



Maintenance Program Assessment Checklist

Operator's Name:	MPD Reference:	CMP Issue/Rev.:	Date:
CAMO Approval:	AWS Inspector:		

No.	General Requirements	CARC Guidance	Comply		Remarks
			Yes	No	
1	The type/model and registration number of the aircraft, engines, and where applicable, auxiliary power units and propellers.	The Maintenance Program shall contain manufacturer/type, registration number and S/N of aircrafts and engines, and if applicable, APU and propellers.			
2	Name and address of the owner, operator or CAMO approved organization managing the aircraft airworthiness.	The complete name and address shall be indicated (furthermore, it is recommended to include phone number, fax and e-mail) of the owner, operator or approved CAMO organization according to M. Subpart G which manages the airworthiness of the aircraft.			
3	The reference, the date of issue and issue number of the approved maintenance program.	The Maintenance Program shall have an identification reference (e.g. alpha numeric code associated with the name of the aircraft operator, etc.); which will be included in the approval page signed by CARC.			
4	A statement signed by the owner, operator or CAMO approved organization, managing the aircraft airworthiness to the effect that the specified aircraft will be maintained to the program and that the program will be reviewed and updated as required.	The Maintenance Program shall include a statement signed by the owner or the accountable manager of the CAMO Organization, indicating a commitment to maintain the related aircraft specified in accordance with the provisions thereof, and the conditions and instructions that CARC may include in the approval, indicating also that it shall be reviewed and updated as appropriate when there is a difference between the referential elements of the program development.			



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5	<p>Contents/list of effective pages and the revision status of the document.</p>	<p>It shall be included a general index of contents, list of effective pages, indicating for each one of them: Revision and date, and page of revision control of the program and list of distribution of copies.</p> <p>This may include a list of abbreviations and definitions of terms used in the maintenance program, and a list of Annexes or Appendices attached to the program when required.</p>			
6	<p>Check periods, which reflect the anticipated utilization of the aircraft. Such utilization shall be stated and there shall be included a tolerance of not more than 25%. Where utilization cannot be anticipated, calendar time limits shall also be included.</p>	<p>Detailed list of all required maintenance checks and their intervals (hours, days, months or years, cycles, landings, etc., as appropriate) applicable to each inspection is included. The anticipated utilization shall be stated with a margin of tolerance less than 25%.</p> <p>There shall be established intervals based on the anticipated utilization of the provided aircraft whenever possible. When it is not possible to anticipate the utilization of the aircraft, there shall be included limits per calendar.</p> <p>The maintenance program shall specify that if the variation in the utilization exceeds 25%, the corresponding revision and amendment of the Maintenance Program will be made.</p> <p>Additionally, it shall be indicated the required inspections, when applicable, as a result of the equipment and instruments that configure the aircraft in the maintenance program, as well as the various modifications, STC's, repairs etc. installed therein and require periodic maintenance</p>			



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7	Procedures for the escalation of established check periods, where applicable and acceptable to CARC.	The procedure for escalation shall state that all escalations beyond the MPD recommended interval must be approved by CARC on a case by case basis.			
8	Provision to record the date and reference of approved amendments incorporated in the maintenance program.	The procedure to incorporate the approved amendments to the Maintenance Program will be described, indicating the responsible person to perform it.			
9	Details of pre-flight maintenance tasks that are accomplished by the maintenance staff.	The pre-flight inspection tasks which shall be performed by the Maintenance Staff will be described.			
10	The tasks and the periods (intervals/frequencies) at which each part of the aircraft, engines, APU's, propellers, components, accessories, equipment, instruments, electrical and radio apparatus, along with the associated systems and installations shall be inspected. This shall include the type and degree of the required inspection.	Tasks to be performed, in accordance with the requirements in the (MRB / MPD / MM / approved Data, etc.) of the Maintenance Program used for reference, as well as the specified requirements for continued airworthiness as a result of optional and emergency equipment, repairs, optional modifications, STC's, etc. installed in the aircraft. The Maintenance Program shall also include the maintenance requirements of the components that are not covered by the tasks of MRB/MPD..., such as, but not limited to, CVR, FDR, ELT, transponder, compass. For these components, the CMM or another similar documentation must be followed. The maintenance program shall also include mandatory requirements included in documents issued by the TC holder. The repetitive maintenance tasks derived from modifications, repairs, ADs shall be also included in the maintenance program.			



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11	The periods at which components should be checked, cleaned, lubricated, replenished, adjusted and tested.	It will include a list of parts, components, equipment or items in general, of the aircraft requiring this type of service and the applicable interval. These tasks (services) shall be made in accordance with the instructions or recommendations of the respective manufacturers.			
12	If applicable, details of ageing aircraft system requirements along with any specified sampling programs.	If applicable, it will identify and describe the specific inspections of aging aircraft systems, content and interval, required by Manuals, Bulletins, manufacturer-specific programs, Airworthiness Directives, or by order of the competent authority; including whether there is a defined sampling program.			
13	If applicable details of specific structural maintenance programs issued by the type certificate holder including, but not limited to, the following: a. Maintenance of structural Integrity by damage Tolerance and Supplemental Structural Inspection Programs (SSID). b. Structural maintenance programs resulting from the SB review performed by the TC holder. c. Corrosion prevention and control. d. Repair Assessment. e. Widespread Fatigue Damage				



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14	If applicable, details of Critical Design Configuration Control Limitations (CDCCL) along with appropriate procedures.	If the TC/STC holder has identified CDCCL's for the type of aircraft, details of CDCCL and related procedures will be included. <i>Note:</i> The CDCCL are not maintenance tasks as such, but they are associated with other tasks. At least the list of applicable CDCCL shall be included referring to the related Maintenance task/s.			
15	If applicable, a list of the limit of validity in terms of total flight cycles/calendar date/flight hours for the structural program in 1.1.13.				
16	The periods at which overhauls and/or replacements by new or overhauled components shall be made.				
17	A cross-reference to other documents approved by the Agency which contain the details of maintenance tasks related to mandatory life limitations, CMR's and ADs. <i>Note:</i> To prevent inadvertent variations to such tasks or intervals, these items shall not be included in the main portion of the maintenance program without specific identification of their mandatory status.				



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18	<p>Details of, or cross-reference to, any required reliability program or statistical methods of continuous Surveillance.</p>	<p>In this section, the details of any required reliability program will be included or statistical methods of continuous surveillance, or a reference to other documents which may contain such information in a way that they are clearly defined.</p> <p>A reliability program should be developed in the following cases:</p> <p>(a) The aircraft maintenance program is based upon MSG-3 logic.</p> <p>(b) The aircraft maintenance program includes condition monitored components.</p> <p>(c) The aircraft maintenance program does not contain overhaul time periods for all significant system components.</p> <p>(d) When specified by the Manufacturer's maintenance planning document or MRB.</p> <p>A reliability Program need not be developed in the following cases:</p> <p>(a) The maintenance program is based upon the MSG-1 or 2 logic but only contains hard time or on condition items.</p> <p>(b) The aircraft is not a large aircraft according to Part-M.</p> <p>(c) The aircraft maintenance program provides overhaul time periods for all significant system components.</p> <p>Note 1: For the purpose of this paragraph, a significant system is a system the failure of which could hazard the aircraft safety.</p> <p>Note 2: A Part M Subpart G organization may however, develop its own reliability monitoring program when it may be deemed beneficial from a maintenance planning point of view.</p>			



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19	A signed statement that practices and procedures to satisfy the program should be to the standards specified in the TC holder's Maintenance Instructions. In the case of approved practices and procedures that differ, the statement should refer to them.	Such statement shall be signed by the CAMO manager			
20	Each quoted maintenance task shall be defined in a definition section of the program.	This section defines the type of work (general visual inspection, detailed visual inspection, testing, control, lubrication, service, assembly and disassembly, etc.) associated with each maintenance task.			
21.	An owner or a CAMO approved organization's aircraft maintenance program should normally be based upon the MRB report, where applicable, and the TC holder's maintenance planning document, MPD or Chapter 5 of the maintenance manual, (i.e. the manufacturer's recommended maintenance program). The structure and format of these maintenance recommendations may be re-written by the owner or the approved CAMO organization to better suit the operation and control of the particular maintenance program.	<p>The aircraft maintenance program must establish compliance with:</p> <ul style="list-style-type: none"> (i) instructions issued by the competent authority, (ii) instructions for continuing airworthiness issued by the holders of the type-certificate, restricted type-certificate, supplemental type-certificate, major repair design approval, <p>In this section, it shall be included the documents used in the elaboration of the maintenance program.</p>			



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22	For a newly type-certificated aircraft where no previously approved maintenance program exists, it will be necessary for the owner or the CAMO approved organization to comprehensively appraise the manufacturer's recommendations (and the MRB report where applicable), together with other airworthiness information, in order to produce a realistic program.				
23	Comparison with other approved maintenance programs: For existing aircraft types it is permissible for the operator to make comparisons with maintenance programs previously approved. It should not be assumed that a program approved for one owner or CAMO approved organization would automatically be approved for another. Evaluation should be made for the aircraft/fleet utilization, landing rate, equipment fit and, in particular, the experience of the owner or CAMO approved organization when assessing an existing program. Where CARC is not satisfied that the				



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	proposed maintenance program can be used as is, CARC should request appropriate changes such as additional maintenance tasks or de-escalation of check frequencies as necessary.				
24	Critical Design Configuration Control Limitations (CDCCL); If CDCCL have been identified for the aircraft type by the TC/STC holder, maintenance instructions should be developed. CDCCLs are characterized by features in an aircraft installation or component that should be retained during modification, change, repair, or scheduled maintenance for the operational life of the aircraft or applicable component or part				
25	Amendments (revisions) to the approved maintenance program should be made by the owner or the CAMO approved organization, to reflect changes in the TC holder's recommendations, modifications, service experience,	To comply with this point, there shall be developed a procedure for submitting revisions to CARC indicating responsibilities. All maintenance program amendments shall be submitted to CARC for approval. Maintenance programs shall be regularly evaluated to ensure that they are updated with the latest revision of the reference documentation. During the periodic evaluation, there shall be taken into consideration the possible reviews of all the documents that may affect the bases of the Maintenance Program for its inclusion in it.			



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		<p><i>Note 1:</i> When the aircraft is managed by a CAMO, this process of periodic evaluation may be included in the CAME of the organization. In this case, there shall be made a reference to this procedure in the maintenance program.</p> <p><i>Note 2:</i> If the reference documentation sets a deadline for the introduction of revisions that are more restrictive than the ones indicated in the approved procedure, what is indicated in the reference document shall be followed.</p> <p><i>Note 3:</i> The incorporation of new repetitive AD's and maintenance tasks derived from final reparations does not need to be a reason for the immediate amendment of the program, as long as they are controlled by other means (ADs status, status of repairs, etc.). Their incorporation is allowed to be delayed till the following amendment of the program for other reasons (eg. amendment of reference documentation, etc.). If there is not any incorporation performed before the annual review of the program, they shall be incorporated during such annual review.</p>			
26	The owner or the CAMO approved organization shall review the detailed requirements at least annually for continuous validity in the light of operating experience.	Approved maintenance programs will be subject to annual assessments (12 months from the last annual assessment), although there had not been any changes that that motivate its amendment by the TCH MPD, to ensure their continuous validity based on the experience of the operation such as the organization reliability program.			
27	Permitted variations to maintenance periods.	The owner or the CAMO approved organization may only vary the periods prescribed by the program with the approval of CARC on a case by case basis.			