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## TCAR AIR PART - 145

### GENERAL

#### 145.A.1 General

The Repair Stations, also named Maintenance Organisations in this Part, that are involved in the maintenance of aircraft registered in Thailand and components intended for fitment thereto, shall obtain a certificate by the CAAT.

#### 145.A.5 Foreign Repair Station Certification

(a) A maintenance organisation having its principle place of business located outside of Thailand shall obtain an approval by the CAAT:

1. Through a simplified certification process when the applicant meets the following conditions:
  - (i) The applicant holds a valid maintenance organisation certificate granted according to standards that are considered by CAAT as similar to TCAR AIR Part - 145 requirements;
  - (ii) The applicant was approved by a Foreign Civil Aviation Authority (CAA) that is considered as acceptable by CAAT and the requested scope of work is part of the scope of work already approved by the foreign CAA;
  - (iii) The scope of work for which the maintenance organisation applies for does not include aircraft class rating as described in Appendix II to this part
2. Through a full certification process when the applicant does not comply with conditions set in 145.A.5(a)1.
3. When the applicant intended scope of work includes aircraft class rating and other class ratings through a process combining:
  - (i) A full certification process for aircraft class rating intended scope of work.
  - (ii) A simplified certification process for other than aircraft class rating intended scope of work covered by the certificate granted by the foreign CAA.

(b) The choice of the certification process mentioned in 145.A.5(a) remains at the discretion of the CAAT, depending on the existing approval status of an organisation.

The list of standards considered as similar to TCAR AIR Part - 145 and the list of the foreign CAA considered as acceptable by the CAAT are available upon request to the CAAT.

(c) When the maintenance organisation scope of work was approved by the CAAT using the provisions of 145.A.5(a)1, the scope of work approved by the CAAT can only be extended if the requested extension is under the scope of approval granted by the foreign CAA.

(d) When the maintenance organisation scope of work was approved by the CAAT according to 145.A.5(a)3.

1. For aircraft class rating according to appendix II, the scope of work approved by the CAAT can be extended beyond the scope of approval granted by the foreign CAA.
2. For engines, components and specialized services class rating according to Appendix II, the scope of work approved by the CAAT can only be extended if the requested extension is under the scope of approval granted by the foreign CAA.

#### **145.A.10 Scope**

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

#### **145.A.15 Application for an organisation certificate**

- (a) An application for a certificate or an amendment to an existing certificate in accordance with TCAR AIR Part - 145 shall be made in a form and manner established by the CAAT, as specified in Appendix III, taking into account the applicable requirements of TCAR AIR Part - M, TCAR AIR Part - ML and TCAR AIR Part - 145
- (b) An applicant for an initial certificate shall provide the CAAT with:
  - 1. the results of a pre-audit performed by the organisation against the applicable requirements provided for in TCAR AIR Part - 145, TCAR AIR Part - M and TCAR AIR Part - ML;
  - 2. documentation demonstrating how they will comply with TCAR AIR Part - 145.

#### **145.A.20 Terms of approval**

- (a) The organisation's scope of work shall be specified in the maintenance organisation exposition (MOE) in accordance with point 145.A.70.
- (b) The organisation shall comply with the terms of approval attached to the organisation certificate issued by the CAAT, and with the scope of work specified in the MOE.

#### **145.A.25 Facility requirements**

The organisation shall ensure that:

- (a) Facilities are provided appropriate for all planned work, ensuring, in particular, protection from the weather elements. Specialised workshops and bays are segregated, as appropriate, to ensure that environmental and work area contamination is unlikely to occur.
  - 1. For base maintenance of aircraft, aircraft hangars are both available and large enough to accommodate aircraft on planned base maintenance;
  - 2. For component maintenance, component workshops are large enough to accommodate the components on planned maintenance.
- (b) Office accommodation is provided for the management of the planned work referred to in paragraph (a), and certifying staff so that they can carry out their designated tasks in a manner that contributes to good aircraft maintenance standards.
- (c) The working environment including aircraft hangars, component workshops and office accommodation is appropriate for the task carried out and in particular special requirements observed. Unless otherwise dictated by the particular task environment, the working environment must be such that the effectiveness of personnel is not impaired:
  - 1. Temperatures must be maintained such that personnel can carry out required tasks without undue discomfort.
  - 2. Dust and any other airborne contamination are kept to a minimum and not be permitted to reach a level in the work task area where visible aircraft/component surface contamination is evident. Where dust/ other airborne contamination results in visible surface contamination, all susceptible systems are sealed until acceptable conditions are re-established.
  - 3. Lighting is such as to ensure each inspection and maintenance task can be carried out in an effective manner.

4. Noise shall not distract personnel from carrying out inspection tasks. Where it is impractical to control the noise source, such personnel are provided with the necessary personal equipment to stop excessive noise causing distraction during inspection tasks.
  5. Where a particular maintenance task requires the application of specific environmental conditions different to the foregoing, then such conditions are observed. Specific conditions are identified in the maintenance data.
  6. The working environment for line maintenance is such that the particular maintenance or inspection task can be carried out without undue distraction. Therefore, where the working environment deteriorates to an unacceptable level in respect of temperature, moisture, hail, ice, snow, wind, light, dust/ other airborne contamination, the particular maintenance or inspection tasks must be suspended until satisfactory conditions are re-established.
- (d) Secure storage facilities are provided for components, equipment, tools and material. Storage conditions ensure segregation of serviceable components and material from unserviceable aircraft components, material, equipment and tools. The conditions of storage are in accordance with the manufacturer's instructions to prevent deterioration and damage of stored items. Access to storage facilities is restricted to authorised personnel.

#### **145.A.30 Personnel requirements**

- (a) The organisation shall appoint an accountable manager who has corporate authority for ensuring that all maintenance required by the customer can be financed and carried out to the standard required by TCAR AIR Part - 145. The accountable manager shall:
1. Have the qualifications and characteristics as prescribed in the Ministerial Regulations;
  2. Ensure that all necessary resources are available to accomplish maintenance in accordance with TCAR AIR Part - 145 to support the organisation approval certificate;
  3. Establish and promote the safety policy specified in 145.A.200(a)(1)(ii)
  4. Demonstrate a basic understanding of TCAR AIR Part - 145.
- (b) The accountable manager shall nominate a person or group of persons representing the management structure for the maintenance functions and with the responsibility to ensure that the organisation works in accordance with the MOE and approved procedures. It shall be made clear in the procedures who deputises for a particular person in the case of lengthy absence of that person.
- (c) The accountable manager under paragraph (a) shall nominate a person or group of persons with the responsibility for managing the compliance monitoring function, including the associated feedback system as part of the management system.
- (ca) The accountable manager shall nominate a person or group of persons with the responsibility for managing the development, administration, and maintenance of effective safety management processes as part of the management system.
- (cb) The person or group of persons nominated in accordance with points (b), (c) and (ca) shall have a responsibility to the accountable manager and direct access to him/her to keep him/her properly informed on compliance and safety matters.
- (cc) The person or persons nominated in accordance with points 145.A.30(b), (c) and (ca) shall be able to demonstrate relevant knowledge, background and satisfactory experience related to aircraft or component maintenance and demonstrate a working knowledge of this requirement.
- (d) The organisation shall have a maintenance man-hour plan to ensure it has sufficient and appropriately qualified staff to plan, perform, supervise, inspect and monitor the organisation's activities in accordance with the terms of approval. In addition, the organisation shall have a procedure to

reassess the work intended to be carried out when actual staff availability is reduced compared to the planned staffing level for a particular work shift or period.

- (e) The organisation shall establish and control the competency of the personnel involved in any maintenance, safety management and compliance monitoring in accordance with a procedure and to a standard agreed by CAAT. In addition to the necessary expertise related to the job function, the competency of the personnel must include an understanding of the application of safety management principles, including human factors and human performance issues, which is appropriate to their function and responsibilities in the organisation.
- (f) The organisation shall ensure that personnel who carry out and/or control a continued airworthiness non-destructive testing of aircraft structures and/or components are appropriately qualified for the particular non-destructive testing in accordance with the European Standard 4179 (EN4179); Qualification and approval of personnel for non-destructive testing, National Aerospace Standard 410 (NAS410); Certification and Qualification of Non-Destructive Test Personnel or equivalent standard which is acceptable to the CAAT. Personnel who carry out any other specialised task shall be appropriately qualified in accordance with officially recognised Standards. By derogation to this paragraph those personnel specified in paragraphs (g) and (h)(1) and (h)(2), qualified in accordance with TCAR PEL Part - 66 may carry out and/or control colour contrast dye tests.
- (g) Any organisation maintaining aircraft, except where stated otherwise in point (j), shall in the case of aircraft line maintenance, have appropriate aircraft-rated certifying staff qualified as category B1, B2, B2L, B3 and L, as appropriate, in accordance with TCAR PEL Part - 66 and point 145.A.35. In addition such organisations may also use appropriately task-trained certifying staff holding the privileges set out in points 66.A.20(a)(1) and 66.A.20(a)(3)(ii) and qualified in accordance with TCAR PEL Part - 66 and point 145.A.35 to carry out minor scheduled line maintenance and simple defect rectification. The availability of such certifying staff shall not replace the need for category B1, B2, B2L, B3 and L certifying staff, as appropriate.
- (h) Any organisation maintaining aircraft, except where stated otherwise in point (j), shall:
  - 1. in the case of base maintenance of complex motor-powered aircraft, have appropriate aircraft-type-rated certifying staff, qualified as category C in accordance with TCAR PEL Part - 66 and point 145.A.35. In addition, the organisation shall have sufficient aircraft-type-rated staff qualified as category B1 and B2, as appropriate, in accordance with TCAR PEL Part - 66 and point 145.A.35 to support the category C certifying staff:
    - i. Category B1 and B2 support staff shall ensure that all relevant tasks or inspections have been carried out to the required standard before the category C certifying staff issues the certificate of release to service.
    - ii. The organisation shall maintain a list of any such category B1 and B2 support staff.
    - iii. The category C certifying staff shall ensure that compliance with point (i) has been met and that all work required by the customer has been accomplished during the particular base maintenance check or work package, and shall also assess the impact of any work not carried out, with a view to either requiring its accomplishment or agreeing with the operator to defer such work to another specified check or time limit.
  - 2. in the case of base maintenance of aircraft other than complex motor-powered aircraft, have one of the following:
    - i. appropriate aircraft-rated certifying staff, qualified as category B1, B2, B2L, B3 and L, as appropriate, in accordance with TCAR PEL Part - 66 and point 145.A.35;
    - ii. appropriate aircraft-rated certifying staff, qualified in category C and assisted by support staff, as set out in point 145.A.35(a)(i).

- (i) Component certifying staff shall be appropriately qualified in accordance with 145.A.35.
- (j) By way of derogation from points (g) and (h), in relation to the obligation to comply with TCAR PEL Part - 66, the organisation may use certifying staff and support staff that are qualified in accordance with the following provisions:
1. For base maintenance carried out at a location outside Thailand territory for which a Member State is responsible under the Chicago Convention, the certifying staff and support staff may be qualified in accordance with the national aviation regulations of the State in which the base maintenance facility is located, subject to the conditions specified in Appendix IV to TCAR AIR Part - 145.
  2. For line maintenance carried out at a line station located outside Thailand territory for which a Member State is responsible under the Chicago Convention, the certifying staff may be qualified, subject to the conditions specified in Appendix IV to TCAR AIR Part - 145, in accordance with the following alternative conditions:
    - national aviation regulations of the State in which the line station is located,
    - national aviation regulations of the State in which the organisation's principal place of business is located.
  3. For a repetitive pre-flight airworthiness directive which specifically states that the flight crew may carry out such airworthiness directive, the organisation may issue a limited certification authorisation to the pilot on the basis of the flight crew licence held. In that case, the organisation shall ensure that the pilot has carried out sufficient practical training ensuring that the pilot can accomplish the airworthiness directive.
  4. If an aircraft is operated away from a supported location, the organisation may issue a limited certification authorisation to the pilot on the basis of the flight crew licence held, subject to being satisfied that the pilot has carried out sufficient practical training ensuring that the pilot can accomplish the specified task. The provisions of this paragraph shall be detailed in the maintenance organisation exposition procedure.
  5. In the following unforeseen cases, where an aircraft is grounded at a location other than the main base where no appropriate certifying staff are available, the organisation contracted to provide maintenance support may issue a one-off certification authorisation:
    - (i) to one of its employees holding equivalent type authorisations on aircraft of similar technology, construction and systems; or
    - (ii) to any person with not less than five years maintenance experience and holding a valid ICAO aircraft maintenance licence rated for the aircraft type requiring certification provided there is no organisation appropriately approved under this Part at that location and the contracted organisation obtains and holds on file evidence of the experience and the licence of that person.

All such cases as specified in this point must be reported to the CAAT within seven days after issuing such certification authorisation. The organisation issuing the one-off authorisation shall ensure that any such maintenance that could affect flight safety is re-checked by an appropriately approved organisation.

- (k) Reserved

### 145.A.35 Certifying staff and support staff

*As of 2 December 2029, the requirements of TCAR PEL Part-66 applicable to 145.A.35 shall enter into force for all Repair Station approved under TCAR AIR Part-145.*

- (a) In addition to the requirements of points 145.A.30(g) and (h), the organisation shall ensure that certifying staff and support staff have an adequate understanding of the relevant aircraft or components, or both, to be maintained and of the associated organisation procedures. In the case of certifying staff, this shall be accomplished before the issue or reissue of the certification authorisation.
1. "Support staff" means those staff holding an aircraft maintenance licence under TCAR PEL Part - 66 in category B1, B2, B2L, B3 and/or L with the appropriate aircraft ratings, working in a base maintenance environment while not necessarily holding certification privileges.
  2. "Relevant aircraft and/or components", means those aircraft or components specified in the particular certification authorisation.
  3. 'Certification authorisation' means the authorisation issued to certifying staff by the organisation and which specifies the fact that those staff may sign certificates of release to service within the limitations stated in such authorisation on behalf of the approved organisation
- (b) Except for the cases listed in points 145.A.30(j) and 66.A.20(a)3(ii), the organisation may only issue a certification authorisation to certifying staff in relation to the basic categories or subcategories and, except for the category A licence, any type rating listed on the aircraft maintenance licence as required by TCAR PEL Part - 66, subject to the licence remaining valid throughout the validity period of the authorisation and to the certifying staff remaining in compliance with TCAR PEL Part - 66.
- (c) The organisation shall ensure that all certifying staff and support staff are involved in at least six months of actual relevant aircraft or component maintenance experience in any consecutive 2-year period.
- For the purpose of this point, 'involved in actual relevant aircraft or component maintenance' means that the person has worked in an aircraft or component maintenance environment and has either exercised the privileges of the certification authorisation and/ or has actually carried out maintenance on at least some of the aircraft type or aircraft group systems specified in the particular certification authorisation.
- (d) The organisation shall ensure that all certifying staff and support staff receive sufficient recurrent training in each 2-year period to ensure that they have up-to-date knowledge of relevant technology, organisation procedures, safety management, including human factor issues.
- (e) The organisation shall establish a programme for recurrent training for certifying staff and support staff, including a procedure to ensure compliance with the relevant paragraphs of 145.A.35 as the basis for issuing certification authorisations under this TCAR AIR Part - 145 to certifying staff, and a procedure to ensure compliance with TCAR PEL Part - 66.
- (f) With the exception of the unforeseen cases of 145.A.30(j)(5) apply, the organisation shall assess all prospective certifying staff for their competency, qualification and capability to carry out their intended certifying duties in accordance with a procedure as specified in the exposition prior to the issue or re-issue of a certification authorisation under this regulation.
- (g) When the conditions of paragraphs (a), (b), (d), (f) and, where applicable, paragraph (c) have been fulfilled by the certifying staff, the organisation shall issue a certification authorisation that clearly specifies the scope and limits of such authorisation. Continued validity of the certification authorisation is dependent upon continued compliance with paragraphs (a), (b), (d), and where applicable, paragraph (c).

- (h) The certification authorisation must be in a style that makes its scope clear to the certifying staff and any authorised person who may require examining the authorisation. Where codes are used to define scope, the organisation shall make a code translation readily available. 'Authorised person' means the officials of the CAAT.
- (i) The person or persons referred to in point 145.A.30(c) that are responsible for the compliance monitoring function shall also remain responsible for issuing certification authorisations to certifying staff. That personnel may nominate other persons to effectively issue or revoke certification authorisations in accordance with a procedure in the MOE.
- (j) The organisation shall provide certifying staff with a copy of their certification authorisation in either a documented or electronic format.
- (k) Certifying staff shall produce their certification authorisation to any authorised person within 24 hours.
- (l) The minimum age for certifying staff and support staff is 21 years.
- (m) The holder of a category A aircraft maintenance licence may only exercise certification privileges on a specific aircraft type following the satisfactory completion of the relevant category A aircraft task training carried out by an organisation appropriately approved in accordance with TCAR AIR Part - 145 or TCAR PEL Part 147. This training shall include practical hands on training and theoretical training as appropriate for each task authorised. Satisfactory completion of training shall be demonstrated by an examination or by workplace assessment carried out by the organisation.
- (n) The holder of a category B2 aircraft maintenance licence may only exercise the certification privileges described in point 66.A.20(a)(3)(ii) of TCAR PEL Part - 66 following the satisfactory completion of:
  - (i) the relevant category A aircraft task training; and
  - (ii) 6 months of documented practical experience covering the scope of the authorisation that will be issued.

The task training shall include practical hands on training and theoretical training as appropriate for each task authorised. Satisfactory completion of training shall be demonstrated by an examination or by workplace assessment. Task training and examination/assessment shall be carried out by the maintenance organisation issuing the certifying staff authorisation. The practical experience shall be also obtained within such maintenance organisation.';

#### **145.A.40 Equipment and tools**

- (a) The organisation shall have available and use the necessary equipment, tools and material to perform the approved scope of work.
  - 1. Where the manufacturer specifies a particular tool or equipment, the organisation shall use that tool or equipment, unless the use of alternative tooling or equipment is agreed by the CAAT via procedures specified in the exposition.
  - 2. Equipment and tools must be permanently available, except in the case of any tool or equipment that is so infrequently used that its permanent availability is not necessary. Such cases shall be detailed in an exposition procedure.
  - 3. An organisation approved for base maintenance shall have sufficient aircraft access equipment and inspection platforms/docking such that the aircraft can be properly inspected.
- (b) The organisation shall ensure that all tools, equipment and particularly test equipment, as appropriate, are controlled and calibrated according to an officially recognised standard at a frequency to ensure serviceability and accuracy. Records of such calibrations and traceability to the standard used shall be kept by the organisation.

#### 145.A.42 Components

- (a) All components shall be classified and appropriately segregated into the following categories:
1. Components which are in a satisfactory condition, released on a CAAT Form 1 or equivalent.
  2. Unserviceable components which shall be maintained in accordance with TCAR AIR Part - 145.
  3. Components categorised as unsalvageable because they have reached their mandatory life limitation or contain a non-repairable defect.
  4. Standard parts used on an aircraft, engine, propeller or other aircraft component when specified in the maintenance data and accompanied by evidence of conformity traceable to the applicable standard.
  5. Material, both raw and consumable, and used in the course of maintenance, when the organisation is satisfied that the material meets the required specification and has appropriate traceability. All material must be accompanied by documentation clearly relating to the particular material and containing conformity to specification statement as well as the manufacturing and supplier source.
- (b) Components, standard parts and materials for installation
1. The organisation shall establish procedures for the acceptance of components, standard parts and materials for installation to ensure that components, standard parts and materials are in satisfactory condition and meet the applicable requirements of point (a).
  2. The organisation shall establish procedures to ensure that components, standard parts and materials shall only be installed on an aircraft or a component when they are in satisfactory condition, meet the applicable requirements of point (a) and the applicable maintenance data specifies the particular component, standard part or material.
  3. The organisation may fabricate a restricted range of parts to be used in the course of undergoing work within its own facilities provided procedures are identified in the exposition and shall be complied with Requirement of the Civil Aviation Authority of Thailand on Aircraft Parts Production of Repair Station Certificate Holder.
  4. Reserved
- (c) Segregation of components
1. Unserviceable and unsalvageable components shall be segregated from serviceable components, standard parts and materials.
  2. Unsalvageable components shall not be permitted to re-enter the component supply system, unless certified life limits have been extended or a repair solution has been approved by CAAT.

#### 145.A.45 Maintenance data

- a) The organisation shall hold and use applicable current maintenance data which is necessary in the performance of maintenance, including modifications and repairs. "Applicable" means relevant to any aircraft, component or process specified in the organisation's terms of approval and in any associated capability list.

In the case of maintenance data provided by the person or organisation requesting the maintenance, the organisation shall hold such data when the work is in progress, with the exception of the need to comply with point 145.A.55(a)(3).

- b) For the purposes of this TCAR AIR Part - 145 regulation, applicable maintenance data shall be any of the following:

1. Any applicable requirement, procedure, operational directive or information issued by the CAAT;
  2. Any applicable airworthiness directive;
  3. Instructions for continuing airworthiness, issued by type certificate holders, supplementary type certificate holders, any other organisation required to publish such data, and in the case of aircraft or components from third countries the airworthiness data mandated by the authority responsible for the oversight of the aircraft or component;
  4. Any applicable standard, such as but not limited to, maintenance standard practices recognised by the CAAT as good standards for maintenance;
  5. Any applicable data issued in accordance with paragraph (d).
- c) The organisation shall establish procedures to ensure that if any inaccurate, incomplete or ambiguous procedure, practice, information or maintenance instruction found in the maintenance data used by maintenance personnel, it is recorded as part of the internal safety reporting scheme referred to in point 145.A.202, and notified to the author of the maintenance data.
- d) The organisation may only modify maintenance instructions in accordance with a procedure that is specified in the maintenance organisation exposition. With respect to changes to maintenance instructions, the organisation shall demonstrate that they result in equivalent or improved maintenance standards, and shall inform the author of the maintenance instructions of such changes. For the purposes of this point, “maintenance instructions” mean instructions on how to carry out a particular maintenance task; they exclude the engineering design of repairs and modifications.
- e) The organisation shall provide a common work card or worksheet system to be used throughout the relevant parts of the organisation. In addition, the organisation shall either accurately transcribe the maintenance data referred to in point (b) and (d) onto such work cards or worksheets, or make precise reference to the particular maintenance task or tasks contained in that maintenance data. Work cards and worksheets may be computer-generated and held in an electronic database that is adequately protected against unauthorised alteration, and for which there is a back-up electronic database, which shall be updated within 24 hours after an entry is made to the main electronic database. Complex or long maintenance tasks shall be transcribed onto the work cards or worksheets and subdivided into clear stages to ensure that there is a record of the accomplishment of the complete maintenance task. The procedures under this paragraph shall take into account human factors and human performance limitations.
- Where the organisation provides a maintenance service to an aircraft operator who requires its own work cards or worksheet system to be used, then such work card or worksheet system may be used. In that case, the organisation shall establish a procedure to ensure that those work cards or worksheets are correctly completed.
- f) The organisation shall ensure that all applicable maintenance data is readily available for use when required by maintenance personnel.
- g) The organisation shall establish a procedure to ensure that maintenance data it controls is kept up to date. In the case of operator/customer controlled and provided maintenance data, the organisation shall be able to show that it either has written confirmation from the operator/customer that all such maintenance data is up to date, or that it has work orders that specify the amendment status of the maintenance data to be used, or that it can show that it is on the operator/customer maintenance data amendment list.

#### **145.A.47 Production planning**

- (a) The organisation shall have a system appropriate to the amount and complexity of work to plan the availability of all necessary personnel, tools, equipment, material, maintenance data and facilities in order to ensure the safe completion of the maintenance work.
- (b) As part of the management system, the planning of maintenance tasks, and the organising of shifts, shall take into account human performance limitations, including the threat of fatigue for maintenance personnel.
- (c) When it is required to hand over the continuation or completion of maintenance tasks for reasons of a shift or personnel changeover, relevant information shall be adequately communicated between the outgoing and the incoming personnel.
- (d) The organisation shall ensure that any aviation safety hazards associated with external working teams carrying out maintenance at the organisation's facility are considered by the organisation management system.

#### **145.A.48 Performance of maintenance**

- (a) The organisation may only carry out maintenance on an aircraft or component for which it is approved when all the necessary facilities, equipment, tooling, material, maintenance data and personnel are available.
- (b) The organisation shall be responsible for the maintenance that is performed within the scope of its approval.
- (c) The organisation shall ensure that
  1. after the completion of the maintenance, a general verification is carried out to ensure that the aircraft or component is clear of all tools, equipment and any extraneous parts or material, and that all access panels that were removed have been refitted;
  2. an error-capturing method is implemented after the performance of any critical maintenance task;
  3. the risk of multiple errors during maintenance and the risk of errors being repeated in identical maintenance tasks are minimised;
  4. damage is assessed, and modifications and repairs are carried out using CAAT approved data as per following data:
    - a) data approved by CAAT; or
    - b) data from a Type Certificate holder; or
    - c) data approved under a Design Organisation Approval which is not a Type Certificate holder, the procedure shall be accepted by CAAT.
  5. the assessment of aircraft defects is carried out in accordance with point M.A.403(b) of TCAR AIR Part - M or ML.A.403(b) of TCAR AIR Part - ML, as applicable

Any hazards identified in relation to these tasks shall be addressed in accordance with the organisation safety risk management procedures required in paragraph 145.A.200(a)(1)(iii).

#### **145.A.50 Certification of maintenance**

- (a) A certificate of release to service shall be issued by appropriately authorised certifying staff on behalf of the organisation when it has been verified that all the maintenance that was ordered has been properly carried out by the organisation in accordance with the procedures specified in 145.A.70,

taking into account the availability and use of the maintenance data specified in 145.A.45, and that there are no known non-compliances which endanger the flight safety.

- (b) A certificate of release to service shall be issued before flight at the completion of any maintenance.
- (c) New defects or incomplete maintenance work orders identified during the maintenance shall be brought to the attention of the person or organisation responsible for the aircraft continuing airworthiness for the specific purpose of obtaining agreement to rectify such defects or completing the missing elements of the maintenance work order. In the case where the person or organisation declines to have such maintenance carried out under this point, point (e) is applicable.
- (d) A certificate of release to service shall be issued by appropriately authorised certifying staff on behalf of the organisation after the maintenance that was ordered has been carried out on a component whilst it was off the aircraft. The authorised release certificate CAAT Form 1 constitutes the component certificate of release to service. When an organisation maintains a component for its own use, a CAAT Form 1 may not be necessary depending upon the organisation's internal release procedures defined in the MOE.
- (e) By derogation to paragraph (a), when the organisation is unable to complete all maintenance ordered, it may issue a certificate of release to service within the approved aircraft limitations. The organisation shall enter such fact in the aircraft certificate of release to service before the issue of such certificate.
- (f) By way of derogation from point 145.A.50(a) and point 145.A.42, when an aircraft is grounded at a location other than the main line station or main maintenance base due to the non-availability of a component with the appropriate release certificate, the organisation contracted for the maintenance of that aircraft may temporarily fit a component without the appropriate release certificate for a maximum of 30 flight hours or until the aircraft first returns to the main line station or main maintenance base, whichever is the sooner, subject to the agreement of the person or organisation responsible for the aircraft's continuing airworthiness and subject to that component having a suitable release certificate but otherwise in compliance with all applicable maintenance and operational requirements. Such components shall be removed by the time limit provided for in the first sentence of this point unless an appropriate release certificate has been obtained in the meantime under points 145.A.50(a) and 145.A.42.

#### **145.A.55 Recordkeeping**

- (a) Maintenance records
  1. The organisation shall record all the details of any maintenance work that is carried out within the scope of its approval. As a minimum, the organisation shall retain all the records that are necessary to prove that all the requirements have been met for issue of the certificate of release to service, including, if any, subcontractor's release documents.
  2. The organisation shall provide a copy of each certificate of release to service to the operator or customer, together with copies of any detailed maintenance records that are associated with the work carried out and that are necessary to demonstrate compliance with point M.A.305 of TCAR AIR Part - M or ML.A.305 of TCAR AIR Part - ML, as applicable.
  3. The organisation shall retain a copy of all detailed maintenance records (including certificates of release to service) and any associated maintenance data for 3 years from the date when the aircraft or component to which the work relates was issued with a certificate of release to service.
  4. If an organisation terminates its operation, it shall transfer all the retained maintenance records that cover the last 3 years to the last customer or owner of the respective aircraft or component, or shall store them in the manner specified by the CAAT.

(b) (Reserved)

(c) Management system, contracting and subcontracting records

The organisation shall ensure that the following records are retained for a minimum period of 5 years:

- (i) records of management system key processes referred to in point 145.A.200;
- (ii) Contracts, both for contracting and subcontracting, referred to in point 145.A.205;

(d) Personnel records

1. The organisation shall ensure that the following records are retained:

- (i) Records of the qualifications, training and the experience of the personnel involved in maintenance, compliance monitoring and safety management;

2. (Reserved)

3. The records of all the certifying staff and support staff shall contain the following:

- (i) The details of any aircraft maintenance licence held under TCAR PEL Part - 66 or equivalent;
- (ii) the scope of the certification authorisations that were issued to that staff, where relevant;
- (iii) the particulars of the staff that held limited or one-off certification authorisations referred to in point 145.A.30(j);

4. Personnel records shall be kept as long as a person works for the organisation, and shall be retained for at least 3 years after the person has left the organisation, or after an authorisation issued to that person has been withdrawn.

5. The organisation shall give to the staff referred to in points (2) and (3), upon their request, access to their personnel records as detailed in those points. In addition, upon their request, the maintenance organisation shall furnish each of them with a copy of their personnel records on leaving the organisation.

(e) The organisation shall establish a system of record-keeping that allows adequate storage and reliable traceability of all the activities developed.

(f) The format of the records shall be specified in the organisation's procedures.

(g) Records shall be stored in a manner that ensures that they are protected from damage, alteration and theft.

#### **145.A.60 Occurrence reporting**

(a) As part of its management system, the organisation shall establish and maintain an occurrence reporting system, including mandatory and voluntary reporting acceptable to CAAT.

(b) The organisation shall report to CAAT and to the organisation responsible for the design of the aircraft or components:

- (i) any safety-related event or condition of an aircraft or component identified by the organisation which endangers or, if not corrected or addressed, could endanger an aircraft, its occupants or any other person; and
- (ii) in particular any accident or serious incident.

(c) The mandatory reports referred in (a) and (b) shall be made in a form and manner as required in The Civil Aviation Authority of Thailand Requirement no.22 On "Reporting of Civil Aviation Occurrences" and shall contain all pertinent information about the condition known to the organisation.

The organisation shall also report any such event or condition that affects an aircraft to the person or organisation that is responsible for the continuing airworthiness of that aircraft in accordance with point M.A.201 of TCAR AIR Part - M or point ML.A.201 of TCAR AIR Part - ML, as applicable. For events or conditions that affect aircraft components, the organisation shall report to the person or organisation that requested the maintenance.

- (d) If the organisation is contracted by a commercial operator to carry out maintenance, the organisation shall also report to the operator any such condition that affects the operator's aircraft or component.
- (e) Notification and Reports shall be made as soon as possible, but in any case, within 72 hours of the organisation identifying the condition to which the report relates, unless exceptional circumstances prevent this. In the case of an accident, the maintenance organisation shall comply with CAAT Requirement no. 22 and report that particular accident to the CAAT within 24 hours.
- (f) Where relevant, the organisation shall produce a follow-up report to provide details of the actions it intends to take to prevent similar occurrences in the future, as soon as these actions have been identified. This report shall be produced in a form and manner established by the CAAT.

#### **145.A.65 Maintenance procedures**

- (a) The organisation shall establish procedures agreed by the CAAT, which ensure that human factors, human performance and good maintenance practices are taken into account during maintenance, including subcontracted activities, and which comply with the applicable requirements of TCAR AIR Part - 145, TCAR AIR Part - M, and TCAR AIR Part - ML. Such procedures shall be agreed with the CAAT.
- (b) The maintenance procedures established under this point - shall:
  - (1) ensure that a clear maintenance work order or contract has been agreed between the organisation and the person or organisation that requests the maintenance, to clearly establish the maintenance to be carried out so that the aircraft and components may be released to service in accordance with point 145.A.50
  - (2) cover all aspects of carrying out the maintenance, including the provision and control of specialised services, and lay down the standards according to which the organisation intends to work.

#### **145.A.70 Maintenance Organisation Exposition**

- (a) The organisation shall establish and maintain a maintenance organisation exposition (MOE) that includes,
  - specifies the scope of work and shows how the organisation intends to comply with TCAR AIR Part - 145; and
  - provides all the necessary instructions, information and procedures for the personnel of the organisation to perform their duties

It shall contain directly, or by reference, all of the following information:

1. A statement signed by the accountable manager confirming that the maintenance organisation will at all times work in accordance with TCAR AIR Part - 145, TCAR AIR Part - M, and TCAR AIR Part - ML, as applicable, and with the approved MOE. If the accountable manager is not the chief executive officer of the organisation, then the chief executive officer shall countersign the statement;
2. the organisation's safety policy and the related safety objectives referred to in point 145.A.200(a)(1)(ii);
3. the title(s) and name(s) of the persons nominated under point 145.A.30(b), (c) and (ca);

4. the duties and responsibilities of the persons nominated under point 145.A.30(b), (c) and (ca), including the matters on which they may deal directly with the CAAT on behalf of the organisation;
  5. an organisation chart showing the accountability and associated lines of responsibility, established in accordance with point 145.A.200(a)(1)(i) between all the persons referred to in points 145.A.30(a), (b), (c) and (ca);
  6. a list of the certifying staff and, if applicable, support staff with their scope of authorisation;
  7. a general description of the manpower resources and of the system that is in place to plan the availability of staff, as required by point 145.A.30(d);
  8. a general description of the facilities at each approved location;
  9. a specification of the scope of work of the organisation that is relevant to the terms of approval as required by point 145.A.20;
  10. the procedure that sets out the scope of changes not requiring prior approval, and that describes how such changes will be managed and notified to CAAT, as required by points 145.A.85(c);
  11. the procedure for amending the MOE;
  12. the procedures and management system documentation established by the organisation under TCAR AIR Part - 145 requirement from 145.A.1 to 145.A.205 specifying how the organisation ensures compliance with TCAR AIR Part - 145;
  13. a list of all the commercial operators to which the organisation provides regular aircraft maintenance service, and the associated procedures;
  14. where applicable, a list of all the subcontracted organisations referred to point 145.A.75(b);
  15. a list of all the approved locations, where applicable, including line stations referred to point 145.A.75(d);
  16. a list of the contracted organisations.
  17. a list of the currently approved alternative means of compliance used by the organisation.
- (b) The initial issue of the MOE shall be approved by the CAAT. It shall be amended as necessary so that it remains an up-to-date description of the organisation.
- (c) Amendments to the MOE shall be managed as defined in the procedures referred to in points (10) and (11). Any amendments that are not included in the scope of the procedure referred to in point (10), as well as any amendments related to the changes listed in point 145.A.85(a), shall be approved by the CAAT.
- (d) Notwithstanding paragraphs (a) and (b), the CAAT may accept the exposition produced by an organisation located outside Thailand when supplemented by specific control procedures to ensure compliance with TCAR AIR Part - 145.

#### **145.A.75 Privileges of the organisation**

In accordance with the MOE, the organisation shall be entitled to carry out the following tasks:

- (a) Maintain any aircraft and/or component for which it is approved at the locations identified in the certificate and in the MOE;
- (b) Arrange for the maintenance of any aircraft or component for which it is approved at another subcontracted organisation that is working under the management system of the organisation. This is limited to the work permitted under the procedures established in accordance with point

145.A.65, and it shall not include a base maintenance check of an aircraft, or a complete workshop maintenance check or overhaul of an engine or an engine module;

- (c) Maintain any aircraft or any component for which it is approved at any location subject to the need for such maintenance arising either from the unserviceability of the aircraft or from the necessity of supporting occasional line maintenance, subject to the conditions specified in the exposition;
- (d) Maintain any aircraft and/or component for which it is approved at a location identified as a line maintenance location capable of supporting minor maintenance and only if the organisation exposition both permits such activity and lists such locations;
- (e) Issue certificates of release to service in respect of completion of maintenance in accordance with paragraph 145.A.50;
- (f) For a foreign maintenance organisation referred to in 145.A.5, issue a CAAT form 1 attached to the release to service certificate issued under the approval by the foreign CAA for the aircraft components it is approved.

#### **145.A.85 Changes to the organisation**

- (a) The following changes to the organisation shall require prior approval by CAAT:
  - (1) changes to the certificate, including the terms of approval of the organisation;
  - (2) changes of the persons referred to in points 145.A.30(a), (b), (c) and (ca);
  - (3) changes to the reporting lines between the personnel nominated in accordance with points 145.A.30(b), (c) and (ca), and the accountable manager;
  - (4) the procedure as regards changes not requiring prior approval referred to in point (c);
  - (5) additional locations of the organisation other than those that are subject to point 145.A.75(c).
- (b) For all the changes requiring prior approval, the organisation shall apply for and obtain an approval issued by the CAAT. The application shall be submitted before any such changes take place, in order to enable the CAAT to determine that there is continued compliance with this regulation, and to amend, if necessary, the organisation certificate and the related terms of approval that are attached to it.

The organisation shall provide the CAAT with any relevant documentation.  
The change shall only be implemented upon the receipt of a formal approval from the CAAT.  
The organisation shall operate under the conditions prescribed by the CAAT during such changes, as applicable.
- (c) All changes not requiring prior approval shall be managed and notified to the CAAT as defined in the procedure referred to in paragraph 145.A.70(a)10, which is approved by the CAAT.

#### **145.A.90 Continued validity**

- (a) The organisation certificate shall remain valid, subject to compliance with all the following conditions:
  - 1. the organisation remaining in compliance with TCAR AIR Part - 145 taking into account the provisions related to the handling of findings as specified in 145.A.95;
  - 2. the CAAT being granted access to the organisation as specified in paragraph 145.A.140;
  - 3. the certificate not being surrendered by the organisations, suspended, revoked by CAAT or expired.
- (b) In addition to the conditions set in 145.A.90(a), for foreign organisations referred to in point 145.A.5, the additional following conditions should be complied with:

1. when applicable, the accepted foreign CAA approval remains valid for the scope of work covered by the CAAT approval; and
  2. the organisation communicated to the CAAT the results of the surveillance performed by the foreign CAA; and the demonstration that all non-compliances was addressed until closure; and
  3. the organisation remaining in compliance with TCAR AIR Part - 145 requirements as documented in the approved MOE and/or the MOE Supplement as specified in point 145.A.70(d).
- (c) Upon surrender or revocation, the approval certificate shall be returned to the CAAT.

#### **145.A.95 Findings**

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

A level 2 finding shall be issued by the CAAT when any non-compliance is detected with the applicable requirement, with the organisation's procedures and manuals or with the terms of an approval, or certificate which could lower safety or seriously hazards flight safety

An observation is opportunity for improvement which is minor gap, mostly documented and implemented. The management system that may be weak, cumbersome, redundant, overly complex, or in some other manner, may, in the opinion of the auditor, offer an opportunity for an organisation to improve its current status. An observation is not subject to any corrective actions unless its accepted by auditee for improvement.

The action plan defined by the organisation should address the effects of the non-compliance, as well as its root cause(s) and contributing factor(s).

Depending on the issues, the action plan should address the correction/containment of the issue, corrective action and preventive action.

- (a) After the receipt of a notification of findings, the organisation shall:
1. Identify the root cause or causes of, and contributing factors to, the non-compliance;
  2. Define a corrective action plan
  3. Demonstrate the implementation of corrective action to the satisfaction of the CAAT
- (b) The actions referred to in points (a)1, (a)2 and (a)3 shall be performed within the period agreed with the CAAT.
- (c) The observations received in accordance with CAAT requirement shall be given due consideration by the organisation. The organisation shall record the decisions taken in respect of those observations.

#### **145.A.120 Means of Compliance**

- (a) An organisation may use any alternative means of compliance to establish compliance with this Regulation.
- (b) If an organisation wishes to use an alternative means of compliance, it shall, prior to using it, provide the competent authority with a full description. The description shall include any revisions to manuals or procedures that may be relevant, as well as an explanation indicating how compliance with this Regulation is achieved. The organisation may use those alternative means of compliance subject to prior approval from the CAAT

#### **145.A.140 Access**

For the purpose of determining compliance with TCAR AIR Part - 145, the organisation shall ensure that access to any facility, aircraft, document, records, data, procedures or to any other material relevant to its activity subject to certification, whether it is subcontracted or not, is granted to any person authorised by CAAT

#### **145.A.155 Immediate reaction to a safety problem**

The organisation shall implement:

- (a) any safety measures mandated by the CAAT.
- (b) any relevant mandatory safety information issued by CAAT.

#### **145.A.200 Management system**

(a) The organisation shall establish, implement, and maintain a management system that includes:

1. A Safety Management System.

This Safety Management System shall include:

- (i) clearly defined accountability and lines of responsibility throughout the organisation, including a direct safety accountability of the accountable manager
- (ii) a description of the overall philosophies and principles of the organisation with regard to safety, referred to as the safety policy, and the related safety objectives;
- (iii) the identification of aviation safety hazards entailed by the activities of the organisation, their evaluation and the management of the associated risks, including taking actions to mitigate the risks and verify their effectiveness;

**Safety risk management shall include:**

- Hazard identification processes
- Risk assessment and mitigation processes
- Internal safety investigation
- Safety performance monitoring and measurement
- The management of change
- Continuous improvement
- A system or plan to implement immediate safety actions and to coordinate with other parties involved in a safety related event

- (iv) maintaining personnel trained and competent to perform their tasks;
- (v) documentation of all management system key processes, including a process for making personnel aware of their responsibilities and the procedure for amending this documentation;

2. a function to monitor the compliance of the organisation with the relevant requirements. Compliance monitoring shall include a feedback system of findings to the accountable manager to ensure the effective implementation of corrective actions as necessary.
3. any additional relevant requirements that are laid down in this TCAR AIR Part - 145.

(b) The management system shall correspond to the size of the organisation and the nature and complexity of its activities, taking into account the hazards and the associated risks inherent in these activities.

Notwithstanding point (a) (1) (iii), for non-complex organisations management safety risk management shall include at least:

- The use of Hazard checklists or similar risk management processes integrated into the activities of the organisation;
  - The management of change;
  - A system or plan to implement immediate safety actions and to coordinate with other parties involved in a safety related event.
- (c) If the organisation holds one or more additional organisation certificates, the management system may be integrated with that required under the additional certificate(s) held.

**145.A.202 Internal safety reporting scheme**

- (a) As part of its management system, the organisation shall establish an internal safety reporting scheme to enable the collection and evaluation of such occurrences that are to be reported under point 145.A.60.
- (b) The scheme shall also enable the collection and evaluation of those errors, near misses, and hazards reported internally that do not fall under point (a).
- (c) Through this scheme, the organisation shall:
1. identify the causes of, and contributing factors to, any errors, near misses, and hazards reported, and address them as part of their safety risk management process in accordance with point 145.A.200(a)(1)(iii);
  2. ensure an evaluation of all the known, relevant information relating to errors, the inability to follow procedures, near misses, and hazards, and a method to circulate the information as necessary.
- (d) The organisation shall make arrangements to ensure the collection of any safety issues related to subcontracted activities.

**145.A.205 Contracting and subcontracting**

- (a) The organisation shall ensure that when contracting or subcontracting any part of its maintenance activities;
1. these maintenance activities conform to the applicable requirements of TCAR AIR Part - 145; and
  2. any aviation safety hazard associated with such contracting or subcontracting is considered as part of the organisation's management system.
- (b) If the organisation subcontracts any part of its maintenance activities to another organisation, the subcontracted organisation shall work under the approval of the organisation.

## APPENDIX TO TCAR AIR Part - 145

### Appendix IA – Certificate of Release to Service – CRS

#### PURPOSE AND USE

- 1.1. The primary purpose of the Certificate is to declare the airworthiness of maintenance work undertaken on aircraft. (*Limitation 'Certifies that the work specified, except as otherwise specified, was carried out in accordance with latest manufacturer's data accepted by CAAT and in respect to that work, the aircraft is considered ready for release to service'.*)
- 1.2. The Certificate must be in 'portrait' format but the overall size may be significantly increased or decreased so long as the Certificate remains recognisable and legible. If in doubt consult the CAAT.
- 1.3. All printing must be clear and legible to permit easy reading.
- 1.4. The Certificate may either be pre-printed or computer generated but in either case the printing of lines and characters must be clear and legible and in accordance with the defined format.
- 1.5. The Certificate shall be in English.
- 1.6. The details to be entered on the Certificate may be either machine/computer printed or hand-written using block letters and must permit easy reading.
- 1.7. Limit the use of abbreviations to a minimum, to aid clarity.
- 1.8. The space remaining on the reverse side of the Certificate may be used by the originator for any additional information but must not include any certification statement. Any use of the reverse side of the Certificate must be referenced in the appropriate block on the front side of the Certificate
- 1.9. There is no restriction in the number of copies of the Certificate sent to the customer or retained by the originator.
- 1.10. If an end-user finds an error(s) on a Certificate, he must identify it/them in writing to the originator. The originator may issue a new Certificate only if the error(s) can be verified and corrected.
- 1.11. The new Certificate must have a new tracking number, signature and date.
- 1.12. The request for a new Certificate may be honoured without re-verification of the aircraft condition. Both Certificates should be retained according to the retention period associated with the first Certificate.
- 1.13. Components should not be released using the Certificate of Release to Service.

1. COMPLETION OF THE CERTIFICATE BY THE ORIGINATOR



หนังสือรับรองการนำกลับไปใช้งานของอากาศยาน

CERTIFICATE OF RELEASE TO SERVICE OF AIRCRAFT

เลขที่ (CRS Number) :	เครื่องหมายสัญชาติและทะเบียน : (NATIONALITY AND REGISTRATION MARK)
เจ้าของหรือผู้ครอบครอง (Owner or Operator) :	
สถานที่ซ่อมบำรุง (Maintenance location):	ใบรับรองหน่วยซ่อม เลขที่ : (Repair Station Certificate number)

	ผู้ผลิต (Manufacture)	แบบ (Type)	หมายเลขชุด (Serial no.)	อายุตั้งแต่เริ่มใช้ งาน-ชม. (Time Since New)	อายุตั้งแต่การซ่อม ใหญ่ครั้งสุดท้าย-ชม. (Time Since OH.)	อายุตั้งแต่การตรวจ ครั้งสุดท้าย-ชม. (Time Since Insp.)
อากาศยาน (Aircraft)						
เครื่องยนต์ (Engine)	1					
	2					
	3					
	4					
ใบพัด (Propeller)	1					
	2					
มวลวิ่งขึ้นสูงสุด (Aircraft MTOW (KG)) :						

รูปแบบการซ่อมบำรุง (Maintenance Type):	ตามแผนการซ่อมบำรุง (Scheduled)	นอกเหนือแผนการซ่อมบำรุง (Unscheduled)	ซ่อม/ดัดแปลง (Repair/Modification)
		<input type="checkbox"/>	<input type="checkbox"/>

เอกสารในการซ่อมบำรุง (Maintenance data)	หมายเลขอ้างอิง คู่มือแผนการซ่อมที่ได้รับการรับรอง, วันที่ทำการตรวจสอบคู่มือดังกล่าว และรายละเอียดของเอกสารที่ใช้ (Approved Aircraft Maintenance Program (AMP), AMP review date and detailed information of used documentation)
รายงานการสอบเทียบ และ/หรือ เครื่องมือพิเศษที่ใช้ (Calibrated and/or special tools)	หมายเลขอ้างอิงเครื่องมือที่ใช้ และวันที่สอบเทียบครั้งล่าสุด (Tool identification and last calibration date)



หนังสือรับรองการนำกลับไปใช้งานของอากาศยาน  
CERTIFICATE OF RELEASE TO SERVICE OF AIRCRAFT

เลขที่ (CRS Number) :		เครื่องหมายสัญชาติและทะเบียน : (NATIONALITY AND REGISTRATION MARK)	
รายการที่ (Item no.)	งานที่ปฏิบัติ (Performed work) : รายละเอียดการซ่อมบำรุงที่ปฏิบัติ รายการชิ้นส่วน อุปกรณ์ที่เปลี่ยนม รายการซ่อม/ดัดแปลงที่รับรอง, เลขอ้างอิงหนังสือรับรอง, อื่นๆ ( Detailed description maintenance carried out, replaced parts, approved repairs/modifications, certificate reference and etc.)		
1			
2			
3			
4			
5			
6			
การซ่อมบำรุงเฉพาะ (หากมี) สำหรับรายการที่ (Independent Inspection performed for item No.):			
รายการข้อบกพร่องที่ยังมีอยู่ (Deferred defects/items):			
ข้อจำกัด (Limitations) :			
ขอรับรองว่างานที่ปฏิบัติตามที่ระบุไว้ข้างต้น เว้นแต่จะระบุเป็นอย่างอื่น ได้ดำเนินการตามเอกสารผู้ผลิตฉบับล่าสุด หรือเอกสารอื่นที่ได้รับความเห็นชอบโดยสำนักงานการบินแห่งประเทศไทย และอากาศยานมีความพร้อมนำกลับไปใช้งานได้ (Certifies that the work specified except as otherwise specified was carried out in accordance with latest manufacturer's data accepted by CAAT and in respect to that work the aircraft is considered ready for release to service)			
วันที่เริ่มปฏิบัติ (Starting Date) :	นายช่างหรือพนักงานที่แต่งตั้งซึ่งมีอำนาจลงนาม (Certifying Staff Name) :		ลายมือชื่อ (Signature) :
วันที่เสร็จสิ้น (Closing Date) :	หมายเลขใบอนุญาต (License Number) :		
	ใช้ได้จนถึง (Valid Until) :		
รับรองการนำกลับไปใช้งานสำหรับอากาศยานในสมุดปูม (CRS Aircraft Logbook) :			
ติดต่อ ( Contact) :			

- สำเนาสำหรับหน่วยซ่อมบำรุง (Repair Station Copy)
- สำเนาสำหรับเจ้าของหรือผู้ครอบครองอากาศยาน ( Owner/Operator Copy)
- สำเนาสำหรับสำนักงานการบินพลเรือนแห่งประเทศไทย (CAAT Copy)

## Appendix IB - Authorised release certificate - CAAT FORM 1

### 1. PURPOSE AND USE

- 1.1. The primary purpose of the Certificate is to declare the airworthiness of maintenance work undertaken on products, parts and appliances (hereafter referred to as 'item(s)').
- 1.2. Correlation must be established between the Certificate and the item(s). The originator must retain a Certificate in a form that allows verification of the original data.
- 1.3. The Certificate is acceptable to many airworthiness authorities but may be dependent on the existence of bilateral agreements and/or the policy of the airworthiness authority. The 'approved design data' mentioned in this Certificate then means approved by the airworthiness authority of the importing country.
- 1.4. The Certificate is not a delivery or shipping note.
- 1.5. Aircraft are not to be released using the Certificate.
- 1.6. The Certificate does not constitute approval to install the item on a particular aircraft, engine, or propeller but helps the end user determine its airworthiness approval status.
- 1.7. A mixture of production released, and maintenance released items is not permitted on the same Certificate.

### 2. GENERAL FORMAT

- 2.1. The Certificate must comply with the format attached including block numbers and the location of each block. The size of each block may however be varied to suit the individual application, but not to the extent that would make the Certificate unrecognisable.
- 2.2. The Certificate must be in 'landscape' format, but the overall size may be significantly increased or decreased so long as the Certificate remains recognisable and legible. If in doubt consult the CAAT.
- 2.3. The User/Installer responsibility statement can be placed on either side of the form.
- 2.4. All printing must be clear and legible to permit easy reading.
- 2.5. The Certificate may either be pre-printed or computer generated but in either case the printing of lines and characters must be clear and legible and in accordance with the defined format.
- 2.6. The Certificate should be in English, and if appropriate, in one or more other languages.
- 2.7. The details to be entered on the Certificate may be either machine/computer printed or hand-written using block letters and must permit easy reading.
- 2.8. Limit the use of abbreviations to a minimum, to aid clarity.
- 2.9. The space remaining on the reverse side of the Certificate may be used by the originator for any additional information but must not include any certification statement. Any use of the reverse side of the Certificate must be referenced in the appropriate block on the front side of the Certificate

### 3. COPIES

- 3.1. There is no restriction in the number of copies of the Certificate sent to the customer or retained by the originator.

#### 4. ERROR(S) ON A CERTIFICATE

- 4.1. If an end-user finds an error(s) on a Certificate, he must identify it/them in writing to the originator. The originator may issue a new Certificate only if the error(s) can be verified and corrected.
- 4.2. The new Certificate must have a new tracking number, signature and date.
- 4.3. The request for a new Certificate may be honoured without re-verification of the item(s) condition. The new Certificate is not a statement of current condition and should refer to the previous Certificate in block 12 by the following statement; 'This Certificate corrects the error(s) in block(s) [enter block(s) corrected] of the Certificate [enter original tracking number] dated [enter original issuance date] and does not cover conformity/condition/release to service'. Both Certificates should be retained according to the retention period associated with the first.

#### 5. COMPLETION OF THE CERTIFICATE BY THE ORIGINATOR

**Block 1 Approving CAAT/Country**

**CAAT/THAILAND**

**Block 2 CAAT Form 1 header**

### AUTHORISED RELEASE CERTIFICATE

#### CAAT FORM 1

**Block 3 Form Tracking Number**

Enter the unique number established by the numbering system/procedure of the organisation identified in block 4; this may include alpha/numeric characters.

**Block 4 Organisation Name and Address**

Enter the full name and address of the approved organisation releasing the work covered by this Certificate. Logos, etc., are permitted if the logo can be contained within the block.

**Block 5 Work Order/Contract/Invoice**

To facilitate customer traceability of the item(s), enter the work order number, contract number, invoice number, or similar reference number.

**Block 6 Item**

Enter line item numbers when there is more than one line item. This block permits easy cross-referencing to the Remarks block 12.

**Block 7 Description**

Enter the name or description of the item. Preference should be given to the term used in the instructions for continued airworthiness or maintenance data (e.g. Illustrated Parts Catalogue, Aircraft Maintenance Manual, Service Bulletin, and Component Maintenance Manual).

**Block 8 Part Number**

Enter the part number as it appears on the item or tag/packaging. In case of an engine or propeller the type designation may be used.

**Block 9 Quantity**

State the quantity of items.

**Block 10 Serial Number**

If the item is required by regulations to be identified with a serial number, enter it here. Additionally, any other serial number not required by regulation may also be entered. If there is no serial number identified on the item, enter 'N/A'.

**Block 11 Status/Work**

The following describes the permissible entries for block 11. Enter only one of these terms — where more than one may be applicable, use the one that most accurately describes the majority of the work performed and/or the status of the article.

(i)	Overhauled	.	Means a process that ensures the item is in complete conformity with all the applicable service tolerances specified in the type certificate holder's, or equipment manufacturer's instructions for continued airworthiness, or in the data which is approved or accepted by the Authority. The item will be at least disassembled, cleaned, inspected, repaired as necessary, reassembled and tested in accordance with the above specified data.
(ii)	Repaired	.	Rectification of defect(s) using an applicable standard (1).
(iii)	Inspected/Tested	.	Examination, measurement, etc. in accordance with an applicable standard (1) (e.g. visual inspection, functional testing, bench testing etc.).
(iv)	Modified	.	Alteration of an item to conform to an applicable standard (1).
(1) Applicable standard means a manufacturing/design/maintenance/quality standard, method, technique or practice approved by or acceptable to the CAAT. The applicable standard shall be described in block 12.			

**Block 12 Remarks**

Describe the work identified in Block 11, either directly or by reference to supporting documentation, necessary for the user or installer to determine the airworthiness of item(s) in relation to the work being certified. If necessary, a separate sheet may be used and referenced from the main CAAT Form 1. Each statement must clearly identify which item(s) in Block 6 it relates to.

Examples of information to be entered in block 12 are:

- (i) Maintenance data used, including the revision status and reference.
- (ii) Compliance with airworthiness directives or service bulletins.
- (iii) Repairs carried out.
- (iv) Modifications carried out.
- (v) Replacement parts installed.
- (vi) Life limited parts status.
- (vii) Deviations from the customer work order.
- (viii) Release statements to satisfy a foreign Civil Aviation Authority maintenance requirement.
- (ix) Information needed to support shipment with shortages or re-assembly after delivery.
- (x) For maintenance organisations approved in accordance with CAAT Part-M, the component certificate of release to service statement referred to in point M.A.613:

“Certifies that, unless otherwise specified in this block, the work identified in block 11 and described in this block was accomplished in accordance with the requirements of CAAT Part-M Subpart F and in respect to that work the item is considered ready for release to service. THIS IS NOT A RELEASE UNDER TCAR AIR PART - 145”

If printing the data from an electronic CAAT Form 1, any appropriate data not fit for other blocks should be entered in this block.

**Block 13a-13e**

General Requirements for blocks 13a-13e: Not used for maintenance release. Shade, darken, or otherwise mark to preclude inadvertent or unauthorised use.

**Block 14a**

Mark the appropriate box(es) indicating which regulations apply to the completed work. If the box ‘other regulations specified in block 12’ is marked, then the regulations of the other airworthiness authority(ies) must be identified in block 12. At least one box must be marked, or both boxes may be marked, as appropriate.

For all maintenance carried out by maintenance organisations approved in accordance with CAAT AIR Part - CAO, the box ‘other regulation specified in block 12’ shall be ticked and the certificate of release to service statement made in block 12. In that case, the certification statement ‘unless otherwise specified in this block’ is intended to address the following cases;

- (a) Where the maintenance could not be completed.
- (b) Where the maintenance deviated from the standard required by TCAR AIR Part - M or TCAR AIR Part - CAO.
- (c) Where the maintenance was carried out in accordance with a requirement other than that specified in by TCAR AIR Part - M or TCAR AIR Part - CAO. In this case block 12 shall specify the particular national regulation.

For all maintenance carried out by maintenance organisations approved in accordance with TCAR AIR Part - 145, the certification statement ‘unless otherwise specified in block 12’ is intended to address the following cases:

- (a) Where the maintenance could not be completed.
- (b) Where the maintenance deviated from the standard required by TCAR AIR Part - 145.
- (c) Where the maintenance was carried out in accordance with a requirement other than that specified in TCAR AIR Part - 145. In this case block 12 shall specify the particular national regulation.

**Block 14b Authorised Signature**

This space shall be completed with the signature of the authorised person. Only persons specifically authorised under the rules and policies of the CAAT are permitted to sign this block. To aid recognition, a unique number identifying the authorised person may be added.

**Block 14c Certificate/Approval Number**

Enter the Certificate/Approval number/reference. This number or reference is issued by CAAT.

**Block 14d Name**

Enter the name of the person signing block 14b in a legible form.

**Block 14e Date**

Enter the date on which block 14b is signed, the date must be in the format dd = 2 digit day, mmm = first 3 letters of the month, yyyy = 4 digit year

*User/Installer Responsibilities*

Place the following statement on the Certificate to notify end users that they are not relieved of their responsibilities concerning installation and use of any item accompanied by the form:

‘THIS CERTIFICATE DOES NOT AUTOMATICALLY CONSTITUTE AUTHORITY TO INSTALL.

WHERE THE USER/INSTALLER PERFORMS WORK IN ACCORDANCE WITH REGULATIONS OF AN AIRWORTHINESS AUTHORITY DIFFERENT THAN THE AIRWORTHINESS AUTHORITY SPECIFIED IN BLOCK 1, IT IS ESSENTIAL THAT THE USER/INSTALLER ENSURES THAT HIS/HER AIRWORTHINESS AUTHORITY ACCEPTS ITEMS FROM THE AIRWORTHINESS AUTHORITY SPECIFIED IN BLOCK 1.

STATEMENTS IN BLOCKS 13A AND 14A DO NOT CONSTITUTE INSTALLATION CERTIFICATION. IN ALL CASES AIRCRAFT MAINTENANCE RECORDS MUST CONTAIN AN INSTALLATION CERTIFICATION ISSUED IN ACCORDANCE WITH THE NATIONAL REGULATIONS BY THE USER/INSTALLER BEFORE THE AIRCRAFT MAY BE FLOWN.’

DRAFT

1. Approving Authority/Country  <b>CAAT/THAILAND</b>		2. AUTHORISED RELEASE CERTIFICATE <b>CAAT FORM 1</b>			3. Form Tracking Number	
4. Organisation Name and Address					5. Work Order/Contract/Invoice	
6. Item	7. Description	8. Part Number	9. Qty	10. Serial Number	11. Status/Work	
12. Remarks						
13a. Certifies that the items identified above were manufactured in conformity to: <input type="checkbox"/> approved design data and are in a condition for safe operation <input type="checkbox"/> non-approved design data specified in block 12				14a <input type="checkbox"/> TCAR AIR Part - 145, 145.A.50 Release to Service <input type="checkbox"/> Other regulation specified in block 12, Certifies that unless otherwise specified in block 12, the work identified in block 11 and described in block 12, was accomplished in accordance with TCAR AIR Part - 145 and in respect to that work the items are considered ready for release to service.		
13b. Authorised Signature		13c. Approval Authorisation Number		14b. Authorised Signature		14c. Certificate/Approval Ref. No.
13.d Name		13e. Date		14d. Name		14e. Date
<p><b>USER/INSTALLER RESPONSIBILITIES</b>                  This certificate does not automatically constitute authority to install the item(s).                  Where the user/installer performs work in accordance with regulations of an airworthiness authority different than the airworthiness authority specified in block 1, it is essential that the user/installer ensures that his/her airworthiness authority accepts items from the airworthiness authority specified in block 1.                  Statements in blocks 13a and 14a do not constitute installation certification. In all cases aircraft maintenance records must contain an installation certification issued in accordance with the national regulations by the user/installer before the aircraft may be flown.</p>						

## Appendix II - Class and ratings system used for the approval of TCAR AIR Part - 145 Repair Station Certificate

- (a) Except as stated otherwise for the smallest organisation in paragraph 12, Table 1 provides the standard system for the approval of TCAR AIR Part - 145 maintenance organisations and the issuing of the certificate (terms of approval). An organisation must be granted an approval that ranges from a single class and rating with limitations to an approval for all classes and ratings with limitations.
- (b) In addition to Table 1, each maintenance organisation is required to indicate scope of work in the maintenance organisation exposition. See also paragraph 11.
- (c) Within the approval class(es) and rating(s) granted by the CAAT, the scope of work specified in the maintenance organisation exposition (MOE) defines the exact limits of the approval. It is therefore essential that the approval class(es) and rating(s) and the organisation's scope of work are compatible.
- (d) A *category A class rating* means that the maintenance organisation may carry out maintenance on aircraft and components (including engines and/or Auxiliary Power Units (APUs)), in accordance with the aircraft maintenance data or, if agreed by the CAAT, in accordance with the component maintenance data, only while such components are fitted to the aircraft. Nevertheless, such an A-rated maintenance organisation may temporarily remove a component for maintenance in order to improve access to that component, except when its removal generates the need for additional maintenance that the organisation is not approved to perform. Such removal of component for maintenance by A-rated maintenance organisation shall be subject to an appropriate control procedure in the MOE. The limitation column must specify the scope of such maintenance, thereby indicating the extent of the approval.
- (e) *Category A class ratings* are subdivided into 'Base' or 'Line' maintenance categories. Such an organisation may be approved for either 'Base' or 'Line' maintenance, or both. It should be noted that a 'Line' facility located at a main base facility requires a 'Line' maintenance approval.
- (f) A *category B class rating* means that the maintenance organisation may carry out maintenance on uninstalled engines and/or APUs and engine and/or APU components, in accordance with the engine and/or APU maintenance data or, if agreed by the CAAT, in accordance with the component maintenance data, only while such components are fitted to the engine and/or the APU. Nevertheless, such a B-rated approved maintenance organisation may temporarily remove a component for maintenance in order to improve access to that component, except when its removal generates the need for additional maintenance that the organisation is not approved to perform. The limitation section will specify the scope of such maintenance, thereby indicating the extent of the approval. A maintenance organisation that is approved with a category B class rating may also carry out maintenance on an installed engine during 'base' and 'line' maintenance, provided that an appropriate control procedure in the MOE has been approved by the CAAT. The scope of work in the MOE shall reflect these activities if they are permitted by the CAAT.
- (g) A *category C class rating* means that the maintenance organisation may carry out maintenance on uninstalled components (excluding complete engines and APUs) that are intended to be fitted on the aircraft or the engine/APU. The limitation section will specify the scope of such maintenance, thereby indicating the extent of the approval. A maintenance organisation that is approved with a category C class rating may also carry out maintenance on an installed component (other than a complete engine/APU) during base and line maintenance, or at an engine/APU maintenance facility provided that an appropriate control procedure in the MOE has been approved by the CAAT. The scope of work in the MOE shall reflect these activities if they are permitted by the CAAT.

- (h) A *category D class rating* is a self-contained class rating that is not necessarily related to a specific aircraft, engine or other component. The D1 — Non-Destructive Testing (NDT) rating is only necessary for a maintenance organisation that carries out NDT as a particular task for another organisation. A maintenance organisation that is approved with a class rating in the A, B or C category may carry out NDT on products that it maintains without the need for a D1 class rating provided that the MOE contains NDT procedures.
- (i) The *limitation* section is intended to give CAAT the flexibility to customise an approval for any particular organisation. Ratings shall only be mentioned on the approval if they are appropriately limited. Table 1 specifies the types of limitation that are possible. It is acceptable to stress the maintenance task rather than the type or manufacturer of the aircraft or engine, if this is more appropriate to the organisation (an example could be avionic systems installations and the related maintenance). If that is mentioned in the limitation section, it indicates that the maintenance organisation is approved to carry out maintenance up to and including this particular type/task.
- (j) When a reference is made to the *series, type and group* in the limitation section of class A and B, it shall be understood as follows:
- “series” means a specific type series such as the Airbus 300, 310 or 319, or the Boeing 737-300 series, the RB211-524 series, the Cessna 150 or Cessna 172, the Beech 55 series, the continental O-200 series, etc.
  - “Type” means a specific type or model such as the Airbus 310-240 type, the RB 211-524 B4 type, or the Cessna 172RG type. Any number of series or types may be quoted.
  - “Group” means, for example, Cessna single piston engine aircraft or Lycoming non-supercharged piston engines, etc.
- (k) By way of derogation from point 145.A.85(a)(1), when a component *capability list* is used that could be subject to frequent amendments, then the organisation may propose to include such amendments in the procedure referred to in point 145.A.85(c) for changes not requiring prior approval.
- (l) A TCAR AIR PART - 145 approved maintenance organisation which employs only one person to both plan and carry out all maintenance can only hold a limited scope of approval rating. The maximum permissible limits are:

CLASS	RATING	LIMITATIONS
AIRCRAFT	A2 AEROPLANES	PISTON ENGINE 5700 KG AND BELOW
AIRCRAFT	A3 HELICOPTERS	SINGLE PISTON ENGINE 3175 KG AND BELOW
AIRCRAFT	A4 AIRCRAFT OTHER THAN A1, A2 AND A3	NO LIMITATION
ENGINES	RATING B2 PISTON	LESS THAN 450 HP
COMPONENTS OTHER THAN COMPLETE ENGINES OR APUs	C1 TO C22	AS PER CAPABILITY LIST
SPECIALISED	D1 NDT	NDT METHODS(S) TO BE SPECIFIED

It should be noted that such an organisation may be further limited by the CAAT in the scope of approval dependent upon the capability of the particular organisation.

**TABLE 1**

CLASS	RATING	LIMITATION	BASE	LINE
<b>AIRCRAFT</b>	A1 Aeroplanes above 5,700 kg maximum take-off mass (MTOM)	[Shall state aeroplane manufacturer or group or series or type and/or the maintenance tasks]  <i>Example: Airbus A320 Series</i>	[YES/NO] (*)	[YES/NO] (*)
	A2 Aeroplanes of 5,700 kg MTOM and below	[Shall state aeroplane manufacturer or group or series or type and/or the maintenance tasks]  <i>Example: DHC-6 Twin Otter Series</i>	[YES/NO] (*)	[YES/NO] (*)
	A3 Helicopters	[Shall state helicopter manufacturer or group or series or type and/or the maintenance task(s)]  <i>Example: Robinson R44</i>	[YES/NO] (*)	[YES/NO] (*)
	A4 Aircraft other than A1, A2 and A3	[Shall state aircraft category (sailplane, balloon, airship, etc.), manufacturer or group or series or type and/or the maintenance task(s).]	[YES/NO] (*)	[YES/NO] (*)
<b>ENGINES</b>	B1 Turbine	[Shall state engine series or type and/or the maintenance task(s)]  <i>Example: PT6A Series</i>		
	B2 Piston	[Shall state engine manufacturer or group or series or type and/or the maintenance task(s)]		
	B3 APU	[Shall state engine manufacturer or series or type and/or the maintenance task(s)]		
<b>COMPONENTS OTHER THAN COMPLETE ENGINES OR APUs</b>	C1 Air Cond & Press	[Shall state aircraft type or aircraft manufacturer or component manufacturer or the particular component and/or cross refer to a capability list in the exposition and/or the maintenance task(s)]  <i>Example: PT6A Fuel Control</i>  <i>Component in accordance with the capability list.....</i>		
	C2 Auto Flight			
	C3 Comms and Nav			
	C4 Doors — Hatches			
	C5 Electrical Power & Lights			
	C6 Equipment			
	C7 Engine — APU			
	C8 Flight Controls			
	C9 Fuel			
	C10 Helicopter— Rotors			
	C11 Helicopter— Trans			
	C12 Hydraulic Power			

CLASS	RATING	LIMITATION	BASE	LINE
	C13 Indicating – recording system			
	C14 Landing Gear			
	C15 Oxygen			
	C16 Propellers			
	C17 Pneumatic & Vacuum			
	C18 Protection ice/rain/fire			
	C19 Windows			
	C20 Structural			
	C21 Water ballast			
	C22 Propulsion Augmentation			
<b>SPECIALISED SERVICES</b>	D1 Non Destructive Testing	[Shall state the particular NDT method(s)]		
(*) Delete as appropriate				

(m) For repair station in the Kingdom of Thailand, the class system equivalency between the Air Navigation Act Section 41/93, Section 41/99 and this TCAR AIR Part - 145 is as follows:

Air Navigation Act Section 41/93 & 99 - Class	TCAR AIR PART - 145 - Class
ONE for Aircraft Maintenance	A X - AIRCRAFT B X – ENGINES, APU C XX - COMPONENTS OTHER THAN COMPLETE ENGINES OR APUS D1 - NON-DESTRUCTIVE TESTING (NDT)
TWO for Major Aircraft Appliance Maintenance*	B X - ENGINES, APU C XX - COMPONENTS OTHER THAN COMPLETE ENGINES OR APUS D1 - NON-DESTRUCTIVE TESTING (NDT)
THREE for TSO Article and Aircraft Part Maintenance	C XX - COMPONENTS OTHER THAN COMPLETE ENGINES OR APU D1 - NON-DESTRUCTIVE TESTING (NDT)

\* Propellers are classified under TCAR AIR Part - 145 Class COMPONENTS OTHER THAN COMPLETE ENGINES OR APU as rating C16.

Appendix IIIA - CAAT application form

<b>1. Applicant's Reference</b>		
<b>2. Applicant Data</b> Legal name and seat of the company as it appears on the Business Registration or similar legal document		
<b>2.1 Registered Name and Address</b> (registered name and legal seat of the company)	Registered Name	
	Trading Name	
	Street / Number	
	Address	
	City/ Province	
	Country	
<b>Important Note:</b> An approval may be granted to an organisation which may be either a natural person, a legal entity or part of a legal entity. Would you therefore please include with this application confirmation of the legal status of your organisation and enclose a copy of your Certificate of Incorporation.		
<b>2.2 Billing and Postal Data</b> (addresses may be left blank, if same as 2.1 Applicant Data)		
<b>2.2.1 Billing Address</b> (For the receipt of CAAT Fees and Charges Invoices. CAAT invoices are issued via post-mail to the address provided here.)	Company Name	
	Street / Number	
	PO Box	
	Address	
	City/ Province	
	Country	
<b>2.2.2 Financial Contact</b> (person that will be contacted for all issues connected with the CAAT invoice/s)	Title	<input type="checkbox"/> Mr <input type="checkbox"/> Ms
	Name/First name	
	Job title/Position	
	Phone/Fax	
	Email	
<b>2.2.3 Invoice Recipient</b>	Email	
<b>2.2.4 Shipping Address</b> (postal address for the shipping of original CAAT documents; if deviating from 2.1)	Company Name	
	Street / Number	
	PO Box	
	Address	
	City/ Province	
	Country	
<b>2.2.5 Authorised Agent in Thailand</b> (A responsible person who represents an operator and who is authorised by or on behalf of such operator to act on all formalities)	Official Name	
	Address	
	Authorised contact person Name	
	Job title/Position	
	Phone/Fax	
	Email	

Technical Application Data		
<b>3. References certificate (e.g. CAAT, NAA, EASA, FAA, TC CANADA)</b>		
<b>AMO Certificate (if any)</b>		
<b>4. Addresses of site (s) requiring approval</b>		
<b>4.1 Principal place of business</b> (may be left blank, if same as 2.1 Applicant Data)	Street / Number	
	Address	
	City/ Province	
	Country	
	Airport Code	
<b>4.2 Base, Engine and Propellers Component Maintenance Site(s) and/or specialized service site</b> Enter "Not applicable" in the case the Maintenance Site is the same as <b>4.1 Principal Place of Business</b> or in the case of CAAT Form 2		
<b>4.2.1 Facility/Site 1</b>	Street / Number	
	Address	
	City/ Province	
	Country	
	Airport Code	
<b>4.2.2 Facility/Site 2</b>	Street / Number	
	Address	
	City/ Province	
	Country	
	Airport Code	
<b>4.2.n Facility/Site n</b>	Street / Number	
	Address	
	City/ Province	
	Country	
	Airport Code	

[duplicate table as applicable]

**4.3 Line Maintenance Location(s)** Enter "Not applicable" in the case the Maintenance Site is the same as **4.1 Principal place of business** or in the case of CAAT Form 2.

<b>4.3.1 Facility/Site 1</b>	Street / Number	
	Address	
	City/ Province	
	Country	
	Airport Code	
<b>4.3.2 Facility/Site 2</b>	Street / Number	
	Address	
	City/ Province	
	Country	
	Airport Code	

<b>4.3.n Facility/Site n</b>	Street / Number	
	Address	
	City/ Province	
	Country	
	Airport Code	

[duplicate table as applicable]

<b>5. Contacts</b>		
<b>5.1 Accountable Manager</b>	Title	<input type="checkbox"/> Mr <input type="checkbox"/> Ms
	Name	
	First name	
	Job title/Position	
	Phone/Fax	
	Email	
<b>5.2. Compliance Monitoring Manager</b>	Title	<input type="checkbox"/> Mr <input type="checkbox"/> Ms
	Name	
	First name	
	Job title/Position	
	Phone/Fax	
	Email	
<b>5.3. Organisation Generic Email</b>		

<b>6. Identification of Activity</b>			
<b>6.1 Application for</b>	<input type="checkbox"/> TCAR AIR Part - 145 Approval Repair Station Certificate No.....		
<b>6.2 Application Type</b>	<input type="checkbox"/> Initial application <input type="checkbox"/> Renewal application		
	<input type="checkbox"/> Application for change		
	<input type="checkbox"/> Organisation name <input type="checkbox"/> Rating(s)/Scope <input type="checkbox"/> Others <input type="checkbox"/> Address data <input type="checkbox"/> Contact detail(s) <input type="checkbox"/> Nominated persons <input type="checkbox"/> Number of staff		
<input type="checkbox"/> Notification of surrender			
<b>6.3 Scope of Part-145 to this application</b>			
<b>6.4 Attachment</b>	The following documents are required to submit for initial, renewal, change		
	<table border="0"> <tr> <td style="vertical-align: top;"> <p><b>For Initial Approval</b></p> <input type="checkbox"/> Transmittal Letter  <input type="checkbox"/> CAAT Form 2  <input type="checkbox"/> TCAR AIR Part - 145 Statement of Compliance Checklist  <input type="checkbox"/> The company registration certificate  <input type="checkbox"/> Copy of Juristic Person Certificate  <input type="checkbox"/> Copy of Financial Statement  <input type="checkbox"/> Maintenance Organisation Exposition (MOE) and/or CAAT MOE Supplement  <input type="checkbox"/> Training Program Manual (TPM)  <input type="checkbox"/> Capability List with revision date (if any)  <input type="checkbox"/> SMS Manual (if any)  <input type="checkbox"/> Pre-audit result in accordance with 145.A.15(b). (To be submitted after acceptance of draft MOE/CAAT MOE Supplement/TPM)  <input type="checkbox"/> Completed MOE Review - Compliance Review and Approval Checklist  <input type="checkbox"/> Completed Training Program Manual/ Training Program - Compliance Review and Approval Checklist  <input type="checkbox"/> Application-for-Schedule-of-Event  <input type="checkbox"/> Others </td> <td style="vertical-align: top;"> <p><b>For Renewal or change approval</b></p> <input type="checkbox"/> Transmittal Letter  <input type="checkbox"/> CAAT Form 2  <input type="checkbox"/> Management of Change with Risk Assessment (For change approval)  <input type="checkbox"/> Capability List with revision date  <input type="checkbox"/> Maintenance Organisation Exposition (MOE) and/or CAAT MOE Supplement  <input type="checkbox"/> Pre-Audit regarding changes to approval  <input type="checkbox"/> other </td> </tr> </table>	<p><b>For Initial Approval</b></p> <input type="checkbox"/> Transmittal Letter <input type="checkbox"/> CAAT Form 2 <input type="checkbox"/> TCAR AIR Part - 145 Statement of Compliance Checklist <input type="checkbox"/> The company registration certificate <input type="checkbox"/> Copy of Juristic Person Certificate <input type="checkbox"/> Copy of Financial Statement <input type="checkbox"/> Maintenance Organisation Exposition (MOE) and/or CAAT MOE Supplement <input type="checkbox"/> Training Program Manual (TPM) <input type="checkbox"/> Capability List with revision date (if any) <input type="checkbox"/> SMS Manual (if any) <input type="checkbox"/> Pre-audit result in accordance with 145.A.15(b). (To be submitted after acceptance of draft MOE/CAAT MOE Supplement/TPM) <input type="checkbox"/> Completed MOE Review - Compliance Review and Approval Checklist <input type="checkbox"/> Completed Training Program Manual/ Training Program - Compliance Review and Approval Checklist <input type="checkbox"/> Application-for-Schedule-of-Event <input type="checkbox"/> Others	<p><b>For Renewal or change approval</b></p> <input type="checkbox"/> Transmittal Letter <input type="checkbox"/> CAAT Form 2 <input type="checkbox"/> Management of Change with Risk Assessment (For change approval) <input type="checkbox"/> Capability List with revision date <input type="checkbox"/> Maintenance Organisation Exposition (MOE) and/or CAAT MOE Supplement <input type="checkbox"/> Pre-Audit regarding changes to approval <input type="checkbox"/> other
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<b>7. Certifying staff</b>						
The total number of certifying staff employed by the organisation in order to comply with TCAR AIR Part - 145						
		<b>Certifying Staff</b>				
<b>Principal Place of Business</b>						
<b>Base Maintenance Site(s)</b>						
<b>Line Maintenance Site(s)</b>						
<b>Total</b>						
<b>8. Scope of requested TCAR AIR Part - 145 (*)</b>						
(*) In case of application for change of the scope of work, only the parts of this table affected by the change shall be completed.						
<b>AIRCRAFT</b>	<b>RATING</b>	<b>LIMITATION</b>	<b>BASE</b>		<b>LINE</b>	
			Yes	No	Yes	No
	<b>A1</b> Aeroplanes/airships above 5700 Kg					
	<b>A2</b> Aeroplanes/airships 5700 Kg and below					
	<b>A3</b> Helicopters					
<b>ENGINES</b>	<b>A4</b> Aircraft other than A1, A2 or A3					
	<b>B1</b> Turbine					
	<b>B2</b> Piston					
<b>PROPELLERS/COMPONENTS OTHER THAN COMPLETE ENGINES OR AUXILIARY POWER UNITS</b>	<b>B3</b> APU					
	<b>C1</b> Air Cond & Press <input type="checkbox"/>					
	<b>C2</b> Auto Flight <input type="checkbox"/>					
	<b>C3</b> Comms and Nav <input type="checkbox"/>					
	<b>C4</b> Doors – Hatches <input type="checkbox"/>					
	<b>C5</b> Electrical Power & Lights <input type="checkbox"/>					
	<b>C6</b> Equipment <input type="checkbox"/>					
	<b>C7</b> Engine – APU <input type="checkbox"/>					
	<b>C8</b> Flight Controls <input type="checkbox"/>					
	<b>C9</b> Fuel <input type="checkbox"/>					
	<b>C10</b> Helicopter – Rotors <input type="checkbox"/>					
	<b>C11</b> Helicopter – Trans <input type="checkbox"/>					
	<b>C12</b> Hydraulic Power <input type="checkbox"/>					
	<b>C13</b> Indicating/Recording System <input type="checkbox"/>					
	<b>C14</b> Landing Gear <input type="checkbox"/>					
	<b>C15</b> Oxygen <input type="checkbox"/>					
	<b>C16</b> Propellers <input type="checkbox"/>					
<b>C17</b> Pneumatic & Vacuum <input type="checkbox"/>						

	<table border="1"> <tr><td><b>C18</b> Protection Ice/Rain/Fire</td><td><input type="checkbox"/></td></tr> <tr><td><b>C19</b> Windows</td><td><input type="checkbox"/></td></tr> <tr><td><b>C20</b> Structural</td><td><input type="checkbox"/></td></tr> <tr><td><b>C21</b> Water Ballast</td><td><input type="checkbox"/></td></tr> <tr><td><b>C22</b> Propulsion Augmentation</td><td><input type="checkbox"/></td></tr> </table>	<b>C18</b> Protection Ice/Rain/Fire	<input type="checkbox"/>	<b>C19</b> Windows	<input type="checkbox"/>	<b>C20</b> Structural	<input type="checkbox"/>	<b>C21</b> Water Ballast	<input type="checkbox"/>	<b>C22</b> Propulsion Augmentation	<input type="checkbox"/>
<b>C18</b> Protection Ice/Rain/Fire	<input type="checkbox"/>										
<b>C19</b> Windows	<input type="checkbox"/>										
<b>C20</b> Structural	<input type="checkbox"/>										
<b>C21</b> Water Ballast	<input type="checkbox"/>										
<b>C22</b> Propulsion Augmentation	<input type="checkbox"/>										
<b>SPECIALISED SERVICE</b>	<b>D1</b> Non-Destructive Testing	<input type="checkbox"/> Eddy Current Inspection									
		<input type="checkbox"/> Liquid Penetrant Inspection									
		<input type="checkbox"/> Magnetic Particle Inspection									
		<input type="checkbox"/> Radiography Inspection									
		<input type="checkbox"/> Shearography Inspection									
		<input type="checkbox"/> Thermography Inspection									
		<input type="checkbox"/> Ultrasonic Inspection									
		<input type="checkbox"/> Other Method									
<b>SPECIALISED ACTIVITIES IN THE COURSE OF MAINTENANCE</b>											
<b>9. Other CAAT approvals held by the applicant</b>											
<b>AOC Certificate Approval</b>		<b>ATO Certificate Approval</b>									

<b>10. Applicant's declaration and acceptance of the Terms of Use for the CAAT Inspection and Non-Compliance Form (NCF)</b>		
<p>I, as Compliance Monitoring Manager of the Organisation, herewith declare to be duly authorised/empowered to validly represent the company as detailed above for the purpose of accessing and using the CAAT Inspection and Non-Compliance Form (NCF)</p> <p>I acknowledge that I have read and understood the Terms of Use of the NCF and I agree to abide by them.</p>		
Date/Location	Name	Signature of Compliance Monitoring Manager



**11. Applicant's declaration and acceptance of the General Conditions and Terms of Payment**

I declare that I have the legal capacity to submit this application to CAAT and that all information provided in this application form is correct and complete.

I have understood that I am submitting an application for which fees or charges will be levied by CAAT. The condition of fees (The rate is that prescribed by Ministry's regulation)

- Initial Certification
- Renewal of certification
- Change the location of repair station
- Amendment of rating or certain service to the certificate.
- Oversight audits or surveillance of the repair station
- Inspection Fee as following information
  - Daily service fee for each travel and audit/ inspection day (the fee is charged as per calendar day for the entire period of the mission including travel days from and to Bangkok.
  - The applicant is responsible to provide air ticket (unrestricted, refundable tickets) return air travel, ground transportation and hotel accommodation for CAAT Airworthiness Inspector who is assigned to perform audit of the repair station's facilities.

I acknowledge that I have read and understood CAAT Terms of Payment and agree to abide by them. I declare to be aware that fees or charges, as well as all relevant travel costs, must be paid whether or not the application is successful and that they might not be refundable. Moreover, I declare that I am aware of the consequences of non-payment.

Date/Location	Name	Signature of Accountable Manager**

**\*\*Important note:** CAAT does not accept applications without signature. **The signature** of either the Accountable Manager or of the new proposed Accountable Manager (in case of initial TCAR AIR Part - 145 or in case of changed Accountable Manager) **is always required.**

This Application should be sent by EMPIC, email or regular mail to:

**The Civil Aviation Authority of Thailand (CAAT)**  
Airworthiness and Aircraft Engineering Department  
222 Soi Vibhavadi Rangsit 28, Vibhavadi Rangsit Road, Chatuchak,  
Chatuchak, Bangkok 10900

Email as applicable to:  
**Email:** [air-amo@caat.or.th](mailto:air-amo@caat.or.th)

**Appendix IIIB - CAAT application form Repair Station Certificate Replacement Form – แบบคำขอใบแทนใบรับรองหน่วยซ่อม.**

Application Form for the Replacement of Foreign Repair Station Certificate attached of the Announcement of the Civil Aviation Authority on December B.E. 2559 (2016)



THE CIVIL AVIATION AUTHORITY OF THAILAND

APPLICATION FORM FOR THE REPLACEMENT OF FOREIGN REPAIR STATION CERTIFICATE

Date: .....

Foreign Repair Station Certificate Number: .....

Company Name: .....

Address: .....

I hereby request the director of the Civil Aviation Authority of Thailand for the Replacement of Foreign Repair Station Certificate because the Foreign Repair Station Certificate was: (please check in the box)

- Lost
- Destroyed because of.....
- Substantially damaged in.....

I have attached herewith the following documents: (please check in the box)

- Police Report, if available.
- Damaged, Defaced or Destroyed.
- Other official letters that certify such loss or damage.

I hereby certify that I have been authorized by the repair station to make this application, and all information of this application is true and correct.

Signature of Applicant

.....  
 (.....)

**Appendix IV - Conditions for the use of staff not qualified in accordance with TCAR PEL Part - 66 referred to in points 145.A.30(j)1 and 2**

1. Certifying staff in compliance with the following conditions will meet the intent of 145.A.30(j)(1) and (2):
  - (a) The person shall hold a licence or a certifying staff authorisation issued under national regulations in full compliance with ICAO Annex 1.
  - (b) The scope of work of the person shall not exceed the scope of work defined by the national licence or the certifying staff authorisation, whatever is the most restrictive.
  - (c) The person shall demonstrate he/she received the training on human factors and aviation legislation referred to in modules 9 and 10 of Appendix I to TCAR PEL Part - 66.
  - (d) The person shall demonstrate 5 years maintenance experience for line maintenance certifying staff and 8 years for base maintenance certifying staff. However, those persons whose authorised tasks do not exceed those of a TCAR PEL Part - 66 category A certifying staff, need to demonstrate 3 years maintenance experience only.
  - (e) Line maintenance certifying staff and base maintenance support staff shall demonstrate he/she received type training and passed examination at the category B1, B2 or B3 level, as applicable, referred to in Appendix III to TCAR PEL Part - 66 for each aircraft type in the scope of work referred to in point (b). Those persons whose scope of work does not exceed those of a category A certifying staff may however receive task training in instead of a complete type training.
  - (f) Base maintenance certifying staff shall demonstrate he/she received type training and passed examination at the category C level referred to in Appendix III to TCAR PEL Part - 66 for each aircraft type in the scope of work referred to in point (b), except that for the first aircraft type, training and examination shall be at the category B1, B2 or B3 level of Appendix III.
2. Protected rights
  - (a) The personnel having TCAR AIR Part - 145 certifying staff privileges before the entry into force of the TCAR PEL Part - 66 may continue to exercise them without the need to comply with points 1(c) to 1(f).
  - (b) However, after that date any certifying staff willing to extend the scope of their authorisation to include additional privileges shall comply with point 1.
  - (c) Notwithstanding point 2(b) above, in the case of additional type training, compliance with points 1(c) and 1(d) is not required.