



สำนักงานการบินพลเรือนแห่งประเทศไทย
The Civil Aviation Authority of Thailand

GUIDANCE MATERIAL FOR AIRCRAFT CERTIFYING STAFF AND SUPPORT STAFF

CAAT-GM-AIR-507

Issue: 01

Revision: 00

Date: ๒ August 2026

Air Chief Marshal



Manat Chavanaprayoon
Director General

The Civil Aviation Authority of Thailand

Intentionally Left Blank

ABBREVIATIONS

A/C	Aircraft
AMC	Acceptable Means of Compliance
AML	Aircraft Maintenance License
AMO	Approved Maintenance Organisation
AMTO	Approved Maintenance Training Organisation
AOG	Aircraft on Ground
ATL	Aircraft Technical Logbook
CAAT	The Civil Aviation Authority of Thailand
CAMO	Continuing Airworthiness Management Organisation
CMPA	Complex Motor-Powered Aircraft
C/S	Certifying Staff
C/S-S/S	Certifying Staff and Support Staff
EWIS	Electrical Wiring Interconnection System
GM	Guidance Material
HF	Human Factors
ICAO	International Civil Aviation Organization
MOE	Maintenance Organisation Exposition
PPB	Principal Place of Business
S/S	Support Staff
TCAR	Thailand Civil Aviation Regulation
TPM	Training Program Manual

RECORD OF AMENDMENTS

Issue	Revision	Date	Amendment Summary
01	00	06-Aug-2026	First Issue regarding the Notification of the Civil Aviation Authority of Thailand on Repair Station Certificate Requirements B.E. 2563 (2020) (TCAR 8 Part 145) and Notification of the Civil Aviation Authority of Thailand on Acceptable Means of Compliance: AMC to Repair Station Certificate Requirements B.E. 2563 (2020) (AMC to TCAR 8 Part 145)

TABLE OF CONTENTS

ABBREVIATIONS.....	2
RECORD OF AMENDMENTS	3
TABLE OF CONTENTS.....	4
0. INTRODUCTION.....	5
0.1 Scope and Applicability	5
0.2 Purpose	5
0.3 Associated Instructions	5
0.4 Communication.....	5
0.5 References	5
1. AIRCRAFT C/S AND S/S.....	7
1.1 Aircraft C/S and S/S definitions.....	7
1.2 Individual authorisation procedures.....	7
1.3 C/S and S/S qualified to TCAR PEL Part-66.....	8
1.4 C/S and S/S not qualified to TCAR PEL Part-66	16
1.5 Management of TCAR AIR Part-145 C/S and S/S individual authorisations	28
1.6 One-off authorisations.....	28
1.7 Privileges of C/S and S/S	29
1.8 Record	30

0. INTRODUCTION

0.1 Scope and Applicability

The Civil Aviation Authority of Thailand (CAAT) is the Competent Authority for maintenance organisations¹ that are involved in the maintenance of Thai registered aircraft and components intended for fitment thereto as established by TCAR AIR Part 145.A.1 General. CAAT is therefore responsible for the final approval of these maintenance organisations and for establishing procedures detailing how TCAR AIR Part-145 applications and approvals are managed.

This Guidance Material (GM) is applicable to TCAR AIR Part-145 applicants and TCAR AIR Part-145 maintenance organisations regardless of whether their principal place of business is located within Thailand or internationally. The provisions of this GM are complementary to the maintenance organisation certification requirements detailed in TCAR AIR Part-145 and do not supersede or replace any associated regulatory requirements.

0.2 Purpose

The purpose of this GM is to provide guidance regarding:

- Defining the Certifying staff (C/S) and Support Staff (S/S) qualification procedure in the MOE
- Assessing each individual C/S and S/S before granting a TCAR AIR Part-145 individual authorisation

0.3 Associated Instructions

CAAT has developed associated provisions (guidance, forms, checklists, and templates) that detail specific matters, which need to be considered as an integral part of this GM. This information is available on the CAAT website (www.caat.or.th).

0.4 Communication

All documents and correspondence between the maintenance organisation and CAAT shall be in English. The official e-mail is air-amo@caat.or.th.

0.5 References

- Air Navigation Act B.E. 2497
 - Requirements of the Civil Aviation Authority of Thailand No. 2 on Repair Station Certificate
 - Requirements of the Civil Aviation Authority of Thailand No. 5 on Foreign Repair Station Certificate
 - Requirements of the Civil Aviation Authority of Thailand No. 22 on Reporting of Civil Aviation Occurrences
 - Thailand Civil Aviation Regulation on Maintenance Organisation Requirement (TCAR AIR PART-145)
 - Acceptable Means of Compliance to Thailand Civil Aviation Regulation on Maintenance Organisation Requirement (AMC to TCAR AIR Part-145)
-

¹The terms “Maintenance Organisations” and “Repair Stations” should be read interchangeably in this Guidance Material.

- Thailand Civil Aviation Regulation on Personnel Licensing Part Aircraft Maintenance Engineer Licence (TCAR PEL Part-66)
- Acceptable Means of Compliance and Guidance Material to TCAR PEL Part-66 (AMC/GM to TCAR PEL Part-66)
- Thailand Civil Aviation Regulation on Personnel Licensing Part Approved Aircraft Maintenance Training Organisation (TCAR PEL Part-147)
- Acceptable Means of Compliance and Guidance Material to TCAR PEL Part-147 (AMC/GM to TCAR PEL Part-147)
- Thailand Civil Aviation Regulation on Airworthiness Part Continuing Airworthiness Management Organisation (TCAR AIR Part-CAMO)
- Acceptable Means of Compliance and Guidance Material to TCAR AIR Part-CAMO (AMC/GM to TCAR AIR Part-CAMO)
- Thailand Civil Aviation Regulation on Airworthiness Part Combined Airworthiness Organization (TCAR AIR Part-CAO)
- Acceptable Means of Compliance and Guidance Material to TCAR AIR Part-CAO (AMC/GM to TCAR AIR Part-CAO)
- Guidance Material for Development of Maintenance Organisation Exposition (MOE) (CAAT-GM-AIR-501)
- Guidance Material for CAAT Maintenance Organisation Exposition Supplement (CAAT-GM-AIR-502)
- Guidance Material for Aircraft Type Training (Theoretical and Practical) (CAAT-GM-AIR-508)
- Guidance Material for Demonstration of 6/24 Months Maintenance Experience (CAAT-GM-AIR-509)
- Guidance Material for Aircraft Maintenance (CAAT-GM-AIR-513)
- Guidance Material for EWIS training programme (CAAT-GM-AIR-515)

1. AIRCRAFT C/S AND S/S

1.1 Aircraft C/S and S/S definitions

This GM is only intended to cover the case of aircraft C/S and S/S involved in maintenance of aircraft.

Maintenance organisations involved in the maintenance of aircraft, are recommended to review and endorse in their exposition the applicable elements of this GM and, if required, to contact CAAT for further guidance.

1.1.1 C/S

C/S means staff authorised by a maintenance organisation to release an aircraft to service, under the TCAR AIR Part-145 approval, following line or base maintenance.

Note: aircraft means any machine that can derive support in the atmosphere from the reactions of the air other than reactions of the air against the earth's surface.

1.1.2 S/S

S/S means staff authorised by the TCAR AIR Part-145 approved maintenance organisation to support the Category C C/S in managing and releasing an aircraft to service after base maintenance activity while not necessarily holding certification privileges.

Note: This means that S/S may not necessarily hold line maintenance C/S privileges

S/S must ensure that all relevant tasks or inspections have been carried out to the required standard before the category C C/S issues the certificate of release to service (CRS).

For further guidance on C/S and S/S responsibilities associated with the issuance of the aircraft CRS, refer to points 145.A.30(g) and (h) of TCAR AIR Part-145 and the CAAT-AIR-GM-513 Guidance Material for Aircraft Maintenance.

1.1.3 TCAR PEL Part-66 Aircraft Maintenance Licence (AML) categories and subcategories

A TCAR PEL Part-66 AML can be issued for categories and subcategories as indicated in TCAR PEL Part 66.A.3.

The privileges associated with each category are indicated in TCAR PEL Part 66.A.20.

1.2 Individual authorisation procedures

C/S and S/S authorisation procedures (initial, extension and renewal), together with the related qualification criteria, must be detailed in the MOE (refer to CAAT-AIR-GM-501 Guidance Material for Development of Maintenance Organisation Exposition (MOE)) or MOE Supplement (refer to CAAT-AIR-GM-502 Guidance Material for CAAT Maintenance Organisation Exposition Supplement).

TCAR AIR Part-145.A.30 (g) (h) requires the C/S and S/S to be qualified in accordance with TCAR PEL Part-66. However, Part 145.A.30 (j), enables a maintenance organisation, by derogation, to have C/S and S/S qualified according to Appendix IV to TCAR AIR Part-145. Therefore, two cases may apply:

- A. Staff qualified in accordance with TCAR PEL Part-66
This means that the proposed C/S and S/S holds a TCAR PEL Part-66 AML (refer to Checklist 1)
- B. Staff qualified in accordance with Appendix IV to TCAR AIR Part-145
This means that the proposed C/S and S/S does not hold a TCAR PEL Part-66 AML (refer to Checklist 2)

1.3 C/S and S/S qualified to TCAR PEL Part-66

1.3.1 Licence and scope

The proposed C/S and S/S must hold a valid TCAR PEL Part-66 licence.

The maintenance organisation must ensure that the TCAR AIR Part-145 C/S-S/S individual authorisation does not exceed the scope addressed in the TCAR PEL Part-66 licence. Any limitation on the TCAR PEL Part-66 licence must be listed on the TCAR AIR Part-145 C/S-S/S individual authorisation.

In the case of a TCAR PEL Part-66 licence in category B1, B2, C, the TCAR AIR Part-145 individual authorisation may only be granted for those categories when the relevant aircraft type rating is endorsed in the licence, as specified in TCAR Part 66.A.45.

In the case of a TCAR PEL Part-66 licence in category A, no aircraft type rating endorsement is expected in the licence. In order for the maintenance organisation to issue a category A TCAR AIR Part-145 individual authorisation on a certain aircraft type, the related task training requirements must be met. Further guidance to establish compliance with task training requirements is provided in section 1.4.5.3.

1.3.2 Age

The C/S and S/S age must be at least 21 years.

1.3.3 Additional training

The C/S and S/S must be able to demonstrate having received, as appropriate, training on:

- the MOE and internal procedures applicable to C/S and S/S (including issuance of CRS)
- Initial Safety Training (including Human Factors) according to TCAR 145.A.30 (e) and GM 1 145.A.30 (e) syllabus.

Note: Having completed a Module 9 HF training does not supersede the need to comply with the Initial Safety Training (including Human Factors) in accordance with TCAR 145.A.30 (e). However, credit may be taken from the module 9 Human Factors training for the topics which are common in both trainings, provided the Module 9 HF training has been completed within the previous two years

- Fuel Tank Safety phase 2 applicable for Large aeroplanes CS-25 (refer to Appendix I to AMC3 145.A.30(e) for further details)
- Electrical Wiring Interconnection System (refer CAAT-AIR-GM-515 Guidance Material for EWIS training programme for further details)
- customer's operator procedures, such as but not limited to the customer's ATL, work cards, work package, list of independent inspection items, deferred items procedures, MEL, etc.

- any additional training justified during the assessment performed by the maintenance organisation (human factors, aviation legislation, etc.)

1.3.4 Additional aircraft training

The TCAR AIR Part-145 approved maintenance organisation needs to be aware that:

- type training courses covering certain, but not all the models or variants included in a type rating, are valid for the purpose of endorsing the full type rating in the TCAR PEL Part-66 aircraft maintenance licence (e.g. a licence endorsed with the rating Airbus A318/A319/A320/A321 (CFM56) after attending type training covering only the Airbus 320 (CFM56)) where the maintenance organisation's MOE and scope of work are limited to Airbus A320 aircraft, the TCAR AIR Part-145 individual authorisation should only include Airbus A320 and not cover to Airbus A318, A319 or A321 aircraft only on the basis of the Part-66 type rating endorsement.
- some systems and technology present in the particular aircraft being maintained may not have been covered by the training, examination, or experience required to obtain the licence and ratings (e.g. work being carried out on a model or variant for which the technical design and maintenance techniques have significantly evolved from the original model used in the type training; or specific technology and options selected by each customer which may not have been covered by the type training)

As a consequence, the maintenance organisation must ensure that C/S and S/S have received additional training, as appropriate, on the differences for the particular model or variant and the particular configuration of the aircraft intended to be maintained by the maintenance organisation. This additional training may take various forms depending on the complexity of the differences to be covered (read and sign document, on the job training, classroom training, etc.). In any case the additional training process must be detailed in the MOE or MOE Supplement or TPM.

Note: the additional aircraft training described in this section must not be confused with the case where the differences that need to be covered are related to different TCAR PEL Part-66 aircraft type ratings. In such cases section 1.4.5.2 applies. Such cases also involve necessarily an extension of the individual authorisation following an assessment by the maintenance organisation, and in the case of TCAR PEL Part-66 licence holders the type endorsement in the licence remains as a pre-requisite.

1.3.5 Maintenance experience

Maintenance organisations must ensure that C/S and S/S can demonstrate recent experience on the aircraft type intended to be endorsed in the TCAR AIR Part-145 individual authorisation.

The recent maintenance experience must be understood as meeting the requirement of 6 months of experience in the two years period preceding the intended date of issuance of the individual authorisation.

Further guidance is provided in CAAT-AIR-GM-509 Guidance Material for Demonstration of 6/24 Months Maintenance Experience.

1.3.6 Additional criteria for the renewal of individual authorisation

C/S and S/S must receive continuation training related to up-to-date information on relevant technologies, Human Factors and Safety Training, FTS, maintenance organisation procedures (including changes in aviation legislations), EWIS as applicable to the maintenance organisation scope of approval and individual authorisation held.

C/S and S/S must demonstrate 6 months of experience during the two-year period preceding the renewal of the authorisation.

Further guidance is provided in CAAT-AIR-GM-509 Guidance Material for Demonstration of 6/24 Months Maintenance Experience.

1.3.7 Assessment

The aim of the assessment is to ensure compliance of the C/S and S/S with the relevant TCAR AIR Part-145 requirements, with the criteria defined in this GM and to ensure that each C/S and S/S possesses the expected competency associated with the job function (proposed scope of work, authorisation category) before granting the initial TCAR AIR Part-145 C/S-S/S individual authorisation, or to renew or extend the scope of an already existing authorisation. This assessment must also take into consideration attitude and behaviour.

As a consequence, the maintenance organisation must demonstrate through a competency assessment that the C/S and S/S:

- meets the qualification criteria addressed above
- has the relevant knowledge, skills and ability to perform the maintenance tasks related to the job function including the relevant language knowledge
- is able to determine when the aircraft is ready to release to service and when it must not be released to service

In the case of an initial or renewal authorisation or extension of the scope of an already existing authorisation, the competency assessment must:

- Be specifically tailored to the aircraft types intended to be covered by the C/S authorisation
- The competency assessment shall include evaluation of “On the Job Performance” and /or “testing of knowledge” by appropriately qualified personnel
- In addition, it is recommended that the assessment form contains a remark field where the person responsible for the assessment records the questions raised, comments or any other information useful to support the recommendation for the pass/fail result. A “box-ticking” exercise would be pointless.

1.3.8 Checklist 1: Topics to be reviewed before granting/extending/renewing TCAR AIR Part-145 C/S-S/S individual authorisations (staff qualified to TCAR PEL Part-66)

CAAT oversight activities may be performed using a representative sampling of C/S and S/S records. However, AMO remains responsible for ensuring that all individual authorisation files comply with the applicable requirements.

Certifying Staff Name:		Purpose of the review: ☐ Initial Grant ☐ Renewal ☐ Extension		Intended Scope of authorisation under CAAT approval: (Category A, B1, B2, B2L, C)		Aircraft Type:	
	TCAR Part 145 Regulation/Requirements		Checked and Compliant	Reference of the Document Provided	CAAT Additional Guidance Material		
Licence and Scope	Does the C/S-S/S hold a valid TCAR PEL Part-66 Licence?		☐				
	Does the C/S-S/S scope of work remain within the scope of work defined by the TCAR PEL Part-66 AML and is any limitation listed on the licence and endorsed in the TCAR AIR Part-145 C/S-S/S individual authorisation?		☐				
	In the case of TCAR AIR Part-145 C/S-S/S individual authorisation in category B1, B2 or C, are the relevant aircraft type ratings of the individual authorisation endorsed in the TCAR PEL Part-66 Licence?		☐				
	In the case of a category A TCAR PEL Part-66 AML has the relevant task training been completed?		☐				
Age	Is the C/S-S/S at least 21 years old?		☐				
Additional Training	Has the C/S-S/S received Safety Training (including Human Factors) according to TCAR AIR Part-145 145.A.30(e) and GM 1 145.A.30(e) syllabus?		☐				
	Has the C/S-S/S received appropriate training on the MOE and associated procedures/lists		☐				

Certifying Staff Name:		Purpose of the review: ☐ Initial Grant ☐ Renewal ☐ Extension		Intended Scope of authorisation under CAAT approval: (Category A, B1, B2, B2L, C)	Aircraft Type:
	TCAR Part 145 Regulation/Requirements		Checked and Compliant	Reference of the Document Provided	CAAT Additional Guidance Material
	Has the C/S-S/S received initial FTS training as per AMC Appendix I to AMC3 145.A.30(e)?		☐		
	Has the C/S-S/S received EWIS training (refer CAAT-AIR-GM-515)?		☐		
	Has the C/S-S/S received training to the customer's operator procedures, such as the customer's ATL, work cards, work pack, list of independent inspection items, MEL etc?		☐		
Additional Aircraft Training	Has the C/S-S/S received additional training, as appropriate, on the differences for the particular model/variant and the particular configuration of the aircraft intended to be maintained by the maintenance organisation?		☐		
Maintenance Experience	Can the C/S-S/S demonstrate recent experience on the aircraft type (or similar aircraft) intended to be endorsed in the TCAR AIR Part-145 individual authorisation?		☐		CAAT-AIR-GM-509 Demonstration of 6/24 Months Maintenance Experience
In addition to the above points, the following applies for renewal of existing TCAR AIR Part-145 C/S-S/S individual authorisations					
Renewal of TCAR AIR Part-145 C/S-S/S Individual Authorisations	Has the C/S-S/S received recurrent training that covers up-to-date information on relevant technologies, safety/Human Factors, FTS, maintenance organisation procedures (including changes in aviation legislations), EWIS, as applicable to the maintenance organisation scope of approval and individual authorisations held?		☐		
	Has the C/S-S/S demonstrated 6-month experience during the two-year period preceding the renewal of the authorisation?		☐		CAAT-AIR-GM-509 Demonstration of 6/24 Months Maintenance Experience
When all the above points are positive, the following applies					

Certifying Staff Name:		Purpose of the review: ☐ Initial Grant ☐ Renewal ☐ Extension		Intended Scope of authorisation under CAAT approval: (Category A, B1, B2, B2L, C)	Aircraft Type:
	TCAR Part 145 Regulation/Requirements		Checked and Compliant	Reference of the Document Provided	CAAT Additional Guidance Material
Category of Type Training	Is the type training related to the scope of the national licence (e.g. avionics = avionics type training course and not airframe or power plant)?		☐		
	Is the type training related to the scope of the TCAR AIR Part-145 C/S-S/S individual authorisation?		☐		
Assessment	Has the C/S-S/S been assessed for competency including a language skill evaluation?		☐		Refer to the Table "Summary of Topics to be Assessed for Aircraft Certifying and Support Staff"
	Has any additional training been identified and performed, as required, following the internal assessment?		☐		

1.3.9 Summary of topics to be assessed before granting, extending or renewing a TCAR AIR Part-145 C/S-S/S individual authorisation, for staff qualified to TCAR PEL Part-66

Purpose of the Assessment Initial Grant ☐ Extension ☐ Renewal ☐ The competency assessment must include evaluation of “On the Job” performance and / or “testing of knowledge” by appropriately qualified personnel		
I QUALIFICATION		Remarks
I.1	Refer to Checklist 1 Topics to be reviewed before granting/extending/renewing TCAR AIR Part-145 C/S-S/S individual authorisations for staff qualified to TCAR PEL Part-66	
II KNOWLEDGE		
II.1	Knowledge of applicable officially recognised standards	
II.2	Knowledge of safety management, human factors, human performance and limitations and just culture	
II.3	Knowledge of maintenance organisation capabilities, privileges and limitations (scope of approval etc)	
II.4	Knowledge of TCAR AIR Part-145 and any other relevant regulations	
II.5	Knowledge of relevant parts of the MOE and associated procedures	
II.6	Knowledge of safety risks linked to the working environment	
II.7	Knowledge on CDCCL (when relevant)	
II.8	Knowledge on EWIS (when relevant)	
II.9	Knowledge of occurrence reporting system and understanding of the importance of reporting occurrences, incorrect maintenance data and existing or potential defects	
III UNDERSTANDING		
III.1	Understanding of professional integrity, behaviour and attitude towards safety	
III.2	Understanding of conditions for ensuring continuing airworthiness of aircraft and components	
III.3	Understanding of their own human performance and limitations	
III.4	Understanding of personnel authorisations and limitations	
III.5	Understanding of critical maintenance tasks	
IV ABILITY		
IV.1	Reserved	
IV.2	Ability to compile and control completed work cards	
IV.3	Ability to consider human performance and limitations	
IV.4	Ability to determine required qualifications for task performance	
IV.5	Ability to identify and rectify existing and potential unsafe conditions	
IV.6	Ability to check and document proper accomplishment of maintenance tasks	
IV.7	Ability to identify and properly plan performance of critical tasks	
IV.8	Ability to prioritise tasks and report discrepancies	
IV.9	Ability to process the work requested by the operator	
IV.10	Ability to properly process removed, uninstalled and rejected parts	
IV.11	Ability to properly record and sign for work accomplished	

IV.12	Ability to determine the acceptability of parts to be installed prior to fitment	
IV.13	Ability to understand work orders, work cards and refer to and use applicable maintenance data	
IV.14	Ability to use information systems	
IV.15	Ability to use, control and be familiar with required tooling and/or equipment	
IV.16	Teamwork, decision-making and leadership skills	
IV.17	Adequate communication and literacy skills: The C/S and S/S must be able to demonstrate a working knowledge of the language in which the maintenance data is published. In addition, should the language of the maintenance data not be English, then English language working knowledge is required to understand Airworthiness Directives	
Note: this list must not be considered as exhaustive. It remains the responsibility of the maintenance organisation to adjust it. Remark field where the person responsible for the assessment records the questions raised, comments or any other information useful to support the recommendation for the pass/fail result		

1.4 C/S and S/S not qualified to TCAR PEL Part-66

The maintenance organisation must ensure that C/S and S/S not qualified to TCAR PEL Part-66 are compliant with the following TCAR AIR Part-145 requirements.

1.4.1 Appendix IV paragraph 1 (a)

“The proposed A/C C/S and S/S shall hold a valid national licence or a certifying staff authorisation issued under the national regulations”.

The basic licence (national licence) must have been evaluated in all categories by the TCAR AIR Part-145 approved maintenance organisation and in particular any differences compared to ICAO Annex 1 must be addressed (refer to TCAR AIR Part-145 Appendix IV to TCAR Part-145)

The national licence to be considered depending on the maintenance organisation location is summarised in the table “Summary of Topics to be Assessed for C/S & S/S Not Qualified to TCAR PEL Part-66” of this GM.

1.4.2 Appendix IV paragraph 1 (b)

“The organisation shall ensure that the authorisation does not exceed the scope addressed in the national licence”.

The proposed authorisation privileges must have been evaluated to ensure they do not exceed the scope of the national licence. The maintenance organisation must compare the scope of the national licence and the scope of work of the TCAR PEL Part-66 C, B1, B2 and A categories and implement the necessary limitation. The result of the comparison must be summarised in the MOE 1.6.

Note: the “scope addressed in the national licence” does not mean the “aircraft type endorsed in the national licence”:

- some foreign national aviation authorities do not accept to endorse aircraft types not registered in the foreign country;
- the meaning of the “scope addressed in the national licence” is:
 - complex motor-powered aircraft versus non-complex motor-powered aircraft
 - aeroplanes versus helicopters, etc.
- the intent of paragraph 1(b) of Appendix IV to TCAR AIR Part-145 is to allow aircraft maintenance engineers holding an aircraft type training certificate delivered by a training organisation approved according to a standard acceptable to the CAAT
- for an aircraft type not registered in the foreign country (consequently not endorsed on the AML), that meets all the other requirements of points 145.A.30 and 145.A.35 of TCAR AIR Part-145 to be authorised as C/S or S/S on the aircraft type.

Any limitation addressed in the national licence or in the C/S and S/S authorisation issued under the national regulations must be reported in the TCAR AIR Part-145 C/S-S/S individual authorisation.

The maintenance organisation can also endorse an aircraft type in the TCAR AIR Part-145 C/S-S/S individual authorisation that is not endorsed on the national licence provided compliance is met with the other Appendix IV requirements.

In the case of national regulations using the same C/S-S/S codes (A, B1, B2 and C) of TCAR Part-66, this condition does not release the maintenance organisation from comparing the scope of the national

licence and the scope of work of the TCAR C, B1, B2 and A categories and implementing the necessary limitation.

1.4.3 Appendix IV paragraph 1 (c)

The C/S and S/S must be able to demonstrate that they have received:

- training on human factors referred to in Module 9 of Appendix I to TCAR PEL Part-66. The maintenance organisation must ensure and be in a position to demonstrate that the Human Factors training syllabus and the training level are compliant with the syllabus and the level (B1/B2) of training described in Appendix I to TCAR PEL Part-66. The demonstration process is left to the discretion of the maintenance organisation.
- training on aviation legislation referred to in Module 10 of Appendix I to TCAR PEL Part-66. The maintenance organisation must ensure and be in a position to demonstrate that the aviation legislation training syllabus and the training level are compliant with the syllabus and the level (B1/B2) of training described in Appendix I to TCAR PEL Part-66. The demonstration process is left to the discretion of the maintenance organisation.

A proposed C/S or S/S is considered compliant with Appendix IV 1 (c) without further need of investigation, if one of the following pieces of evidence is available:

- examination certificate of recognition issued by a TCAR PEL Part-147 AMTO for the relevant Module 9 or 10
- when only a statement issued by a TCAR PEL Part-147 AMTO can be provided, stating that the person has attended the relevant Module 9 or 10 according to the corresponding TCAR PEL Part-66 syllabus, then the maintenance organisation must also ensure that the course is carried out according to a detailed syllabus including level of training as per TCAR PEL Part-66 Module 9 and 10 as applicable (the duration of the course needs to be specified to demonstrate the adequacy to cover all subjects).

When selecting a non-TCAR PEL Part-147 organisation to provide the Human Factors or Aviation Legislation training, the TCAR AIR Part-145 compliance monitoring department must be in a position to demonstrate as a minimum that:

- the course is carried out according to a detailed syllabus including level of training equivalent to TCAR PEL Part-66 Module 9 or 10 as applicable (the duration of the course needs to be specified to demonstrate the adequacy to cover all subjects)
- the qualification criteria for instructors is defined
- a maximum number of training hours per day is defined (HF principals to be considered)
- the maximum number of trainees per group is 28

1.4.4 Appendix IV paragraph 1 (d)

The C/S and S/S must be able to demonstrate:

- 3 years of maintenance experience for line maintenance C/S in category A
- 5 years of maintenance experience for line maintenance C/S and base maintenance S/S in category B1 and B2
- 8 years of maintenance experience for base maintenance C/S in category C

In addition, the maintenance organisation must ensure that the C/S and S/S can demonstrate recent experience.

The recent maintenance experience must be understood as meeting the requirement of 6 months of experience in the two-year period preceding the intended date of issuance of the individual authorisation (refer to TCAR AIR Part-145 145.A.35 (c) for further details). This concept is the same applicable for the renewal of the authorisation as described in the following section related to “additional training” requirements.

Further guidance is provided in CAAT-AIR-GM-509 Material for Demonstration of 6/24 Months Maintenance Experience.

1.4.5 Appendix IV paragraph 1 (e) (f)

1.4.5.1 Aircraft type training for category B1, B2 C/S-S/S and category C C/S

C/S and S/S must be able to demonstrate that they have received type training and passed the examination at the relevant category level (depending on the category of authorisation), referred to in Appendix III to TCAR PEL Part-66 for each aircraft type intended to be endorsed in the TCAR AIR Part-145 C/S-S/S individual authorisation.

In the case of category C C/S, for the first aircraft type to be endorsed in the TCAR AIR Part-145 C/S-S/S individual authorisation, the type training and examination must be at the category level B1, B2.

An aircraft type training is made up of two parts:

- Theoretical element: composed by theoretical training and examination
- Practical element: composed by practical training and assessment

Note: this point is not applicable to level 1 type training (e.g. category C C/S who already have one aircraft type in their authorisation)

The standard requirement to be met and to be reflected in MOE 3.9 “certifying staff and support staff qualification and training procedures” is that the theoretical and practical element of the aircraft type training is completed at a TCAR PEL Part-147 Approved Maintenance Training Organisation or delivered by a training organisation approved according to a standard acceptable to the CAAT.

1.4.5.2 Type training for differences

In order to meet the requirement of Appendix IV Paragraph 1. (e) (f), a person may also be qualified by a type training for differences (including both the theoretical and practical element) which has been received in an approved TCAR PEL Part-147 organisation or delivered by a training organisation approved according to a standard acceptable to the CAAT.

The following requirements need to be met:

- the applicant for a TCAR AIR Part-145 C/S-S/S individual authorisation, needs to cover the differences between two different aircraft type ratings of the same manufacturer as determined by CAAT (refer to the aircraft type ratings provided in appendix I to AMC to TCAR PEL Part-66). For example, a person who already completed a type training on the A320 (CFM 56) and needs to be qualified also on the A320 (V2500), does not need to complete a full aircraft type training on the A320 (V2500), but may only complete a type training for differences between the two aircraft type ratings (e.g. engine plus aircraft interfaces)
- differences training must cover both theoretical and practical elements of type rating training
- a type rating must only be endorsed on a TCAR AIR Part-145 C/S-S/S individual authorisation after differences training when the applicant also complies with one of the following conditions:
 - o having already endorsed on the TCAR AIR Part-145 C/S-S/S individual authorisation the aircraft type rating from which the differences are being identified
 - o having completed the type training requirements for the aircraft from which the differences are being identified, but has not yet been endorsed in the TCAR AIR Part-145 C/S-S/S individual authorisation

Detailed guidance on how to establish compliance of the aircraft type training is provided in CAAT-AIR-GM-508 Aircraft Type Training (Theoretical and Practical).

1.4.5.3 Tasks training for category A C/S

Those persons whose scope of work does not exceed those of a category A C/S may receive task training in lieu of a complete type training.

Task training must be carried out by a TCAR PEL Part-147 AMTO or a TCAR AIR Part-145 AMO appropriately approved on the specific aircraft type for which the TCAR AIR Part-145 C/S individual authorisation is to be issued.

This training must include practical hands-on training and theoretical training for each task authorised. Satisfactory completion of the task training must be demonstrated by an examination or by a workplace assessment carried out by the TCAR PEL Part-147 AMTO or TCAR AIR Part-145 AMO which has delivered the training.

It is the responsibility of the maintenance organisation issuing the category A TCAR AIR Part-145 C/S individual authorisation to ensure that the task training covers all the tasks to be authorised. This is particularly important in those cases where the task training has been provided by an organisation (TCAR PEL Part-147 AMTO or TCAR AIR Part-145 AMO) different from the one issuing the authorisation.

When a maintenance organisation intends to issue the category A TCAR AIR Part-145 C/S individual authorisation based upon a complete type training delivered by an TCAR PEL Part-147 AMTO, a demonstration must be performed and documented to show that the type training (theoretical and practical elements) covers the tasks to be authorised.

1.4.6 Additional aircraft training

A TCAR AIR Part-145 approved maintenance organisation needs to consider that:

- type training may have covered certain, but not all the models and variants included in a type rating (e.g. type training on Boeing 747-200/300 (GE CF6) which did not cover the Freighter model)
- some systems and technology present in the particular aircraft being maintained may not have been covered by the training, examination or experience (e.g. work being carried out on a model or variant for which the technical design and maintenance techniques have significantly evolved from the original model used in the type training, or specific technology and options selected by each customer which may not have been covered by the type training)

As a consequence, the maintenance organisation must ensure that C/S-S/S have received additional training, as appropriate, on the differences for the particular model or variant and the particular configuration of the aircraft intended to be maintained by the maintenance organisation. This additional training may take various forms depending on the complexity of the differences to be covered (e.g. read and sign document, on the job training, classroom training, etc.).

Note: the additional aircraft training described in this section must not be confused with the case where the differences that need to be covered are related to different TCAR PEL Part-66 aircraft type ratings. In such cases, section 1.4.5.2 of this GM applies. Such cases also involve necessarily an extension of the TCAR AIR Part-145 C/S-S/S individual authorisation following an assessment by the maintenance organisation, and in the case of TCAR PEL Part-66 licence holders the type endorsement in the licence remains as a pre-requisite.

1.4.7 Additional training

C/S and S/S must be able to demonstrate that they have received, as appropriate, training on:

- Initial Safety training (including Human Factors) according to TCAR AIR Part-145 145.A.30 (e) and GM 1 145.A.30 (e) syllabus

Note: Having completed a Module 9 HF training does not supersede the need to comply with the initial HF training in accordance with 145.A.30 (e). However, credit may be taken from the Module 9 HF training for the topics which are common in both trainings, provided the Module 9 HF training has been completed within the previous two years

- the MOE and internal procedures applicable to C/S-S/S (including issuance of CRS)
- Fuel Tank Safety phase 2
- EWIS (refer to CAAT-AIR-GM-515 for further details)
- Customer's operator procedures, such as but not limited to the customer's ATL, work cards, work package, list of independent inspection items, deferred items procedures, MEL
- any additional training justified during the assessment performed by the maintenance organisation (human factors, aviation legislation, etc.)

1.4.8 Additional criteria for the renewal of individual authorisations

C/S-S/S must receive continuation training that covers up-to-date information on relevant technologies, Human Factors, FTS, EWIS, maintenance organisation procedures (including changes in aviation legislations), as applicable to the maintenance organisation scope of approval and individual authorisations held.

C/S-S/S must demonstrate 6 months of experience during the two-year period preceding the renewal of the TCAR AIR Part-145 C/S-S/S individual authorisation.

The 6 months maintenance experience in 2 years must be understood as consisting of two elements; duration and nature of the experience.

Further guidance is provided in CAAT-AIR-GM-509 Material for Demonstration of 6/24 Months Maintenance Experience.

1.4.9 Assessment

Refer to paragraph 1.3.7 Assessment.

1.4.10 Checklist 2: Topics to be reviewed before granting, extending, renewing a TCAR AIR Part-145 C/S-S/S individual authorisation for staff not qualified to TCAR PEL Part-66

CAAT oversight activities may be performed using a representative sampling of C/S and S/S records. However, AMO remains responsible for ensuring that all individual authorisation files comply with the applicable requirements.

Certifying Staff Name:		Purpose of the review: ☐ Initial Grant ☐ Renewal ☐ Extension		Intended Scope of TCAR AIR Part-145 C/S-S/S individual authorisation: (Category A, B1, B2, C)		Aircraft Type:	
	TCAR Part 145 Regulation/Requirements		Checked and Compliant	Reference of the Document Provided	CAAT Additional Guidance Material		
Part-145 Appendix IV (a)	Does the C/S-S/S hold a valid licence or a C/S authorisation issued under the country's national regulations in compliance with ICAO Annex 1?		☐				
	Are there any differences from the national licence that need to be addressed?		☐				
Part-145 Appendix IV (b)	Does the scope of work of the C/S-S/S remain within the scope of work defined by the national licence or C/S authorisation and is any limitation listed in the national licence endorsed in the TCAR Part 145 C/S-S/S individual authorisation?		☐		Refer to MOE guidance: Category and associated privileges of the national licence to be addressed in MOE 1.6		
Part- 145 145.A.35 (m)	Is the C/S-S/S at least 21 years old?		☐				
Part 145 Appendix IV (c)	Has the C/S-S/S demonstrated that they have received training on Human Factors referred to in Module 9 of Appendix I TCAR PEL Part-66?		☐				
	Has the C/S-S/S demonstrated that they have received training on aviation legislation referred to in Module 10 of Appendix I TCAR PEL Part-66?		☐				

Certifying Staff Name:		Purpose of the review: ☐ Initial Grant ☐ Renewal ☐ Extension		Intended Scope of TCAR AIR Part-145 C/S-S/S individual authorisation: (Category A, B1, B2, C)		Aircraft Type:	
	TCAR Part 145 Regulation/Requirements			Checked and Compliant	Reference of the Document Provided	CAAT Additional Guidance Material	
	Has the provided training (Modules 9 and 10) been evaluated for compliance with Appendix I to TCAR PEL Part-66 in terms of syllabus and level (B1/B2) of training			☐			
Part-145 Appendix IV (d)	Has the C/S-S/S demonstrated the required maintenance experience? TCAR Category A = 3 years TCAR Category B1, B2 = 5 years TCAR Category C = 8 years			☐	Record the number of years		
	Can the C/S-S/S demonstrate recent experience on the aircraft type intended to be endorsed in the TCAR AIR Part-145 individual authorisation?			☐		CAAT-AIR-GM-509 Demonstration of 6/24 Months Maintenance Experience	
Part-145 Appendix IV (e) (f)	Has the C/S-S/S demonstrated they followed a task or a type training and passed the examination at the relevant category referred to in Appendix III TCAR PEL Part-66? Note: Category C C/S must demonstrate that they received type training and passed the examination at the Category C level referred to in Appendix III TCAR PEL Part-66 for each aircraft type in their TCAR AIR Part-145 individual authorisation, except that for the first aircraft type, training and examination must be at the category B1, B2 or level of Appendix III TCAR PEL Part-66			☐			
	Is the theoretical element of the type training provided by TCAR PEL Part-147 Approved Maintenance Training Organisation or delivered by a training organisation approved according to a standard acceptable to the CAAT?			Y ☐ N ☐		If NO, refer to CAAT-AIR-GM-508 Aircraft Type Training (Theoretical and Practical)	

Certifying Staff Name:		Purpose of the review: ☐ Initial Grant ☐ Renewal ☐ Extension		Intended Scope of TCAR AIR Part-145 C/S-S/S individual authorisation: (Category A, B1, B2, C)		Aircraft Type:	
	TCAR Part 145 Regulation/Requirements			Checked and Compliant	Reference of the Document Provided	CAAT Additional Guidance Material	
	Is the practical element of the type training provided by TCAR PEL Part-147 Approved Maintenance Training Organisation or delivered by a training organisation approved according to a standard acceptable to the CAAT?			Y ☐ N ☐			
	Is the task training provided by an approved TCAR AIR Part-145 or TCAR PEL Part-147 Approved Maintenance Training Organisation or delivered by a training organisation approved according to a standard acceptable to the CAAT?			☐			
Additional Aircraft Training	Has the C/S-S/S received additional training, as appropriate, on the differences for the particular model or variant or the particular configuration of the aircraft intended to be maintained by the maintenance organisation?			☐			
Additional Training	Has the C/S-S/S received a Safety Training (including Human Factors) according to TCAR AIR Part-145 145.A.30 (e) and GM 1 145.A.30 (e) syllabus?			☐			
	Has the C/S-S/S received appropriate training on the MOE and associated procedures and lists?			☐			
	Has the C/S-S/S received the initial FTS training as per Appendix I to AMC3 145.A.30(e)?			☐			
	Has the C/S-S/S received the EWIS training programme (refer CAAT-AIR-GM-515)?			☐			
	Has the C/S-S/S received training to the customer's operator procedures, such as the customer's ATL, work cards, work pack, list of independent inspection items, deferred items procedures, MEL etc?			☐			
In addition to the above points, the following applies for renewal of existing TCAR AIR Part-145 individual authorisations							

Certifying Staff Name:		Purpose of the review: ☐ Initial Grant ☐ Renewal ☐ Extension		Intended Scope of TCAR AIR Part-145 C/S-S/S individual authorisation: (Category A, B1, B2, C)		Aircraft Type:	
	TCAR Part 145 Regulation/Requirements			Checked and Compliant	Reference of the Document Provided	CAAT Additional Guidance Material	
Renewal of TCAR AIR Part-145 Individual Authorisations	Has the C/S-S/S received continuation training that covers up-to-date information on relevant technologies, safety/Human Factors, FTS, maintenance organisation procedures (including changes to aviation legislations), EWIS, as applicable to the maintenance organisation scope of approval and individual authorisations held?			☐			
	Has the C/S-S/S demonstrated 6 months experience during the two-year period preceding the renewal of TCAR AIR Part-145 C/S-S/S individual authorisation?			☐		CAAT-AIR-GM-509 Demonstration of 6/24 Months Maintenance Experience	
When all the above points are positive, the following applies							
Assessment	Has the C/S-S/S been assessed for competence including a language skill evaluation?			☐		Refer to the Table Summary of Topics to be Assessed for aircraft Certifying Staff	
	Is there any additional training justified following the internal assessment?			☐			

1.4.11 Summary of topics to be assessed before granting, extending, renewing a TCAR AIR Part-145 C/S-S/S individual authorisation, for staff not qualified to TCAR PEL Part-66

Purpose of the Assessment Initial Grant ☐ Extension ☐ Renewal ☐ The competency assessment must include evaluation of “On the Job” performance and / or “testing of knowledge” by appropriately qualified personnel		
I QUALIFICATION		Remarks
I.1	Refer to Checklist 2 Topics to be reviewed before granting/extending/renewing individual authorisations for C/S-S/S Not Qualified to TCAR PEL Part-66	
II KNOWLEDGE		
II.1	Knowledge of applicable officially recognised standards	
II.2	Knowledge of safety management, human factors, human performance and limitations and just culture	
II.3	Knowledge of maintenance organisation capabilities, privileges and limitations (scope of approval etc)	
II.4	Knowledge of TCAR AIR Part-145 and any other relevant regulations	
II.5	Knowledge of relevant parts of the MOE and associated procedures	
II.6	Knowledge of safety risks linked to the working environment	
II.7	Knowledge on CDCCL (when relevant)	
II.8	Knowledge on EWIS (when relevant)	
II.9	Knowledge of occurrence reporting system and understanding of the importance of reporting occurrences, incorrect maintenance data and existing or potential defects	
III UNDERSTANDING		
III.1	Understanding of professional integrity, behaviour and attitude towards safety	
III.2	Understanding of conditions for ensuring continuing airworthiness of aircraft and components	
III.3	Understanding of their own human performance and limitations	
III.4	Understanding of personnel authorisations and limitations	
III.5	Understanding of critical maintenance tasks	

IV ABILITY		
IV.1	Reserved	
IV.2	Ability to compile and control completed work cards	
IV.3	Ability to consider human performance and limitations	
IV.4	Ability to determine required qualifications for task performance	
IV.5	Ability to identify and rectify existing and potential unsafe conditions	
IV.6	Ability to check and document proper accomplishment of maintenance tasks	
IV.7	Ability to identify and properly plan performance of critical tasks	
IV.8	Ability to prioritise tasks and report discrepancies	
IV.9	Ability to process the work requested by the operator	
IV.10	Ability to properly process removed, uninstalled and rejected parts	
IV.11	Ability to properly record and sign for work accomplished	
IV.12	Ability to determine the acceptability of parts to be installed prior to fitment	
IV.13	Ability to understand work orders, work cards and refer to and use applicable maintenance data	
IV.14	Ability to use information systems	
IV.15	Ability to use, control and be familiar with required tooling and/or equipment	
IV.16	Teamwork, decision-making and leadership skills	
IV.17	Adequate communication and literacy skills: The C/S staff must be able to demonstrate a working knowledge of the language in which the maintenance data is published. In addition, should the language of the maintenance data not be English, then English language working knowledge is required to understand Airworthiness Directives	
Note: this list must not be considered as exhaustive. It remains the responsibility of the maintenance organisation to adjust it. It is recommended that the Assessment Form contains an open text field where the person responsible for the assessment records the questions raised, comments or any other information useful to support the recommendation for the pass/fail result		

1.4.12 National Licences to be considered for TCAR AIR Part-145 Approved Maintenance Organisations

TCAR AIR Part-145 Approved Maintenance Organisation with Principal Place of Business (PPB) outside Thailand						
Specific Case	Possible Options for Qualification	Applicability		Qualification Allowed By		Possible Alternatives to TCAR PEL Part-66
		145.A.30 (j) (1)	145.A.30 (j) (2)	145.A.30 (j) (1)	145.A.30 (j) (2)	
For all facilities in country A being the country where the PPB is	Base Maintenance: Qualification in accordance with aviation regulations of country A; subject to compliance with the requirements in Appendix IV	YES	N/A	Country A	N/A	Country A
	Line Maintenance: Qualification in accordance with aviation regulations of country A; subject to compliance with the requirements in Appendix IV	N/A	YES	N/A	Country A	Country A
For base Maintenance facility in country B different from PPB	Base Maintenance: Qualification in accordance with aviation regulations of country B; subject to compliance with the requirements in Appendix IV	YES	N/A	Country B	N/A	Country B
For Line Maintenance Station in country C	Line Maintenance: Qualification in accordance with aviation regulations of country A or of country C; subject to compliance with the requirements in Appendix IV	YES PPB registered in A	YES Based in C	Country A	Country C	Country A Country C
Note: "Qualified in accordance with national aviation regulations" means that the qualification must have been issued or recognised (validated) in accordance with that national regulation. For licences issued by another aviation authority, the criteria in Appendix IV to TCAR AIR Part-145 do not apply unless the licence has been validated by the national aviation authority of the country where the maintenance organisation is established. However, in order for a TCAR AIR Part-145 approved maintenance organisation to grant the TCAR AIR Part-145 C/S-S/S individual authorisation, the person must meet the requirements defined in Appendix IV to TCAR AIR Part-145.						

1.5 Management of TCAR AIR Part-145 C/S and S/S individual authorisations

1.5.1 List of C/S and S/S

The management of the list of C/S and S/S must be detailed within MOE 1.6

1.5.2 TCAR AIR Part-145 C/S and S/S individual authorisations

The maintenance organisation is responsible to ensure that:

- the national licence or a C/S authorisation issued under the national regulations remains valid, and
- the C/S and S/S have followed the recurrent training within the two-year period

As a consequence, the maintenance organisation must align the validity of TCAR AIR Part-145 C/S-S/S individual authorisations accordingly.

1.6 One-off authorisations

1.6.1 Applicability

This section is intended to clarify the applicability of the one-off certification authorisation privilege as per TCAR AIR Part-145 145.A.30 (j) (5).

Regulation Text	Clarification on Applicability and Limitations
145.A.30 (j) (5) states: “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 to”:	The applicability is limited to the following cases: - In the following unforeseen cases, the maintenance organisation is contracted to provide maintenance support for the specific event and has a maintenance contract with the customer operator (*), and - an AOG condition occurs outside the maintenance organisation’s main base (*) in the case of CMPA aircraft and aircraft used for commercial air transport the maintenance organisation, “contracted to provide maintenance” and issuing the one-off authorisation, is intended to be the maintenance organisation directly contracted by the CAMO Operator as per M.A.201.(h).2 and holding a contract as outlined in Appendix IV to AMC1 CAMO.A.315(c)
145.A.30 (j) (5) (i) states: “.....one of its employees holding equivalent type authorisations on aircraft of similar technology, construction and systems; or...”	In order to establish when two aircraft can be considered as similar, refer to TCAR PEL Part-66 AMC 66.A.20.(b).2

Regulation Text	Clarification on Applicability and Limitations
145.A.30 (j) (5) (ii) states: “...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.”	Only an aircraft maintenance licence issued in accordance with ICAO Annex 1 and (in addition) with the appropriate aircraft type endorsed in the licence is eligible for meeting the requirement
All such cases as specified in this subparagraph must be reported to CAAT within seven days of the issuance of such certification authorisation. The maintenance organisation issuing the one-off authorisation must ensure that any such maintenance that could affect flight safety is re-checked by an appropriately approved maintenance organisation.	In addition to the notification to CAAT, it is the responsibility of the maintenance organisation to establish a coordination with the customer operator, to ensure the CAMO is informed of: - the issuance of a one-off authorisation - the need for a maintenance task performed under a one-off authorisation to be re-checked by an appropriately approved maintenance organisation

1.6.2 MOE

When this privilege is intended to be used, a procedure needs to be endorsed in the MOE, addressing in particular the following aspects:

- In MOE 3.9:
 - o process in place and involvement of the Compliance Monitoring Manager in issuing the one-off authorisation
 - o minimum records to be associated with the issuance of the one-off authorisation in order to allow a verification that the regulatory requirements are met
- In MOE 2.16:
 - o records of the maintenance carried out under the one-off authorisation
 - o notification process to CAAT within 7 days
 - o how the maintenance organisation will make sure that any maintenance release under a one-off authorisation that could affect flight safety will be re-checked by an appropriately approved maintenance organisation

1.7 Privileges of C/S and S/S

The fact that a person previously held a TCAR AIR Part-145 C/S-S/S individual authorisation in another maintenance organisation does not automatically authorise the receiving maintenance organisation to grant the same privilege to such staff. Privileges are not transferable.

In the case of a C/S-S/S moving from one TCAR AIR Part-145 maintenance organisation to another, the receiving maintenance organisation is required to assess such staff based on its approved MOE procedures for granting a TCAR AIR Part-145 C/S-S/S individual authorisation. This also includes an assessment of all training, with particular attention to type training not undertaken in a TCAR PEL Part-147 organisation

Note: In this case the receiving maintenance organisation intending to nominate the C/S-S/S is required to demonstrate compliance of the type training applying CAAT-AIR-GM-508 Aircraft Type Training (Theoretical and Practical). The fact that the person was already approved in another maintenance organisation for the related aircraft type does not replace the need for such demonstration, which may be difficult if the detailed training records are not accessible by the receiving maintenance organisation.

As highlighted in this GM, the level of the assessment is different depending if the person is holding a TCAR PEL Part-66 AML or holding a national licence issued under the national regulations.

1.8 Record

The compliance monitoring system must review and archive in an exhaustive manner the relevant files resulting from the implementation of this procedure.

Personnel records shall be kept as long as a person works for the organisation, and shall be retained until 3 years after the person has left the organisation, or after an authorisation has been withdrawn.

This means that the maintenance organisation must keep records of all evidence associated with the TCAR AIR Part-145 C/S-S/S individual authorisation (certificates, experience logbook, diploma, recurrent training evidence which includes demonstration of type training when not completed in an approved TCAR PEL Part-147 organisation), and assessment evidence (including assessment results which could be in a form chosen by the maintenance organisation).