



MINISTRY OF DEFENCE

**Secretariat General of Defence and National Armaments Directorate
Directorate of Air Armaments and Airworthiness**

CONTINUING AIRWORTHINESS

NOTE

This Technical Publication (TP) supersedes its previous edition dated 05 February 2013

Basic Edition: 7th July 2016

English Edition: 8th October 2018

LIST OF EFFECTIVE PAGES

ATTENTION: This regulation is valid if composed by the pages listed below, duly updated.

Copy of this regulation may be found at the address:

[http://www.difesa.it/SGD-DNA/Staff/DT/ARMAEREO/Biblioteca/Pagine/default .aspx](http://www.difesa.it/SGD-DNA/Staff/DT/ARMAEREO/Biblioteca/Pagine/default.aspx)

The issue dates of the original and amended pages are:

Original..... 0.....8th October 2018

This regulation consists of a total of 39 pages as specified below:

Page N°	Amendment N°
Frontpage.....	0
i – ii.....	0
1 - 20.....	0
A – 1-5.....	0
B – 1.....	0
C – 1-3.....	0
D – 1-5.....	0
E – 1.....	0
F – 1.....	0

LIST OF ATTACHMENTS:

ATTACHMENT “A”

ATTACHMENT “B”

ATTACHMENT “C”

ATTACHMENT “D”

ATTACHMENT “E”

ATTACHMENT “F”

INDEX

1. INTRODUCTION	1
1.1 Foreword	1
1.2 Aim.....	1
1.3 Applicability.....	1
1.4 Validity.....	1
1.5 Responsibilities	2
2. CONTINUING AIRWORTHINESS.....	3
2.1 Continuing Airworthiness Activities.....	3
2.2 Maintenance programme	3
2.3 Data on configuration changes and repairs	4
2.4 Aircraft Continuing Airworthiness Recording System	4
3. MAINTENANCE STANDARDS	5
3.1 Maintenance data.....	5
3.2 Performance of Maintenance.....	5
3.3 Occurrences, deficiencies or malfunctions found on the aircraft and in its related Technical Publications.....	5
4. ITEMS	6
4.1 Installation	6
4.2 Maintenance of items	6
4.3 Lifetime limited items	6
4.4 Management of Unserviceable Items	6
5. MAINTENANCE QUALITY MANAGEMENT SYSTEM (MQMS).....	7
5.1 Purpose	7
5.2 General Requirements	7
5.3 Documentation-related requirements	8
5.4 Management responsibilities.....	9
5.5 Resources Management.....	10
5.6 Maintenance process planning	11
5.7 Measurement, Analysis and Improvement	11
5.8 Facilities	13
5.9 Personnel Requirements	14
5.10 Items, equipment and tools	15
5.11 Maintenance data	15
5.12 Maintenance Records.....	15
5.13 Aircraft Airworthiness Review	15
5.14 Organisational review.....	16
6. REQUEST, RELEASE AND MAINTENANCE OF THE CERTIFICATE OF APPROVAL OF THE MAINTENANCE ORGANIZATION	17
6.1 Request of the Organization	17
6.2 Examination of the request.....	18
6.3 Auditing activities at the Organization.....	18
6.4 Preparation to issuing the Organization's Certificate of Approval	19
6.5 Effective date and validity of the Organization's Certificate of Approval	20

1. INTRODUCTION

1.1 Foreword

Over the last few years, drawing upon the D.A.A.A. regulatory framework, the need had surfaced for a specific T.P. that could organically define and collect all of the rules for the continuing airworthiness by the Organizations that operate military aircraft.

The introduction into the national regulatory framework of the *European Military Airworthiness Requirements* published by the *European Defence Agency* under the mandate of the *Military Airworthiness Authorities Forum* and the experience gained during the audits carried out pursuant to the previous edition of the AER(EP).P-2005, have led to this revision of the regulation.

1.2 Aim

The purpose of this T.P. is to establish the requirements that shall be met to ensure the continuing airworthiness of military aircraft.

Specifically, this T.P. defines:

- management requirements, on the basis of ISO 9000/9100 standards, and technical requirements, on the basis of the application of the aforementioned airworthiness requirements, to be implemented by Armed Forces (AFs) and State Corps (SCs) Organizations that perform maintenance on military aircraft;
- the process for the release, and retention over time, of the Certificate of Approval by D.A.A.A.

1.3 Applicability

This T.P. shall be applied by all AF and SC Organizations that maintain military aircraft in configurations approved by the D.A.A.A.¹, excluding "mini" and "micro" RPASs as defined in AER(EP).P-7.

1.4 Validity

This regulation supersedes the same numbered T.P. issued on 5 February 2013 and shall enter into force on the date of its approval.

All the documentation produced to date by the Organizations, in accordance with the previous edition of the regulation, shall be considered valid and applicable for the compliance evaluation set out in the paragraph 6.3, until 31 March 2017.

¹ Each AF/SC shall define, by means of a specific internal directive, the criteria to identify the organizations responsible for the continuing airworthiness of their aircraft, independently of the administrative burden on them.

1.5 Responsibilities²

The Head of the Organization shall, through the departments of its organization, ensure the continuing airworthiness of assigned military aircraft and ensure that a flight takes place only if the following conditions are met:

- depending on the type of mission, operating and emergency equipment shall be properly installed, be valid and serviceable or clearly identified as unserviceable or with the indications specified in accordance with the applicable technical publications, taking into account, where applicable, the minimum equipment list (*M.E.L. - Minimum Equipment List*);
- the “aircraft Flight/Utilization and Maintenance Technical log” (Mod. DP/5069) is valid, up-to-date and properly maintained;
- the maintenance of the aircraft is carried out by the dependant departments, in accordance with the maintenance program (-6 series applicable aircraft manual), as specified in paragraph 2.2;
- all details of maintenance activities carried out are recorded by the designated personnel at the time they are performed;
- the maintenance personnel is qualified and licensed for the required specific functions.

The Head of the Organization shall also ensure that all necessary conditions required to properly carry out the maintenance are in place and respected, in terms of:

- carrying out the inspections;
- correcting faults that may affect the safety of use and/or airworthiness of the aircraft;
- repair or disposal of the faulty item that may affect the safety of use and/or airworthiness both when it is checked on the aircraft and when removed from it;
- performing maintenance in accordance with the maintenance program set out in paragraph 2.2, including the installation of items that are suitable for the specific aircraft in compliance with the calendar and/or hourly/cycles limits of the item related to the aircraft where it is installed;
- issuing occurrence reports in case of any finding affecting the aircraft and/or item that could compromise the safety of the flight;
- implementing any approved applicable P.T.A. (*Prescrizioni Tecniche Applicative*);
- implementing configuration changes and repairs in accordance with approved data;

² Each AF/SC shall identify, within its own organizational structures, the specific roles to which assign the responsibilities mentioned in this paragraph, taking into account the fulfilment of the requirements of the T.P. itself.

- use of tools, equipment and materials specified in the maintenance data including consumables and/or any qualified/approved alternatives;
- inspection and calibration of tools and equipment;
- proper preparation and cleaning of the areas where maintenance is carried out;
- observance of the environmental limits specified in the use and maintenance data during maintenance activities;
- complete re-installation of all access panels and check that the aircraft and its parts are free of tools, equipment or foreign objects.

By signing maintenance records, the Head of the technical Organization and/or the maintainer, with regards to the relevant competences, assume responsibility for correct execution of the operations conducted on the aircraft, presence of the above mentioned conditions, and compliance with the approved maintenance data.

The aircraft Pilot in Command is responsible for the complete implementation of the "pilot pre-flight" inspection in accordance with the flight manual (Manual of the -1 series and its checklist) accepted by the D.A.A.A..

2. CONTINUING AIRWORTHINESS

2.1 Continuing Airworthiness Activities

The continuing airworthiness of aircraft and the serviceability of operational and emergency equipment are ensured by:

- carrying out the inspections;
- correcting any failures according to recognized standards that may impair safe operation, taking into account the Minimum Equipment List (*MEL*) and the list of tolerated deviations of the individual aircraft;
- maintenance in accordance with the maintenance program (-6 series technical manual) accepted by the D.A.A.A. as specified in paragraph 3.1;
- proper management of requirements such as *Prescrizioni Tecniche Applicative (PP.TT.AA.)* in accordance with the AER(EP).00-00-5 regulation and, with regards to international programs, in accordance with the specifications of any T.P.s issued for the Weapon System;
- implementation of configuration changes and repairs in accordance with paragraph 2.3;
- implementing all applicable D.A.A.A. regulations .

2.2 Maintenance programme

Each aircraft shall undergo scheduled maintenance in compliance with the Series - 6 technical manual (Scheduled Inspection Handbook).

The maintenance program and any subsequent updates shall be accepted by the D.A.A.A..

2.3 Data on configuration changes and repairs

Occurrences and malfunctions shall be evaluated and the configuration changes and/or repairs shall be carried out in accordance with the data approved by the D.A.A.A. or by the Company that holds the Military Design Organization Approval (MDOA) issued by the D.A.A.A. on the basis of the privileges granted by the AER(EP).P-10 regulation.

2.4 Aircraft Continuing Airworthiness Recording System³

The aircraft's continuing airworthiness records are made up of the following technical documentation, where applicable:

- The aircraft Flight/Utilization and Maintenance Technical log (DP5069);
- The aircraft Logbook (DP5068) and related equipment Logcards (DP5243);
- Engine/APU Logbook (DP5067) and related equipment Logcards (DP5243);
- Propeller Logbook (DP5066) and related equipment Logcards (DP5243);
- Wing/half wing Logbook for fighter and fighter trainer aircraft (Mod. 746-7);
- Weight and Balance Booklet (-5 series manuals).

For international programs, aircraft's continuing airworthiness record may be supplemented and/or replaced in accordance with any specific T.P.s issued for Weapon Systems.

The continuing airworthiness record shall contain the up-to-date versions of the following documents:

- implementation status of *PP.TT.AA.*;
- compliance status with the applicable maintenance program;
- status of limited-lifetime items;
- weight and balance sheet;
- deferred maintenance list.

All data entered in aircraft's continuing airworthiness records shall be written clearly and accurately.

If data needs to be corrected, the correction shall be made by authorized personnel, who shall sign the correction, ensuring that the initial data remains visible.

³ Logistic Information Systems for recording data on technical documentation, if used, shall be described in a specific AF/SC internal directive, which the Organization's Quality Manual shall refer to. Such systems shall be developed in accordance with AER(EP).00-01-72 and be approved by the D.A.A.A.

3. MAINTENANCE STANDARDS

3.1 Maintenance data

Carrying out its duties, the Organization shall use only applicable and approved maintenance data, including the ones for the repairs and the implementation of configuration changes, referring to the applicable -01 series *LOAP - List of Applicable Publications*, except for cases governed by the AER(EP).P-9 regulation pursuant to DPR 556, dated 19 October 1999.

For the purpose of this TP, the applicable maintenance data are:

- the technical documentation issued by the D.A.A.A. and developed in accordance with the AER(EP).0-0-2 regulation ;
- The *PP.TT.AA.* issued in accordance with the AER(EP).00-00-5 regulation.

The Organization shall ensure that all applicable maintenance data are up to date and readily available for use.

The Organization shall also prepare the Periodic Inspection Certificates in accordance with the AER.00-1-63 regulation.

3.2 Performance of Maintenance

The maintenance shall be performed:

- by qualified and licensed personnel under the AER(EP).P-66 regulation⁴, respecting the methods, techniques, standards and instructions specified in the maintenance data described in paragraph [3.1](#), in accordance with the assigned responsibilities;
- using the tools, equipment and materiel specified in paragraph 5.11;
- within the environmental limits specified in the maintenance data described in paragraph [3.1](#).

At the end of the entire maintenance activities, a general check shall be carried out to ensure that the aircraft and/or its parts are free of tools and equipment, and of any other item or foreign object, and that all the access panels have been refitted in their places.

3.3 Occurrences, deficiencies or malfunctions found on the aircraft and in its related Technical Publications

Any occurrences, deficiencies or malfunctions found on the aircraft as well as any corrective actions carried out shall be handled in accordance with AER.00-1-49 regulation or in accordance with specific T.P.s issued for the Weapon System.

⁴ Until the entry into force of the AER(EP).P-66 regulation, and during the transition period until its full implementation, the rules and practices in use at AFs/SCs for the qualification and license of personnel are applicable.

Any occurrence related to aircraft incident, in flight and or on ground, or *Inconveniente di Volo/Segnalazione Sicurezza di Volo* (ISV-2 directive) due to technical cause, shall be handled via an Occurrence Report, as per AER(EP).00-01-6 regulation or in accordance with specific T.P.s issued for the Weapon System.

The occurrences and deficiencies found on the TPs shall be handled in accordance with the AER.0-0-8 regulation or in accordance with specific TPs issued for the Weapon System.

A system shall be set up to collect Part II, III and IV of the “aircraft Flight/Utilization and Maintenance Technical log” (DP5069) and/or equivalent documents required by any TPs issued for the Weapon System.

Such records shall be kept for every single aircraft during its management transfers and shall be stored for up to ten years after its final cancellation from the Military Aircraft Register (MAR).

4. ITEMS

4.1 Installation

Spare parts are allowed to be installed on an aircraft, or on a sub-part of it, if specified by the maintenance data and if declared serviceable and compliant by the required documentation accompanying them. Before installing an item on an aircraft or on a sub-part of it, the maintainer shall verify that the item has been declared serviceable by the appropriate documentation, and in accordance with the approved data.

Consumables or standard material may be used on an aircraft, or on a part of it, if this is declared by the manufacturer in the maintenance data. This material may be used if it meets the specifications required and has suitable traceability.

All items shall be accompanied by documentation stating their compliance with the specifications and containing data on their origin.

4.2 Maintenance of items

Maintenance of items shall be carried out as specified in paragraph 3 and in accordance with the maintenance data defined in paragraph 3.1.

4.3 Lifetime limited items

Lifetime limited items are not allowed to be installed on aircraft if they have exceeded their service life limits specified in the maintenance program, unless the applicable T.P.s provide specific waivers.

4.4 Management of Unserviceable Items

An item is considered being unserviceable whenever any of the following circumstances occurs:

- expiration of the technical lifetime specified in the maintenance program;
- non-compliance with *PP.TT.AA.* and/or with other airworthiness requirements;
- lack of information to determine the airworthiness status or suitability for installation;
- evidence of defects or malfunctions;
- involvement in an accident that could compromise its function.

Unserviceable items shall be identified and stored in a secured area under the control of the Organization pending a subsequent decision on their condition.

Items that have reached their lifetime limit or that cannot be repaired in accordance with the available maintenance data shall be classified as unserviceable, be adequately segregated and are not allowed to be returned to the supply chain system unless a waiver provides a lifetime extension or their repair is approved in accordance with paragraph 2.3.

5. MAINTENANCE QUALITY MANAGEMENT SYSTEM (MQMS)

5.1 Purpose

This paragraph defines the requirements the Organization shall meet in order to ensure continuing airworthiness of the military aircraft on which the maintenance is performed. The Organization shall establish, document, implement and keep up-to-date an MQMS and continuously improve its effectiveness in accordance with the requirements listed below.

On proposal of the pertinent High Commands, for small Organizations in terms of number of aircraft and maintainers, the implementation of the MQMS (requirements from 5.2 to 5.7) may be replaced by an *Organizational Review* in accordance with paragraph 5.14.

5.2 General Requirements

The Organization shall:

- determine the processes required for the MQMS and their application throughout the organization;
- determine the sequence and interactions among these processes;
- determine the criteria and methods required to ensure the effective operation and effective control of these processes;
- ensure the availability of the resources and information needed to support the operation and monitoring of these processes;
- monitor, measure and analyse these processes;

- carry out the actions required to achieve the planned results and the continuous improvement of these processes.

If the Organization chooses to outsource one or more processes that impact the airworthiness of the military aircraft, it shall ensure that such processes are kept under control. Outsourcing a process does not relieve the Organization from the responsibility of maintaining the airworthiness of the military aircraft.

5.3 Documentation-related requirements

The MQMS documentation shall include:

- a documented declaration on quality policy and objectives;
- a quality manual;
- the documented procedures and the records required by applicable standards or deemed necessary to ensure the effective planning, operation and control of their processes and those outsourced.

The Organization shall ensure that all personnel has access to MQMS documentation and is aware of the procedures implemented to carry out their work.

Auditors shall be granted access to MQMS documentation.

5.3.1 MQMS Manual

The Organization shall prepare and maintain a MQMS Manual that includes:

- documented procedures and records set up for MQMS or references to them;
- a description of the interactions between MQMS processes;
- a list of personnel authorized to certify the operations carried out (maintainer, Technical Officer, etc.), which may be replaced by a specific annexed document, managed as defined in paragraph 5.3.2;
- a general description of the facilities and their locations.

5.3.2 Management of MQMS documentation and records

The documents and records required shall be kept under control, remain legible, easily identifiable and available.

Documents from external sources shall be identified and their distribution shall be controlled.

The applicable version of the documents shall be available at the locations of use.

A documented procedure shall be set up that describes:

- the responsibilities for the preparation, verification and approval of internally produced documents;
- the methods used to review, update and re-approve internally produced documents;

- actions planned to prevent the involuntary use of obsolete documents and their proper identification if archived for any purpose;
- the control methods necessary to identify, protect, retrieve, store the records and their deletions.

5.4 Management responsibilities

The Head of the Organization shall provide evidence of its commitment to develop and implement the MQMS and to continuously improve its effectiveness by:

- communicating within the Organization the importance to meet the applicable requirements;
- establishing the quality policy;
- ensuring that quality aims/objectives are defined;
- conducting MQMS reviews;
- ensuring the availability of resources.

The Head of the Organization shall ensure that:

- the quality policy is appropriate for the purposes of the Organization, including the commitment to meet the requirements and continuously improve the effectiveness of the MQMS, providing a structural framework for establishing and reviewing quality aims/objectives, both communicated and understood within the Organization and reviewed to ensure its continued suitability;
- the aims/objectives, that are measurable and consistent with the quality policy, are defined for the relevant levels and functions;
- the MQMS planning is carried out to meet the requirements of this standard and to achieve the quality objectives in accordance with the MQMS manual;
- the integrity of the MQMS is maintained when changes to the MQMS itself are planned and implemented;
- the responsibilities and the authorities are defined and communicated within the Organization;
- appropriate communication processes are established which also include communication concerning the effectiveness of the MQMS

5.4.1 Quality Manager⁵

The Head of the Organization shall designate a person to:

- ensure that the processes required to maintain the MQMS are established, implemented and kept up-to-date;
- report on the performance of the MQMS and on any need for improvement.

⁵ The Quality Manager figure requires adequate knowledge of Quality Management Systems. Therefore, the person shall have attended at least one familiarization course on these Systems.

5.4.2 Management Review

The Head of the Organization shall, at least once a year, review the MQMS to ensure its continued suitability, adequacy and effectiveness.

This review shall include an evaluation of the opportunities for improvement and any possible need for changes to the MQMS, including quality policy and objectives.

The inputs of this Review shall include at least information concerning:

- the results of audits;
- maintenance process performance;
- status of preventive and corrective actions;
- actions resulting from previous reviews;
- changes that could impact the MQMS;
- recommendations for improvement.

The outcome of this review shall include decisions and actions related to:

- the improvement of the MQMS effectiveness;
- the improvement of maintenance processes;
- the requirement of resources.

Records of the Management Reviews shall be archived.

5.5 Resources Management

The Organization shall:

- determine and provide the resources needed to implement and maintain the MQMS and continuously improve its effectiveness;
- provide courses and training, or take other actions, to provide its own personnel with the technical and professional expertise required;
- evaluate the effectiveness of the actions taken;
- ensure that its personnel is aware of the significance and importance of their activities and how they contribute to achieving quality objectives;
- establish a continuous training program to ensure that all personnel performing specific tasks have up-to-date knowledge on procedures, human factors and technical knowledge matters⁶;
- ensure that continuous training is provided on the T.P.s issued by the D.A.A.A., the organization's procedures and the technical documentation applicable to the products to be maintained;

⁶ See note 4

- maintain appropriate records of the educations, training courses, skills and experience of the personnel.

5.6 Maintenance process planning

The Organization shall plan and develop processes required to ensure, at any phase of the lifecycle, the aircraft's airworthiness in accordance with the data approved by the D.A.A.A..

The planning of these processes shall determine, as appropriate:

- the objectives for the quality of processes developed;
- identification of the resources required for aircraft support and maintenance operations;
- the need to prepare documents and provide specific resources;
- the required control, validation, monitoring, measurement, inspection and testing activities, and the related acceptance criteria;
- the records required to provide evidence that the processes carried out and the aircraft operated meet the requirements.

If the result of the planned processes can only be verified by subsequent monitoring or measurement activities (i.e. special processes), the Organization shall establish the criteria:

- to review and approve the processes;
- to approve the equipment and the qualification of the personnel;
- to use specific methods and procedures;
- for the record requirements;
- for re-validation.

The Organization shall provide evidence that all maintenance operations have been completed as planned.

5.7 Measurement, Analysis and Improvement

The Organization shall plan and implement the monitoring, measurement, analysis and improvement processes required to:

- demonstrate compliance with airworthiness requirements;
- ensure the MQMS compliance;
- continuously improve the effectiveness of the MQMS.

5.7.1 Monitoring and measurement devices

The Organization shall keep an updated unique register of monitoring and measurement devices and define the process used for their calibration, including

details of the type of equipment, the unique identification, the location, the control interval, the control method used and the acceptance criteria.

5.7.2 Internal Audits

The organization shall set up an audit program that takes into account the status and the importance of the processes and areas to be audited, as well as the results of previous audits. This program shall define the criteria, the scope, the frequency and the methods used to audit.

The organization shall conduct, at least once a year, an internal audit to determine whether the MQMS is:

- compliant with what is planned, with the requirements set out in the MQMS, with the requirements of this standard and the applicable binding regulations;
- effectively implemented and maintained.

A documented procedure shall be set up to:

- define the criteria used to choose the auditor (auditors shall have attended, at least, a basic course on Quality Management Systems);
- ensure that the auditing process is carried out objectively and impartially (auditors shall not carry out audits on the activities of the organization they work for);
- define how the records relating to the audits and their results are maintained;
- ensure that the manager of the area being audited takes the necessary corrective measures to eliminate the identified non-compliances without undue delay;
- ensure that the causes of non-compliances are investigated;
- ensure that subsequent activities include re-auditing the actions taken and reporting the related results.

5.7.3 Monitoring and measurement of processes

The Organization shall apply adequate methods to monitor and measure the processes of the MQMS.

These methods shall demonstrate the ability of the processes to achieve the results planned.

If the expected results are not obtained, appropriate actions shall be taken to re-align the processes with what has been planned.

5.7.4 Continuous improvement

The Organization shall continually improve the effectiveness of the MQMS by using a quality policy, quality objectives, the audit results, data analysis, corrective and preventive actions, and the Management Review.

5.7.5 Management of Non-compliances

The Organization shall identify and record any non-compliances identified during both maintenance activities (product non-compliant) and audits (MQMS non-compliant). Non-compliances shall be processed in accordance with the MQMS documentation, the technical documentation, the mandatory regulations, and maintenance, repair, and overhaul contracts.

5.7.6 Corrective and Preventive Actions

The Organization shall take appropriate actions to eliminate the causes of non-compliances in order to prevent any re-occurrence.

Corrective actions shall be suited to the effects of the identified non-compliances.

The Organization shall determine the appropriate actions to eliminate the causes of potential non-compliances, in order to prevent any occurrence.

Preventive actions shall be appropriate to the effects of potential non-compliances.

5.8 Facilities

The Organization shall determine, provide and maintain (where possible) the facilities required to perform the maintenance activities. Facilities include, as applicable:

- buildings, working areas and related services;
- process equipment (hardware and software);
- support services (transport, communication or information systems).

The Organization shall ensure that the facilities are appropriate, by size, quantity and characteristics, for the required maintenance operations. In particular, it shall ensure that:

- the work is carried out with adequate protection against the weather;
- the environmental parameters (e.g. temperature and humidity) required for particular operations are respected and that they are carried out in premises designed for this purpose;
- offices are provided to manage the planned works, including the filling in of maintenance records (paragraph 5.12) and aircraft's continuing airworthiness records (paragraph 2.4);
- segregated and secured areas are provided for items, equipment, tools and materials. Areas allocated to storage shall ensure segregation of unserviceable items and materials from all other items, materials and equipment;
- the storage areas are equipped so that they can store the material in accordance with the manufacturer's instructions. Access to storage facilities is restricted to authorized personnel.

5.9 Personnel Requirements⁷

The Head of the Organization shall designate a Responsible (Technical Officer of the Organization or equivalent figure) with the authority required to ensure that all required maintenance work is carried out in accordance with the maintenance standards required by paragraph 3.

Such Responsible, as for all the Technical Officers and/or equivalent figures, shall be competent on the basis of the education and training obtained by:

- attending a Type Training according to the institutional programs approved by appropriate High Command of the competent AFs/SCs;
- attending an On the Job Training (OJT), under the guidance of personnel that is already qualified, in order to acquire the work skills needed to fulfil the assigned position. This period shall not last less than 3 months;
- a final examination by the Head of the Organization in order to formally award to the Technical Officer or equivalent figure the "ability to release to service" of military aircraft.

Maintenance personnel shall be qualified and licenced on the basis of appropriate education, training, skills and experience and, in addition to specialized qualification and licencing courses (OJT), shall have specific skills and appropriate experience in the field of maintenance of aircraft and/or of equipment. This particular theoretical and practical professional knowledge is achieved by the personnel after completing a specific training course (specialization courses by military aircraft type according to training programs approved by their respective High Operational and/or Logistic Commands) including OJT.

All personnel involved in maintenance activities⁸ (Head of the Organization, Technical Officers or equivalents and maintainers) shall have:

- initial and continuous training on technical regulations, by attending courses on military aviation legislation regulations (*Normativa Aeronautica Militare* NAM) held by D.A.A.A.-licenced instructors;
- initial and continuous training on human factors in the maintenance of military aircraft, by attending seminars/courses held by Flight Safety qualified personnel at the *Istituto Superiore Sicurezza del Volo*.

To maintain their licence, NAM instructors shall complete an update seminar approved by the D.A.A.A. every 2 years (the annotation of the upgrade shall be managed as a MQMS record).

⁷ Until the entry into force of the AER(EP).P-66 each AF/SC is tasked with setting up the implementing arrangements for the courses and training of the maintenance manager and of maintenance personnel to achieve their respective technical and professional skills set out in the TP.

⁸ Such a circumstance shall also be planned for company personnel operating under AER.00-1-50.

Consequently, also the personnel involved in the maintenance activity (Head of Organization and maintainers) shall attend an update seminar on NAM every 2 years.

The qualifications of the personnel involved in maintenance activities shall be appropriately recorded, monitored and maintained valid⁹.

Trainings shall be provided in training facilities approved in accordance with the AER(EP).P-147.

5.10 Items, equipment and tools

The Organization shall:

- have available the equipment and tools specified in the maintenance data defined in paragraph 5.11 or the equivalent equipment required to carry out the maintenance activities;
- have access to any other type of equipment and tools occasionally needed.

The maintenance equipment and other tools shall be:

- maintained and periodically checked;
- kept under control in terms of storage and preservation conditions;
- if necessary, they shall be calibrated according to an officially recognized standard¹⁰.

The Maintenance Organization shall appropriately inspect, classify and isolate all incoming items

5.11 Maintenance data

The Organization shall store the applicable maintenance data specified in paragraph 3.1 and use it to carry out its duties, including modifications and repairs.

5.12 Maintenance Records

The Organization shall document all the details of the maintenance activities, archiving a copy of all maintenance records and maintenance data in accordance with the procedures defined by AER.DT-2009-009.

5.13 Aircraft Airworthiness Review

It is the responsibility of the Organization to determine at any time the airworthiness status and configuration of each assigned aircraft, by performing a biennial airworthiness review of the aircraft and its airworthiness data.

⁹ Each AF/SC shall define the methods to record the qualifications of personnel performing maintenance work. Said records shall be managed as specified in paragraph 5.3.2. of this Standard.

¹⁰ D.A.A.A.'s is developing a general regulation that specifies which standards to use.

In any case, the airworthiness review shall be performed at every management transfer of the military aircraft¹¹.

The Organization shall set up a documented procedure that describes the criteria for selecting personnel and how to complete the Airworthiness Review Certificate (ARC).

The personnel chosen by the Head of the Organization shall carry out:

- a review of the characteristic documentation for the aircraft, as specified in the template in Annex 1 to Attachment A to this T.P. (documents check);
- a check of the physical configuration of the aircraft as specified in the template in Annex 2 to Attachment A to this T.P. (physical review);

At the end of the activities, the Head of the Organization (as Airworthiness Responsible) shall sign and release two copies of the Airworthiness Review Certificate (ARC) for each individual aircraft, according to the template in Attachment "A".

A copy of the certificate shall be stored by the Organization that determined the airworthiness status and the other shall be included in the aircraft Flight/Utilization and Maintenance Technical log (DP-5069).

If the aircraft is in one of the following conditions:

- "mothball" as a result of provisions of the competent High Command;
- used for picking parts;
- set aside pending retirement from service or declaration of end-of-life;
- out of standard configuration;

The Head of the Organization may extend the expiration of the Airworthiness Review beyond the normal two years, as long as such conditions remain, while maintaining the documentation set out in paragraph 2.4 up to date.

At the end of this situation, if airworthiness conditions are restored, the Airworthiness Review shall be carried out before the next flight.

5.14 Organisational review

The *Organizational Review* may be performed at the Organizations identified by the High Command of AF/SC, and shall have the features specified in paragraph 5.1 of this T.P.

Such Organizations, although they have to implement a system that takes into account the whole organization involved in the airworthiness management process,

¹¹ Depending on the specific logistical and operational features of each Weapon System, each AF/SC shall define how to carry out the airworthiness review when transferring aircraft within its organization, using a specific internal directive that governs the checks to be carried out on the different types of transfers of responsibility.

do not need to have personnel assigned exclusively to this activity. The main objectives of the *Organisational Review* are:

- to enable the Organization to ensure the continuing airworthiness of the military aircraft maintained;
- to ensure that the Organization complies with the requirements of this TP, with the exception of those covered by 5.2 to 5.7.

The Organization shall:

- identify the Head of the *Organizational Review*;
- identify the persons that shall carry out the audits (personnel not belonging to the Department is allowed);
- set up a documented procedure that describes how the airworthiness is maintained of the aircraft under its responsibility;
- set up a documented procedure that describes how internal audits shall be performed;
- set up a procedure to manage corrective actions, which also describes the methods used to ensure that they will be carried out in the required times;
- prepare a Manual that includes the procedures described above.

6. REQUEST, RELEASE AND MAINTENANCE OF THE CERTIFICATE OF APPROVAL OF THE MAINTENANCE ORGANIZATION

6.1 Request of the Organization

The Organization responsible for the continuing airworthiness of the assigned military aircraft shall submit an application in which it shall:

- declare that it has implemented and applied the requirements of this regulation within the Organization;
- detail the location, or locations, where the maintenance activities are performed;
- indicate the type, or types, of aircraft for which approval is requested;
- attach the Quality Manual and the related procedures in electronic format;
- attach the last two Management Review reports;
- Declare that it has performed at least one internal audit cycle on all MQMS processes.

If the Organization makes use of the *Organisational Review*, in filing the request, it shall be interpreted as the above points refer only to the requirements of paragraph 5.14.

6.2 Examination of the request

After receiving the documentation set out in paragraph 6.1, the D.A.A.A. shall appoint the Evaluation Team to verify its completeness and correctness.

The Evaluation Team shall be made up of a Responsible, Senior Officer, and two evaluators selected from the personnel listed in the D.A.A.A. Evaluators Register within AER(EP).P-1-2.

6.3 Auditing activities at the Organization

Auditing activities at the Organization shall be carried out at least six months after the implementation of the MQMS (or of the system of procedures and audit based on the *Organisational Review*), in order to allow evaluators to examine consolidated data.

The Team Leader shall prepare an audit plan and send it to the requesting Organization. This plan shall report, in addition to the dates and times, the processes and activities to be audited.

The evaluation team shall have free access to the Organization's facilities and documentation.

The audit shall be carried out in accordance with the check-list, Attachment "D" to this Standard, and the identified non-compliances (specified in the Report in Attachment "E") shall be supported by objective evidence collected and retained by the Team Leader.

Non-compliances shall be classified according to the following criteria:

- Level 1 finding:
identifies a total lack of management of a requirement of the standard or a non-compliances, of which the effect is considered harmful to the integrity or safety of the product maintained.
- Level 2 finding:
identifies that the MQMS (or the system of procedures and auditing based on the *Organizational Review*) of the Organization handles the requirement, but the objective evidence acquired reveals weaknesses in the system or lack of links among processes or failure to comply with the procedures or that the procedures do not fully fulfil the requirements of the standard.
- Remark:

remark made by evaluators on failure to comply with requirements, which do not affect the operation of the MQMS (or the system of procedures and auditing based on the Organizational Review) and/or the product maintained.

Within 15 days of receipt of the Audit Report, the Organization shall send to the D.A.A.A. a Corrective Action Plan (CAP), Attachment "F").

To check the continuous compliance with the requirements of this T.P. and the closure of any corrective actions taken by the Organization, D.A.A.A. shall perform an audit every three years.

6.4 Preparation to issuing the Organization's Certificate of Approval

Within 10 days of the end of the audit, the Team Leader shall prepare the audit report, drawn up in accordance with the template specified out in Attachment "C" to this standard. Any identified non-compliances shall be reported in that report.

The audit report shall state one of the following final judgements:

- Positive, when based on the verification results one of the following items is arose:
 - the MQMS (or the system of procedures and auditing based on the Organizational Review) implemented by the Organization meets the requirements of this Standard;
 - it is known and applied by the parties involved;
 - no level 1 findings were found;
 - no level 2 findings were found.

The D.A.A.A. reserves the right to check the closure of any remarks during a specific "maintenance audit" scheduled according to the timing set out in the CAP prepared by the Organization.

- Conditional, when based on the verification results one of the following items is arose:
 - the MQMS (or the system of procedures and auditing based on the Organizational Review) implemented by the Organization, although based on this Standard, is not fully efficient and effective because it is not fully known and/or respected by the personnel of the Organization;
 - no level 1 findings were identified.

After 3 months from the audit, the D.A.A.A. shall carry out a verification for closure of level 2 findings. If the corrective actions identified and specified on the CAP prepared by the Organization have been implemented, making the MQMS (or the system of procedures and auditing based on the Organizational Review) suitable for approval, a new report shall be prepared with a positive judgement.

- Negative, when based on the verification results one of the following items is arose:
 - the MQMS (or the system of procedures and auditing based on the Organizational Review) implemented by the Organization is not based on this standard;
 - level 1 findings have been identified;
 - level 2 findings have not been removed, 3 months after the previous audit.

On the basis of the D.A.A.A.'s Deputy Director Technical approval of the audit report the Organization's Certificate of Approval shall be issued (template in Attachment "B") signed by the Director of D.A.A.A. or by a delegate.

6.5 Effective date and validity of the Organization's Certificate of Approval

The Organization's Certificate of Approval will become effective on the date of the audit, to which the team provided the positive judgement.

The approval is granted by the D.A.A.A. indefinitely subject to the following conditions:

- the Organization shall continue to meet the requirements of this Standard;
- the auditing personnel shall always be given access to the Organization's structures.

In case of significant organizational or structural changes of the Organization during the period of validity of the Certificate of Approval, these shall be notified to D.A.A.A. which might assess the need to conduct a new audit to maintain the validity of the approval.

The Certificate will, however, become invalid if the Organization:

- is broke up;
- is merged with another Organization;
- is transferred to other facility.

MINISTRY OF DEFENCE

**Secretariat General of Defence and National Armaments Directorate
Directorate of Air Armaments and Airworthiness**

AIRWORTHINESS REVIEW CERTIFICATE

Certificate No. _____ XXX / MM / year ⁽¹⁾

Organization Name	Approval Certificate Number

has performed an airworthiness review in accordance with AER(EP).P-2005, using the review reports (annex I e II), on the following aircraft

Aircraft manufacturer and Type	Military Registration	Serial No.	Current Flight Hours & Cycles

Engine manufacturer and Type	Military Registration	Serial No.	Current Hours & Cycles

Propeller manufacturer and Type	Military Registration	Serial No.	Current Hours & Cycles

Previous ARC No.	Date of Issue

Maintenance Programme Reference ⁽²⁾

and this aircraft is considered to be airworthy at the time of the review

Date of issue	Date of expiry	Signature of Airworthiness Responsible

Annex I

Documental review details

Date	Place	Survey Report Number

has been all scheduled maintenance required carried out?	yes <input type="checkbox"/>	no <input type="checkbox"/>	Provide details if negative
Scheduled maintenance checks details accomplished in review period	Date of carried out		

have been all known defects corrected or deferred in accordance with the approved data?	yes <input type="checkbox"/>	no <input type="checkbox"/>	Provide details if negative
---	---------------------------------	--------------------------------	-----------------------------

have been all applicable P.T.A.s incorporated within the prescribed timeframe?	yes <input type="checkbox"/>	no <input type="checkbox"/>	Provide details if negative
--	---------------------------------	--------------------------------	-----------------------------

have been installed life limited components recorded? ⁽³⁾	yes <input type="checkbox"/>	no <input type="checkbox"/>	Provide details if negative
--	---------------------------------	--------------------------------	-----------------------------

has been installed life limited components verified not exceeded their approved service life?	yes <input type="checkbox"/>	no <input type="checkbox"/>	Provide details if negative
---	---------------------------------	--------------------------------	-----------------------------

is the Weight and Balance Form correct for the current aircraft configuration?	yes <input type="checkbox"/>	no <input type="checkbox"/>	Provide details if negative
--	---------------------------------	--------------------------------	-----------------------------

weight and balance checks detail	date of last weighed aircraft		

should check that follows documents to be available, current and complete?

Aircraft Flight Logbook Mod. DP5069	yes <input type="checkbox"/>	no <input type="checkbox"/>	Provide details if negative
Aircraft Logbook Mod. DP5068 and related engineering logcard Mod. DP5243)	yes <input type="checkbox"/>	no <input type="checkbox"/>	Provide details if negative
Engine/APU Logbook Mod. DP5068 and related engineering logcard Mod. DP5243	yes <input type="checkbox"/>	no <input type="checkbox"/>	Provide details if negative
Propeller Logbook Mod. DP5068 and related engineering logcard Mod. DP5243)	yes <input type="checkbox"/>	no <input type="checkbox"/>	Provide details if negative
Fighter and Fighter Training Wing Logbook Mod. DP5068 and related engineering logcard Mod. DP5243	yes <input type="checkbox"/>	no <input type="checkbox"/>	Provide details if negative
Weight and Balance Form manuals	yes <input type="checkbox"/>	no <input type="checkbox"/>	Provide details if negative

an unsatisfactory response to any questions does not allow the completion of the review of the state of airworthiness of the aircraft. In such a case should be taken appropriate corrective actions in accordance with the procedures of the Maintenance Squadron

Date of issue	Signature

Physical review details

Date	Place	Survey Report Number

All known defects and problems found during the survey have been appropriately addressed?	yes <input checked="" type="checkbox"/>	no <input type="checkbox"/>	note: in case of negative answer, it is not allowed the finalization of this report
---	--	--------------------------------	---

Aircraft manufacturer and Type	Military Registration	Current Flight Hours & Cycles

should check following items:

item	checked	remarks
Installation of all necessary markings and plates.	<input type="checkbox"/>	
Aircraft configuration compliance with the approved data by means of spot checks of the correct application of at least 20 P.T.A. applicable to the aircraft under consideration (report the list on attached sheet).	<input type="checkbox"/>	
Aircraft configuration compliance with approved data by means of spot checks of the correspondence of at least 20 part numbers of parts or installed equipment with those specified in the applicable illustrated part catalogue to the aircraft under consideration (report list on attached sheet).	<input type="checkbox"/>	
availability and proper filling, as required by AER.00-1-49, of aircraft Flight/Utilization and Maintenance Technical log (Mod. DP5069).	<input type="checkbox"/>	
availability and proper filling, as required by the Aircraft's -5 Series Manual, of the Weight and Balance Booklet.	<input type="checkbox"/>	
No macroscopic aircraft defects.	<input type="checkbox"/>	
Availability on board of all the safety equipment required for the type of aircraft under consideration.	<input type="checkbox"/>	

All known defects and problems found during the survey have been appropriately addressed?	yes <input type="checkbox"/>	no <input type="checkbox"/>	note: in case of negative answer, it is not allowed the finalization of this report
---	---------------------------------	--------------------------------	---

Date of issue	Signature (ex paragraph 5.13)

Filling notes

- (1) XXX = ARC sequential number for each single aircraft;
MM = Military Registration number
Year = year of review execution.
- (2) Indicate the current -6 Technical Manual (or equivalent).
- (3) Verify the applicability of the components in the Technical Manuals examining the method used to check the expiration of the components (e.g. Part 4^ of the aircraft Flight/Utilization and Maintenance Technical log Mod. DP5069, equipment logcard Mod. DP 5243, etc.).



MINISTRY OF DEFENCE
SECRETARIAT GENERAL OF DEFENCE AND NATIONAL ARMAMENTS DIRECTORATE
DIRECTORATE OF AIR ARMAMENTS AND AIRWORTHINESS

APPROVAL CERTIFICATE
No. _____

In accordance with the current AER(EP).P-2005, it is hereby certified that:

Organization Name

Organization Address

is an approved Maintenance Organization for the continuing airworthiness of the following aircraft type:

- ❖ **Aircraft type**
- ❖ **Aircraft type**
- ❖ **Aircraft type**

CONDITIONS

1. The compliance with the requirements defined in the AER(EP).P-2005 regulation is mandatory for the validity of this approval.
2. The compliance with the procedures defined in the current MQMS organization manual is mandatory for the validity of this approval.

Rome, _____

THE DIRECTOR
(or his delegate)



**MINISTRY OF DEFENCE
SECRETARIAT GENERAL OF DEFENCE AND NATIONAL ARMAMENTS DIRECTORATE
DIRECTORATE OF AIR ARMAMENTS AND AIRWORTHINESS
VICE TECHNICAL DIRECTORATE – 2nd OFFICE
ROME**

**AUDIT REPORT
FOR EVALUATION OF THE MAINTENANCE QUALITY MANAGEMENT SYSTEM (MQMS)**

1. MAINTENANCE ORGANIZATION:

2. LOCATION:

3. AUDIT START DATE:

4. REASON:

5. EVALUATION TEAM:

- | | |
|---|---------------------------|
| - | - <i>Team Responsible</i> |
| - | - <i>Evaluator</i> |
| - | - <i>Evaluator</i> |

6. FUNCTIONS/PROCESSES RESPONSIBLE

-
-
-
-
-
-

-

-

7. AUDIT PLAN

The audit was regularly held on _____ according to the audit plan previously sent to the Maintenance Organization.

8. DOCUMENTATION EXAMINED:

The auditors have evaluated the Maintenance Organization respect to the MQMS Manual _____ operatively valid at the time of the audit.

9. MQMS APPLICATION

The MQMS has been found to be implemented in practice.

10. USED CHECK LIST

The evaluation team verified the implementation of the requirements using the checklist (Attachment "1" to this report).

A copy of the abovementioned checklist, duly completed, is an integral part of this report.

11. FINAL JUDGEMENT OF THE AUDIT

In relation to previous points 7, 8 and 9 of this report and to the evidence obtained, the evaluation team considers the outcome of the audit "**POSITIVE**".

The above was presented to the Department Organization during the closing meeting on *Day/Month/Year*.

12. REQUIRED CORRECTIVE ACTIONS

The corrective actions required to the Department are specified in the form in Attachment "2" to this report.

A copy of the above form, duly completed, is an integral part of this report.

13. ACTIVITIES APPROVED

The Organization is approved to carry out foreseen maintenance activities for the aircraft _____.

Location, _____

THE EVALUATORS

RESPONSIBLE OF EVALUATION TEAM

MINISTRY OF DEFENCE

D.A.A.A.

Vice Technical Directorate

Rome

YES

approved -----

NO

THE DIRECTOR

(or his delegate)

DAAA - VDT – 2nd OFFICE
AER.P-2005
CHECK LIST FOR EVALUATION ACTIVITIES AT THE ORGANIZATION SITE

ID	Paragraph of the Standard	Requirement	Compliant	Non-compliant
1	2.1	Check that all maintenance tasks has been carried out to maintain the airworthiness of the aircraft under the organizations responsibility.		
2	2.1 3.1	Check that all applicable data (3 [^] and 4 [^] category publications) approved by the DAAA are available.		
3	2.2	Check that maintenance tasks have been carried out in accordance with the program approved by the DAAA through the approval of the -6 series aircraft manuals, (or equivalent).		
4	2.3	Check that any repairs have been performed in accordance with data approved by the DAAA or a MDOA approved Organization under AER(EP).P-10.		
5	2.4 3.3 4.3	Check that aircraft Flight/Utilization and Maintenance Technical log has been complete and properly filled (Mod. DP5069).		
6	2.4 4.3	Check that the Aircraft Logbook (Mod. DP5068) and the related equipment logcards (Mod. DP5243) are complete and properly filled.		
7		Check that the Engine/APU Logbook (Mod. DP5067) and the related equipment logcards are complete and properly filled (Mod. DP5243).		
8		Check that the Propeller Logbook (Mod. DP5066) and the related equipment logcards are complete and properly filled (Mod. DP5243).		
9		Check that the Wing/half wing Logbook for fighter and fighter trainer aircraft is complete and properly compiled (Mod. 746-7)		
10		Check that the Weight and Balance Booklet are complete and properly filled (-5 series aircraft manuals, or equivalent).		
11		Check that the data entered in the airworthiness registers are written clearly and accurately.		
12		Check that data correction has been made by authorized personnel.		

ANNEX “D” TO AER(EP).P-2005(EN)

13	3.1 4.3	Check that the Periodic Inspection Certificates have been prepared in accordance with TP AER.00-1-63.		
ID	Paragraph of the Standard	Requirement	Compliant	Non-compliant
14	3.2	Check that an anti-FOD (Foreign Object Damage) control procedure has been implemented.		
15	3.3	Check that the occurrences encountered on aircraft and components (Occurrence Reports) are managed in accordance with TP AER(EP).00-01-6.		
16		Check that the deficiencies found in the TPs are managed in accordance with TP AER.0-0-8.		
17		Check that a system has been set up to collect and store of parts II - III - IV of Mod. DP5069 (or equivalent documents), for 10 years after deletion from the Military Aircraft Registry.		
18	4.1 4.3	Check that on the characteristic documentation of the aircraft (Models DP5066 - DP5067 - DP5068 and the corresponding Models DP5243) are installed only spare parts that are serviceable and compliant with the applicable manuals (random checks).		
19		Check that only approved consumables materials are used as listed in the applicable manuals and that such materials, when necessary, have all the documentation that allows their tracking and tracing.		
20	4.4	Check correct identification and segregation of unserviceable components.		
21	5.2 5.5 5.6 5.7 5.7.3	Check that the processes required for the proper and effective operation of the Organization for continued airworthiness have been established, as well as the correlation between the processes themselves and the resources required for their implementation.		
22		Check that the methods and criteria necessary for the measurement, control and continuous improvement of the processes identified have been established.		
23		Check that any outsourced processes are kept under control.		
24	5.3	Check that all personnel has access to the documentation of the Maintenance Quality Management System and that they are aware of the procedures implemented to carry out their activities.		
25	5.3.1	Check that there are no discrepancies between the personnel that has certified the maintenance tasks and the personnel that has been authorized to carry out such activities, as specified in the MQMS manual.		
26	5.3.2	Check that the procedure set up to manage documentation and records includes methods for preparing, verifying, approving, and updating the documentation itself.		
27		Check that the procedure set up to manage documents and records includes methods to prevent unintended use of the obsolete releases and/or the correct identification of the versions stored for any purpose.		

ANNEX “D” TO AER(EP).P-2005(EN)

28	5.4	Check that the process owners, responsible for their proper operation, have been defined and communicated, and that these figures have the authority to achieve the quality objectives.		
ID	Paragraph of the Standard	Requirement	Compliant	Non-compliant
29	5.4.1	Check that the <i>Quality Manager</i> has the skills needed to maintain the MQMS.		
30	5.4.2 5.7.4	Check that the MQMS is reviewed at least once a year and that the review is performed by the Head of the Organization.		
31		Check that the Record of Review contains all the <i>inputs</i> and <i>outputs</i> required by the Standard.		
32	5.6	Check that criteria has been established to approve and qualify methods, materials, personnel, equipments and the facility for the processes for which the result can only be found by subsequent monitoring and/or measurement (i.e. special processes).		
33	5.7.1 5.10	Check that a single register of monitoring and measurement devices that describes the calibration process, the identification, location, frequency, control method and acceptance criteria for such devices, has been prepared and updated.		
34	5.7.2 5.7.5 5.7.6	Check that an internal audit program has been established to defines the criteria, the scope, the frequency, and the methods of such audit.		
35		Check that internal audits are performed at least once a year and include all the requirements established by TP AER(EP).P-2005.		
36		Check that auditors are selected on the basis of impartial and objective criteria and that they have attended at least one basic course on quality.		
37		Check that audits results are recorded.		
38		Check that any non-compliances (NCs) found are resolved and that their causes are investigated (<i>root cause analysis</i>)		
39		Check that any action taken to resolve an NC has been properly and effectively implemented.		
40	5.8	Check that the facilities are suitable in terms of environmental parameters (e.g. temperature and humidity) for the tasks to be carried out.		
41		Check that storage areas allow the proper separation between the serviceable and the unserviceable material.		
42		Check that storage areas of the material subject to limited lifetime and/or environmental preservation conditions (e.g. temperature and humidity) are in accordance with the manufacturer's instructions.		

ID	Paragraph of the Standard	Requirement	Compliant	Non-compliant
43	5.9	Check that the personnel (Responsible, Technical Officers and/or equivalent figures) is competent on the basis of education and training obtained by: <ul style="list-style-type: none"> • Attending an aircraft type specialist course; • Attending a practical training (OJT) on the specific functions; • An examination that certifies their ability to "release to service". 		
44		Check that the maintenance personnel is competent on the basis of education and training obtained by: <ul style="list-style-type: none"> • Attending a specialist course on the type of aircraft; • Attending a practical training (OJT) on the type of aircraft and/or component; • A final exam that qualifies the task capability. 		
45		Check that all personnel involved in the maintenance activity (Responsible, Technical Officers or equivalent and specialists) is provided with: <ul style="list-style-type: none"> • initial and continuing training on technical regulations, by attending courses on Military Aviation Regulations held by D.A.A.A.-qualified instructors; • initial and continuing training on human factors concerning military aircraft maintenance (<i>military human factor</i>), by attending seminars/courses held by <i>Sicurezza Volo (S.V.)</i> qualified personnel at <i>Istituto Superiore Sicurezza del Volo</i>. 		
46		Check that all the lectures activities have been provided by D.A.A.A. certified organizations according to TP AER(EP).P-147.		
47		Check that Military Aviation Regulations instructors have maintained their licences by attending a biennial refresher seminar.		
48	5.10	Check that the equipment used for maintenance task is specified in the applicable manuals (<i>"Manuale Illustrato delle attrezzature di Supporto a Terra" PTUM, -20 series aircraft manuals, or equivalent</i>).		
49		Check that AGE (<i>aircraft ground equipment</i>) is periodically maintained, as required in the applicable manuals, and that it is kept under control in terms of storage and preservation conditions.		
50		Check that all incoming material is inspected and properly classified (<i>incoming inspection</i>).		
51	5.11 5.12	Check that all data used for maintenance, including configuration changes and repairs, is properly preserved. Maintenance records must be kept in accordance with the TP AER.DT-2009-009.		

ANNEX "D" TO AER(EP).P-2005(EN)

ID	Paragraph of the Standard	Requirement	Compliant	Non-compliant
52	5.13	Check that the procedure for the airworthiness review management, contains the criteria for choosing the assigned personnel.		
53		Check that the procedure for the airworthiness review management, includes the methods for filling the <i>Airworthiness Review Certificate</i> (ARC).		
54		Check that ARCs have been properly filled and that the airworthiness review has been carried out at least once every two years.		
55	5.14	Check that the Head of <i>Organizational Review</i> has been properly identified.		
56		Check that the persons responsible for performing the audits have been properly identified.		
57		Check that a procedure has been set up and properly implemented that describes the methods used to ensure the airworthiness of maintained aircraft.		
58		Check that a procedure that describes the audit function, has been set up and is properly implemented.		
59		Check that a procedure has been set up and properly implemented that describes the procedures for managing corrective actions and the methods for checking the implementation of such actions.		
60		Check that, in place of the procedures at points 56, 57 and 58, a manual for the Organisational Review has been prepared.		
61	6.4	Check that the corrective actions required by previous D.A.A.A. audits have been closed in compliance with the deadlines and methods agreed in the Corrective Action Plan (Annex "F" to TP AER(EP).P-2005).		

**DAAA - VDT – 2nd OFFICE
AER.P-2005
AUDIT REPORT**

ID	Requirement	Non-compliance	NC level	Closure deadline

DAAA - VDT - 2nd OFFICE
AER.P-2005
CORRECTIVE ACTION PLAN (CAP)

ID Audit Result	Requirement	Description of Non-Compliance identified by the evaluation Team on _____	NC level	Closure deadline	Corrective Action