



Hashemite Kingdom of Jordan
Civil Aviation Regulatory Commission
Part-M Subpart F Approval Recommendation Report

Part 1: General

Name of organization:

Approval reference:

Requested approval rating:

CARC Form18-0014 or AOC dated:*

Other approvals held (if app.)

Address of facility(ies) audited:

Audit period: From: To:

Date(s) of audit(s):

Audit reference(s):

Persons interviewed:

Airworthiness Inspector (s) Name(s)	Signature	Date
1)		
2)		
3)		

* : delete as applicable.

Part-1



Part-M Subpart F Approval Recommendation Report

Part 2: Part M Subpart G Compliance Audit Review

The five columns may be labeled and used as necessary to record the approval product line or facility, including subcontractor's, reviewed. Against each column used of the following M. Subpart F subparagraphs please either tick (√) the box if satisfied with compliance, or cross (X) the box if not satisfied with compliance and specify the reference of the Part 4 finding next to the box, or enter N/A where an item is not applicable, or N/R when applicable but not reviewed.

Para.	Subject				
M.603	Extent of approval				
M.604	Maintenance Organization Manual (see Part 3)				
M.605	Facilities				
M.606	Personnel Requirements				
M.607	Certifying Staff & Airworthiness Review Staff				
M.608	Components, Equipment and Tools				
M.609	Maintenance Data				
M.610	Maintenance Work Orders				
M.202	Occurrence Reporting				
M.302	Aircraft maintenance programme				
M.611	Maintenance Standards				
M.612	Aircraft Certificate of Release to Service				
M.613	Component Certificate of Release to Service				
M.614	Maintenance Records				
M. 615	Privileges of the Organization				
M. 616	Organization Review				
M. 617	Changes to the Approved Maintenance Organization				
M. 618	Continued Validity of The Approval				
M.619	Findings				
Airworthiness Inspector (s) Name(s)		Signature		Date	
1)					
2)					
3)					

Part-2



Part-M Subpart F Approval Recommendation Report

PART 3/a: Compliance with Part-M Subpart F Maintenance Organization Manual (MOM)

Please either tick (√) the box if satisfied with compliance; or cross (x) if not satisfied with compliance and specify the reference of the Part 4 finding; or enter N/A where an item is not applicable; or N/R when applicable but not reviewed.

Part A	General
1.1	Table of Content
1.2	List of Effective Pages
1.3	Amendment procedure
1.4	Distribution
1.5	Accountable manager's statement
1.6	Amendment procedure
Part B	Description
2.1	Organization Scope of Work
2.2	General Presentation of the Organization
2.3	Name and Title of Management Personnel
2.4	Organization Chart
2.5	Certifying Staff and Airworthiness Staff
2.6	Personnel
2.7	General Description of the Facility
2.8	Tools, Equipment and Material
2.9	Maintenance Data
Part C	General Procedures
3.1	Organization Review
3.2	Training
3.3	Subcontracting of Specialized Services
3.4	One Time Authorization
Part D	Working Procedures
4.1	Work Order Acceptance
4.2	Preparation and Issue of Work Package
4.3	Logistics
4.4	Execution
4.5	Release to Service – Certifying Staff
4.6	Release to Service – Supervision
4.7	Release to Service – Certificate of Release to Service
4.8	Records
4.9	Airworthiness Review Procedure and Records for ELA1 Aircraft not Involved in Commercial Operation
4.10	Development and Approval Processing for Maintenance Program for ELA2 Aircraft not Involved in Commercial Operation
4.11	Special Procedures
4.12	Occurrence Reporting
4.13	Management of Indirect Approval of the Manual



Part-M Subpart F Approval Recommendation Report

Part 5: Part M Subpart F approval or continued approval or change recommendation

Name of Organization:

Approval reference:

Audit reference(s):

The following Part M Subpart F scope of approval is recommended for this organization:

Or, it is recommended that Part M Subpart F scope of approval specified in CARC Form 18-0003 referenced CARC.MF. _____ be continued.

Airworthiness Inspector (s) Name(s)	Signature	Date
1)		
2)		
3)		
<i>Add team members as assigned by AWSD</i>		
Chief Division		
Director Airworthiness Standards		

Part-5

