



# **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 Harmonised Military Airworthiness Basic Framework Document, has created the European Military Airworthiness Document - Recognition (EMAD R) to detail the recommended process for EDA participating Member States (pMS) to undertake such a Recognition. The process and 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

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or service provider in the airworthiness domain. As a result, after completion of the recognition 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) Edition 3. 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 NMAAs when tendering for foreign procurement/maintenance contracts.
  - d. To improve pooling & sharing opportunities.
13. As secondary benefits of recognition the following could be considered:
- a. 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).
  - b. 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 NMAAs have been recognised.
  - c. 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;
- 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);

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- 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 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



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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

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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

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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.
  - (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.

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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 an-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 Implementing Arrangements**

54. After completion of the assessment, Implementing Arrangements 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.



## EMAD R - RECOGNITION PROCESS

- 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**

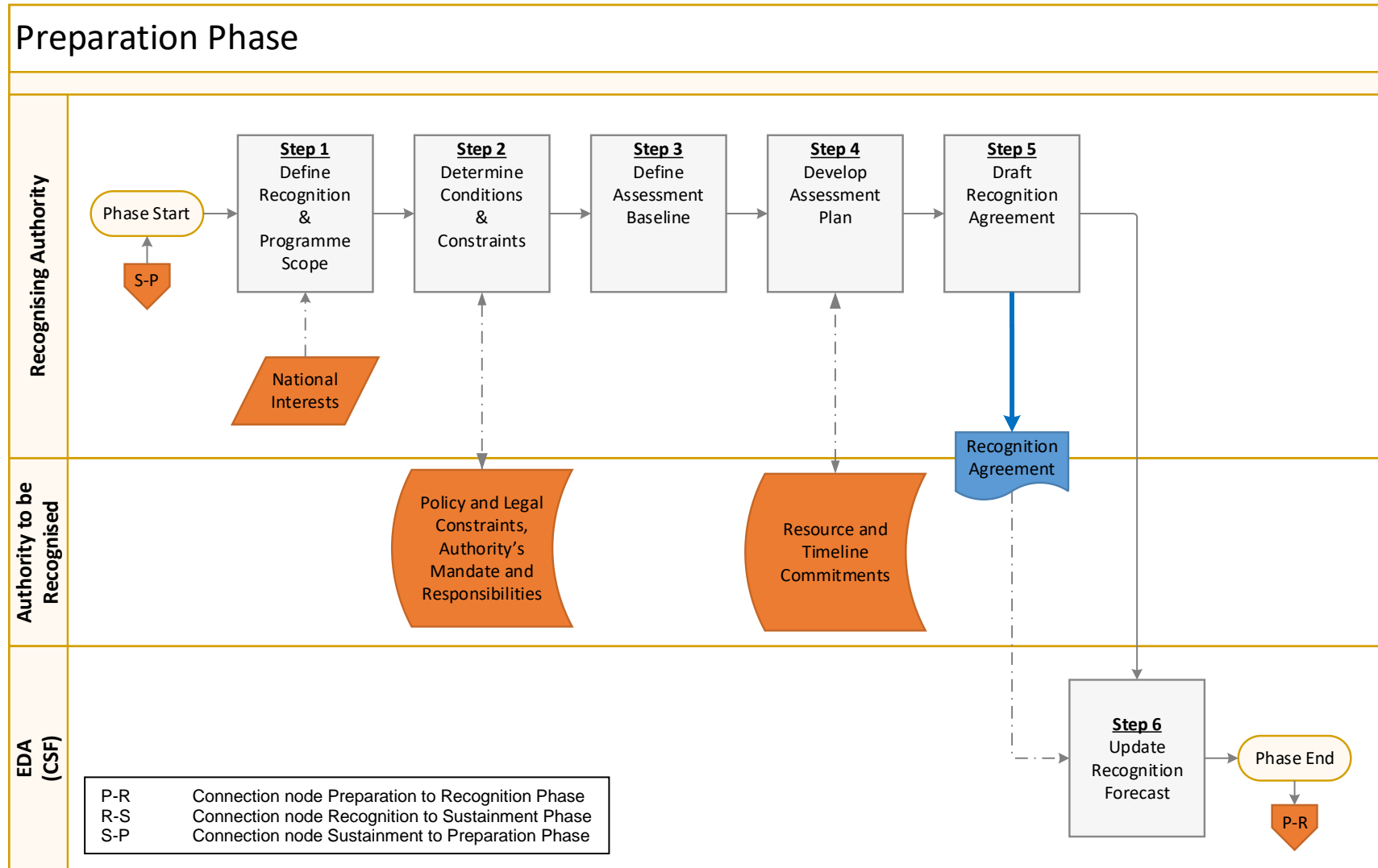
70. After signing the amendment to the Implementing Arrangements, Recognition Partners send a copy to EDA. The Agency will archive the Implementing Arrangements and update its records accordingly.

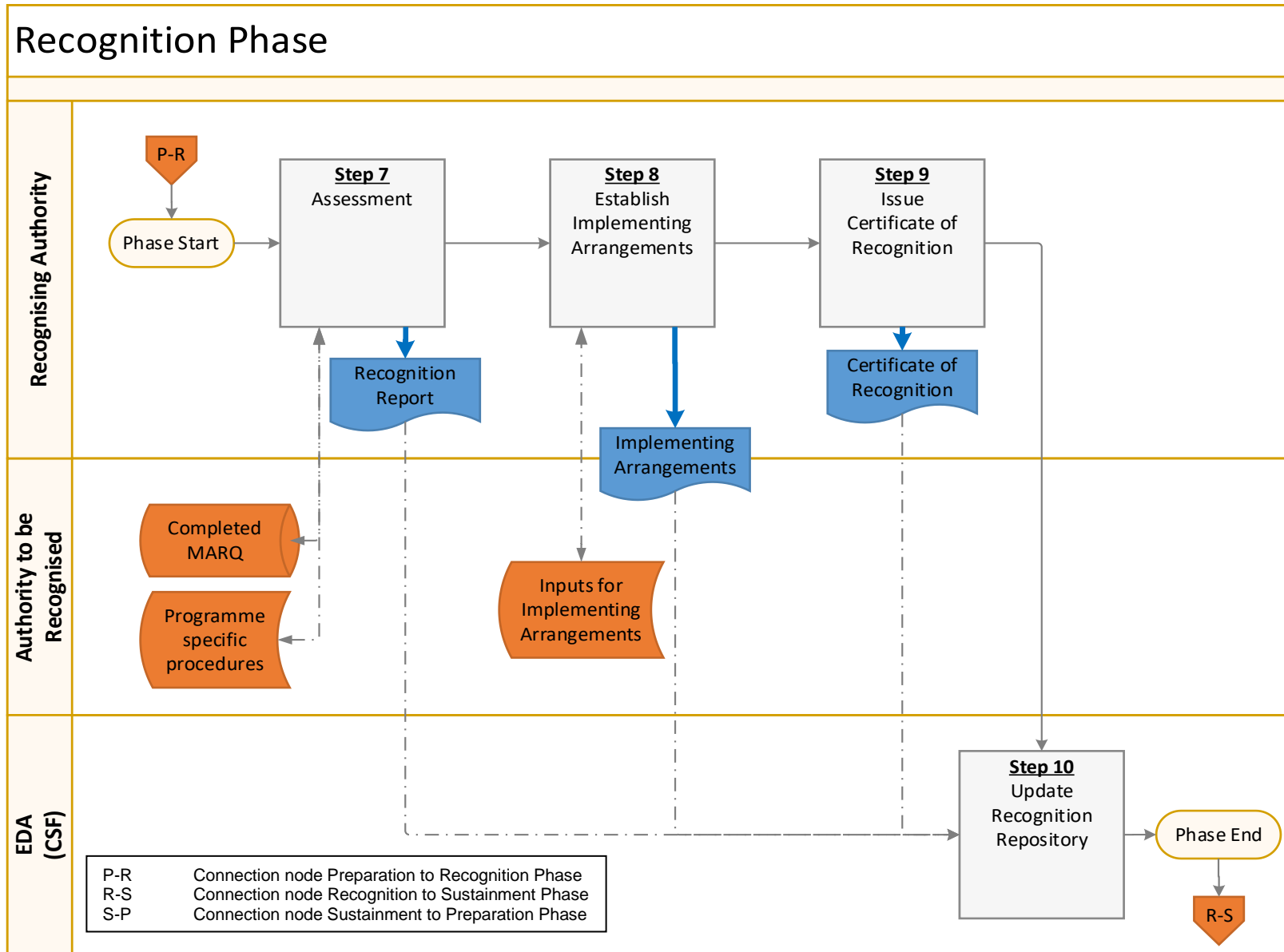
*Note:* EDA does not have any executive authority in its own right. Its function is to record decisions and changes made by nations and then to advise other nations of these changes / possible implications.

### **Recognition Suspension / Withdrawal**

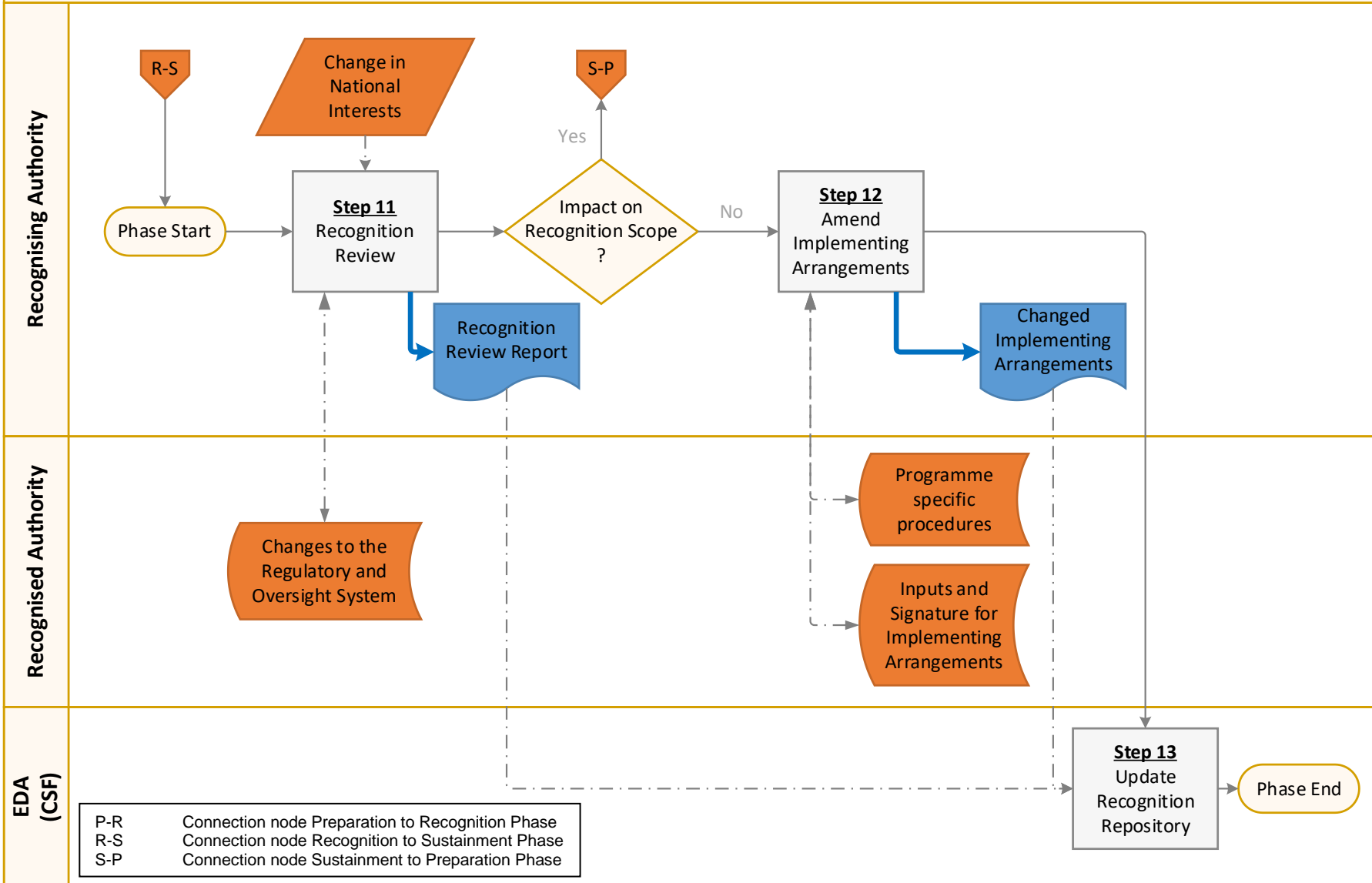
71. A change of need or other factors underpinning a Recognition might mean that a nation may decide to suspend or withdraw from Recognition at any stage. To do so, the nation should formally write to its Recognition Partner and EDA to inform them of its intent to suspend or withdraw from the Recognition.

### 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 A<sup>1</sup>,

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:

---

<sup>1</sup> 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 MARQ<sup>2</sup> 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**

<sup>2</sup> 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 <sup>3</sup>	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**

<sup>3</sup> 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 Airworthiness Recognition Question Set

### Overview

1. The Military Airworthiness 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. D-1. The layers contain a range of Goal Sets, each representing the Authority, its form and how it conducts its responsibilities.

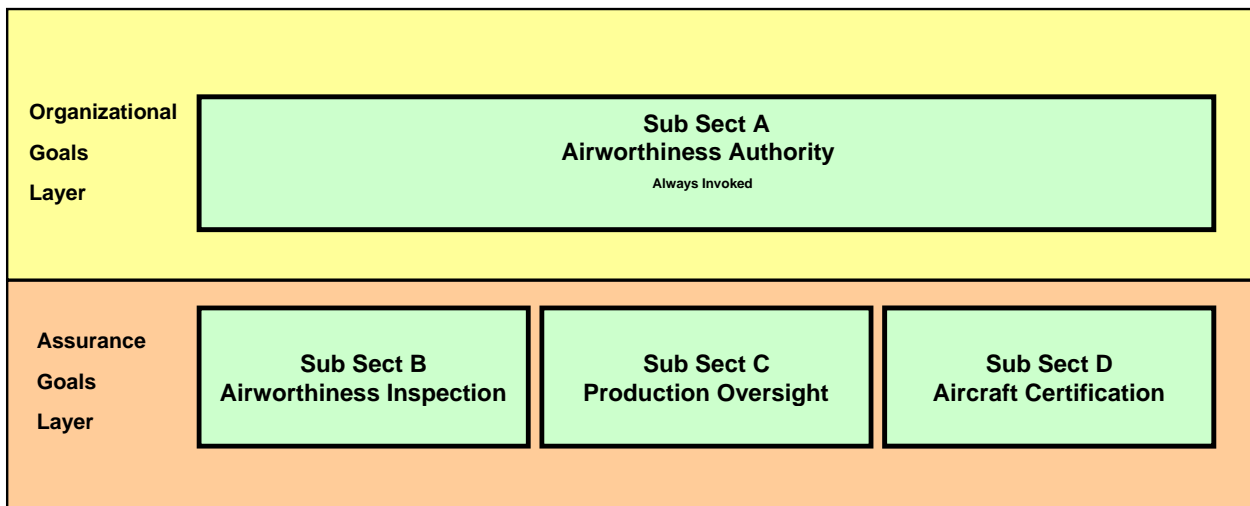


Fig. D-1 – MARQ Box Diagram.

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

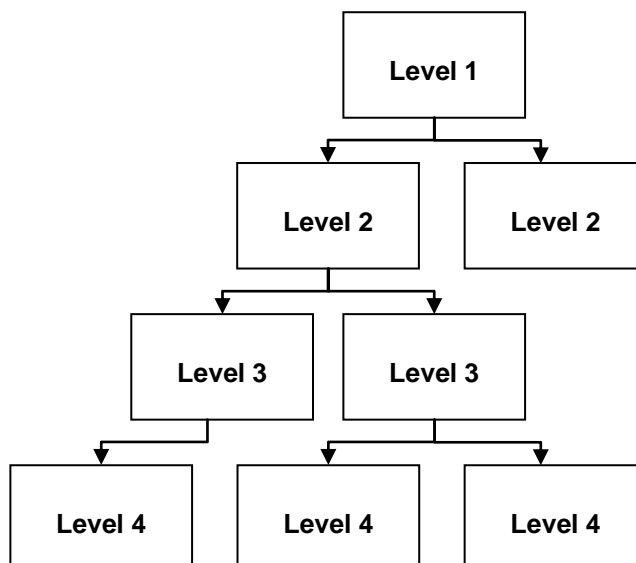


Fig. D-2 – Hierarchy of MARQ Goals

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

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

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

### **Evidence Review**

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

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

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

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

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

**MARQ SUB-SECTION A - AIRWORTHINESS AUTHORITY GOALS**

Reference: EMAD R, Edition 3.0 dated 20 August 2019.

<b>Completing Recognition Partner (RP)</b>		<b>Date Completed</b>	
<b>Reviewing RP</b>		<b>Comments Date</b>	

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

EMAD R - RECOGNITION PROCESS

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

EMAD R - RECOGNITION PROCESS

MARQ Sub-Section A - Airworthiness Authority					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP. Complete All Boxes and Insert 'N/A' if the Goal is <b>not</b> in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
1.1.1.2.1	4	The Authority is authorised to register aircraft and maintain a national registry.	In MARQ Ed 1					
1.1.1.2.2	4	The Authority is authorised to issue or validate Military Type Certificates.	In MARQ Ed 1					
1.1.1.2.3	4	The Authority is authorised to issue Production Approvals.	In MARQ Ed 1					
1.1.1.2.4	4	The Authority is authorised to issue, renew or validate Certificates of Airworthiness.	In MARQ Ed 1					
1.1.1.2.5	4	The Authority is authorised to issue, amend, cancel and suspend airworthiness approvals, licences and certificates	In MARQ Ed 1					



EMAD R - RECOGNITION PROCESS

MARQ Sub-Section A - Airworthiness Authority					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP. Complete All Boxes and Insert 'N/A' if the Goal is <b>not</b> in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
1.1.1.2.6	4	The Authority is authorised to develop, issue and amend Airworthiness Directives, bulletins, orders, etc., consistent with its airworthiness regulations.	In MARQ Ed 1					
1.1.1.2.7	4	The Authority is authorised to establish an Authority's airworthiness organisation to assist in carrying out its functions and responsibilities.	In MARQ Ed 1					
1.1.1.3	3	The Authority makes provisions for the enforcement of airworthiness regulations.	In MARQ Ed 1					

EMAD R - RECOGNITION PROCESS

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

EMAD R - RECOGNITION PROCESS

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

EMAD R - RECOGNITION PROCESS

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

EMAD R - RECOGNITION PROCESS

MARQ Sub-Section A - Airworthiness Authority					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP. Complete All Boxes and Insert 'N/A' if the Goal is <b>not</b> in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
1.1.2.4	3	The Authority establishes working relationships with other Authorities and industry that facilitate the certification of foreign aviation products and parts to enable their import and export.	In MARQ Ed 1					
1.1.2.5	3	The Authority conducts research and development, as necessary, to support issuance of regulations standards, policy and guidance.	In MARQ Ed 1					

EMAD R - RECOGNITION PROCESS

MARQ Sub-Section A - Airworthiness Authority					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP. Complete All Boxes and Insert 'N/A' if the Goal is <b>not</b> in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
1.1.2.6	3	The Authority identifies and resolves regulatory problems associated with airworthiness and establishes appropriate general and technical regulations, policies and procedures.	In MARQ Ed 1					
1.1.2.7	3	Environmental protection is addressed by the Authority's approach to certification.	In MARQ Ed 1					
1.1.2.8	3	The regulations are developed in sufficient detail that support the complexity of aviation within their area of responsibility.	New					

EMAD R - RECOGNITION PROCESS

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

EMAD R - RECOGNITION PROCESS

MARQ Sub-Section A - Airworthiness Authority					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP. Complete All Boxes and Insert 'N/A' if the Goal is <b>not</b> in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
1.1.2.10	3	The Authority ensures the development and promulgation of regulations and national requirements regarding the airworthiness of aircraft, continuing airworthiness of aircraft and the operation of aircraft – domestic and foreign – including leasing of aircraft.	New					



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<b>Critical Element Number 3 (CE 3) - Aviation System and Safety Oversight Functions</b>								
1.1.3	2	The Authority has satisfactory organisation arrangements. This organisation will often be structured to deliver the following functions: aircraft certification (or engineering), production oversight and airworthiness inspection.	In MARQ Ed 1	<a href="#">1.1.3.a</a> <a href="#">1.1.3.b</a> <a href="#">1.1.3.c</a> <a href="#">1.1.3.d</a> <a href="#">1.1.3.e</a> <a href="#">1.1.3.f</a>				
1.1.3.1	3	The Authority's organisation is commensurate with the number, size and complexity of its safety oversight functions.	In MARQ Ed 1					
1.1.3.2	3	The Authority is organised so that it retains effective control of inspection functions.	In MARQ Ed 1					

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MARQ Sub-Section A - Airworthiness Authority					Completing RP			Reviewing RP
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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.	In MARQ Ed 1	<a href="#">1.1.3.3a</a>				
1.1.3.4	3	There is a distinct separation of responsibilities between the Authority and the regulated community.	In MARQ Ed 1					

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MARQ Sub-Section A - Airworthiness Authority					Completing RP			Reviewing RP
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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.	In MARQ Ed 1					
1.1.3.6	3	Where the Authority wishes to authorise an organisation or a delegated person to make approvals on behalf of the Authority, a system of delegation is implemented.	New	<a href="#">1.1.3.6.a</a> <a href="#">1.1.3.6.b</a> <a href="#">1.1.3.6.c</a> <a href="#">1.1.3.6.d</a> <a href="#">1.1.3.6.e</a> <a href="#">1.1.3.6.f</a> <a href="#">1.1.3.6.g</a>				

EMAD R - RECOGNITION PROCESS

MARQ Sub-Section A - Airworthiness Authority					Completing RP			Reviewing RP
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<b>Critical Element Number 4 (CE 4) - Technical Personnel Qualification and Training</b>								
1.1.4	2	Authority staff are competent.	In MARQ Ed 1					
1.1.4.1	3	Staff are qualified and experienced personnel capable of successfully undertaking the wide variety of required tasks.	In MARQ Ed 1	<a href="#">1.1.4.1.a</a> <a href="#">1.1.4.1.b</a> <a href="#">1.1.4.1.c</a> <a href="#">1.1.4.1.d</a> <a href="#">1.1.4.1.e</a> <a href="#">1.1.4.1.f</a> <a href="#">1.1.4.1.g</a> <a href="#">1.1.4.1.h</a> <a href="#">1.1.4.1.i</a> <a href="#">1.1.4.1.j</a> <a href="#">1.1.4.1.k</a> <a href="#">1.1.4.1.l</a> <a href="#">1.1.4.1.m</a> <a href="#">1.1.4.1.n</a> <a href="#">1.1.4.1.o</a> <a href="#">1.1.4.1.p</a>				
1.1.4.2	3	Staff possess a high degree of integrity, are impartial and tactful, and have good interpersonal communication and behaviour skills.	In MARQ Ed 1					

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

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1.1.4.5	3	The staff remain aware of developments in the design, production and maintenance of aircraft and associated equipment.	In MARQ Ed 1					
1.1.4.6	3	Staff members are provided with conditions of service reasonably consistent with that of the Authority's regulated community given the same technical knowledge, experience and the responsibilities of their position.	In MARQ Ed 1					

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1.1.4.7	3	Staff possess professional qualifications, aeronautical licences, certificates or academic degrees commensurate with their job responsibilities.	In MARQ Ed 1	<a href="#">1.1.4.7.a</a> <a href="#">1.1.4.7.b</a> <a href="#">1.1.4.7.c</a>				
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.	New					





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<b>Critical Element Number 5 (CE 5) - Technical Guidance, Tools and the Provision of Safety-Critical Information</b>								
1.1.5	2	Technical guidance (including processes and procedures), tools (including facilities and equipment) and safety-critical information is provided, as applicable to the technical personnel to enable them to perform their safety oversight functions in accordance with established requirements and in a standardised manner. In addition, this includes the provision of technical guidance by the airworthiness authority (Authority) to the regulated community on the implementation of applicable regulations and instructions.	In MARQ Ed 1					

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1.1.5.1	3	The Authority establishes a properly organised technical library and keeps a records repository.	In MARQ Ed 1					
1.1.5.1.1	4	Arrangements are made for the supply of documents related to the airworthiness of aircraft on the Authority's registry.	In MARQ Ed 1					
1.1.5.1.2	4	A library is provided. All documents in the library are amended and kept up to date in a timely fashion, as appropriate.	In MARQ Ed 1					

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

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1.1.5.3	3	If the Authority is not able to obtain the necessary data when the manufacturer and/or Type Certificate Holder ceases its activity, it assesses if the continued safe operation of affected aircraft is still achievable.	New					
1.1.5.4	3	The Authority has an effective record keeping system to keep track of key airworthiness correspondence to/from the public, industry and certificate holders.	New	<a href="#">1.1.5.4.a</a> <a href="#">1.1.5.4.b</a>				

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<b>Critical Element Number 6 (CE 6) - Licensing, Certification, Authorisation and Approval Obligations</b>								
1.1.6	2	An airworthiness assurance system has been established, according to the level and scope of aviation activity.	In MARQ Ed 1					
1.1.6.1	3	The Authority conducts type certification (See MARQ sub-set D for further details).	In MARQ Ed 1					
1.1.6.2	3	The Authority oversees production (See MARQ sub-set C for further details).	In MARQ Ed 1					
1.1.6.3	3	The Authority conducts airworthiness inspection (See MARQ sub-set B for further details).	In MARQ Ed 1					

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<b>Critical Element Number 7 (CE 7) - Surveillance Obligations</b>								
1.1.7	2	The Authority performs appropriate surveillance of the regulated community to ensure compliance with airworthiness regulations and associated specifications.	In MARQ Ed 1					
1.1.7.1	3	The Authority performs appropriate surveillance of organisations which have been granted privileges.	In MARQ Ed 1	<a href="#">1.1.7.1.a</a> <a href="#">1.1.7.1.b</a> <a href="#">1.1.7.1.c</a> <a href="#">1.1.7.1.d</a> <a href="#">1.1.7.1.e</a>				
1.1.7.2	3	The Authority evaluates changes to a certificate / approval to ensure continued compliance with the applicable airworthiness regulations.	In MARQ Ed 1					

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1.1.7.3	3	The Authority sentences requests for deviations from regulations and specifications, and ensures adequate treatment for those deviations.	In MARQ Ed 1					
1.1.7.4	3	The Authority discovers and assesses problems in the regulated community which threaten timely and satisfactory achievement of safety objectives related to regulation, including issuing recommendations for corrective action.	In MARQ Ed 1					
1.1.7.5	3	The Authority witnesses critical tests performed and approval of testing methods and test reports.	In MARQ Ed 1					

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<b>Critical Element Number 8 (CE 8) - Resolution of Safety Concern</b>								
1.1.8	2	The Authority investigates safety concerns and takes enforcement action.	In MARQ Ed 1					
1.1.8.1	3	The Authority conducts investigations when: - major problems or defects in aeronautical products or parts in service and determines corrective appropriate action to be taken - the airworthiness objectives of regulations are not being met.	In MARQ Ed 1					
1.1.8.2	3	The Authority monitors service bulletins/technical instructions to consider their implications on design, production and maintenance.	In MARQ Ed 1					



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1.1.8.3	3	The Authority evaluates accidents, incidents and service difficulties to determine possible unsatisfactory designs or processes.	In MARQ Ed 1					
1.1.8.4	3	The Authority takes enforcement activities, when necessary, to ensure compliance with airworthiness regulations.	In MARQ Ed 1	<a href="#">1.1.8.4.a</a>				
1.1.8.4.1	4	The Authority provides deadlines for corrective action to be taken and initiates appropriate follow-up to determine the effectiveness of the corrective action.	In MARQ Ed 1	<a href="#">1.1.8.4.1.a</a>				

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1.1.8.4.2	4	The regulations include arrangements (policies and procedures) for their enforcement, including arrangements for suspension, and/or revocation or for restrictions to be imposed for non-compliance.	In MARQ Ed 1					

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<b>Risk Management</b>								
1.1.9	2	The Authority assures that adequate Risk Management is undertaken.	In MARQ Ed 1					
1.1.9.1	3	Acceptable risk levels are stipulated in the regulations and/or Certification Standards.	In MARQ Ed 1					
1.1.9.2	3	There is clear acceptance/ownership and accountability for risks associated with airworthiness.	In MARQ Ed 1					
1.1.9.3	3	A risk escalation/referral protocol is in place.	In MARQ Ed 1					

**MARQ Sub-Section A - airworthiness authority - GUIDANCE MATERIAL**

Unique Identifying Reference	Guidance Material	Cross-Reference to Goals
<b>Critical Element Number 1 (CE 1) - Primary Aviation Legislation</b>		
1.1.1.5a	Primary legislation should stipulate the need for the Authority to perform surveillance of its regulated community.	<a href="#">1.1.1.5</a>
<b>Critical Element Number 2 (CE 2) - Specific Operating Regulations</b>		
1.1.2a	The airworthiness regulations developed, adopted or accepted by the Authority should include provisions for mandatory registration of all aircraft.	<a href="#">1.1.2</a>
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.	<a href="#">1.1.2</a>
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.	<a href="#">1.1.2</a>
1.1.2d	The Authority should ensure the development and promulgation of national regulations regarding the design of aeronautical products.	<a href="#">1.1.2</a>
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.	<a href="#">1.1.2</a>
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.	<a href="#">1.1.2</a>
1.1.2g	The Authority should ensure the development and promulgation of national regulations regarding the manufacture of aeronautical products.	<a href="#">1.1.2</a>

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.	<a href="#">1.1.2</a>
1.1.2i	The airworthiness regulations developed, adopted or accepted by the Authority should include provisions for the issuance of export certificates of airworthiness.	<a href="#">1.1.2</a>
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.	<a href="#">1.1.2</a>
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.	<a href="#">1.1.2</a>
1.1.2l	The airworthiness regulations developed, adopted or accepted by the Authority should include provisions for the authorization of persons or organizations, on behalf of the Authority, to perform particular tasks in relation to the design, manufacture and maintenance of aircraft, components and parts for the issuance of State approvals, licences and certificates, as appropriate.	<a href="#">1.1.2</a>
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.	<a href="#">1.1.2</a>
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.	<a href="#">1.1.2</a>
1.1.2.8.1a	The comment review process should consist of a review, consideration, disposition and appropriate revision of proposed amendment.	<a href="#">1.1.2.8.1</a>

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.	<a href="#">1.1.2.8.1</a>
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.	<a href="#">1.1.2.9</a>
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.	<a href="#">1.1.2.9</a>
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.	<a href="#">1.1.2.9</a>
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.	<a href="#">1.1.2.9</a>
<b>Critical Element Number 3 (CE 3) - Aviation System and Safety Oversight Functions</b>		
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.	<a href="#">1.1.3</a>
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.	<a href="#">1.1.3</a>
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.	<a href="#">1.1.3</a>
1.1.3d	The Authority's airworthiness organisation should provide advice to the Head of the Authority on approval of modifications and repairs.	<a href="#">1.1.3</a>

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.	<a href="#">1.1.3</a>
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.	<a href="#">1.1.3</a>
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).	<a href="#">1.1.3.3</a>
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.	<a href="#">1.1.3.6</a>
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.	<a href="#">1.1.3.6</a>
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.	<a href="#">1.1.3.6</a>
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.	<a href="#">1.1.3.6</a>
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.	<a href="#">1.1.3.6</a>
1.1.3.6f	If a system of delegation is implemented by the Authority, the basis of making the approval should be clearly documented.	<a href="#">1.1.3.6</a>

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.	<a href="#">1.1.3.6</a>
<b>Critical Element Number 4 (CE 4) - Technical Personnel Qualification and Training</b>		
1.1.4.1a	The Authority's Airworthiness Engineering staff should have the necessary qualifications and experience.	<a href="#">1.1.4.1</a>
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 .	<a href="#">1.1.4.1</a>
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.	<a href="#">1.1.4.1</a>
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.	<a href="#">1.1.4.1</a>
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.	<a href="#">1.1.4.1</a>
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.	<a href="#">1.1.4.1</a>



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.	<a href="#">1.1.4.1</a>
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.	<a href="#">1.1.4.1</a>
1.1.4.1i	The Authority's Airworthiness Inspection staff should have the necessary qualifications and experience.	<a href="#">1.1.4.1</a>
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"> <li>i) aircraft maintenance programme development, approval and control, including applicable reliability programmes;</li> <li>ii) evaluation and approval of modifications and repairs;</li> <li>iii) maintenance release;</li> <li>iv) applicability of Airworthiness Directives and operational directives with a continuing airworthiness impact;</li> <li>v) correction or deferment of defects;</li> <li>vi) coordination of scheduled maintenance, the application of Airworthiness Directives, the replacement of life-limited parts and the inspection of components;</li> <li>vii) management of continuing airworthiness records;</li> <li>viii) airworthiness requirements of relevant parts of operations specifications; and</li> <li>ix) knowledge of quality systems.</li> </ul>	<a href="#">1.1.4.1</a>
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"> <li>i) MO;</li> <li>ii) approved CAMO maintenance facility;</li> <li>iii) approved maintenance training organization;</li> </ul>	<a href="#">1.1.4.1</a>

Unique Identifying Reference	Guidance Material	Cross-Reference to Goals
	<ul style="list-style-type: none"> <li>iv) military aircraft repair facility; or</li> <li>v) an appropriate State government agency.</li> </ul>	
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.	<a href="#">1.1.4.1</a>
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.	<a href="#">1.1.4.1</a>
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.	<a href="#">1.1.4.1</a>
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.	<a href="#">1.1.4.1</a>
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.	<a href="#">1.1.4.1</a>
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.	<a href="#">1.1.4.7</a>
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.	<a href="#">1.1.4.7</a>
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.	<a href="#">1.1.4.7</a>

Unique Identifying Reference	Guidance Material	Cross-Reference to Goals
<b>Critical Element Number 5 (CE 5) - Technical Guidance, Tools and the Provision of Safety-Critical Information</b>		
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.	<a href="#">1.1.5.2</a>
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.	<a href="#">1.1.5.2</a>
1.1.5.2c	There is a procedure should be in place to provide changes in the information to users within the Authority.	<a href="#">1.1.5.2</a>
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.	<a href="#">1.1.5.4</a>
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.	<a href="#">1.1.5.4</a>
<b>Critical Element Number 6 (CE 6) - Licensing, Certification, Authorisation and Approval Obligations</b>		
No GM Applies.		
<b>Critical Element Number 7 (CE 7) - Surveillance Obligations</b>		
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.	<a href="#">1.1.7.1</a>
1.1.7.1b	The Authority should perform periodic and unannounced surveillance of aviation activities to ensure compliance with the Authority's requirements.	<a href="#">1.1.7.1</a>

Unique Identifying Reference	Guidance Material	Cross-Reference to Goals
1.1.7.1c	The Authority should conduct surveillance of its certified CAMOs (airworthiness requirements), maintenance and training organizations.	<a href="#">1.1.7.1</a>
1.1.7.1d	The Authority should develop annual surveillance work plans that are commensurate with the aviation activities of the State.	<a href="#">1.1.7.1</a>
1.1.7.1e	The Authority should perform oversight of its certificated CAMOs.	<a href="#">1.1.7.1</a>
<b>Critical Element Number 8 (CE 8) - Resolution of Safety Concerns</b>		
1.1.8.4a	The Authority should take appropriate enforcement action of certified CAMOs, maintenance and training organizations and licensed technical personnel where necessary.	<a href="#">1.1.8.4</a>
1.1.8.4.1a	The Authority should ensure timely corrective action on deficiencies noted during oversight of certified CAMOs, maintenance and training organizations.	<a href="#">1.1.8.4.1</a>
<b>Risk Management Goals</b>		
No GM Applies		

### MARQ SUB-SECTION B - AIRWORTHINESS INSPECTION GOALS

Reference: EMAD R, Edition 3.0 dated 20 Aug 2019.

<b>Completing Recognition Partner (RP)</b>		<b>Date Completed</b>	
<b>Reviewing RP</b>		<b>Comments Date</b>	

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

EMAD R - RECOGNITION PROCESS

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

EMAD R - RECOGNITION PROCESS

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

EMAD R - RECOGNITION PROCESS

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



EMAD R - RECOGNITION PROCESS

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.	New					
1.2.3.4.3	4	The Authority reviews the airworthiness of main base and line stations maintenance provisions including training provisions, organizations and quality assurance procedures of applicants for issuance and renewal of approvals and making recommendations as appropriate with regard to the application.	New					

EMAD R - RECOGNITION PROCESS

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

EMAD R - RECOGNITION PROCESS

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

EMAD R - RECOGNITION PROCESS

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

EMAD R - RECOGNITION PROCESS

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

EMAD R - RECOGNITION PROCESS

MARQ Sub-Section B - Airworthiness Inspection					Completing RP			Reviewing RP
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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.	In MARQ Ed 1					
1.2.4.10	3	The Authority assists, when requested, in the investigation of aircraft accidents.	In MARQ Ed 1					
1.2.4.11	3	The Authority prepares and distributes documents containing all issued Airworthiness Directives to the regulated community.	In MARQ Ed 1					

EMAD R - RECOGNITION PROCESS

MARQ Sub-Section B - Airworthiness Inspection					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP. Complete All Boxes and Insert 'N/A' if the Goal is <b>not</b> in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
1.2.4.12	3	The Authority liaises with other national authorities on matters relating to maintenance and operations.	In MARQ Ed 1					
1.2.4.13	3	The Authority investigates possible violations of the regulations.	In MARQ Ed 1					
1.2.4.14	3	The Authority establishes requirements to ensure that CAMOs have the overall responsibility to ensure that modifications and repairs incorporated in their aircraft are approved by the Authority.	New					
1.2.4.15	3	The Authority evaluates and approves aircraft maintenance programmes.	New	<a href="#">1.2.4.15.a</a> <a href="#">1.2.4.15.b</a>				

EMAD R - RECOGNITION PROCESS

MARQ Sub-Section B - Airworthiness Inspection					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP. Complete All Boxes and Insert 'N/A' if the Goal is <b>not</b> in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
1.2.4.16	3	The Authority ensures that Certification Maintenance Requirements (CMRs) and airworthiness limitations (including their associated intervals and tolerances) are included in the approved maintenance programmes contained within Maintenance Planning Data Document (MPD) or equivalent document.	New					



EMAD R - RECOGNITION PROCESS

MARQ Sub-Section B - Airworthiness Inspection					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP. Complete All Boxes and Insert 'N/A' if the Goal is <b>not</b> in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
<b>Occurrence Reporting</b>								
1.2.5	2	The Authority establishes an occurrence reporting system, analysing and investigating significant defects discovered in aircraft to determine corrective action to be taken where airworthiness may be affected and correcting any trends, where necessary.	New					
1.2.5.1	3	The Authority ensures that the Design Organisation is kept informed of all national-specific Airworthiness Directives it issues, where applicable.	New					
1.2.5.2	3	The Authority establishes the type of service information to be reported to its airworthiness authority by CAMOs, and maintenance organizations.	New					

EMAD R - RECOGNITION PROCESS

MARQ Sub-Section B - Airworthiness Inspection					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP. Complete All Boxes and Insert 'N/A' if the Goal is <b>not</b> in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
1.2.5.3	3	Upon receipt of Airworthiness Directives from another partner nation, the Authority adopts the Airworthiness Directives directly or assesses the information received and takes appropriate action.	New					
1.2.5.4	3	The Authority reviews aircraft and component manufacturers' service bulletins and Airworthiness Directives issued by foreign airworthiness authorities to determine their applicability to the national aircraft, and directs corrective action where airworthiness may be affected.	New					

EMAD R - RECOGNITION PROCESS

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

## MARQ SUB-Section B - airworthiness inspection - GUIDANCE MATERIAL

Unique Identifying Reference	Guidance Material	Cross-Reference to Goals
<b>Registration</b>		
1.2.1a	On registering an aircraft, the Authority should issue or validate a Certificate of Airworthiness or Military Flight Test Permit.	<a href="#">1.2.1</a>
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.	<a href="#">1.2.1</a>
<b>Certificates of Airworthiness</b>		
No GM Applies.		
<b>Approval of Maintenance Organisations (MOs) &amp; Continuing Airworthiness Management Organisations (CAMOs)</b>		
1.2.3.2a	The Authority should ensure that facilities are appropriate to the planned work.	<a href="#">1.2.3.2</a>
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.	<a href="#">1.2.3.2</a>
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.	<a href="#">1.2.3.2</a>
1.2.3.2d	The Authority should ensure that all maintenance personnel receive initial and continuation training appropriate to their assigned tasks and responsibilities.	<a href="#">1.2.3.2</a>
1.2.3.2e	The Authority should ensure that the CAMO is informed when the maintenance organisation could not comply with the CAMO's work order.	<a href="#">1.2.3.2</a>

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.	<a href="#">1.2.3.2</a>
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.	<a href="#">1.2.3.2</a>
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.	<a href="#">1.2.3.2</a>
1.2.3.2i	The Authority should ensure that the approved maintenance organisation exercises control over its approved and non-approved contractors.	<a href="#">1.2.3.2</a>
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.	<a href="#">1.2.3.2</a>
1.2.3.4a	The Authority should evaluate and accept CAMOs' mass and balance programmes.	<a href="#">1.2.3.4</a>
<b>Ongoing Surveillance, Investigations and Enforcement</b>		
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.	<a href="#">1.2.4.2</a>
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.	<a href="#">1.2.4.2</a>
1.2.4.2c	The Authority should conduct scheduled and unscheduled surveillance of its CAMOs' aircraft undergoing maintenance on the ramp and in the hangar and ensure work is being performed in accordance with the approved	<a href="#">1.2.4.2</a>

Unique Identifying Reference	Guidance Material	Cross-Reference to Goals
	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.	<a href="#">1.2.4.2</a>
1.2.4.2e	The Authority should conduct periodic and unannounced surveillance on personnel certificated and/or authorized to issue a maintenance release.	<a href="#">1.2.4.2</a>
1.2.4.6a	The Authority should undertake ongoing surveillance of component reliability programmes.	<a href="#">1.2.4.6</a>
1.2.4.15a	The Authority should ensure that airworthiness limitations are clearly identified in the maintenance programme.	<a href="#">1.2.4.15</a>
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.	<a href="#">1.2.4.15</a>
<b>Occurrence Reporting</b>		
No GM Applies.		
<b>Training and Licensing of Maintenance Personnel</b>		
No GM Applies.		

**MARQ SUB-SECTION C - PRODUCTION OVERSIGHT GOALS**

Reference: EMAD R, Edition 3.0 dated 20 August 2019.

<b>Completing Recognition Partner (RP)</b>		<b>Date Completed</b>	
<b>Reviewing RP</b>		<b>Comments Date</b>	

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

EMAD R - RECOGNITION PROCESS

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



EMAD R - RECOGNITION PROCESS

MARQ Sub-Section C - Production Oversight					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP. Complete All Boxes and Insert 'N/A' if the Goal is <b>not</b> in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
1.3.2.2	3	The Authority assures that production organisations determine that each part and completed products conform to the design and are in a condition for safe operation.	In MARQ Ed 1					
1.3.2.3	3	When approving the production organisation, the Authority requires that production is conducted in a controlled manner, including the use of a Quality System, so that construction and assembly are satisfactory.	In MARQ Ed 1					
1.3.2.4	3	The Authority requires that records be maintained such that the identification of the aircraft and of the parts with their approved design and production can be established.	In MARQ Ed 1					

EMAD R - RECOGNITION PROCESS

MARQ Sub-Section C - Production Oversight					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP. Complete All Boxes and Insert 'N/A' if the Goal is <b>not</b> in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
1.3.2.5	3	The Authority assures that production organisations maintain a complete and current design data file for each product produced under the production approval.	In MARQ Ed 1					
1.3.2.6	3	The Authority assures that production organisations maintain complete and current inspection records showing that all inspections and tests required to ensure compliance with the applicable regulations have been properly completed and documented. These records typically should be retained for 6 years.	In MARQ Ed 1					

EMAD R - RECOGNITION PROCESS

MARQ Sub-Section C - Production Oversight					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP. Complete All Boxes and Insert 'N/A' if the Goal is <b>not</b> in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
<b>Survey and Evaluation of Aircraft</b>								
1.3.3	2	The Authority surveys and evaluates aircraft for issuance of an Airworthiness Certificate (Certificate of Airworthiness) and maintains the certificate for aircraft on the military aircraft register.	In MARQ Ed 1					
<b>Release Certificates</b>								
1.3.4	2	The Authority issues authorised release certificates for airworthy aeronautical products or parts.	In MARQ Ed 1					
<b>Surveillance, Investigations &amp; Enforcement</b>								
1.3.5	2	The Authority undertakes production surveillance, investigations and enforcement.	In MARQ Ed 1					

EMAD R - RECOGNITION PROCESS

MARQ Sub-Section C - Production Oversight					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP. Complete All Boxes and Insert 'N/A' if the Goal is <b>not</b> in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
1.3.5.1	3	The Authority performs regular surveillance of manufacturing activities and series production to assure the manufacturers' compliance with airworthiness regulations and associated manufacturing specifications.	In MARQ Ed 1					
1.3.5.1.1	4	The Authority assures the production organisation's compliance with approved production drawings and manufacturing procedures.	In MARQ Ed 1	<a href="#">1.3.5.1.1.a</a> <a href="#">1.3.5.1.1.b</a>				
1.3.5.1.2	4	The Authority evaluates any changes to the Production Certificate/approval to assure continued compliance with the applicable airworthiness requirements.	In MARQ Ed 1					

EMAD R - RECOGNITION PROCESS

MARQ Sub-Section C - Production Oversight					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP. Complete All Boxes and Insert 'N/A' if the Goal is <b>not</b> in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
1.3.5.1.3	4	The Authority sentences production organisations' requests for deviations from regulations.	In MARQ Ed 1					
1.3.5.1.4	4	The Authority assures that the manufacturer submits complete modification drawings, design data and maintenance information for use by the CAMO, maintenance and overhaul organisation.	In MARQ Ed 1					
1.3.5.1.5	4	The Authority responds to production organisations' reporting of problems, which threaten timely and satisfactory achievement of the regulations, with recommendations for corrective action.	In MARQ Ed 1					

EMAD R - RECOGNITION PROCESS

MARQ Sub-Section C - Production Oversight					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP. Complete All Boxes and Insert 'N/A' if the Goal is <b>not</b> in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
1.3.5.1.6	4	The Authority witnesses critical tests performed by production organisations and approves testing methods and test reports.	In MARQ Ed 1					
1.3.5.2	3	The Authority investigates unsatisfactory manufacturing occurrences, which may result in necessary corrective actions.	In MARQ Ed 1					
<b>Production Aspects of Type Certification</b>								
1.3.6	2	The production aspects of Type Certification activities are addressed by the Authority.	In MARQ Ed 1					

EMAD R - RECOGNITION PROCESS

MARQ Sub-Section C - Production Oversight					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP. Complete All Boxes and Insert 'N/A' if the Goal is <b>not</b> in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
1.3.6.1	3	The Authority evaluates proposals pertinent to manufacturing aspects of the design, repair, and modification of aircraft or its parts to ensure conformity with the Authority specifications.	In MARQ Ed 1					
<b>Relationships with other Authorities</b>								
1.3.7	2	The Authority establishes relationships with other airworthiness authorities for cooperation on production organisation surveillance.	In MARQ Ed 1					
<b>Airworthiness Directives</b>								
1.3.8	2	The Authority processes all Airworthiness Directives initiated by the manufacturers and recommends implementation action.	New					

**MARQ Sub-Section C - Production oversight - GUIDANCE MATERIAL**

Unique Identifying Reference	Guidance Material	Cross-Reference to Goals
<b>Production Certificates</b>		
1.3.1a	The Authority should amend a production certificate / approval, as necessary.	<a href="#">1.3.1</a>
<b>Approval of Production Organisations</b>		
No GM Applies.		
<b>Survey and Evaluation of Aircraft</b>		
No GM Applies.		
<b>Release Certificates</b>		
No GM Applies.		
<b>Surveillance, Investigations &amp; Enforcement</b>		
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.	<a href="#">1.3.5.1.1</a>
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.	<a href="#">1.3.5.1.1</a>
<b>Production Aspects of Type Certification</b>		
No GM Applies.		



Unique Identifying Reference	Guidance Material	Cross-Reference to Goals
<b>Relationships with other Authorities</b>		
No GM Applies.		
<b>Airworthiness Directives</b>		
No GM Applies.		

**MARQ SUB-SECTION D - AIRCRAFT CERTIFICATION GOALSE**

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

<b>Completing Recognition Partner (RP)</b>		<b>Date Completed</b>	
<b>Reviewing RP</b>		<b>Comments Date</b>	

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

EMAD R - RECOGNITION PROCESS

Annex C

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

EMAD R - RECOGNITION PROCESS

Annex C

MARQ Sub-Section D - Aircraft Certification					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP.</i> <i>Complete All Boxes and Insert 'N/A' if the Goal is <b>not</b> in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
		airworthiness of an aircraft type.						
1.4.2.2.1	4	The Authority issues findings on compliance.	In MARQ Ed 1	<a href="#">1.4.2.2.1.a</a>				
1.4.2.2.2	4	The Authority approves the design information required for design certification and continued airworthiness (i.e. Approved Data).	In MARQ Ed 1					
1.4.2.3	3	The Authority issues Military Type Certificates or design certificates for aircraft, engines, propellers, parts and appliances.	In MARQ Ed 1	<a href="#">1.4.2.3.a</a> <a href="#">1.4.2.3.b</a>				
1.4.2.4	3	The Authority issues Military Permits To Fly (MPTFs), when an aircraft is not fully in compliance with its airworthiness requirements but is capable of safe flight.	In MARQ Ed 1					

EMAD R - RECOGNITION PROCESS

MARQ Sub-Section D - Aircraft Certification					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP. Complete All Boxes and Insert 'N/A' if the Goal is <b>not</b> in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
1.4.2.5	3	The Authority approves Certification Maintenance Requirements (CMRs) during the Type Certification process.	New					
<b>Post-certification Functions (including Airworthiness Directives)</b>								
1.4.3	2	The Authority facilitates post-certification airworthiness functions.	In MARQ Ed 1	<a href="#">1.4.3.a</a> <a href="#">1.4.3.b</a> <a href="#">1.4.3.c</a>				
1.4.3.1	3	The Authority ensures that a system is in place through which the CAMO will report malfunctions, failures, and defects to the type design organisation and that the type design organisation will review those reports and take corrective action. Authority should monitor that action to ensure	In MARQ Ed 1	<a href="#">1.4.3.1.a</a>				

EMAD R - RECOGNITION PROCESS

MARQ Sub-Section D - Aircraft Certification					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP.</i> <i>Complete All Boxes and Insert 'N/A' if the Goal is <b>not</b> in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
		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.	In MARQ Ed 1					
1.4.3.3	3	The Authority mandates actions to correct any unsafe conditions and disseminates the information to CAMOs.	In MARQ Ed 1					
1.4.3.4	3	The Authority ensures there is a system in place for the receipt, review, and appropriate action on mandatory airworthiness information.	In MARQ Ed 1					

EMAD R - RECOGNITION PROCESS

MARQ Sub-Section D - Aircraft Certification					Completing RP			Reviewing RP
Unique Identifying Reference	Goal Level	Airworthiness Safety Goal	Status of Goal	Cross Reference to Guidance Material	How Does The RP Meet This Goal? <i>Provide a Statement, Including How the Air Safety Goal is Met by the RP.</i> <i>Complete All Boxes and Insert 'N/A' if the Goal is <b>not</b> in the RP's remit.</i>	Key References	Significant Changes Since Last Completion (Y/ N)	Comments (Steps 12 & 13) and Actions Required (Step 14)
<b>Information &amp; Data</b>								
1.4.4	2	The Authority transmits information necessary for continuing airworthiness and safe operation of aircraft [including those of] other Authorities that have the aircraft type on its register (and others on request).	In MARQ Ed 1					
1.4.4.1	3	The Authority ensures that the design organisation supplies appropriate maintenance data and approves it, as applicable.	New					

EMAD R - RECOGNITION PROCESS

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



EMAD R - RECOGNITION PROCESS

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

EMAD R - RECOGNITION PROCESS

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

## MARQ Sub-Section D - aircraft certification - GUIDANCE MATERIAL

Unique Identifying Reference	Guidance Material	Cross-Reference to Goals
<b>Approval of Design Organisations</b>		
No GM Applies.		
<b>Certification of Type Designs</b>		
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).	<a href="#">1.4.2</a>
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.	<a href="#">1.4.2.1</a>
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.	<a href="#">1.4.2.1.1</a>
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.	<a href="#">1.4.2.1.1</a>
1.4.2.1.2a	The Authority should agree the certification compliance plan.	<a href="#">1.4.2.1.2</a>
1.4.2.2.1a	The Authority should evaluate equipment required for specific operations as appropriate for the intended purpose, e.g. minimum equipment list.	<a href="#">1.4.2.2.1</a>
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.	<a href="#">1.4.2.3</a>
1.4.2.3b	The Authority should assure the type data necessary to support the Military Type Certificate.	<a href="#">1.4.2.3</a>

Unique Identifying Reference	Guidance Material	Cross-Reference to Goals
<b>Post-certification Functions (including Airworthiness Directives)</b>		
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.	<a href="#">1.4.3</a>
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.	<a href="#">1.4.3</a>
1.4.3c	The type design data should be maintained by the Authority or the type certificate holder, or both.	<a href="#">1.4.3</a>
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.	<a href="#">1.4.3.1</a>
<b>Information &amp; Data</b>		
No GM Applies.		
<b>Structural Integrity Activities</b>		
No GM Applies.		
<b>Handling of Safety Issues</b>		
1.4.6.2a	The Authority should investigate unsatisfactory occurrences to identify and prepare necessary design, maintenance and operational corrections.	<a href="#">1.4.6.2</a>
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.	<a href="#">1.4.6.2</a>

Unique Identifying Reference	Guidance Material	Cross-Reference to Goals
1.4.7a	The Authority should approve the design of modifications and repairs.	<a href="#">1.4.7</a>
<b>Support to Operator / CAMO Continuing Airworthiness Activities</b>		
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>	<a href="#">1.4.8</a>

**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.<sup>4</sup>

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*]

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<sup>4</sup> Delete if NOT applicable

**Annex E - Implementing Arrangements (Template)**

**Implementing Arrangements for the  
Recognition of the National Military  
Airworthiness Authority of**

***[STATE]***

**by**

**the National Military Airworthiness  
Authority of**

***[STATE]***

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## INTRODUCTION

We,

- a. [NAME AUTHORITY] of [STATE] as Recognising Authority  
and  
b. [NAME AUTHORITY] of [STATE] as Recognised Authority

hereinafter also referred to as the Recognition Partners,

RECOGNISING the emerging trend toward multinational design, production, interchange of aeronautical products, and combined operations;

ACKNOWLEDGING that a common approach to military airworthiness will significantly contribute to reducing the cost of air systems and delays in European aircraft programmes, as well as increase interoperability;

UNDERSTANDING that these Implementing Arrangements do not constitute a treaty as defined by the Vienna Convention on the Law of Treaties of 23 May 1969;

HAVING REGARD the roadmap on an EU-wide Forum on Military Airworthiness Authorities, approved by the EDA Steering Board on 10 November 2008;

ACKNOWLEDGING the Defence Ministers' Political Declaration regarding the timely Development and Implementation of the European Military Airworthiness Requirements, approved by the Steering Board on 17 November 2009;

DESIRING to enhance cooperation and increase efficiency in ensuring the airworthiness of military aviation,

CONSIDERING that their cooperation can positively contribute in encouraging greater international harmonisation of standards and processes,

DESIRING to promote and facilitate the exchange of aeronautical products, notably as regards the aviation programmes as mentioned in the Programme Scope as specified in this IA,

CONSIDERING the possible reduction of the economic burden imposed on the aviation industry by redundant technical inspections, evaluation and testing,

RECOGNISING the benefit of improved procedures for the acceptance of approvals and testing as regards airworthiness, aircraft maintenance facilities and continuing airworthiness by the recognising Authority,

RECOGNISING that any such acceptance needs to offer an assurance of conformity with applicable technical regulations or standards equivalent to the assurance offered by the recognising Authority's own procedures,

RECOGNISING that any such acceptance also requires confidence by the recognising Authority in the continued reliability of the conformity assessments by the Recognised Authority,

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

HAVING ASSESSED each other's rules and regulations, processes and procedures as regards airworthiness,

HAVE MADE THE FOLLOWING IMPLEMENTING ARRANGEMENTS (IA):

### **Section 1 – Objectives**

1. The objectives of this IA are:
  - a. to define the principles and arrangements in order to enable the acceptance or re-use of artefacts (e.g. licence, certification, approvals) issued by the Recognised Authority in the fields covered by this IA, as detailed in Section 4;
  - b. to allow the Recognising Authority to facilitate and promote the multinational design, manufacture, maintenance and interchange of aeronautical products while ensuring the airworthiness of its military aviation;
  - c. to promote cooperation toward sustaining airworthiness objectives;
  - d. to promote and facilitate the continuing exchange of airworthiness services (e.g. maintenance training, continuing airworthiness management).

### **Section 2 – Definitions**

1. The following terms and definitions will apply to this IA:
  - a. "Acceptance" of an artefact by a Recognising NMAA means that an artefact issued by the Recognised NMAA is accepted without additional assessment by the Recognising NMAA and should be considered as equivalent to a nationally issued artefact.

- b. 'Airworthiness Approval' means a result that the design or change to a design of an Aeronautical Product meets the standards established by the applicable rules and regulations in force at the Competent Authority or that a product conforms to a design that has been found to meet those standards and is in a condition of safe operation.
- c. 'Aeronautical Product' means an aircraft, an engine, or a propeller.
- d. 'Authority means' a National Military Airworthiness Authority responsible for the airworthiness of military aircraft .
- e. 'Maintenance' means any one or combination of overhaul, repair, inspection, replacement, modification or defect/fault rectification of an aircraft or component, with the exception of pre-flight inspection.
- f. 'Monitoring' means the periodic surveillance by an Authority to determine continuing compliance with the appropriate applicable standards.
- g. "Re-use" of an artefact by a Recognising NMAA means that an artefact issued by the Recognised NMAA could serve as a basis but would need further activities (e.g. issuance of national artefact after validation, etc.) by the Recognising NMAA.

### Section 3 – General Commitments

1. All activities of the Recognition partners under this IA will be carried out in accordance with their respective national laws and regulations, and applicable international obligations. 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.
2. The Recognising Authority will acknowledge results of specified procedures, used by the Recognised Authority in assessing conformity with its rules and regulations, with the understanding that these utilised assessment procedures assure conformity with the recognising Authority's own applicable rules and regulations and assure an equivalent level of safety.
3. Recognition Partners will jointly establish procedures to enable the acceptance or re-use of artefacts related to aeronautical products that are produced or maintained under the oversight of the Recognised Authority by military aviation operators and service providers that are under the oversight of the Recognising Authority.
4. The Recognition Partners will inform each other on any change or envisaged change in their responsibilities, organisation, regulatory framework, standards or operational procedures that may affect the provisions of the Recognition and these Implementing Arrangements, ultimately within XX days that these changes become into force.
5. Nothing in this IA will be construed to limit the authority of the Recognising Authority to determine, through its own rules and regulations, the level of protection it considers appropriate for safety with regard to risks.
6. The findings made by delegated persons or approved organisations, authorised by the Recognised Authority, will be given the same validity as those made by this Authority itself for the

purposes of this IA. The points of contact of both Authorities as mentioned in Section 9, responsible for the implementation of this IA, may on occasion, and upon prior notification to their counterpart within the Recognition Partner, interact directly with a delegated person or approved organisation of that Recognition Partner.

#### **Section 4 – Scope of Coverage**

1. These Implementing Arrangements apply to the aviation programmes and aeronautical products as specified in the Programme Scope at Annex A as regards:

- a. the military airworthiness approval and monitoring of aeronautical products;
- b. the continuing airworthiness of in-service military aircraft;
- c. the military approval and monitoring of production and manufacturing organisations;
- d. the military approval and monitoring of maintenance organisations;
- e. the military approval and monitoring of maintenance training organisations;
- f. the military approval and monitoring of continuing airworthiness management organisations;
- g. the military licensing of maintenance personnel;
- h. related cooperative activities.

#### **Section 5 – Initial and Continued Airworthiness Certification**

1. Without prejudice to Section 3, for the purpose of issuing its own Type Certificate, the Recognising Authority will validate the certification basis of the Type Certificate issued by the Recognised Authority prior to accepting that Type Certificate or the findings made by that Authority.

2. The Recognising Authority will consider issuing, without further assessment, its own Type Certificate or Supplemental Type Certificate for an aircraft, engine or propeller when:

- a. the Recognised Authority has issued its own certificate;
- b. the Recognised Authority certifies to the Recognising Authority that the type design of a product complies with the certification basis as set out under Certification Basis above; and
- c. all issues raised during the certification process have been resolved.

3. For the purpose of approving common changes to the Type Design or Repair Design:

- a. both Authorities will specify the changes to the certification basis, special conditions, exemptions and/or deviations from standards as they consider applicable;
- b. both Authorities may establish a joint certification procedure.

4. The Recognised Authority will provide to the Recognising Authority all the necessary information to become and remain familiar with the individual Aeronautical Products of the Recognised Authority and their certification as specified in the Programme Scope.

5. Recognition Partners will cooperate in analysing airworthiness aspects of accidents and incidents occurring in relation to Aeronautical Products to which this IA applies and which could raise questions concerning the airworthiness of such products if no exchange of information is already provided, if this enabled by their national law.

6. The Recognised Authority will, in respect of Aeronautical Products designed or manufactured under its oversight, assist the Recognising Authority in determining any action considered to be necessary by the Recognising Authority for the continued airworthiness of the products.

7. The Recognised Authority will keep the Recognising Authority informed of all mandatory airworthiness directives, or other actions which it determines necessary for the continued airworthiness of Aeronautical Products designed or manufactured under its oversight and that are covered by this IA on request.

## **Section 6 – Production Organisation Approvals**

1. For the approval of Production Organisations, the Recognising Authority will accept the findings of the Recognised Authority as regards the demonstration of this production organisation's capability to sufficiently assure and control the production quality of Aeronautical Products.

2. When Recognition Partners have a different need in the scope of approval of a production organisation's capability, they will establish a procedure to satisfy any difference in specific approval and oversight requirements.

## **Section 7 – Maintenance Organisations**

1. Any maintenance organisation that has been approved by the Recognised Authority to perform maintenance functions will be required to have a supplement to its maintenance exposition which will, at a minimum, provide the following:

- a. a statement of commitment signed by the current accountable manager that the maintenance organisation will comply with the exposition and its supplement;
- b. that the maintenance organisation will comply with the customer work order, taking particular note of requested airworthiness directives, modifications and repairs and of the requirement that any parts used were manufactured or maintained by organisations acceptable to the Recognised Authority;
- c. that the customer issuing the work order has established the approval of the appropriate Competent Authority for any design data for Modifications and repairs;
- d. that the release of Aeronautical Products is in conformity with applicable legislative and regulatory requirements;
- e. that any Aeronautical Product under the oversight of the Recognised Authority found in an un-airworthy condition will be reported to the Recognised Authority and customer.

2. When satisfied that the supplement meets the requirements, the Recognised Authority will issue an approval or an extension to an existing approval, attesting compliance with the applicable requirements of the Recognising Authority and specifying the scope of tasks that the maintenance

organisation can perform on aircraft registered at the Recognising Authority's military register. Such scope of ratings and limitations will not exceed that contained in its own certificate.

3. The approval issued in accordance with Paragraph 2 by the Recognised Authority will be notified to the Recognising Authority and will constitute a valid approval for the Recognising Authority without additional action.

4. Recognition of an approval certificate pursuant to Paragraph 3 will apply to the maintenance organisation at its principal place of business, as well as at its other locations that are identified in the relevant exposition and are subject to the oversight of the Recognised Authority.

5. The Recognised Authority will promptly notify the Recognising Authority of any changes to the scope of the approvals it has issued in accordance with Paragraph 3, including revocation or suspension of the approval.

6. The Recognising Authority will notify the Recognised Authority of major non-compliances with any applicable legislation or any provision set forth in this IA that impairs the ability of a maintenance organisation approved by the Recognised Authority to perform maintenance under the terms of this IA. Following such notification, the Recognised Authority will carry out the necessary investigation and report to the Recognising Authority on any action taken within XX working days.

7. In case of non-consensus between the Recognition Partners on the effectiveness of the action taken, the Recognising Authority may require the Recognised Authority to take immediate action to prevent the maintenance organisation from performing maintenance functions on Aeronautical Products under its regulatory oversight. Should the Recognised Authority fail to take such action within XX working days of the request by the Recognising Authority, the powers granted to the Recognised Authority under this IA will be suspended until the issue is satisfactorily resolved by the Points of Contact, in accordance with the provisions of this IA. Until the Points of Contact take a decision on the matter, the Recognising Authority may take any measure it deems necessary to prevent the maintenance organisation from performing maintenance functions on Aeronautical Products under its regulatory oversight.

8. Both Recognition Partners will provide technical evaluation assistance to each other, upon request.

## Section 8 – Safeguard measures

1. Nothing in this IA will be construed to limit the authority of the Recognising Authority to take all appropriate and immediate measures whenever there is a reasonable risk that a product or a service may:

- a. compromise the health or safety of persons;
- b. not meet the applicable rules and regulations of the Recognising Authority;
- c. otherwise fail to satisfy a requirement within the scope of the applicable Annex to this IA.

2. Where the Recognising Authority takes measures pursuant to paragraph 1 of this Section, it will inform its Recognition Partner in writing within XX working days of taking such measures, providing reasons for it.

## Section 9 – Points of Contact

1. For the proper execution of this IA, the Recognition Parties will communicate through the following points of contact:

a. Recognising Authority

Subject/Area	Point of Contact
E.g. Certification and Design Organisation Approvals and monitoring	Office: Name: Phone: Email:
E.g. Maintenance Organisation and Maintenance Training Organisation Approvals and monitoring	Office : Name : Phone : Email :
.....	

b. Recognised Authority

Subject/Area	Point of Contact
E.g. Certification and Design Organisation Approvals and monitoring	Office: Name: Phone: Email:
E.g. Maintenance Organisation and Maintenance Training Organisation Approvals and monitoring	Office : Name : Phone : Email :
.....	

2. The points of contact will be responsible for the effective functioning of this IA and will meet at regular intervals to evaluate the effectiveness/sustainment of its implementation.

3. The Points of Contact may consider any matter related to the functioning and implementation of this IA in their area of responsibility as defined in paragraph 1. In particular they will be responsible for:

- a. resolving any question or issues relating to the application and implementation of this IA,
- b. considering ways to enhance the operation of this IA and make as appropriate recommendations for the amendment of this IA;
- c. adopting, as appropriate, working procedures on regulatory cooperation and transparency for all activities referred to in Section 4 which are not otherwise developed.

## Section 10 – Mutual Cooperation, Assistance and Transparency

1. Recognition Partners express their commitment, subject to their applicable rules and regulations, to provide each other, on request and in a timely manner, information related to accidents, incidents or occurrences related to the subject matters covered by this IA.

2. For the purpose of investigating and resolving, by mutual cooperation, safety issues that are within the scope of this IA, Recognition Partners will allow each other to participate in each

other's inspections and audits on a sample basis or conduct joint inspections and audits as appropriate and if enabled by national legislation.

## **Section 11 – Suspension of Acceptance Commitments by the Recognising Authority**

1. The Recognising Authority may suspend, in whole or in part, its commitments as specified in Section 3, paragraph 1 of this IA, where:

- a. the Recognised Authority fails to fulfil its commitments as specified under this IA, or
- b. the Recognised Authority cannot implement new or additional requirements adopted by the Recognising Authority in the field covered by Section 4 of this IA, or
- c. the Recognised Authority fails to maintain the regulatory means and measures required to implement the provisions of this IA.

2. Before suspending its commitments, the Recognising Authority will request consultations under Section 14. Should consultations not resolve the issue, the Recognising Authority will notify its counterpart of its intention to suspend the acceptance of findings of compliance and approvals over which there is no consensus. Such notification will be in writing and detail the reasons for suspension.

3. Such suspension will take effect 30 days after the date of the notification, unless, prior to the end of this period, the Recognising Authority notifies its counterpart in writing that it withdraws its notification. Such suspension will not affect the validity of findings of compliance, certificates and approvals made by the Recognised Authority prior to the date the suspension took effect. Any such suspension that has become effective may be rescinded immediately upon an exchange of written correspondence to that effect by both Recognition Partners.

## **Section 12 – Confidentiality**

1. Each Recognition Partner will maintain, to the extent required under its national rules and regulations, as well as international obligations, the confidentiality of information received from its counterpart under this IA.

2. In particular, subject to their respective rule and regulations, the Recognition Partners will neither disclose to the public, information received from each other under this IA that constitutes secrets, confidential, confidential commercial or financial information, or information that relates to an ongoing investigation. To this end such information will be appropriately marked.

3. If Recognition Partners are not able to disclose information as specified and for the reasons as mentioned under paragraph 2 of this Section to each other, they will:

- a. notify the Recognition Partner at the earliest opportunity and
- b. support its Recognition Partner to the best of its ability to get access to the required information.

4. The Recognition Partners may, upon providing information to their counterpart, designate the portions of the information that they consider to be exempt from disclosure.



5. Each Recognition Partner will take all reasonable precautions necessary to protect information received under this IA from unauthorised disclosure.

### **Section 13 – Cost recovery**

1. The Recognition Partners will endeavour to ensure that no fees or charges will be imposed in relation to the execution of this IA.

2. In those cases where any incurred costs should be considered, Recognition Partners should make appropriate arrangements.

### **Section 14 – Consultations and Settlement of Disputes**

1. Either Recognition Partner may request consultations with its counterpart on any matter related to this IA through the provisions under Section 9. The other Recognition Partner will reply promptly to such a request and will enter into consultations at a time agreed by the Recognition Partners.

Disputes between or among the Recognition partners arising under or relating to this IA, including any of its IA Activities, will be resolved only by consultation between or among the Recognition partners and will not be referred to a national court, to an international tribunal, or to any other person or entity for settlement.

### **Section 15 – Come into Effect, Review, Termination and Amendment**

1. This IA will come into effect on the date on which the last Recognition Partner signs it. This IA will remain effective until terminated by either Recognition Partner.

2. Recognition Partners will review this IA, including the Recognition Scope as specified on the Certificate of Recognition and the Programme Scope as specified at Annex A, every 4 years from the date of coming into effect of this IA.

3. Any Recognition Partner may terminate this IA at any time upon written notification to the other Recognition Partner.

4. Where a Recognition Partner seeks to amend the Arrangements by removing one or more Annexes and preserving the other Annexes, the Recognition Partners will seek to amend this IA by consensus, in accordance with the procedures in this Section. Failing such consensus, the Arrangements will terminate at a date as agreed by both Recognition Partners.

5. Recognition Partners may amend this IA by mutual written consent. An amendment to this IA will come into effect on the date on which the last Recognition Partner has signed the amendment.

6. Following termination of this IA, the Recognised Authority will maintain the validity of any Airworthiness Approvals or certificates issued under this IA prior to their termination, subject to the continued compliance with its own applicable rules and regulations.

**Signatures**

The Recognition Partners' signatories below are duly authorised to make the arrangements given above:

Authority: pMS:	Name: Title: Signature:	Date:
Authority: pMS:	Name: Title: Signature:	Date:

**PROGRAMME SCOPE**

Programme/Platform	Artefacts <sup>5</sup>	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"/> ...	
	...	

<sup>5</sup> In case of Organisational Approvals, the precise Scope of Work as recognised should be detailed in the Ratings and/or Limitations Column.