programmes that are included in a change to the Programme Scope.
- d. Additional measures to ensure the validity of the Recognition.

69. The changes must be included in an amendment to the Implementing Arrangements. If agreement cannot be reached, or if a Recognition Partner 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 Recognition Partner, then a nation will always retain the sovereign privilege of withdrawing from a Recognition (see also Recognition Suspension / Withdrawal below).

Step 13: Update Recognition Repository

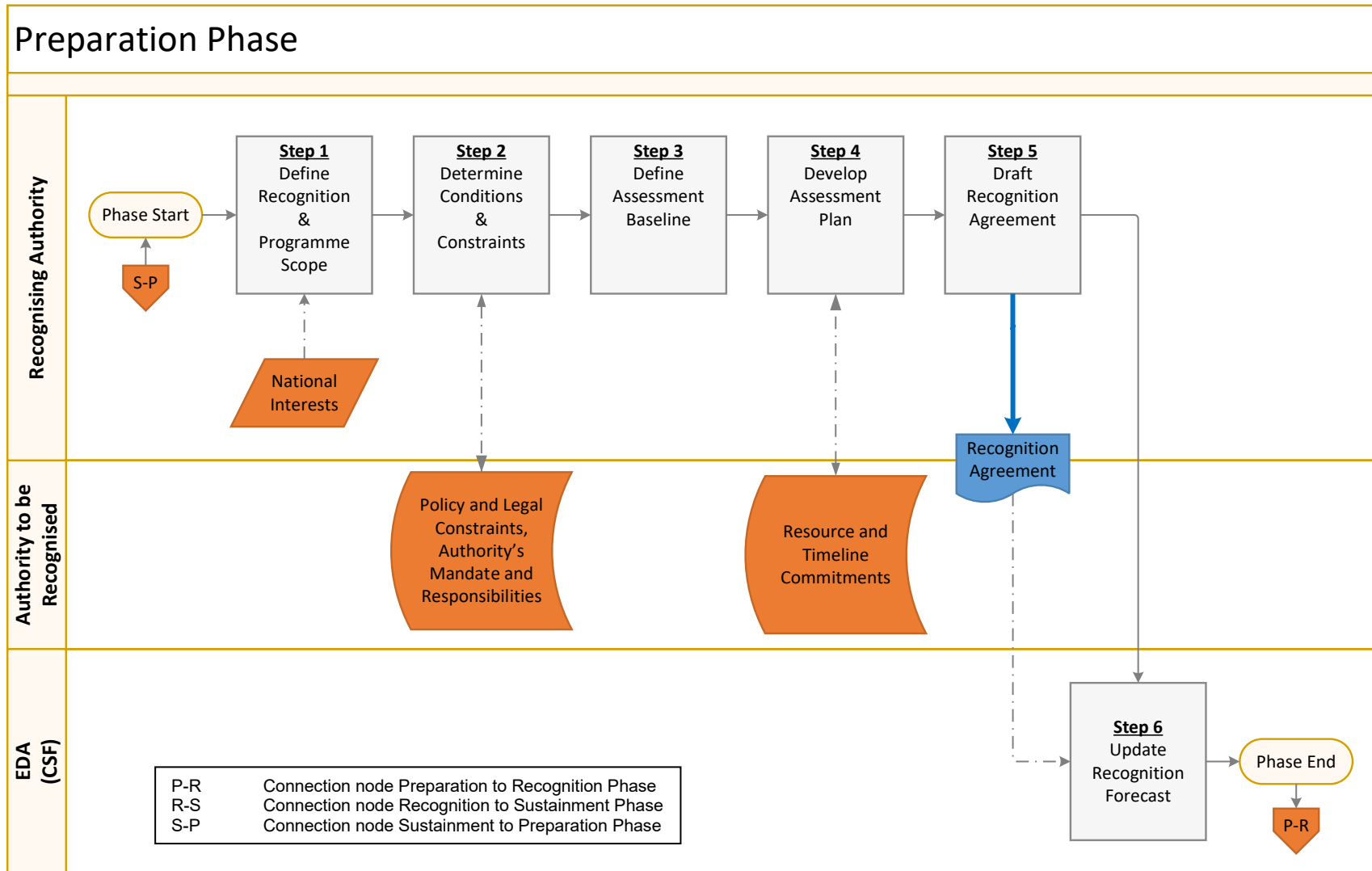
70. After signing the amendment to the Implementing Arrangements, Recognition Partners send a copy to EDA. The Agency will archive the Implementing Arrangements and update its records accordingly.

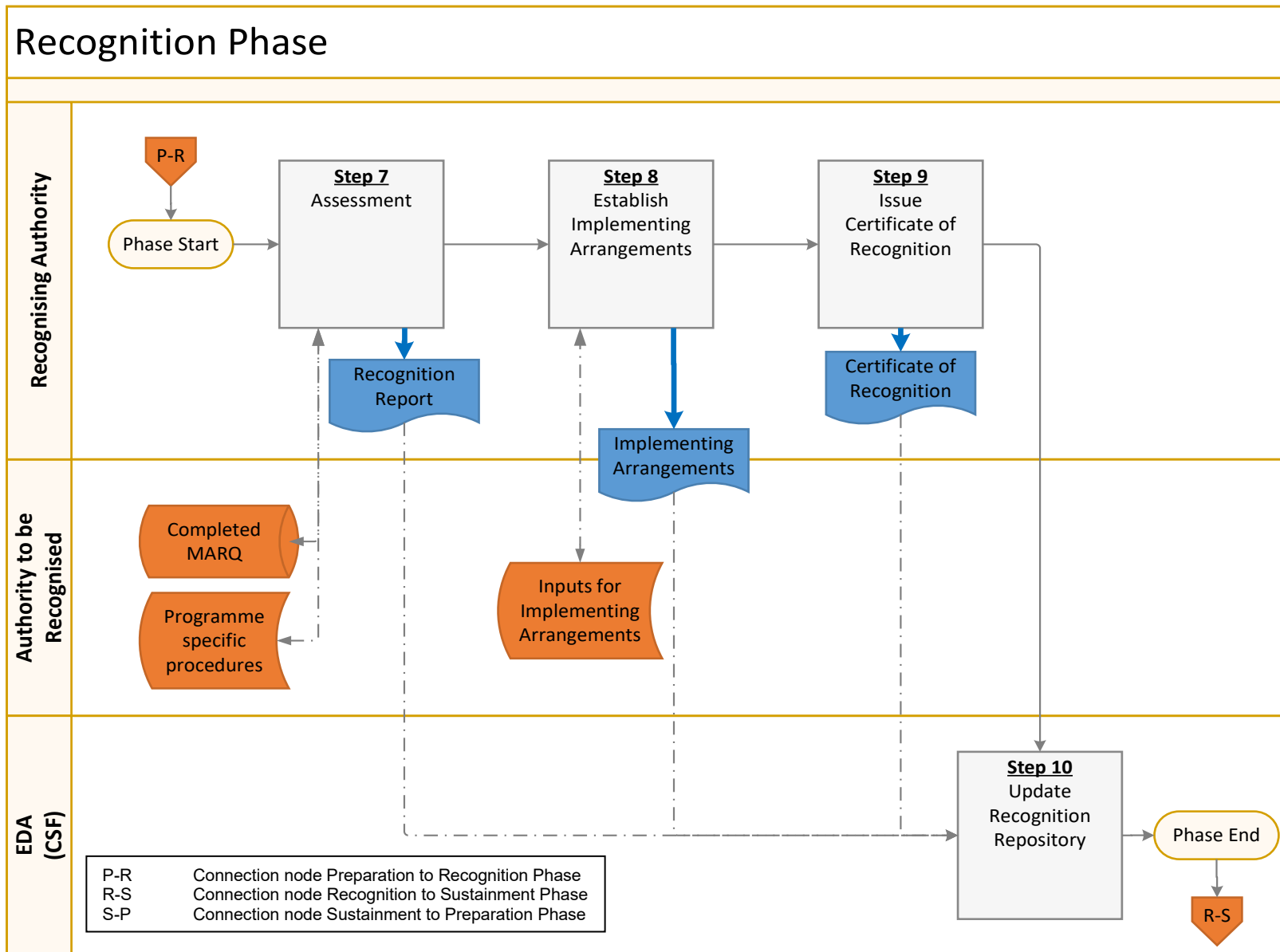
Note: EDA does not have any executive authority in its own right. Its function is to record decisions and changes made by nations and then to advise other nations of these changes / possible implications.

Recognition Suspension / Withdrawal

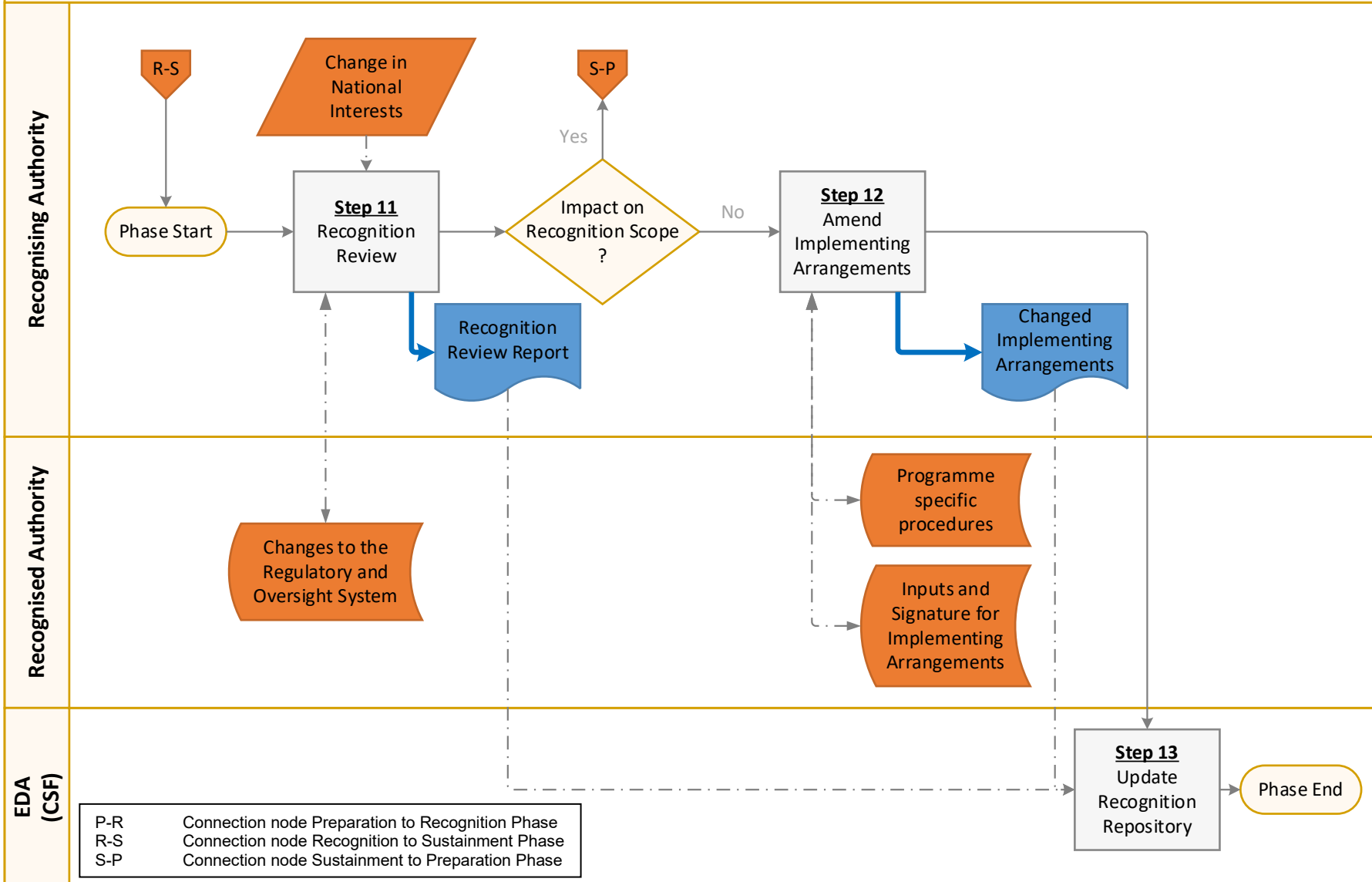
71. A change of need or other factors underpinning a Recognition might mean that a nation may decide to suspend or withdraw from Recognition at any stage. To do so, the nation should formally write to its Recognition Partner and EDA to inform them of its intent to suspend or withdraw from the Recognition.

Annex A - Recognition Process Flowchart





Sustainment Phase



Annex B - Recognition Agreement Template

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

[STATE]

And

[STATE]

We,

a. [NAME AUTHORITY] of [STATE] as recognising Authority

and

b. [NAME AUTHORITY] of [STATE] as Authority to be recognised

further referred to as the Recognition Partners,

having identified the potential for benefits that Recognition could bring to the state of the recognising Authority and notably to be made in the programmes/platforms listed in Annex A¹,

having assessed previous recognition activities undertaken by the Recognition Partners,

considering our respective levels of EMAR Implementation, Authority structure, mandate and experience,

agree the following:

Section 1 – Recognition Commitment

1. Recognition Partners will endeavour to meet the activities, resources and timelines as detailed in this Recognition Agreement for the purpose of gaining and maintaining Recognition, using the process defined in EMAD R.

Section 2 - Recognition and Programme Scope

2. The following Recognition Scope is applicable:

- ☐ Airworthiness Authority
- ☐ Airworthiness Inspection
- ☐ Production Oversight
- ☐ Aircraft Certification

3. With a view to the acceptance and/or re-use of artefacts, the applicable Programme Scope is detailed in Appendix B1.

Section 3 - National Legal and Policy Considerations

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

¹ In this EMAD R included as Appendix B1

- ☐ 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 1.

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

Table 1

Section 4 – Resourcing

5. Recognition Phase resourcing:

- a. For the purpose of conducting self-assessments against the MARQ² in the Recognition process, Recognition Partners will provide adequate Suitably Qualified and Experienced Personnel (SQEP) resources to meet the timeline at **Section 7**.
- b. Where Recognition issues need to be resolved after the date of this Agreement, Recognition Partners will provide adequate SQEP resources to address those issues within the timeline at **Section 7**.

6. Sustainment Phase resourcing. Recognition Partners will provide adequate SQEP resource for the sustainment of the Recognition.

7. Previous Recognition Activity.

- ☐ The elements from previous recognition activity as listed in **Table 2**, can be exploited for the efficiency of this Recognition process
- ☐ The results from previous recognition activity are not transferable to this Recognition process.

Elements	Reference (Recognition Report or Recognition Review report)	Date of Report	Comments
			<i>Expand this table as required</i>

Table 2

² MARQ : Military Authorities Recognition Question set in EMAD R, Edition 3.0.

Section 5 – Assessment Baseline

8. Level of EMAR Implementation. Our comparative levels of EMAR implementation will:
- ☐ Not hinder achievement of Recognition.
- ☐ Need to be addressed as indicated in Section 8 so as not to hinder achievement of Recognition.
9. Authority Structure, mandate and experience. Our comparative levels of Authority structure, mandate and experience will:
- ☐ Not hinder achievement of recognition.
- ☐ Need to be addressed as indicated in Section 8 so as not to hinder achievement of recognition.

Section 6 - MARQ Scope

10. The MARQ in EMAD R will serve as the basis for this Recognition activity and the following sub-sections will be used for the assessment:

- ☐ Sub-section A: Airworthiness Authority
- ☐ Sub-section B: Airworthiness Inspection
- ☐ Sub-section C: Production Oversight
- ☐ Sub-section D: Aircraft Certification

Section 7 - Timeline / Plan

The agreed timeline is reflected in Table 3.

Step	Action	Target Date (dd/mm/yyyy)	Details / Actionees
1	Define Recognition and Programme Scope		
2	Determine Conditions and Constraints		
3	Define Assessment Baseline		
4	Develop Assessment Plan		
5	Draft and sign Recognition Agreement.		
6	Update the Recognition Forecast		
7	Assessment and Recognition Report		
8	Establish Implementing Arrangements		
9	Issue Certificate of Recognition		
10	Update the Recognition Repository		

Table 3

Section 8 – Recognition Issues

11. As regards recognition issues that need to be resolved, the following apply:

- ☐ There are no identified issues, other than those mentioned in **Sections 3 and 5**, which need resolving.
- ☐ In addition to those mentioned in **Sections 3 and 5**, the issues listed in **Table 4** need to be resolved.

Recognition Issue	Date to be resolved (ultimately at Step 8 as indicated in Table 3) (dd/mm/yyyy)	Resolution Action required
		<i>Expand this table as required</i>

Table 4

12. Resolutions for any identified recognition issue will be included in the Implementing Arrangements.

Signatures

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:

Table 5

Programme Scope

Programme/Platform	Artefacts ³	Ratings and/or Limitations
	<input type="checkbox"/> 21A 3 - Airworthiness Directives <input type="checkbox"/> 21A 14 - APDOA <input type="checkbox"/> 21B - Certification substantiation reports, MTC & MRTC <input type="checkbox"/> 21D - Modification approval <input type="checkbox"/> 21E - MSTC <input type="checkbox"/> 21F - Production without MPOA <input type="checkbox"/> 21G - MPOA <input type="checkbox"/> 21H - MCoA & MRCoA <input type="checkbox"/> 21J - MDOA <input type="checkbox"/> 21M - Repairs approval <input type="checkbox"/> 21O - MTSO Authorisations <input type="checkbox"/> 21P - Flight Condition <input type="checkbox"/> M SP G - CAMOA <input type="checkbox"/> M SP I - MARC <input type="checkbox"/> 145 - MOA <input type="checkbox"/> 147 - MTOA <input type="checkbox"/> 66 - MAML <input type="checkbox"/> ...	
	<input type="checkbox"/> 21A 3 - Airworthiness Directives <input type="checkbox"/> 21A 14 - APDOA <input type="checkbox"/> 21B - Certification substantiation reports, MTC & MRTC <input type="checkbox"/> 21D - Modification approval <input type="checkbox"/> 21E - MSTC <input type="checkbox"/> 21F - Production without MPOA <input type="checkbox"/> 21G - MPOA <input type="checkbox"/> 21H - MCoA & MRCoA <input type="checkbox"/> 21J - MDOA <input type="checkbox"/> 21M - Repairs approval <input type="checkbox"/> 21O - MTSO Authorisations <input type="checkbox"/> 21P - Flight Condition <input type="checkbox"/> M SP G - CAMOA <input type="checkbox"/> M SP I - MARC <input type="checkbox"/> 145 - MOA <input type="checkbox"/> 147 - MTOA <input type="checkbox"/> 66 - MAML <input type="checkbox"/> ...	
	...	

This programme scope will become Annex A when the Recognition is used

³ In case of Organisational Approvals, the precise Scope of Work as recognised should be detailed in the Ratings and/or Limitations Column.

Annex C - Military Authorities Recognition Question Set

Overview

1. The Military Authorities Recognition Question Set (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. C-1. The layers contain a range of Goal Sets, each representing the Authority, its form and how it conducts its responsibilities.

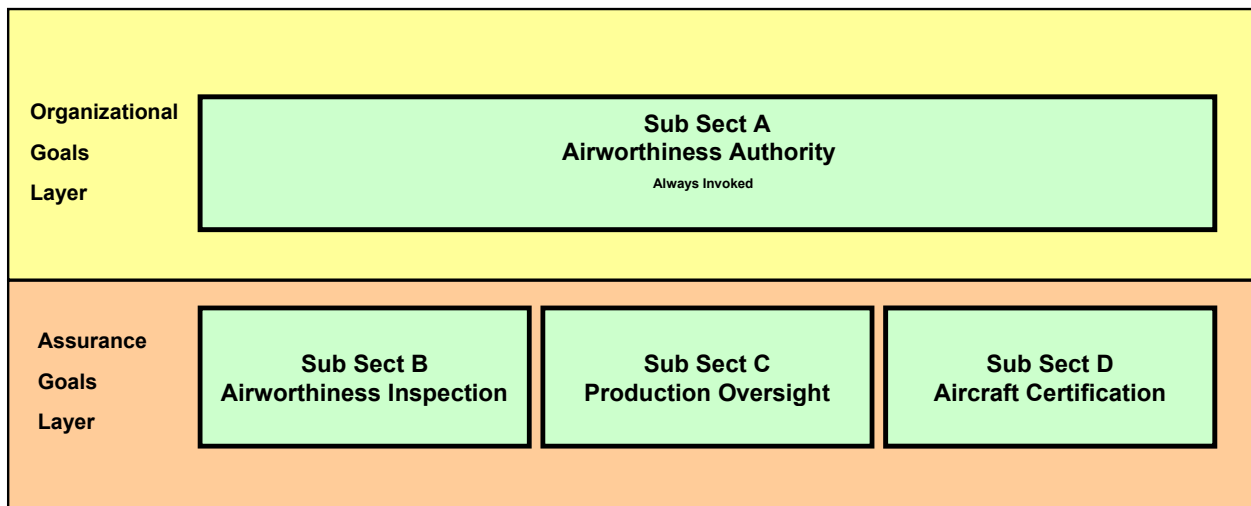


Fig. C-1 – MARQ Box Diagram.

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

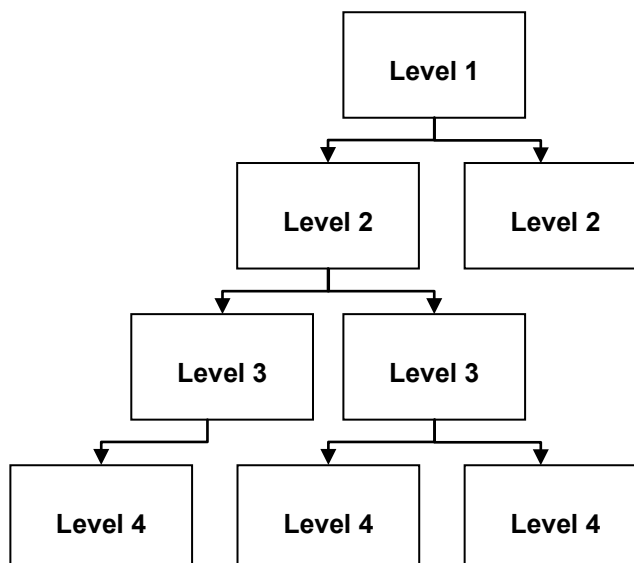


Fig. C-2 – Hierarchy of MARQ Goals

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 9734⁴ (Safety Oversight Manual) and/or ICAO Doc 9760⁵ (Airworthiness Manual). It should be noted that, because the MARQ is derived from more than one document, the levels in the GSN (Goal Structuring Notation) 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.

⁴ ICAO Doc 9734 Part A 3rd Edition from 2017 was used as reference for MARQs

⁵ ICAO Doc 9760 4th Edition from 2020 was used as reference for MARQs

MARQ SUB-SECTION A - AIRWORTHINESS AUTHORITY GOALS

Reference: EMAD R, Edition 3.1 dated 21 April 2023.

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	Cross Reference to source documents	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
1.1	1	The Authority meets the established requirements and functions at the required level of competency and safety.	ICAO Doc 9760, Part II, Chap 2.2.1					

MARQ Sub-Section A - Airworthiness Authority					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Cross Reference to source documents	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
Critical Element Number 1 (CE 1) - Primary Aviation Legislation								
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.	ICAO Doc 9734, Part A, Chap 3.1.5 (CE1) ICAO Doc 9760, Part II, Chap 2.1.1 & 2.1.2					
1.1.1.1	3	The State code of airworthiness establishes an Authority.	ICAO Doc 9734, Part A, Chap 3.3.1.1 (CE3) ICAO Doc 9760, Part II, Chap 2.1.2					
1.1.1.2	3	The State gives the necessary authority to the head of the Authority.	ICAO Doc 9734, Chap 1, 1.1.2 ICAO Doc 9760, Part II, chap 2, 2.2.2					

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MARQ Sub-Section A - Airworthiness Authority					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Cross Reference to source documents	Cross Reference to Guidance Material	<p>How Does The RP Meet This Goal?</p> <p><i>Provide a Statement, Including How the Air Safety Goal is Met by the RP.</i></p> <p><i>Complete All Boxes and Insert 'N/A' if the Goal is not in the RP's remit.</i></p>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments
1.1.1.2.1	4	The Authority is authorised to register aircraft and maintain a national registry.	ICAO Doc 9760, Part II, Chap 2.2.1, and Part III, Chap 1.2 (f)					
1.1.1.2.2	4	The Authority is authorised to issue or validate Military Type Certificates.	ICAO Doc 9760, Part II, Chap 4.6.2 (b) & (c)					
1.1.1.2.3	4	The Authority is authorised to issue Production Approvals.	ICAO Doc 9760, Part II, Chap 4.6.2 (f)					
1.1.1.2.4	4	The Authority is authorised to issue, renew or validate Certificates of Airworthiness.	ICAO Doc 9760, Part II, Chap 2.2.1 & Part III, Chap 4.1.3					
1.1.1.2.5	4	The Authority is authorised to issue, amend, cancel and suspend airworthiness approvals, licences and certificates.	ICAO Doc 9760, Part II, Chap 2.2.1 & Chap 3.2 (i) & (j)					

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MARQ Sub-Section A - Airworthiness Authority					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Cross Reference to source documents	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
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.	ICAO Doc 9760, Part II, Chap 2.2, & Chap 3.2 (h)					
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.	ICAO Doc 9760, Part II, Chap 2.2.1					
1.1.1.3	3	The Authority makes provisions for the enforcement of airworthiness regulations.	ICAO Doc 9760, Part II, Chap 2.1.2					

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MARQ Sub-Section A - Airworthiness Authority					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Cross Reference to source documents	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
1.1.1.4	3	The Authority makes provisions for authorised personnel to have the right of access to aircraft, operations, facilities, personnel, and associated records as necessary to carry out airworthiness functions.	ICAO Doc 9760, Part II, Chap 4.5.1.1 ICAO Doc 9734, Part A, Chap 3.1 (CE1) Opening Statement					
1.1.1.5	3	The State promulgates primary aviation legislation.	ICAO Doc 9734, Safety Oversight Manual, Part A, Para 2.3.2 & Para 3.1 (CE1) ICAO Doc 9760, Airworthiness Manual, Part II, Chap 2.1.2	1.1.1.5.a				

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MARQ Sub-Section A - Airworthiness Authority					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Cross Reference to source documents	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
Critical Element Number 2 (CE 2) - Specific Operating Regulations								
1.1.2	2	The Authority develops, issues and maintains national airworthiness regulations, standards, policy and guidance.	ICAO Doc 9734, Part A, Chap 3.2 (CE2) ICAO Doc 9760, Part II, Chap 2.2.3 & Chap 3.1.1	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.	ICAO Doc 9734, Part A, Chap 3.2.1.3 (CE2) ICAO Doc 9760, Part II, Chap 4.6.4 (g) & Chap 4.7.3 (r)					

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MARQ Sub-Section A - Airworthiness Authority					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Cross Reference to source documents	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
1.1.2.2	3	The Authority examines changes in requirements for incorporation into national regulations, or the filing of appropriate differences.	ICAO Doc 9734 Part A, Chap 3.2.3.4 (CE2) ICAO Doc 9760, Part II, Chap 3.1.5 & Chap 4.3 (c)					
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.	ICAO Doc 9734, Part A, Chap 3.2.2.1 (CE2) ICAO Doc 9760, Part II, Chap 3.1.4 & 4.3 (d)					
1.1.2.4	3	The Authority establishes working relationships with other Authorities and industry that facilitate the certification of foreign aviation products, parts and appliances to enable their import and export.	ICAO Doc 9760, Part II, chap 4, 4.3 (e)					

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MARQ Sub-Section A - Airworthiness Authority					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Cross Reference to source documents	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
1.1.2.5	3	The Authority conducts research and development, as necessary, to support issuance of regulations standards, policy and guidance.	ICAO Doc 9734, Part A, Chap 3.2.4.3 & 3.2.5.1 (CE2) ICAO Doc 9760, Part II, Chap 4.3 (f)					
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.	ICAO Doc 9760, Part II, chap 4, 4.3 (g)					
1.1.2.7	3	Environmental protection is addressed by the Authority's approach to certification.	ICAO Doc 9760, Part V, chap 2, 2.3.2.4.2					

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MARQ Sub-Section A - Airworthiness Authority					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Cross Reference to source documents	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
1.1.2.8	3	The regulations are developed in sufficient detail that support the complexity of aviation within their area of responsibility.	ICAO Doc 9734, Part A, Chap 3.2.1.2 & 3.2.1.4 (CE2) ICAO Doc 9760, Part II, Chap 3.1.1					
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.	ICAO Doc 9734, Chap 3, 3.1.1 ICAO Doc 9760, Part II, Chap 3.1.1	1.1.2.8.1.a 1.1.2.8.1.b				

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MARQ Sub-Section A - Airworthiness Authority					Completing RP			Reviewing RP
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1.1.2.8.2	4	The regulations are formulated in legal terms. However, they are written such that they can be easily understood and used by the regulated community as well as by the Authority's staff.	ICAO Doc 9734, Part A, Chap 3.2.1.5 (CE2) ICAO Doc 9760, Part II, Chap 3.1.3					
1.1.2.8.3	4	The regulations are comprehensive, clear, consistent, and up to date.	ICAO Doc 9734, Part A, Chap 3.2.1.1 & 3.2.2.3 (CE2)					
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.	ICAO Doc 9734, Part A, Chap 3.2.7.2 (CE2) ICAO Doc 9760, Part II, Chap 3.1.6	1.1.2.9.a 1.1.2.9.b 1.1.2.9.c 1.1.2.9.d				

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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.	ICAO Doc 9734, Part A, Chap 3.2 (CE2) Opening Statement ICAO Doc 9760, Part IV, Chap 1.2 (a)					

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Critical Element Number 3 (CE 3) - State System and 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.	ICAO Doc 9734, Part A, Chap 3.3.1.1 (CE3) ICAO Doc 9760, Part II, Chap 4.1.1 & 4.1.2	1.1.3.a 1.1.3.b 1.1.3.c 1.1.3.d 1.1.3.e 1.1.3.f				
1.1.3.1	3	The Authority's organisation is commensurate with the number, size and complexity of its safety oversight functions.	ICAO Doc 9734, Part A, Chap 3.3.1.2 & 3.3.1.3 (CE3) ICAO Doc 9760, Part II, Chap 4.1.1, 4.1.2 & 4.1.4					
1.1.3.2	3	The Authority is organised so that it retains effective control of inspection functions.	ICAO Doc 9734, Part A, Chap 3.3.2.1 (CE3) ICAO Doc 9760, Part II, Chap 4.1.5					

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1.1.3.3	3	Where national regulation allows, the Authority only issues privileges to organisation/persons who have demonstrated they are competent.	ICAO Doc 9734, Part A, Chap 3.3.2.2 (CE3) ICAO Doc 9760, Part II, Chap 4.1.6 (a) and (c).	1.1.3.3a				
1.1.3.4	3	There is a distinct separation of responsibilities between the Authority and the regulated community.	ICAO Doc 9734, Part A, Chap 3.3.4.1 and 3.3.4.2 (CE3) ICAO Doc 9760, Part II, Chap 1.1.9					

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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.	ICAO Doc 9734, Part A, Chap 3.3.1.5, & 3.3.1.6 (CE3) ICAO Doc 9760, Part II, Chap 4.6.6					
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.	ICAO Doc 9734, Part A, Chap 3.3.3.1 & 3.3.3.2 (CE3) ICAO Doc 9760, Part II: Chap 4.1.6	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				

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Critical Element Number 4 (CE 4) – Qualified Technical Personnel								
1.1.4	2	Authority staff are competent.	ICAO Doc 9734, Part A, Chap 3.4.1.3, 3.4.1.4 & 3.4.1.5 (CE4) ICAO Doc 9760, Part II, Chap 4.5.1.1					
1.1.4.1	3	Staff are qualified and experienced personnel capable of successfully undertaking the wide variety of required tasks.	ICAO Doc 9734, Part A, Chap 3.4.1.1, 3.4.1.3, 3.4.1.4, & 3.4.1.5 (CE4) ICAO Doc 9760, Part II, Chap 4.5.2, 4.5.3, 4.5.6 & 4.5.7	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				

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1.1.4.2	3	Staff possess a high degree of integrity, are impartial and tactful, and have good interpersonal communication and behaviour skills.	ICAO Doc 9734, Part A, Chap 3.4.1.3 (CE4) ICAO Doc 9760, Part II, Chap 4.5.1.2					
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.	ICAO Doc 9734, Part A, Chap 3.4.2.2 & 3.4.2.4 (CE4) ICAO Doc 9760, Part II, Chap 4.5.5.2					

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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.	ICAO Doc 9734, Part A, Chap 3.4.2.4 & 3.4.2.6 (CE4) ICAO Doc 9760, Part II, Chap 4.5.5.3					
1.1.4.4.1	3	The Authority implements and operates a periodic (continuation) training programme for its airworthiness staff.	ICAO Doc 9734, Part A, Chap 3.4.2.9 (CE4) ICAO Doc 9760, Part II, Chap 4.5.5.1	1.1.4.4.1				
1.1.4.5	3	The staff remain aware of developments in the design, production and maintenance of aircraft and associated equipment.	ICAO Doc 9734, Part A, Chap 3.4.2.6 & 3.4.2.8 (CE4) ICAO Doc 9760, Part II, Chap 4.5.5.3					

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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.	ICAO Doc 9734, Part A, Chap 3.3.2.1 (CE3) ICAO Doc 9760, Part II, Chap 4.5.1.1					
1.1.4.7	3	Staff possess professional qualifications, aeronautical licences, certificates or academic degrees commensurate with their job responsibilities.	ICAO Doc 9734, Part A, Chap 3.4.1 (CE4) ICAO Doc 9760, Part II, Chap 4.5.1.2, 4.5.1.4 & 4.5.5.1	1.1.4.7.a 1.1.4.7.b 1.1.4.7.c				

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1.1.4.8	3	The Authority has a process to nominate and authorize appropriately qualified technical personnel as inspectors. The process of authorizing an inspector considers the following: a) qualifications of personnel; b) training provided (including specialized training); and c) OJT completed.	ICAO Doc 9734, Safety Oversight Manual, Part A, Paras 3.4.1 & 3.4.2 (CE4) ICAO Doc 9760, Airworthiness Manual, Part II, Chap 4.5.7					

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Critical Element Number 5 (CE 5) - Technical Guidance, Tools and the Provision of Safety-Critical Information								
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.	ICAO Doc 9734, Part A, Chap 3.5 Opening Statement, 3.5.1 & 3.5.2 (CE5)					

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1.1.5.1	3	The Authority establishes a properly organised technical library and keeps a records repository.	ICAO Doc 9734, Part A, Chap 3.3.1.2 (CE3) ICAO Doc 9760, Part II, Chap 4.9.1 & 4.9.3	1.1.5.1a				
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.	ICAO Doc 9760, Part II, Chap 4.9.1					
1.1.5.1.2		The Authority implements and operates an effective record-keeping system to keep track of airworthiness correspondence with the public, industry, and the regulated community.	ICAO Doc 9760, Part II, Chap 4.9.3	1.1.5.1.2.a 1.1.5.1.2.b 1.1.5.1.2.c				

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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.	ICAO Doc 9760, Part II, Chap 4.9.5					
1.1.5.2	3	The Authority has in place a properly established, organized and administered process to access technical information.	ICAO Doc 9734, Safety Oversight Manual, Part A, Paras 3.5 (Intro) & 3.5.1 (CE5) ICAO Doc 9760, Airworthiness Manual, Part II, Chap 4.9.1	1.1.5.2.a 1.1.5.2.b 1.1.5.2.c				

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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.	ICAO Doc 9760, Airworthiness Manual, Part II, Chap 4.9.2					
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.	ICAO Doc 9734, Safety Oversight Manual, Part A, Paras 3.7.8 (CE7) ICAO Doc 9760, Airworthiness Manual, Part II, Chap 4.9.3	1.1.5.4.a 1.1.5.4.b				

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Critical Element Number 6 (CE 6) - Licensing, Certification, Authorisation and Approval Commitments								
1.1.6	2	An airworthiness assurance system has been established, according to the level and scope of aviation activity.	ICAO Doc 9734, Part A, Chap 3.7.2, & 3.7.3 (CE7) ICAO Doc 9760, Part II, Chap 4.4					
1.1.6.1	3	The Authority conducts type certification (See MARQ sub-set D for further details).	ICAO Doc 9760, Part II, Chap 4.6.2 (b) & (c) & 4.6.3					
1.1.6.2	3	The Authority oversees production (See MARQ sub-set C further details).	ICAO Doc 9760, Part II, 4.6.2 (f) & (g)					
1.1.6.3	3	The Authority conducts airworthiness inspection (See MARQ sub-set B for further details).	ICAO Doc 9734, Part A, Chap 3.7.2 (CE7) ICAO Doc 9734, Part A, Chap 4.7.2 (c) & 4.7.4.4					

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Critical Element Number 7 (CE 7) - Surveillance Commitments								
1.1.7	2	The Authority performs appropriate surveillance of the regulated community to ensure compliance with airworthiness regulations and associated specifications.	ICAO Doc 9734, Part A, Chap 3.7 Opening Statement & 3.7.2 (CE7) ICAO Doc 9760, Part II, Chap 2.2.4 & 4.4 (a)					
1.1.7.1	3	The Authority performs appropriate surveillance of organisations which have been granted privileges.	ICAO Doc 9734, Part A, Chap 3.7.7 (a) & (b) (CE7) ICAO Doc 9760, Part II, Chap 4.4 (a) & (c)	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				

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1.1.7.2	3	The Authority evaluates changes to a certificate / approval to ensure continued compliance with the applicable airworthiness regulations.	ICAO Doc 9734, Part A, Chap 3.7.5 (CE7) ICAO Doc 9760, Part II, Chap 4.4 (c)(ii)					
1.1.7.3	3	The Authority sentences requests for deviations from regulations and specifications and ensures adequate treatment for those deviations.	ICAO Doc 9734, Part A, Chap 3.6.3.3 (d) (CE6) ICAO Doc 9760, Part II, Chap 4.4 (c)(iii)					

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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.	ICAO Doc 9734, Part A, Chap 3.6.3.3 (e) & 3.6.3.4 (CE6) ICAO Doc 9760, Part II, Chap 4.4 (c)(iv)					
1.1.7.5	3	The Authority witnesses critical tests performed and approval of testing methods and test reports.	ICAO Doc 9734, Part A, Chap 3.7.3 (a) (CE7) ICAO Doc 9760, Part II, Chap 4.4 (c)(v)					

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1.1.7.6	3	The Authority implements and operates a surveillance record-keeping and filing system that documents, and retains as necessary, all relevant surveillance data.	ICAO Doc 9734, Part A, Chap 3.7.8 (CE7) ICAO Doc 9760, Part II, Chap 4.9.4 (h)					

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Critical Element Number 8 (CE 8) - Resolution of Safety Issues								
1.1.8	2	The Authority investigates safety concerns and takes enforcement action.	ICAO Doc 9734, Part A, Chap 3.8.1.1 & 3.8.3.1 (CE8) ICAO Doc 9760, Part II, Chap 4.4 (d) & (g)					
1.1.8.1	3	The Authority investigates major problems or defects in aeronautical products or parts and appliances in service and, when the airworthiness objectives of national requirements are not being met, determines corrective appropriate action to be taken.	ICAO Doc 9760, Part II, chap 4, 4.4 (d)					

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1.1.8.2	3	The Authority monitors Service Bulletins (SB)/technical instructions to consider their implications on design, production and maintenance.	ICAO Doc 9760, Part II, chap 4, 4.4 (e)					
1.1.8.3	3	The Authority evaluates accidents, incidents and service difficulties to determine possible unsatisfactory designs or processes.	ICAO Doc 9734, Part A, Chap 3.8.4 (CE8) ICAO Doc 9760, Part II, Chap 4.4 (f) & 4.6.5 (n)					
1.1.8.4	3	The Authority takes enforcement activities, when necessary, to ensure compliance with airworthiness regulations.	ICAO Doc 9734, Part A, Chap 3.8.3 (CE8) ICAO Doc 9760, Part II, Chap 4.4 (g) & Part III, Chap 2.1 (u)	1.1.8.4.a				

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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.	ICAO Doc 9734, Part A, Chap 3.8.4.2 (c) & (d) (CE8) ICAO Doc 9760, Part II, Chap 4.7.4.2 & Part III, Chap 2.1(t)	1.1.8.4.1.a				
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.	ICAO Doc 9734, Part A, Chap 3.1.7 (CE1) & Chap 3.8.3.1 & 3.8.3.2 (CE8) ICAO Doc 9760, Part II, Chap 1.2.1 (a), 1.4.3, 3.2 (i) & 4.4 (g)					

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Risk Management								
1.1.9	2	The Authority assures that adequate Risk Management is undertaken.	ICAO Doc 9734, Part A, Chap 3.2.7.1 & 3.2.7.3 (CE2) ICAO Doc 9760, Part III, Chap 10.7 & Part IV, Chap 2.4.7.12.1 & 2.4.7.12.2					
1.1.9.1	3	Acceptable risk levels are stipulated in the regulations and/or Certification Standards.	ICAO Doc 9734, Part A, Chap 3.2.7.3 (CE2) & 3.6.3.3 (c) & (d) (CE6) ICAO Doc 9760, Part V: Chap 2.3.3.2.2					

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Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Cross Reference to source documents	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
1.1.9.2	3	There is clear acceptance/ownership and accountability for risks associated with airworthiness.	ICAO Doc 9734, Part A, Chap 3.3.4.2 ICAO Doc 9760, Part IV, Chap 2.4.7.12					
1.1.9.3	3	A risk escalation/referral protocol is in place.						

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.	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

Unique Identifying Reference	Guidance Material	Cross-Reference to Goals
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
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 and appliances 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

Unique Identifying Reference	Guidance Material	Cross-Reference to Goals
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
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

Unique Identifying Reference	Guidance Material	Cross-Reference to Goals
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
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

Unique Identifying Reference	Guidance Material	Cross-Reference to Goals
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
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

Unique Identifying Reference	Guidance Material	Cross-Reference to Goals
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	<p>The Authority's Airworthiness Inspection staff should have the relevant knowledge, background and appropriate experience related to aircraft continuing airworthiness management including:</p> <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. 	1.1.4.1
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; 	1.1.4.1

Unique Identifying Reference	Guidance Material	Cross-Reference to Goals
	iv) military aircraft repair facility; or v) an appropriate State government agency.	
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) 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.	1.1.4.1
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
1.1.4.4.1	This training may include Human Factors principles, enforcement procedures and advances in aviation technology.	1.1.4.4.1
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

Unique Identifying Reference	Guidance Material	Cross-Reference to Goals
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

Unique Identifying Reference	Guidance Material	Cross-Reference to Goals
Critical Element Number 5 (CE 5) - Technical Guidance, Tools and the Provision of Safety-Critical Information		
1.1.5.1a	All documents in the library are kept up to date and amended promptly, as appropriate.	1.1.5.1
1.1.5.1.2a	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.	1.1.5.1.2
1.1.5.1.2b	All records kept by Authority should be catalogued, controlled, and secured as required by regulations, according to procedures defined by the Authority.	1.1.5.1.2
1.1.5.1.2c	The Authority specifies those records and documents to be controlled and retained in the technical library and records repository.	1.1.5.1.2
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 should be a procedure 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

Unique Identifying Reference	Guidance Material	Cross-Reference to Goals
Critical Element Number 6 (CE 6) - Licensing, Certification, Authorisation and Approval Commitments		
No GM Applies.		
Critical Element Number 7 (CE 7) - Surveillance Commitments		
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		

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

MARQ SUB-SECTION B - AIRWORTHINESS INSPECTION GOALS

Reference: EMAD R, Edition 3.1 dated 21 April 2023.

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	Cross Reference to source documents	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
1.2	1	The Authority meets the established airworthiness inspection requirements and functions at the required level of competency and safety.	ICAO Doc 9734, Part A, Chap 3.1.5 (b) & 3.1.6 (CE1) ICAO Doc 9760, Part II, Chap 4.7.1 & 4.7.2					
Registration								

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MARQ Sub-Section B - Airworthiness Inspection					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Cross Reference to source documents	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
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.	ICAO Doc 9734, Part A, Chap 3.1.5 (b) (CE1) & Chap 3.2.4 (CE2) ICAO Doc 9760, Part II, Chap 4.7.2 (a)	1.2.1.a 1.2.1.b				
1.2.1.1	3	The Authority maintains the national military aircraft register and makes the information from the register available, when needed.	ICAO Doc 9734, Safety Oversight Manual, Part A, Chap 3.1.5(b) (CE1) and Chap 3.2.4.1 (CE2) ICAO Doc 9760, Airworthiness Manual, Part III, Chap 1.2 (f) & Chap 2.4					
Certificates of Airworthiness								

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MARQ Sub-Section B - Airworthiness Inspection					Completing RP			Reviewing RP
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1.2.2	2	The Authority surveys aircraft for issuance, renewal and validation of Certificates of Airworthiness.	ICAO Doc 9734, Part A, Chap 3.1.5 (b) (CE1) & Chap 3.2.4.1 (CE2) ICAO Doc 9760, Part II, Chap 4.7.2 (c)					
1.2.2.1	3	The Authority has procedures for issuance and renewal of a Certificate of Airworthiness.	ICAO Doc 9734, Part A, Chap 3.2.4.2 (CE2) ICAO Doc 9760, Part III, Chap 3.2 (f), & Chap 4.1.2 & 4.1.3					
1.2.2.3	3	The Authority has procedures for the validation of a Certificate of Airworthiness issued by another Authority.	ICAO Doc 9734, Part A, Chap 3.2.4.2 (CE2) ICAO Doc 9760, Part III, Chap 4.1.3 (c)					

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MARQ Sub-Section B - Airworthiness Inspection					Completing RP			Reviewing RP
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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.	ICAO Doc 9760, Airworthiness Manual, Part II, Chap 4.6.2 (j), Chap 4.7.2 (l) & Part III, Chap 5.1					
1.2.2.5	3	Where the Authority has delegated the power to issue or renew Certificates of Airworthiness to another suitable organization or person, it has procedures for such delegation.	ICAO Doc 9734, Part A, Chap 3.2.4.3 (CE2) ICAO Doc 9760, Part III, Chap 4.1.3 (d)					
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.	ICAO Doc 9734, Part A, Chap 3.6.3.1, 3.6.3.3 (f) & (g) (CE6) ICAO Doc 9760, Part II, Chap 4.7.2 (d)					

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MARQ Sub-Section B - Airworthiness Inspection					Completing RP			Reviewing RP
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1.2.3.1	3	The Authority assures that the MO/CAMO has in place systems of inspection and quality management.	ICAO Doc 9734, Part A, Chap 3.6.3.3 (c) & (e) (CE6) ICAO Doc 9760, Part II, Chap 4.7.4.1 & Part III, Chap 10.8.2.1					
1.2.3.2	3	The Authority ensures that the MO's/CAMO's procedures manual/exposition is acceptable.	ICAO Doc 9734, Part A, Chap 3.6.3.3 (b) & (c) (CE6) ICAO Doc 9760, Chap 4.7.2 (j), Chap 4.7.3 (m), & Part III, Chap 10.6.3	1.2.3.2.a 1.2.3.2.b 1.2.3.2.c 1.2.3.2.d 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.	ICAO Doc 9760, Airworthiness Manual, Part III, Chap 10.7					

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MARQ Sub-Section B - Airworthiness Inspection					Completing RP			Reviewing RP
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1.2.3.4	3	The Authority reviews and approves the airworthiness arrangements of CAMOs & MOs.	ICAO Doc 9734, Safety Oversight Manual, Part A, Chap 3.1.5(b) (CE1) ICAO Doc 9760, Airworthiness Manual, Part II, Chap 4.7.2 & Chap 4.7.3	1.2.3.4.a				
1.2.3.4.1	4	The Authority performs audits of MOs and CAMOs with respect to airworthiness requirements.	ICAO Doc 9734, Safety Oversight Manual, Part A, Chap 3.6.3.3 (c) (CE6) ICAO Doc 9760, Airworthiness Manual, Part II, Chap 2.2.1, Chap 4.7.4.1, Part III, Chap 10.5.6.2 & Part IV, Chap 2.1.6.5.3					

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MARQ Sub-Section B - Airworthiness Inspection					Completing RP			Reviewing RP
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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.	ICAO Doc 9734, Safety Oversight Manual, Part A, Chap 3.6.3.1 & 3.6.3.3 (b) (CE6) ICAO Doc 9760, Airworthiness Manual, Part II, Chap 4.7.2 (f), (g) & (j)					

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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.	ICAO Doc 9734, Safety Oversight Manual, Part A, Chap 3.6.3.3 (CE6) ICAO Doc 9760, Airworthiness Manual, Part II, Chap 4.7.3 (h)					
1.2.3.4.4	4	The Authority maintains records of CAMOs / MOs.	ICAO Doc 9734, Safety Oversight Manual, Part A, Chap 3.7.8 (CE7) ICAO Doc 9760, Airworthiness Manual, Part II, Chap 4.9.3 & 4.9.4					

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Ongoing Surveillance, Investigations and Enforcement								
1.2.4	2	The Authority undertakes surveillance, investigations and enforcement.	ICAO Doc 9734, Part A, Chap 3.7.3 (CE7) & Chap 3.8.3.2 (CE8) ICAO Doc 9760, Part II, Chap 4.4					
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.	ICAO Doc 9734, Part A, Chap 3.7.2 & Chap 3.7.7 (CE7) ICAO Doc 9760, Part II, Chap 4.7.3 (c)					

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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.	ICAO Doc 9734, Part A, Chap 3.7.2 & Chap 3.7.5 (CE7) ICAO Doc 9760, Part II, Chap 4.7.3 (h) & Chap 4.7.4.4 (a)	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.	ICAO Doc 9734, Part A, Chap 3.7.5 and 3.7.7 (CE7) ICAO Doc 9760, Part II, Chap 4.7.2 (d) & Chap 4.7.3 (i)					

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MARQ Sub-Section B - Airworthiness Inspection					Completing RP			Reviewing RP
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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.	ICAO Doc 9760, Part II, Chap 4.7.3 (j)					
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.	ICAO Doc 9760, Part II, Chap 4.7.3 (p)					

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1.2.4.6	3	The Authority evaluates and approves aircraft maintenance programmes including special maintenance programme requirements (e.g. extended diversion time operations (EDTO)).	ICAO Doc 9760, Part II, Chap 4, 4.7.2 (f)	1.2.4.6a 1.2.4.6b				
1.2.4.6.1	4	The Authority evaluates and approves aircraft maintenance programmes, including condition monitoring programmes, reliability programmes, structural integrity programmes, as applicable.	ICAO Doc 9760, Part II, chap 4, 4.7.3 (I)	1.2.4.6.1a				

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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.	ICAO Doc 9760, Part II, Chap 4.6.4 (f) & 4.7.5 (b)					
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.	ICAO Doc 9734, Part A, Chap 3.6.3.1 (CE6) & Chap 3.7.5 (CE7) ICAO Doc 9760, Part II, Chap 4.2 (d), 4.4 (a), 4.5.1.1 & 4.7.2 (d)					

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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.	ICAO Doc 9760, Part II, Chap 4.7.3 (q)					
1.2.4.10	3	The Authority assists, when requested, in the investigation of aircraft accidents.	ICAO Doc 9760, Part II, Chap 4.7.3 (n)					
1.2.4.11	3	The Authority prepares and distributes documents containing all issued Airworthiness Directives to the regulated community.	ICAO Doc 9734, Part A, Chap 3.1.5 (b) (CE1) ICAO Doc 9760, Part II, Chap 4.7.5 (c)					

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1.2.4.12	3	The Authority liaises with other national authorities on matters relating to maintenance and operations.	ICAO Doc 9760, Part II, Chap 4.7.5 (d)					
1.2.4.13	3	The Authority investigates possible violations of the regulations.	ICAO Doc 9760, Part II, Chap 4.7.3 (o)					
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.	ICAO Doc 9760, Airworthiness Manual, Part III, Chap 8.1.3 (b) & (c) & Part IV, Chap 3.1.2					
1.2.4.15	3	The Authority evaluates and approves aircraft maintenance programmes.	ICAO Doc 9760, Airworthiness Manual, Part II, Chap 4.7.2 (f) & 4.7.3 (l)	1.2.4.15.a 1.2.4.15.b				

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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.	ICAO Doc 9760, Airworthiness Manual, Part V, Chap 2.6.6.1					

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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.	ICAO Doc 9734, Part A, Chap 3.3.1.3 (CE3) & 3.8.1.4 (CE8) ICAO Doc 9760, Part II, Chap 4.7.3 (d)	1.2.5a 1.2.5b				
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.	ICAO Doc 9734, Part A, Chap 3.1.5 (b) ICAO Doc 9760, Part III, Chap 9.1.2 (d) & (e)					

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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.	ICAO Doc 9760, Part IV, Chap 4.7.1, 6.5.1 & 6.7.1					
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.	ICAO Doc 9760, Part II, Chap 4.7.3 (e)					

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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.	ICAO Doc 9760, Part II, Chap 4.7.3 (f)					

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Training and Licensing of Maintenance Personnel								
1.2.6	3	The Authority issues and reviews aircraft maintenance training organizations approvals.	ICAO Doc 9734, Part A, Para 3.6.3.1 (CE6) & 3.7.5 (CE7) ICAO Doc 9760, Part II, Chap 4.7.2 (d)					
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.	ICAO Doc 9734, Part A, Para 3.1.5 (b) (CE1) & 3.6.2.1 (CE6) ICAO Doc 9760, Part II, Chap 4.7.2 (e)					

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

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	1.2.4.2

Unique Identifying Reference	Guidance Material	Cross-Reference to Goals
	approved arrangements for controlling maintenance, aircraft maintenance programme, maintenance organization procedure manual, current 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 ensure that airworthiness limitations are clearly identified in the maintenance programme.	1.2.4.6
1.2.4.6b	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.	1.2.4.6
1.2.4.6.1a	The Authority should undertake ongoing surveillance of component reliability programmes.	1.2.4.6.1
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		
1.2.5a	The Authority should specify in its regulations those types of failure, malfunction, or defect which CAMOs / MOs are to report using the Occurrence Reporting System.	1.2.5
1.2.5b	The Authority should specify in its regulations those types of significant occurrence which CAMOs / MOs are to report immediately to the Authority, together with the format and content of the information to be reported.	1.2.5

Unique Identifying Reference	Guidance Material	Cross- Reference to Goals
Training and Licensing of Maintenance Personnel		
No GM Applies.		

MARQ SUB-SECTION C - PRODUCTION OVERSIGHT GOALS

Reference: EMAD R, Edition 3.1 dated 21 April 2023.

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	Cross Reference to source documents	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
1.3	1	The Authority meets the established production oversight requirements and functions at the required level of competency and safety.	ICAO Doc 9760, Airworthiness Manual, Part II, Chap 4.6.2 (f) & (g)					
Production Certificates								
1.3.1	2	The Authority issues a production certificate / approval for aeronautical products or parts and appliances manufactured by a production organisation.	ICAO Doc 9734, Part A, Chap 3.1.5(b) (CE1) ICAO Doc 9760, Part II, Chap 3.2 (e) & 4.6.2 (f)	1.3.1.a				

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Approval of Production Organisations								
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.	ICAO Doc 9734, Part A, Chap 3.1.5 (b) (CE1) ICAO Doc 9760, Part II, Chap 4.6.2 (h) & Part V, Chap 4.1.1.1					
1.3.2.1	3	The Authority assures that production organisations have established and can maintain a valid quality management system.	ICAO Doc 9760, Part V, Chap 4.1.2.1 & 4.1.2.2					

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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.	ICAO Doc 9760, Part V, Chap 4.1.2.3	1.3.2.2a				
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.	ICAO Doc 9734, Part A, Chap 3.1.5(b) (CE1) ICAO Doc 9760, Part V, Chap 4.1.2.1 & 4.1.3.2	1.3.2.3a 1.3.2.3b				
1.3.2.4	3	The Authority requires that records be maintained such that the identification of the aircraft and of the parts and appliances with their approved design and production can be established.	ICAO Annex 8, Part II, Chap 2, 2.4.4	1.3.2.4a				

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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.	ICAO Doc 9760, Part V, Chap 4.1.3.2 (d)					
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. The period of retention of these records will be in accordance with national document retention policies.	ICAO Doc 9760, Part V, Chap 4.1.3.2 (e)					

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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.	ICAO Doc 9734, Part A, Chap 3.6.1.1 & 3.6.1.5 (CE6) ICAO Doc 9760, Part II, Chap 4.7.2 (c) & Part III: Chap 1.2 (f)					
Release Certificates								
Surveillance, Investigations & Enforcement								
1.3.5	2	The Authority undertakes production surveillance, investigations and enforcement.	ICAO Doc 9734, Part A, Chap 3.7.3 & 3.7.7 (CE7) & Chap 3.8.3.2 (CE8) ICAO Doc 9760, Part II, Chap 4.4 (a) & (g)					

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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.	ICAO Doc 9734, Part A, Chap 3.7.2 & 3.7.7 (CE-7) ICAO Doc 9760, Part II, Chap 4.4(a) & (c)					
1.3.5.1.1	4	The Authority assures the production organisation's compliance with approved production drawings and manufacturing procedures.	ICAO Doc 9734, Part A, Chap 3.6.3.3 (c) (CE6) & Chap 3.7.7 (CE-7) ICAO Doc 9760, Part II, Chap 4.6.5 (e) & (k)	1.3.5.1.1.a 1.3.5.1.1.b				

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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.	ICAO Doc 9734, Part A, Chap 3.7.2 & 3.7.7 (CE7) ICAO Doc 9760, Part II, Chap 4.4 (c) (ii)					
1.3.5.1.3	4	The Authority coordinates production organisations' requests for deviations from requirements and specifications, and ensures adequate treatment for those deviations.	ICAO Doc 9760, Part II, chap 4, 4.4 (c) (iii)					
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.	ICAO Doc 9734, Part A, Chap 3.7.2 (CE7) ICAO Doc 9760, Part V, Chap 4.1.1.1 & 4.1.2.1 (b) & (d) (iv)					

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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.	ICAO Doc 9734, Part A, Chap 3.7.2 & 3.7.5 (CE7) ICAO Doc 9760, Part II, Chap 4.4 (c) (iv)					
1.3.5.1.6	4	The Authority witnesses critical tests performed by production organisations and approves testing methods and test reports.	ICAO Doc 9734, Part A, Chap 3.7.3 (a) (CE7) ICAO Doc 9760, Part II, Chap 4.4 (c) (v)					
1.3.5.2	3	The Authority investigates unsatisfactory manufacturing occurrences, which may result in necessary corrective actions.	ICAO Doc 9734, Part A, Chap 3.8.1.1 & Chap 3.8.2.1 (CE8) ICAO Doc 9760, Part II, Chap 4.6.5 (I)					
Production Aspects of Type Certification								

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1.3.6	2	The production aspects of Type Certification activities are addressed by the Authority.	ICAO Doc 9760, Part II, Chap 4.6.2 (c) & Part V, Chap 2.1.4.1					
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.	ICAO Doc 9760, Part II, Chap 4.6.3 (d)					
Relationships with other Authorities								
1.3.7	2	The Authority establishes relationships with other airworthiness authorities for cooperation on production organisation surveillance.	ICAO Doc 9760, Part II, Chap 4.3 (e) & 4.6.6 (f)					
Airworthiness Directives								

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MARQ Sub-Section C - Production Oversight					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Cross Reference to source documents	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
1.3.8	2	The Authority processes all Airworthiness Directives initiated by the manufacturers and recommends implementation action.						

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 assure that the organisation seeking approval to obtain a production certificate for an aeronautical product holds the appropriate type certificate, or supplemental type certificate, or other design approval, or formally agreed right of access to the relevant design data.	1.3.1
Approval of Production Organisations		
1.3.2.2a	The authority should, in cooperation with each production certificate/approval holder, make any inspections and perform tests necessary to determine compliance with the applicable regulations.	1.3.2.2
1.3.2.3a	The authority should approve the production certificate/approval holder's quality system manual used to ensure that each aeronautical product produced conforms to the approved type design and is in a condition for safe operation.	1.3.2.3
1.3.2.3b	The authority should ensure that the production certificate/approval holder retains the production certificate/approval on the premises in which the aeronautical product concerned is manufactured. The Authority should also ensure that it has ready access to the certificate/approval.	1.3.2.3
1.3.2.4a	The authority should assure that a production limitation record is issued as part of a production certificate/approval. This record should list the type certificate of every aeronautical product that the applicant is authorized to manufacture under the terms of the production certificate/approval.	1.3.2.4
Survey and Evaluation of Aircraft		
No GM Applies.		

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

MARQ SUB-SECTION D - AIRCRAFT CERTIFICATION GOALS

Reference: EMAD R, Edition 3.1 dated 21 April 2023.

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	Cross Reference to source documents	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
1.4	1	The Authority meets the established aircraft certification requirements and functions at the required level of competency and safety.	ICAO Doc 9734, Part A, Chap 3.6.1.5 & 3.6.3.3 (CE6) ICAO Doc 9760, Part II, Chap 2.2.4					
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.	ICAO Doc 9760, Part II, Chap 4.6.2 (a)					

EMAD R - RECOGNITION PROCESS

Annex C

MARQ Sub-Section D - Aircraft Certification					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Cross Reference to source documents	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
Certification of Type Designs								
1.4.2	2	The Authority approves and certifies the type design of aircraft, engines, propellers, parts and appliances.	ICAO Doc 9760, Part V, Chap 2.1.4.1	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.	ICAO Doc 9760, Part V, Chap 2.1.4 and 2.1.4.1	1.4.2.1.a				
1.4.2.1.1	4	The Authority establishes certification bases.	ICAO Doc 9760, Part V, Chap 2.3.1.2 (a) & 2.3.2	1.4.2.1.1.a 1.4.2.1.1.b 1.4.2.1.1.c				
1.4.2.1.2	4	The Authority agrees/accepts the means or methods of compliance.	ICAO Doc 9760, Part V, Chap 2.3.1.2 (b) & 2.3.3.1	1.4.2.1.2.a				
1.4.2.2	3	The Authority conducts an evaluation of engineering and	ICAO Doc 9734, Part A Chap 3.6.1.5 (CE6)					

EMAD R - RECOGNITION PROCESS

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MARQ Sub-Section D - Aircraft Certification					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Cross Reference to source documents	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
		airworthiness of an aircraft type.	ICAO Doc 9760, Part II, Chap 4.6.3 (d) & 4.6.5 (c)					
1.4.2.2.1	4	The Authority issues findings on compliance.	ICAO Doc 9760, Part V, Chap 2.3.1.2 (c) & 2.3.4.3.1					
1.4.2.2.2	4	The Authority approves the design information required for design certification and continued airworthiness (i.e. Approved Data).	ICAO Doc 9760, Part II, Chap 4.6.1.1 & 4.6.2					
1.4.2.3	3	The Authority issues Military Type Certificates or design certificates for aircraft, engines, propellers, parts and appliances.	ICAO Doc 9734, Part A, Chap 3.1.5 (b) (CE1) ICAO Doc 9760, Part II, Chap 4.6.2 (c) & Part V, Chap 2.3.1.2 (d)	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	ICAO Doc 9760, Part II, Chap 4.6.2 (j) & Part III: Chap 5.1					

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MARQ Sub-Section D - Aircraft Certification					Completing RP			Reviewing RP
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		requirements but is capable of safe flight.						
1.4.2.5	3	The Authority approves Certification Maintenance Requirements (CMRs) during the Type Certification process.	ICAO Doc 9760, Part V, Chap 2.6.5.3 & Chap 2.6.6.1					
Post-certification Functions (including Airworthiness Directives)								
1.4.3	2	The Authority facilitates post-certification airworthiness functions.	ICAO Doc 9760, Part V, Chap 2.3.1.2 (e) & 2.3.6.1	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	ICAO Doc 9760, Part II, Chap 4.6.4 (a)	1.4.3.1.a				

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MARQ Sub-Section D - Aircraft Certification					Completing RP			Reviewing RP
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		should monitor that action to ensure unsafe conditions are corrected.						
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 to establish procedures to avoid or correct difficulties.	ICAO Doc 9734, Part A, Chap 3.1.5 (b) (CE1) ICAO Doc 9760, Part II, Chap 4.6.4 (b)					
1.4.3.3	3	The Authority mandates actions to correct any unsafe conditions and disseminates the information to CAMOs.	ICAO Doc 9734, Part A, Chap 3.6.3.4 (CE6) & 3.8.2 (CE8) ICAO Doc 9760, Part II, Chap 4.6.4 (c)					
1.4.3.4	3	The Authority ensures there is a system in place for the receipt, review, and appropriate action on mandatory	ICAO Doc 9760, Part II, Chap 4.6.4 (d)					

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MARQ Sub-Section D - Aircraft Certification					Completing RP			Reviewing RP
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		airworthiness information.						

EMAD R - RECOGNITION PROCESS

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MARQ Sub-Section D - Aircraft Certification					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Cross Reference to source documents	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
Information & Data								
1.4.4	2	The Authority transmits information necessary for continuing airworthiness and safe operation of aircraft (including to other relevant Authorities).	ICAO Doc 9760, Part V, chap 6, 6.2.5 (a)					
1.4.4.1	3	The Authority ensures that the design organisation supplies appropriate maintenance data and approves it, as applicable.	ICAO Doc 9734, Part A, Chap 3.1,5 (b) CE1 ICAO Doc 9760, Part II, Chap 4.6.5 (e) & (m)					

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MARQ Sub-Section D - Aircraft Certification					Completing RP			Reviewing RP
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Structural Integrity Activities								
1.4.5	2	The Authority requires and approves a Structural Integrity Programme (SIP) for each aircraft type and monitors its effectiveness. The programme includes specific information concerning ageing.	ICAO Doc 9734, Part A, Chap 3.1.5 (b) (CE1) ICAO Doc 9760, Part II Chap 4.6.4 (e), 4.7.2 (g) & Part III, Chap 8.6.3.3	1.4.5				
Handling of Safety Issues								
1.4.6	2	The Authority establishes a system to manage and mitigate safety issues.	ICAO Doc 9734, Part A, Chap 3.8, Opening Statement (CE8)					
1.4.6.1	3	The Authority establishes a system to ensure that information on faults, malfunctions, defects and other occurrences that causes or might cause adverse	ICAO Doc 9734, Part A, Chap 3.8.1.2 (CE8) ICAO Doc 9760, Part II, Chap 4.6.4 (a)					

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MARQ Sub-Section D - Aircraft Certification					Completing RP			Reviewing RP
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		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 resulting from identified safety issues.	ICAO Doc 9734, Part A, Chap 3.8.2 (CE8) ICAO Doc 9760, Part II, Chap 4.6.4 (a)	1.4.6.2.a 1.4.6.2.b				
1.4.6.3	3	The Authority establishes a Safety Oversight system to ensure that, if necessary, airworthiness actions are developed and promulgated appropriately.	ICAO Doc 9734, Part A, Chap 2.3.1 (a) and & 3.1.6 (CE1) ICAO Doc 9760, Part II, Chap 4.6.4 (c)					
1.4.6.4	3	The Authority cooperates with the organisation responsible for accident / incident investigations to ensure that recommendations	ICAO Doc 9734, Part A, Chap 3.8.4.2 (a) (CE8) ICAO Doc 9760, Part II, Chap 4.6.6 (a)					

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MARQ Sub-Section D - Aircraft Certification					Completing RP			Reviewing RP
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		are adequately addressed.						

EMAD R - RECOGNITION PROCESS

Annex C

MARQ Sub-Section D - Aircraft Certification					Completing RP			Reviewing RP
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Approval of Modifications & Repair Schemes								
1.4.7	2	The Authority conducts an evaluation of modifications or repair schemes.	ICAO Doc 9734, Part A, Chap 3.1.5 (b) (CE1) ICAO Doc 9760, Part II, Chap 4.6.2 (e)	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.	ICAO Doc 9734, Part A, Chap 3.2.4.4 ICAO Doc 9760, Part II: Chap 4.6.2 & 4.7.2	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
1.4.2.1.1c	The Authority should evaluate equipment required for specific operations as appropriate for the intended purpose, e.g., minimum equipment list.	1.4.2.1.1
1.4.2.1.2a	The Authority should agree the certification compliance plan.	1.4.2.1.2

Unique Identifying Reference	Guidance Material	Cross-Reference to Goals
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
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		
1.4.5	The Structural Integrity Programme (SIP) for aeroplanes may include the following, dependent on the structural design criteria:	1.4.5

Unique Identifying Reference	Guidance Material	Cross-Reference to Goals
	<ul style="list-style-type: none"> • supplementary SIP; • corrosion prevention and control programme; • SB review and mandatory modification programme; • repairs review for damage tolerance; and/or • widespread fatigue damage (WFD) review. 	
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		
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

Annex D - Certificate of Recognition (Template)**CERTIFICATE OF RECOGNITION**

Pursuant to the adopted policy on recognition of other National Military Airworthiness Authorities (NMAAs) as described in EMAD R, Edition [Edition Number] dated [date of publication] and having followed the process of recognition as detailed therein,

the

[Recognising NMAA]

recognises

the

[Recognised NMAA]

as a Competent Military Airworthiness Authority in the area of Aircraft Certification*, Airworthiness Inspection* and Production Oversight.⁶

This Certificate of Recognition allows the Recognising NMAA to accept and/or re-use the artefacts of the Recognised NMAA under the provisions as defined in the Implementing Arrangements of this Recognition.

This Certificate of Recognition remains valid as long as the conditions of the Implementing Arrangements are met or until the Certificate of Recognition is suspended or revoked in accordance with the arrangements as detailed in the Implementing Arrangements.

[Place, date]
[The Recognising Authority],

Signature

[Name]
[Title]

⁶ Delete if NOT applicable

Annex E – Implementing Arrangement (Template)

Domestic flag
STATE2

Foreign flag
STATE1

(Recognition)
Implementing Arrangement (IA)
between the
National Military Airworthiness Authorities
of

[STATE1]

[SYMBOL]

[TITLE – NATIVE] ([ACRO1])

[ENGLISH TRANSLATION FOR NATIVE TITLE]

and

[STATE2]

[SYMBOL]

[TITLE – NATIVE] ([ACRO2])

[ENGLISH TRANSLATION FOR NATIVE TITLE]

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REVISION HISTORY

Version Number	Adoption	Description
0.0	Month Year	Initial Release

INTRODUCTION

We,

- a. **[NAME AUTHORITY] of [STATE1] - [FULL ADDRESS], [OFFICIAL EMAIL]**
- b. **[HEAD OF ORGANISATION], [TITLE/RANK] [NAME]**

and

- a. **[NAME AUTHORITY] of [STATE2] - [FULL ADDRESS], [OFFICIAL EMAIL]**
- b. **[HEAD OF ORGANISATION], [TITLE/RANK] [NAME]**

as the National Military Airworthiness Authorities of the respective Countries, hereinafter referred to individually as, respectively, **[ACRO1]** and **[ACRO2]** or Party, whilst collectively as Parties,

CONSIDERING	the recognition process between the Parties described in the Recognition Agreement of [DATE] , which resulted in the issuance of the Recognition Certificate(s) n. [SPECIFY] (and n. [SPECIFY]),
DESIRING TO	leverage Recognition and achieve benefits, especially when there are military aviation platforms common to the Parties,
WILLING	to promote and facilitate the exchange of airworthiness data, as mentioned in the scope of this (Recognition) Implementing Arrangement (IA),
RECOGNISING	that consumption of airworthiness data from another national airworthiness authority is a decision based on findings of similarity of airworthiness systems, so to provide an equivalent level of safety to that offered by one's own,
CONSIDERING	that any such reciprocal consumption of airworthiness data also requires continued confidence by each Party in the reliability of the other Party's process for findings of compliance,
ACKNOWLEDGING	that this Agreement is not intended to create any legally binding commitments under international law, and that it will be carried out within the framework of the respective national laws and regulations of the Parties and subject to the availability of their appropriated funds and personnel, all activities of the parties under this IA will be carried out in accordance with their respective national laws and regulations, and applicable international commitments. In case of any conflict between this IA and international or national laws and regulations applicable to the Recognition partners, the latter will prevail. The Recognition partners to this IA will notify each other in the event of any of aforementioned conflicts,
UNDERSTANDING	Understanding, that this IA does not constitute a treaty as defined by the Vienna Convention on the Law of Treaties of 23 May 1969."

HAVE AGREED AS FOLLOWS:

SECTION 1 – Objectives

The objectives of this (Recognition) IA are:

- a. establish principles and arrangements in order to leverage and give effect to the results of the general recognition, existing and accepted between the Parties, within the framework of the Recognition Agreement (RA) signed by them;
- b. enable the exchange of artefacts between the Parties, and achieve the expected benefits in the areas of certification, organisation approval, and licensing;

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- c. facilitate and promote the multinational design, manufacture, maintenance, training and interchange of data related to military aeronautical products while ensuring the airworthiness of the respective military airworthiness system.

SECTION 2 – Definitions

- 2.1 The terms and definitions of EMAD 1 (acronyms and definitions document) shall apply to this IA.
- 2.2 The definitions of the RA between the Parties shall apply to this IA.
- 2.3 Specific terminology can be defined in the Technical Annexes, for the purpose of proper execution of this IA.

SECTION 3 – Scope

- 3.1 The scope of cooperation under this IA pertains to the following airworthiness domains:
 - a. exchange of safety information related to accidents or serious incidents or occurrences in relation to products, services or activities;
 - b. the initial and continued airworthiness of military aeronautical products;
 - c. the continuing airworthiness of in-service military aeronautical products;
 - d. the approval and surveillance of Design Organisations (DO);
 - e. the approval and surveillance of Production Organisations (PO);
 - f. the approval and surveillance of Maintenance Training Organisations (MTO);
 - g. the approval and surveillance of Continuing Airworthiness Management Organisations (CAMO);
 - h. the approval and surveillance of Maintenance Organisations (MO);
 - i. military aircraft maintainers licensing;
 - j. mutual cooperation and assistance in investigations or enforcement proceedings.

- 3.2 In relation to the above airworthiness domains, the Parties can develop one or more

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Technical Annexes, describing the terms, conditions and methods for exchange of artefacts, their format, and content.

SECTION 4 – General Commitments

- 4.1 The Parties have elected to exchange artefacts, in accordance with the terms and conditions set out in the Technical Annexes to this IA. Reciprocal artefacts shall complement the Parties airworthiness processes, in conformity with their own rules and

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regulations, with the understanding that they have been found to assure an equivalent level of safety, through Recognition.

- 4.2 At the request of one Party, the other will share its own artefacts, as laid out in the Technical Annexes to this IA. Artefacts can be subject to direct acceptance or validation under one's own national regulations and for one's own national processes, as defined in SECTION 6.
- 4.3 If a Party fails to fulfil its commitments specified under this IA, including its Technical Annexes, consultation through SECTION 7, shall be promptly initiated. If a disagreement is not resolved a Party may notify the other Party of its intention to suspend, in whole or in part, its commitments specified under a Technical Annex to this IA. The notification shall be in writing and detail the reasons for suspension. Any such suspension may be rescinded immediately upon an exchange of written correspondence to that effect by the Parties. Suspensions shall not affect the validity of the artefacts exchanged prior to the date the suspension took effect.
- 4.4 Once Recognition is achieved, each recognized Party shall ensure to retain the conditions under which it was recognized. This allows continued cooperation and, where applicable, consumption of artefacts. In particular the Party shall:
- a) remain in compliance with its own regulatory framework;
 - b) maintain its capability to fulfil its responsibilities and enforcement authority, with adequate resources;
 - c) undertake action to inform the other Party, in all reasonable haste, of any significant changes to its military airworthiness system.
- 4.5 This IA is an implementing instrument to the Recognition Certificates (RC) between the Parties; should the conditions for the issuance of a RC no longer be met the IA cannot be executed, as the basis for the validity of the artefacts to be exchanged become uncertain. The IA shall then be considered automatically suspended until the recognition conditions are restored.

SECTION 5 - Preservation of Regulatory Authority and Safeguard Measures

- 5.1 Nothing in this IA shall be construed to limit the authority of one Party, when consuming

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the information received under this RIA, to:

- a. determine, through its legislative, regulatory and administrative measures, the level of protection and risk acceptance it considers appropriate for its own military airworthiness system;
- b. interfere with the ability to take all appropriate and immediate measures on its own military aircraft and regulated community. Where either Party takes such measures, it shall inform the other Party including elements of the rationale, so to facilitate a common understanding of each other's approach.

5.2 Measures taken under this SECTION shall not be interpreted by either Party as an infringement of the provisions of this IA.

SECTION 6 – Acceptance and Validation of artefact

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6.1 Depending on the results to be achieved by a Party, and in consideration of constraints that may be imposed by national regulatory or administrative requirements, consumption of the other Party's artefacts can occur either by:

- a. Acceptance: the foreign artefact can be used as-is, since the Party has made a determination that it provides the same validity as those required by national regulations; there is no need to issue additional national artefacts;
- b. Validation: the foreign artefact cannot be used as-is, since the Party requires additional review to validate it, fully or partially, as contributing data to complement the national process; the Party will issue its own artefacts.

6.2 As in SECTION 3.2, the Technical Annexes can identify procedures to enable the acceptance or validation of artefacts related to aeronautical products, that are produced or maintained under the oversight of the Recognized Authority. .

SECTION 7 – Communications

7.1 Upon signature of this IA, the Parties will communicate through the following points of contact:

[ACRO1]

- Domain of Initial & Continued Airworthiness, and Registration: [OFFICE], [PHONE], [EMAIL]; and
- Domain of Continuing Airworthiness: [OFFICE], [PHONE], [EMAIL]; and
- Domain of Recognition: [OFFICE], [PHONE], [EMAIL].

[ACRO2]

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- Domain of Initial & Continued Airworthiness, and Registration: **[OFFICE]**, **[PHONE]**, **[EMAIL]**; and
- Domain of Continuing Airworthiness: **[OFFICE]**, **[PHONE]**, **[EMAIL]**; and
- Domain of Recognition: **[OFFICE]**, **[PHONE]**, **[EMAIL]**.

7.2 Communications are aimed, but not limited, to:

- ensure proper functioning of this IA, reviewing and resolving issues arising from its execution;
- consider ways to enhance the operation of this IA, by considering and recommending specific amendments to the IA and its Technical Annexes, which may be proposed at any time by the Parties, as well as coordinating the development of additional ones;

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- allow consultation, by request of any Party on any matter related to this IA, and for timely resolution of disagreements.

7.3 All communications shall be in the English language.

SECTION 8 - Confidentiality and Protection of Data and Information

8.1 Parties will release artefacts ensuring consistency with their laws, regulations, policies, and procedures; they will ensure protection of privately owned proprietary rights and take necessary precautions from unauthorised disclosure. In the case the artefacts subject to this IA contain non releasable information, due to commercial or security restrictions (e.g. intellectual property restrictions associated with compliance demonstration evidence in support of type certification, or International Traffic in Arms Regulations), the Party holding the information will:

- advise the other Party of this fact at the earliest opportunity; and
- endeavour to facilitate the provision of the information directly to the other Party by consulting the appropriate organisation.
- maintain to the extent required under its national rules and regulations, as well as international commitments, the confidentiality of information received from its counterpart under this IA.

8.2 When receiving artefacts, under this IA, the Party:

- shall not acquire any proprietary rights in intellectual or industrial property by reason of its receipt from the other Party;
- agrees to maintain and grant the required level of confidentiality, in accordance with appropriate markings that must be agreed and applied to any artefact in order for it to be shared.

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SECTION 9 - Costs

- 9.1 The Parties shall endeavour to ensure that no fees or charges are imposed in relation to the execution of this IA or the activities required to implement its Technical Annexes.
- 9.2 In the event that any cost is incurred, the Parties will assure it has been assessed to be just, reasonable, and commensurate with the activity provided. Details about costs are to be included in the Technical Annex where they apply.
- 9.3 As costs can have impact on the execution of this IA or the activities required to implement its Technical Annexes, the Parties will timely communicate the nature of the cost and address its recovery through a dedicated agreement.

SECTION 10 - Effectivity and Termination

- 10.1 This IA, and its following Amendments, shall come into effect once signed by both

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Parties. Any new or revised Technical Annex developed after the date of effectiveness of this Agreement shall become part of the IA via dedicated Amendment.

- 10.2 This IA shall remain effective until terminated by either Party, once the need to share artefacts ceases or at any time at the written request of a Party. In case of termination, a proper termination process shall be agreed in order to allow the Parties to continue to meet their commitments, under this IA or any Technical Annexes thereto, until the date of termination.

SIGNATURES BLOCK

The Parties signatories below are duly authorised to make the arrangements given above:

Authority: [ACRO1] State: [STATE1]	Name: [RANK] [NAME SURNAME] Title: Signature: _____	Date:
Authority: [ACRO2] State: [STATE2]	Name: [RANK] [NAME SURNAME] Title: Signature: _____	Date:

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TECHNICAL ANNEX # (template)

to the (Recognition) Implementing Arrangement between [STATE1] [ACRO1] and [STATE2]
[ACRO2]

Programme/Platform – Title of Technical Annex

BACKGROUND

Brief introduction of the conditions that brought up the need to share artefacts between the Parties.

TECHNICAL ANNEX OBJECTIVES

Referring to SECTION 3 of the RIA, describe what needs to be achieved in terms of military airworthiness data that [ACRO] finds more advantageous to be acquired from a recognised NMAA or in some cases when it represents the only viable option due to limitations to access those data.

When relevant the Approved Organisation (DOA, POA or MOA) concerned by the issuance of the artefacts taken into account by the recognizing authority, has to be informed of such agreement.

DOMAINS

Fill in the Programme/Platform in the Table below then select the specific areas pertaining to the data to be exchanged:

Programme/Platform	Airworthiness Domains
	<input type="checkbox"/> 21A – Occurrences and Airworthiness Directives <input type="checkbox"/> 21B&D - MTC & MRTC <input type="checkbox"/> 21E - MSTC <input type="checkbox"/> 21F - Production without POA <input type="checkbox"/> 21G - POA <input type="checkbox"/> 21H - MCoA & MRCoA <input type="checkbox"/> 21J - DOA <input type="checkbox"/> 21K - Parts & Appliances <input type="checkbox"/> 21M - Repairs <input type="checkbox"/> 21O - MTSO Authorisations <input type="checkbox"/> 21P - MPTF <input type="checkbox"/> 21Q - Identification of Products, Parts & Appliances <input type="checkbox"/> M SP G – CAMOA <input type="checkbox"/> M SP I – MARC <input type="checkbox"/> 145 – MOA <input type="checkbox"/> 147 – MTOA <input type="checkbox"/> 66 – MAML <input type="checkbox"/> Registration

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TERMINOLOGY

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As in SECTION 2.3 of the IA, add specific terminology required to clearly understand and agree on the meaning of the data required, or its format.

TASKS & DELIVERABLES

Identify specific tasks, processes, procedures and deliverables required in order to enable the sought benefit. Describe for each option of the Programme Scope:

- what the providing Party is requested to do (process and timings);
- the expected deliverables (be specific on format, add templates if required, and media; each deliverable must bear clear releasability markings);
- specify whether artefacts are accepted or need validation.
- Approved Organisations concerned by the issuance of the artefacts, should be informed of such agreement.
- If necessary, identify an address list for the deliverables (can differ from the POC of Section 7):

TO:	[ACRO] – [POSTAL ADDRESS] <u>[OFFICIAL EMAIL]</u>
CC:	Other recipient(s) – [POSTAL ADDRESS] <u>[OFFICIAL EMAIL]</u>

COSTS

Include all required information to justify any costs incurred for the provision of the data pertaining to this Technical Annex.

Define and describe the instrument agreed to recover those costs.

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