



EUROPEAN MILITARY AIRWORTHINESS REQUIREMENTS

EMAR CAMO

REQUIREMENTS FOR CONTINUING AIRWORTHINESS MANAGEMENT ORGANISATIONS

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STATUS

The Status of the document can take 3 values:

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EDITION

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

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

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NOTE:

This EMAR relies on definitions laid down in EMAD 1.

The forms referred to in this document can be found in the EMAR Forms document.

The term “contract” covers all types of written contract within military context (e.g. arrangement, tasking, agreement).

EMAR CAMO REVISION STATUS**Commission Regulations reviewed**

The table below details the Implementing Rules (Commission Regulations) reviewed and considered by the MAWA CAWAG (Continuing Airworthiness Advisory Group) for EMAR CAMO Ed. 1.0:

Commission reviewed	Regulation	Date	Subject
	Regulation (EU) No 1321/2014	26 Nov. 2014	Recast, repealing Regulation (EC) No 2042/2003
	Regulation (EU) No 2015/1088	03 Jul. 2015	M1: 1 st amendment, alleviations for maintenance procedures for general aviation aircraft
	Regulation (EU) No 2015/1136	16 Sep. 2015	M2: 2 nd amendment, alignment of rules for continuing airworthiness with Regulation (EC) No 216/2008, critical maintenance tasks and aircraft continuing airworthiness monitoring
	Regulation (EU) 2017/334	27 Feb. 2017	M3: 3 rd amendment, correcting the Bulgarian, Dutch, Estonian and German language versions of Regulation (EU) 1321/2014
	Regulation (EU) 2018/750	22 May 2018	M4: 4 th amendment, correcting the Polish language version of Regulation (EU) 1321/2014
	Regulation (EU) No 2018/1142	14 Aug. 2018	M5: 5 th amendment, introduction of certain categories of aircraft maintenance licences, the modification of the acceptance procedure of components from external suppliers and the modification of the maintenance training organisations' privileges
	Regulation (EU) No 2019/1383	08 Jul. 2019	M6: 6 th amendment, safety management systems in continuing airworthiness management organisations and alleviations for general aviation aircraft concerning maintenance and continuing airworthiness management
	Regulation (EU) No 2019/1384	24 Jul. 2019	M7: 7 th amendment, use of aircraft listed on an air operator certificate for non-commercial operations and specialised operations, the establishment of operational requirements for the conduct of maintenance check flights, the establishment of rules on non-commercial operations with reduced cabin crew on board and introducing editorial updates concerning air operations requirements
	Regulation (EU) No 2020/270	25 Feb. 2020	M8: 8 th amendment, transitional measures for organisations involved in the continuing airworthiness

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		for general aviation and continuing airworthiness management and correcting that Regulation
Regulation (EU) No 2020/1159	5 Aug. 2020	M9: 9 th amendment, introduction of new additional airworthiness requirements
Regulation (EU) 2021/685	22 Apr. 2021	M10: 10 th amendment, correcting the Polish language version of Regulation (EU) 1321/201
Regulation (EU) No 2021/700	26 Mar. 2021	M11: 11 th amendment, amending and correcting Regulation (EU) No 1321/2014 as regards the maintenance data and the installation of certain aircraft components during maintenance

Corrected by C1 Corrigendum (Corrigendum to Commission Implementing Regulation (EU) 2019/1383 of 8 July 2019 amending and correcting Regulation (EU) No 1321/2014 as regards safety management systems in continuing airworthiness management organisations and alleviations for general aviation aircraft concerning maintenance and continuing airworthiness management).

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SECTION A - ORGANISATION REQUIREMENTS

CAMO.A.005 Scope

This Section establishes the requirements to be met by an organisation to qualify for the issue or continuation of an approval certificate for the management of continuing airworthiness of an aircraft and of components for installation.

CAMO.A.105 National Military Airworthiness Authority (NMAA)

For the purpose of EMAR CAMO, the NMAA shall be:

- (a) the authority designated by the pMS.
- (b) NOT APPLICABLE.
- (c) NOT APPLICABLE.

CAMO.A.115 Application for an organisation certificate

- (a) The application for a certificate or an amendment to an existing certificate in accordance with EMAR CAMO shall be made in a form and manner established by the NMAA, taking into account the applicable requirements of EMAR M and EMAR CAMO.
- (b) Applicants for an initial certificate pursuant to EMAR CAMO shall provide the NMAA with:
 - (1) the results of a pre-audit performed by the organisation against the applicable requirements provided for in EMAR M and EMAR CAMO;
 - (2) documentation demonstrating how they will comply with the requirements established in continuing airworthiness EMARs.

Such documentation shall include, as provided in [EMAR CAMO.A.130](#), a procedure describing how changes not requiring prior approval will be managed and notified to the NMAA.

CAMO.A.120 Means of compliance

- (a) Alternative means of compliance to the NMAA's AMC may be used by an organisation to establish compliance with EMARs.
- (b) When an organisation wishes to use an alternative means of compliance, it shall, prior to using it, provide the NMAA with a full description of the alternative means of compliance. The description shall include any revisions to manuals or procedures that may be relevant, as well as an assessment demonstrating compliance with EMARs. The organisation may use these alternative means of compliance subject to prior approval by the NMAA, and upon receipt of the notification as provided for in [EMAR CAMO.B.120](#).

CAMO.A.125 Terms of approval and privileges of the organisation

- (a) The approval is indicated on the certificate, which is referenced in Appendix I, and is issued by the NMAA.
- (b) NOT APPLICABLE.
- (c) The scope of work shall be specified in the Continuing Airworthiness Management Exposition (CAME) in accordance with [EMAR CAMO.A.300](#).

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- (d) An organisation approved in accordance with EMAR CAMO may:
- (1) manage the continuing airworthiness of aircraft as listed on the certificate;
 - (2) NOT APPLICABLE;
 - (3) arrange to carry out limited continuing airworthiness management tasks with any subcontracted organisation, working under its management system, as listed on the certificate;
 - (4) extend a Military Airworthiness Review Certificate (MARC) under the conditions of EMAR M.A.901(f);
 - (5) NOT APPLICABLE.
- (e) An organisation approved in accordance with EMAR CAMO may additionally be approved to carry out airworthiness reviews in accordance with EMAR M.A.901, and:
- (1) issue the related MARC and extend it in due time under the conditions of EMAR M.A.901(c)(2);
 - (2) issue a recommendation for the airworthiness review to the NMAA, under the conditions of EMAR M.A.901(d).
- (f) An organisation holding the privileges referred to in point (e) may additionally be approved to issue a Military Permit to Fly (MPtF) in accordance with EMAR 21.A.711(d) for the particular aircraft for which the organisation is approved to issue the MARC, when the organisation is attesting conformity with approved flight conditions, subject to an adequate procedure in the CAME referred to in [EMAR CAMO.A.300](#).

CAMO.A.130 Changes to the organisation

- (a) The following changes to the organisation shall require prior approval:
- (1) changes that affect the scope of the certificate or the terms of approval of the organisation;
 - (2) changes to personnel nominated in accordance with [EMAR CAMO.A.305\(a\)\(3\)](#) to (a)(5);
 - (3) changes to the reporting lines between the personnel nominated in accordance with [EMAR CAMO.A.305\(a\)\(3\)](#) to (a)(5), and the accountable manager;
 - (4) the procedure as regards changes not requiring prior approval referred to in point (c).
- (b) For any changes requiring prior approval in accordance with EMARs, the organisation shall apply for and obtain an approval issued by the NMAA. The application shall be submitted before any such change takes place, in order to enable the NMAA to determine continued compliance with EMARs and to amend, if necessary, the organisation certificate and related terms of approval attached to it.

The organisation shall provide the NMAA with any relevant documentation.

The change shall only be implemented upon receipt of formal approval by the NMAA in accordance with [EMAR CAMO.B.330](#).

The organisation shall operate under the conditions established by the NMAA during such changes, as applicable.

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- (c) All changes not requiring prior approval shall be managed and notified to the NMAA as defined in the procedure referred to in [EMAR CAMO.A.115\(b\)](#) and approved by the NMAA in accordance with [EMAR CAMO.B.310\(h\)](#).

CAMO.A.135 Continued validity

- (a) The organisation's certificate shall remain valid subject to compliance with all of the following conditions:
- (1) the organisation remaining in compliance with EMAR CAMO and EMAR M, taking into account the provisions related to the handling of findings as specified in [EMAR CAMO.B.350](#);
 - (2) the NMAA being granted access to the organisation as specified in [EMAR CAMO.A.140](#);
 - (3) the certificate not being surrendered or revoked.
- (b) NOT APPLICABLE.
- (c) Upon revocation or surrender, the certificate shall be returned to the NMAA without delay.

CAMO.A.140 Access

For the purpose of determining compliance with the relevant requirements of EMAR CAMO and EMAR M, the organisation shall grant access at any time to any facility, aircraft, document, records, data, procedures or any other material relevant to its activity subject to certification, whether it is contracted/subcontracted or not, to any person authorised by one of the following authorities:

- (a) the NMAA defined in [EMAR CAMO.A.105](#);
- (b) the NMAA(s) acting under the provisions of [EMAR CAMO.B.300](#)(d) or (e).

CAMO.A.150 Findings

- (a) After receipt of notification of findings according to [EMAR CAMO.B.350](#), the organisation shall:
- (1) identify the root cause or causes of and contributing factors to the non-compliance;
 - (2) define a corrective action plan;
 - (3) demonstrate corrective action implementation to the satisfaction of the NMAA.
- (b) Actions referred to in points (a)(1), (a)(2) and (a)(3) shall be performed within the period agreed with that NMAA as defined in [EMAR CAMO.B.350](#).

CAMO.A.155 Immediate reaction to a safety problem

The organisation shall implement:

- (a) any safety measures mandated by the NMAA in accordance with [EMAR CAMO.B.135](#);
- (b) any relevant mandatory safety information issued by the NMAA.

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CAMO.A.160 Occurrence reporting

- (a) As part of its management system the organisation shall implement an occurrence reporting system.
- (b) Without prejudice to point (a), the organisation shall ensure that any incident, malfunction, technical defect, exceeding of technical limitations, occurrence that would highlight inaccurate, incomplete or ambiguous information contained in data established in accordance with EMAR 21 or other irregular circumstance that has or may have endangered the safe operation of the aircraft and that has not resulted in an accident or serious incident are reported to the NMAA and to the organisation responsible for the design of the aircraft.
- (c) The reports referred to in points (a) and (b) shall be made in a form and manner established by the NMAA and shall contain all pertinent information about the condition known to the organisation.
- (d) Reports shall be made as soon as possible, but in any case within 72 hours of the organisation identifying the condition to which the report relates, unless exceptional circumstances prevent this.
- (e) Where relevant, the organisation shall produce a follow-up report to provide details of actions it intends to take to prevent similar occurrences in the future, as soon as these actions have been identified. This report shall be produced in a form and manner established by the NMAA.

CAMO.A.200 Management system

- (a) The organisation shall establish, implement, and maintain a management system that includes:
 - (1) clearly defined lines of responsibility and accountability throughout the organisation, including a direct safety accountability of the accountable manager;
 - (2) a description of the overall philosophies and principles of the organisation with regard to safety, referred to as the safety policy;
 - (3) the identification of aviation safety hazards entailed by the activities of the organisation, their evaluation and the management of associated risks, including taking actions to mitigate the risks and verify their effectiveness;
 - (4) maintaining personnel trained and competent to perform their tasks;
 - (5) documentation of all management system key processes, including a process for making personnel aware of their responsibilities and the procedure for amending this documentation;
 - (6) a function to monitor compliance of the organisation with the relevant requirements.

Compliance monitoring shall include a feedback system of findings to the accountable manager to ensure effective implementation of corrective actions as necessary;
 - (7) any additional requirements that are laid down in continuing airworthiness EMARs.

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- (b) The management system shall correspond to the size of the organisation and the nature and complexity of its activities, taking into account the hazards and associated risks inherent in these activities.
- (c) Where the organisation holds one or more additional organisation certificates within the scope of EMARs, the management system may be integrated with that required under the additional certificate(s) held.
- (d) NOT APPLICABLE.

CAMO.A.202 Internal safety reporting scheme

- (a) As part of its management system, the organisation shall establish an internal safety reporting scheme to enable the collection and evaluation of such occurrences to be reported under [EMAR CAMO.A.160](#).
- (b) The scheme shall also enable the collection and evaluation of those errors, near misses, and hazards reported internally that do not fall under point (a).
- (c) Through this scheme, the organisation shall:
 - (1) identify the causes of and contributing factors to any errors, near misses, and hazards reported and address them as part of safety risk management in accordance with [EMAR CAMO.A.200\(a\)\(3\)](#);
 - (2) ensure evaluation of all known, relevant information relating to errors, the inability to follow procedures, near misses, and hazards, and a method to circulate the information as necessary.
- (d) The organisation shall provide access to its internal safety reporting scheme to any subcontracted organisation.
- (e) Notwithstanding the national military security requirements, the organisation shall cooperate on safety investigations with any relevant organisation having a significant contribution to the safety of its own continuing airworthiness management activities.

CAMO.A.205 Contracting and subcontracting

- (a) The organisation shall ensure that when contracting maintenance and/or airworthiness review or when subcontracting any part of its continuing airworthiness management activities:
 - (1) these activities conform to the applicable requirements; and
 - (2) any aviation safety hazards associated with such contracting or subcontracting are considered as part of the organisation's management system.
- (b) When the organisation subcontracts any part of its continuing airworthiness management activities to another organisation, the subcontracted organisation shall work under the approval of the organisation. The organisation shall ensure that the NMAA is given access to the subcontracted organisation, to determine continued compliance with the applicable requirements.

CAMO.A.215 Facilities

The organisation shall provide suitable office accommodation at appropriate locations for the personnel specified in [EMAR CAMO.A.305](#).

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CAMO.A.220 Record-keeping

- (a) Continuing airworthiness management records
- (1) The organisation shall ensure that records required by EMAR M.A.305 and EMAR M.A.306, are retained.
 - (2) The organisation shall record all details of work carried out.
 - (3) If the organisation has the privilege referred in [EMAR CAMO.A.125\(e\)](#), it shall retain a copy of each MARC and recommendation issued or, as applicable, extended, together with all supporting documents. In addition, the organisation shall retain a copy of any MARC that it has extended under the privilege referred in [EMAR CAMO.A.125\(d\)\(4\)](#).
 - (4) If the organisation has the privilege referred in [EMAR CAMO.A.125\(f\)](#), it shall retain a copy of each MPtF issued in accordance with the provisions of EMAR 21.A.729.
 - (5) The organisation shall retain a copy of all records referred to in points (a)(2) to (a)(4) until 3 years after the responsibility for the aircraft in accordance with EMAR M.A.201 has been permanently transferred to another organisation.
 - (6) Where the organisation terminates its operation, all retained records shall be transferred to the Operating Organisation of the aircraft (if applicable), unless determined otherwise by the NMAA.
- (b) Management system, contracting and subcontracting records
- (1) The organisation shall ensure that the following records are retained:
 - (i) records of management system key processes as defined in [EMAR CAMO.A.200](#);
 - (ii) contracts, both for contracting and subcontracting, as defined in [EMAR CAMO.A.205](#);
 - (2) Management system records, as well as any contracts pursuant to [EMAR CAMO.A.205](#), shall be kept for a minimum period of 5 years.
- (c) Personnel records
- (1) The organisation shall ensure that the following records are retained:
 - (i) records of qualification and experience of personnel involved in continuing airworthiness management, compliance monitoring and safety management;
 - (ii) records of qualification and experience of all Airworthiness Review Staff (ARS), as well as staff issuing recommendations and Military Permits to Fly.
 - (2) The records of all ARS, staff issuing recommendations and staff issuing Military Permits to Fly shall include details of any appropriate qualification held together with a summary of the relevant continuing airworthiness management experience and training and a copy of the authorisation.
 - (3) Personnel records shall be kept as long as the person works for the organisation and shall be retained until 3 years after the person has left the organisation.
- (d) The organisation shall establish a system of record-keeping that allows adequate storage and reliable traceability of all activities developed.

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- (e) The format of the records shall be specified in the organisation's procedures.
- (f) Records shall be stored in a manner that ensures protection from damage, alteration and theft.

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CAMO.A.300 Continuing airworthiness management exposition (CAME)

- (a) The organisation shall provide the NMAA with a CAME and, where applicable, any referenced associated manuals and procedures, containing all of the following information:
- (1) a statement signed by the accountable manager confirming that the organisation will at all times work in accordance with EMAR CAMO and EMAR M and with the approved CAME. When the accountable manager is neither the chief executive officer nor the senior military commander of the organisation, then one of the latter shall countersign the statement;
 - (2) the organisation's safety policy as defined in [EMAR CAMO.A.200\(a\)\(2\)](#);
 - (3) the organisation's scope of work relevant to the terms of approval;
 - (4) a general description of the manpower resources and of the system in place to plan the availability of staff as required by [EMAR CAMO.A.305\(d\)](#);
 - (5) the title(s) and name(s) of person(s) referred to in [EMAR CAMO.A.305\(a\)\(3\)](#) to (a)(5), (b)(2) and (f);
 - (6) the duties, accountabilities, responsibilities and authorities of the persons nominated under [EMAR CAMO.A.305\(a\)\(3\)](#) to (a)(5), (b)(2), (e) and (f);
 - (7) an organisation chart showing the associated chains of accountability and responsibility between all the person(s) referred to in [EMAR CAMO.A.305\(a\)\(3\)](#) to (a)(5), (b)(2), (e) and (f), and related to [EMAR CAMO.A.200\(a\)\(1\)](#);
 - (8) a list of staff authorised to issue MARC or recommendations referred to in [EMAR CAMO.A.305\(e\)](#), specifying, where applicable, the staff authorised to issue Military Permits to Fly in accordance with [EMAR CAMO.A.125\(f\)](#);
 - (9) a general description and location of the facilities;
 - (10) the description of the internal safety reporting scheme as required by [EMAR CAMO.A.202](#);
 - (11) the procedures specifying how the organisation ensures compliance with EMAR CAMO and EMAR M, including in particular:
 - (i) the documentation of management system key processes as required by [EMAR CAMO.A.200](#);
 - (ii) procedures defining how the organisation controls any contracted and subcontracted activities as required by [EMAR CAMO.A.205](#) and [EMAR CAMO.A.315\(c\)](#);
 - (iii) continuing airworthiness management, airworthiness review and MPtF procedures, as applicable;
 - (iv) the procedure defining the scope of changes not requiring prior approval and describing how such changes will be managed and notified, as required by [EMAR CAMO.A.115\(b\)](#) and [EMAR CAMO.A.130\(c\)](#);
 - (v) the CAME amendment procedures.
 - (12) the list of approved Aircraft Maintenance Programmes for those aircraft for which a continuing airworthiness management contract exists in accordance with EMAR M.A.201;

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- (13) the list of maintenance contracts in accordance with [EMAR CAMO.A.315\(c\)](#);
- (14) the list of currently approved alternative means of compliance.
- (b) The initial issue of the CAME shall be approved by the NMAA. It shall be amended as necessary to remain an up-to-date description of the organisation.
- (c) Amendments to the CAME shall be managed as defined in the procedures referred to in points (a)(11)(iv) and (a)(11)(v). Any amendments not included in the scope of the procedure referred to in point (a)(11)(iv), as well as amendments related to the changes listed in [EMAR CAMO.A.130\(a\)](#), shall be approved by the NMAA.
- (d) Where a CAMO has an extant EASA Part CAMO approval, those parts of the organisation's EASA Part CAMO exposition that are equally applicable to satisfy the EMAR CAMO requirements shall generally be accepted by the NMAA as equivalent in respect of the EMAR CAMO CAME. In this case it is permissible that only those requirements that are military-specific need be addressed in the EMAR CAMO CAME; those requirements covered by read-across of the sections of the EASA exposition shall be identified and reference shall be made to the EASA exposition clause.

CAMO.A.305 Personnel requirements

- (a) The organisation shall appoint an accountable manager, who has the authority for ensuring that all continuing airworthiness management activities can be carried out in accordance with EMARs. The accountable manager shall:
 - (1) ensure that all necessary resources are available to manage continuing airworthiness in accordance with EMAR CAMO and EMAR M, as applicable, to support the organisation approval certificate;
 - (2) establish and promote the safety policy specified in [EMAR CAMO.A.200](#);
 - (3) nominate a person or group of persons with the responsibility of ensuring that the organisation always complies with the applicable continuing airworthiness management, airworthiness review and MPtF requirements of EMAR CAMO and EMAR M;
 - (4) nominate a person or group of persons with the responsibility for managing the compliance monitoring function as part of the management system;
 - (5) nominate a person or group of persons with the responsibility for managing the development, administration, and maintenance of effective safety management processes as part of the management system;
 - (6) ensure that the person or group of persons nominated in accordance with points (a)(3) to (a)(5) and (b)(2) have direct access to keep him/her properly informed on compliance and safety matters;
 - (7) demonstrate a basic understanding of the continuing airworthiness EMARs.
- (b) The accountable manager shall ensure :
 - (1) NOT APPLICABLE.
 - (2) that the nominated person or group of persons under point (a)3 responsible for the supervision and management of continuing airworthiness, shall not be employed by an organisation approved in accordance with EMAR 145 under contract to the Operating Organisation/CAMO, unless specifically agreed by the NMAA.

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- (c) The person or group of persons nominated in accordance with points (a)(3) to (a)(5) shall be able to demonstrate relevant knowledge, background and satisfactory experience related to aircraft continuing airworthiness management and demonstrate a working knowledge of continuing airworthiness EMARs. Such person(s) shall be ultimately responsible to the accountable manager.
- (d) The organisation shall have a system in place to plan the availability of staff to ensure that the organisation has sufficient appropriately qualified staff to plan, perform, supervise, inspect and monitor the organisation's activities in accordance with the terms of approval.
- (e) To be approved to carry out airworthiness reviews or issue recommendations in accordance with [EMAR CAMO.A.125\(e\)](#) and, if applicable, to issue Military Permits to Fly in accordance with [EMAR CAMO.A.125\(f\)](#), the organisation shall have ARS qualified and authorised in accordance with [EMAR CAMO.A.310](#).
- (f) For organisations extending MARCs in accordance with [EMAR CAMO.A.125\(d\)\(4\)](#), the organisation shall nominate persons authorised to do so.
- (g) The organisation shall establish and control the competency of personnel involved in compliance monitoring, safety management, continuing airworthiness management, airworthiness reviews or recommendations, and, if applicable, issuing Military Permits to Fly, in accordance with a procedure and to a standard agreed by the NMAA. In addition to the necessary expertise related to the job function, competency must include an understanding of safety management and human factors principles appropriate to the person's function and responsibilities in the organisation.

CAMO.A.310 Airworthiness Review Staff qualifications

- (a) ARS issuing MARCs or recommendations in accordance with [EMAR CAMO.A.125\(e\)](#) and, if applicable, issuing Military Permits to Fly in accordance with [EMAR CAMO.A.125\(f\)](#) shall have:
 - (1) at least 5 years of experience in continuing airworthiness;
 - (2) acquired an appropriate EMAR 66 licence or an aeronautical degree or a national equivalent;
 - (3) received formal aeronautical maintenance training;
 - (4) held a position within the approved organisation with appropriate responsibilities.
- (b) Notwithstanding points (a)(1), (a)(3) and (a)(4), the requirement laid down in point (a)(2) may be replaced with 5 years of experience in continuing airworthiness additional to those already required by point (a)(1).
- (c) ARS nominated by the organisation can only be issued an authorisation by that organisation when formally accepted by the NMAA after satisfactory completion of an airworthiness review under the supervision of the NMAA, or under the supervision of the organisation's authorised ARS, in accordance with a procedure approved by the NMAA as part of the CAME.
- (d) The organisation shall ensure that aircraft ARS can demonstrate appropriate, recent continuing airworthiness management experience.

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CAMO.A.315 Continuing airworthiness management

- (a) The organisation shall ensure that all continuing airworthiness management is carried out in accordance with Section A, Subpart C of EMAR M.
- (b) For every aircraft managed, the organisation shall in particular:
 - (1) ensure that an AMP including any applicable reliability programme, as required by EMAR M.A.302, is developed and controlled;
 - (2) provide a copy of the AMP to the Operating Organisation accountable in accordance with EMAR M.A.201;
 - (3) ensure that data used for any modification and repairs complies with EMAR M.A.304;
 - (4) establish a procedure to assess non mandatory modifications and/or inspections and decide on their application, making use of the organisation's safety risk management process as required by [EMAR CAMO.A.200\(a\)\(3\)](#);
 - (5) ensure that the aircraft and components, including engine(s) and propeller(s), thereof are taken to an appropriately approved maintenance organisation referred to in EMAR 145 whenever necessary;
 - (6) order maintenance, supervise activities, and coordinate related decisions to ensure that any maintenance is carried out properly and is appropriately released for the determination of aircraft airworthiness.
- (c) Where the organisation is not appropriately approved in accordance with EMAR 145 it shall, in consultation with the Operating Organisation, manage the written maintenance contracts required by EMAR M.A.201(g)(3) to ensure that:
 - (1) all maintenance is ultimately carried out by an appropriately approved maintenance organisation;
 - (2) the functions required under EMAR M.A.301(b), (c), (f) and (g) are clearly specified.
- (d) Notwithstanding point (c), the contract may be in the form of individual work orders addressed to the maintenance organisation in the case of:
 - (1) an aircraft requiring unscheduled line maintenance;
 - (2) component maintenance, including engine(s) and propeller(s), as applicable.
- (e) The organisation shall ensure that human factors and human performance limitations are taken into account during continuing airworthiness management, including all contracted and subcontracted activities.

CAMO.A.320 Airworthiness review

When the organisation approved in accordance with [EMAR CAMO.A.125\(e\)](#) performs airworthiness reviews, they shall be performed in accordance with EMAR M.A.901.

CAMO.A.325 Continuing airworthiness management data

The organisation shall hold and use applicable current maintenance data in accordance with EMAR 145.A.45, for the performance of continuing airworthiness tasks referred to in [EMAR CAMO.A.315](#). That data may be provided by the Operating Organisation, subject to an appropriate contract being established with such an Operating Organisation. In such case, the

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CAMO shall only keep such data for the duration of the contract, except when otherwise required by [EMAR CAMO.A.220\(a\)](#).

SECTION B - PROCEDURES for NATIONAL MILITARY AIRWORTHINESS AUTHORITIES

CAMO.B.005 Scope

This Section establishes the administrative and management system requirements to be followed by the NMAA in charge of the implementation and enforcement of Section A of EMAR CAMO.

CAMO.B.115 Oversight documentation

The NMAA shall provide all legislative acts, standards, rules, technical publications, and related documents to relevant personnel in order to allow them to perform their tasks and to discharge their responsibilities.

CAMO.B.120 Means of compliance

- (a) The NMAA shall develop Acceptable Means of Compliance (AMC) that may be used to establish compliance with EMARs.
- (b) Alternative means of compliance may be used to establish compliance with EMARs.
- (c) The NMAA shall establish a system to consistently evaluate that all alternative means of compliance used by itself or by organisations under its oversight allow for the establishment of compliance with EMARs.
- (d) The NMAA shall evaluate all alternative means of compliance proposed by an organisation in accordance with [EMAR CAMO.A.120](#) by analysing the documentation provided and, if considered necessary, conducting an inspection of the organisation.

When the NMAA finds that the alternative means of compliance are in accordance with EMARs, it shall without undue delay:

- (1) notify the applicant that the alternative means of compliance may be implemented and, if applicable, amend the approval or certificate of the applicant accordingly;
 - (2) NOT APPLICABLE.
- (e) When the NMAA itself uses alternative means of compliance to achieve compliance with EMARs it shall:
 - (1) make them available to all organisations and persons under its oversight;
 - (2) NOT APPLICABLE.

CAMO.B.125 Information to the Agency

- (a) NOT APPLICABLE.
- (b) NOT APPLICABLE.

CAMO.B.135 Immediate reaction to a safety problem

- (a) The NMAA shall implement a system to appropriately collect, analyse, and disseminate safety information.

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- (b) NOT APPLICABLE.
- (c) Upon receiving the information referred to in point (a) the NMAA shall take adequate measures to address the safety problem.
- (d) Measures taken under point (c) shall immediately be notified to all persons or organisations which need to comply with them under EMARs.

CAMO.B.200 Management system

- (a) The NMAA shall establish and maintain a management system, including as a minimum:
 - (1) documented policies and procedures to describe its organisation, means and methods to comply with EMARs. The procedures shall be kept up to date, and serve as the basic working documents within that NMAA for all related tasks;
 - (2) a sufficient number of personnel to perform its tasks and discharge its responsibilities. A system shall be in place to plan the availability of personnel, in order to ensure the proper completion of all tasks;
 - (3) personnel qualified to perform their allocated tasks and have the necessary knowledge, experience, initial and recurrent training to ensure continuing competency;
 - (4) adequate facilities and office accommodation to perform the allocated tasks;
 - (5) a function to monitor compliance of the management system with the relevant requirements and adequacy of the procedures including the establishment of an internal audit process and a safety risk management process. Compliance monitoring shall include a feedback system of audit findings to the senior management of the NMAA to ensure implementation of corrective actions as necessary;
 - (6) a person or group of persons ultimately responsible to the senior management of the NMAA for the compliance monitoring function.
- (b) The NMAA shall, for each field of activity, including management system, appoint one or more persons with the overall responsibility for the management of the relevant task(s).
- (c) If applicable (refer to EMAD R for the exchange of information between NMAAs), the NMAA shall establish procedures for participation in exchange of all necessary information and assistance with other NMAAs concerned, including all findings raised and follow-up actions taken as a result of oversight of persons and organisations exercising activities in the territory of a PMS but certified by another NMAA.
- (d) NOT APPLICABLE.

CAMO.B.205 Allocation of tasks to qualified entities

- (a) Tasks related to the initial certification, or continuing oversight of organisations subject to EMARs may be allocated by the NMAA to qualified entities. When allocating tasks, the NMAA shall ensure that it has:
 - (1) put a system in place to initially and continuously assess that the qualified entity complies with NMAA's criteria. This system and the results of the assessments shall be documented;
 - (2) established a documented agreement with the qualified entity, approved by both parties at the appropriate management level, which clearly defines:

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- (i) the tasks to be performed;
 - (ii) the declarations, reports, and records to be provided;
 - (iii) the technical conditions to be met in performing such tasks;
 - (iv) the related liability coverage;
 - (v) the protection given to information acquired in carrying out such tasks.
- (b) The NMAA shall ensure that the internal audit process and safety risk management process required by [EMAR CAMO.B.200\(a\)\(5\)](#) covers all certification, or continuing oversight tasks performed on its behalf.

CAMO.B.210 Changes in the management system

- (a) The NMAA shall have a system in place to identify changes that affect its capability to perform its tasks and discharge its responsibilities as defined in EMARs. This system shall enable it to take action as appropriate to ensure that its management system remains adequate and effective.
- (b) The NMAA shall update its management system to reflect any change to EMARs in a timely manner, so as to ensure effective implementation.
- (c) NOT APPLICABLE.

CAMO.B.220 Record-keeping

- (a) The NMAA shall establish a system of record-keeping that allows adequate storage, accessibility, and reliable traceability of:
- (1) the management system's documented policies and procedures;
 - (2) training, qualification, and authorisation of its personnel;
 - (3) the allocation of tasks, covering the elements required by [EMAR CAMO.B.205](#), as well as the details of tasks allocated;
 - (4) certification processes and continuing oversight of certified organisations, including:
 - (i) the application for an organisation certificate;
 - (ii) the NMAA's continuing oversight programme, including all assessment, audit and inspection records;
 - (iii) the organisation certificate, including any changes thereto;
 - (iv) a copy of the oversight programme listing the dates when audits are due and when audits were carried out;
 - (v) copies of all formal correspondence;
 - (vi) details of findings, corrective actions, date of action closure, any exemption and enforcement actions;
 - (vii) any assessment, audit and inspection reports issued by another NMAA pursuant to [EMAR CAMO.B.300\(d\)](#);
 - (viii) copies of all organisation CAMEs, manuals and amendments thereto;
 - (ix) copies of any other document approved by the NMAA;

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- (5) the evaluation of alternative means of compliance proposed by organisations, and the assessment of alternative means of compliance used by the NMAA itself;
- (6) NOT APPLICABLE.
- (7) the use of flexibility provisions in accordance with national legislation.
- (b) The NMAA shall maintain a list of all organisation certificates it issued.
- (c) All records referred to in points (a) and (b) shall be kept for a minimum period of 5 years subject to applicable data protection law.
- (d) If applicable (refer to EMAD R for the exchange of information between NMAAs), all records referred to in points (a) and (b) shall be made available upon request to a NMAA of another pMS.

CAMO.B.300 Oversight principles

- (a) The NMAA shall verify:
 - (1) compliance with the requirements applicable to organisations prior to the issue of an organisation certificate, as applicable;
 - (2) continued compliance with the applicable requirements of organisations it has certified;
 - (3) implementation of appropriate safety measures mandated by the NMAA as defined in [EMAR CAMO.B.135](#)(c) and (d).
- (b) This verification shall:
 - (1) be supported by documentation specifically intended to provide personnel responsible for oversight with guidance to perform their functions;
 - (2) provide the organisations concerned with the results of oversight activity;
 - (3) be based on assessments, audits and inspections, including unannounced inspections;
 - (4) provide the NMAA with the evidence needed in case further action is required, including the measures provided for in [EMAR CAMO.B.350](#).
- (c) The scope of oversight defined in points (a) and (b) shall take into account the results of past oversight activities and the safety priorities.
- (d) Where organisation facilities are located in more than one pMS, the NMAA as defined in [EMAR CAMO.A.105](#) may agree to have oversight tasks performed by the NMAA(s) of the pMS(s) where facilities are located. Any organisation subject to such agreement between NMAAs (refer to EMAD R) shall be informed of its existence and scope.
- (e) For oversight performed at facilities located in another pMS, the NMAA as defined in [EMAR CAMO.A.105](#) may inform the NMAA of such pMS, before performing any on-site audit or inspection of such facilities.
- (f) The NMAA shall collect and process any information deemed useful for oversight, including for unannounced inspections.

CAMO.B.305 Oversight programme

- (a) The NMAA shall establish and maintain an oversight programme covering the oversight activities required by [EMAR CAMO.B.300](#).

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- (b) The oversight programme shall be developed taking into account the specific nature of the organisation, the complexity of its activities, the results of past certification and/or oversight activities and shall be based on the assessment of associated risks. It shall include within each oversight planning cycle:
- (1) assessments, audits and inspections, including unannounced inspections and, as applicable:
 - (i) management system assessments and process audits;
 - (ii) product audits of a relevant sample of aircraft managed by the organisation;
 - (iii) sampling of airworthiness reviews performed;
 - (iv) sampling of Military Permits to Fly issued.
 - (2) meetings convened between the accountable manager and the NMAA to ensure both remain informed of significant issues.
- (c) For organisations certified by the NMAA, an oversight planning cycle not exceeding 24 months shall be applied.
- (d) Notwithstanding point (c), the oversight planning cycle may be extended up to 36 months if the NMAA has established that during the previous 24 months:
- (1) the organisation has demonstrated an effective identification of aviation safety hazards and management of associated risks;
 - (2) the organisation has continuously demonstrated under [EMAR CAMO.A.130](#) that it has full control over all changes;
 - (3) no level 1 findings have been issued;
 - (4) all corrective actions have been implemented within the time period accepted or extended by the NMAA as defined in [EMAR CAMO.B.350](#).
- Notwithstanding point (c), the oversight planning cycle may be further extended to a maximum of 48 months if, in addition to the conditions provided in points (d)(1) to (d)(4), the organisation has established, and the NMAA has approved, an effective continuous reporting system to the NMAA on the safety performance and regulatory compliance of the organisation itself.
- (e) The oversight planning cycle may be reduced if there is any evidence that the safety performance of the organisation has decreased.
- (f) The oversight programme shall include records of the dates when audits, inspections and meetings are due, and when such audits, inspections and meetings have been carried out.
- (g) At the completion of each oversight cycle, the NMAA shall issue a recommendation report on the continuation of the approval reflecting the results of oversight.

CAMO.B.310 Initial certification procedure

- (a) Upon receiving an application for the initial issue of a certificate for an organisation, the NMAA shall verify the organisation's compliance with the applicable requirements.
- (b) A meeting with the accountable manager of the organisation shall be convened at least once during the investigation for initial certification to ensure that he/she fully

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- understands the significance of the certification process and the reason for signing the statement of the organisation to comply with the procedures specified in the CAME.
- (c) The NMAA shall record all findings, closure actions (actions required to close a finding) and recommendations.
 - (d) The NMAA shall confirm in writing all the findings raised during the verification to the organisation. For initial certification, all findings must be addressed to the satisfaction of the NMAA before the certificate can be issued.
 - (e) When satisfied that the organisation complies with the applicable requirements, the NMAA shall:
 - (1) issue the certificate referenced in [Appendix I "EMAR Form 14"](#);
 - (2) formally approve the CAME.
 - (f) The certificate reference number shall be included on the EMAR Form 14 certificate in a manner specified by the NMAA.
 - (g) The certificate shall be issued for an unlimited duration. The privileges, scope of the activities that the organisation is approved to conduct, including any limitations as applicable, shall be specified in the terms of approval attached to the certificate.
 - (h) To enable the organisation to implement changes without prior NMAA approval in accordance with [EMAR CAMO.A.130\(c\)](#), the NMAA shall approve the relevant CAME procedure defining the scope of such changes and describing how such changes will be managed and notified.

CAMO.B.330 Changes

- (a) Upon receiving an application for a change that requires prior approval, the NMAA shall verify the organisation's compliance with the applicable requirements before issuing the approval.
- (b) The NMAA shall establish the conditions under which the organisation may operate during the change unless the NMAA determines that the organisation's certificate needs to be suspended.
- (c) When satisfied that the organisation complies with the applicable requirements, the NMAA shall approve the change.
- (d) Without prejudice to any additional enforcement measures, when the organisation implements changes requiring prior approval without having received NMAA approval pursuant to point (c), the NMAA shall suspend, limit or revoke the organisation's certificate.
- (e) For changes not requiring prior approval, the NMAA shall assess the information provided in the notification sent by the organisation in accordance with [EMAR CAMO.A.130\(c\)](#) to verify compliance with the applicable requirements. In case of any non-compliance, the NMAA shall:
 - (1) notify the organisation about the non-compliance and request further changes;
 - (2) in case of level 1 or level 2 findings, act in accordance with [EMAR CAMO.B.350](#).

CAMO.B.350 Findings and corrective actions

- (a) The NMAA shall have a system to analyse findings for their safety significance.

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- (b) A level 1 finding shall be issued by the NMAA when any significant non-compliance is detected with the applicable requirements of EMAR CAMO and EMAR M, with the organisation's procedures and manuals, or with the terms of an approval or certificate which lowers safety or seriously endangers flight safety.

The level 1 findings shall include:

- (1) failure to give the NMAA access to the organisation's facilities as defined in [EMAR CAMO.A.140](#) during normal operating hours and after two written requests;
 - (2) obtaining or maintaining the validity of the organisation certificate by falsification of submitted documentary evidence;
 - (3) evidence of malpractice or fraudulent use of the organisation certificate;
 - (4) the lack of an accountable manager.
- (c) A level 2 finding shall be issued by the NMAA when any non-compliance is detected with the applicable requirements of EMAR CAMO and EMAR M, with the organisation's procedures and manuals, or with the terms of an approval or certificate which may lower safety or endanger flight safety.
- (d) When a finding is detected during oversight or by any other means, the NMAA shall, without prejudice to any additional action required by EMARs, communicate the finding to the organisation in writing, and request corrective action to address the non-compliance(s) identified. Where a finding directly relates to an aircraft, the NMAA shall inform the Operating Organisation of the aircraft.
- (1) In the case of level 1 findings, the NMAA shall take immediate and appropriate action to prohibit or limit activities and, if appropriate, it shall take action to revoke the certificate or to limit or suspend it in whole or in part, depending upon the extent of the level 1 finding until successful corrective action has been taken by the organisation.
 - (2) In the case of level 2 findings, the NMAA shall:
 - (i) grant the organisation a corrective action implementation period appropriate to the nature of the finding, that in any case initially shall not be more than 3 months. It shall commence from the date of the written communication of the finding to the organisation, requesting corrective action to address the non-compliance identified. At the end of this period, and subject to the nature of the finding and past safety performance of the organisation, the NMAA may extend the 3-month period subject to a satisfactory corrective action plan agreed by the NMAA;
 - (ii) assess the corrective action and implementation plan proposed by the organisation, and if the assessment concludes that they are sufficient to address the non-compliance(s), accept these.
 - (3) Where an organisation fails to submit an acceptable corrective action plan, or to perform the corrective action within the time period accepted or extended by the NMAA, the finding shall be raised to a level 1 finding and action taken as laid down in point (d)(1).
 - (4) The NMAA shall record all findings it has raised or that have been communicated to it in accordance with point (e) and, where applicable, the enforcement measures it has applied, as well as all corrective actions and date of action closure for findings.

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- (e) When the NMAA acting under the provisions of [EMAR CAMO.B.300\(d\)](#) identifies any non-compliance with the applicable requirements by an organisation certified by the NMAA of another pMS, it shall inform that NMAA and provide an indication of the level of finding.

CAMO.B.355 Suspension, limitation and revocation

The NMAA shall:

- (a) suspend a certificate on reasonable grounds in the case of potential safety threat;
- (b) suspend, revoke or limit a certificate pursuant to [EMAR CAMO.B.350](#);
- (c) suspend certificate in case the NMAA's inspectors are unable over a period of 24 months to discharge their oversight responsibilities through on-site audit(s) due to the security situation in the pMS where the facilities are located.

Appendices to EMAR CAMO

Appendix I - Continuing Airworthiness Management Organisation Certificate – EMAR Form 14

EMAR Form 14 is contained in the EMAR Forms document.