



Jordan Civil Aviation Regulatory Commission

Airworthiness Oversight Department

MEL Airworthiness Approval Checklist

Name Operator:	Status of MEL submitted (Initial/Revision):
Aircraft State of Design:	MEL Issue/Revision No.& date:
Aircraft State of Manufacturer:	MMEL Revision Status MMEL Rev. No.& date:
Aircraft Type:	Aircraft Registration Marks:
CARC/AWOD Approval Reference:	
References	Guidance Procedure AWS 27, Part-M, Part-MMEL/MEL & Part-OPS1.

Item No.	Checklist Item	YES	NO	Remarks
1	Submission of request of MEL approval along with the following documents by applicant Continuing Airworthiness Manager:			
	a. An application letter signed by the operator to CARC,			
	b. Draft MEL with two copies of signed approval pages and List Of Effective Pages,			
	c. MEL Supplements originated by STC holders, as applicable,			
	d. MMEL (<i>Latest Revision</i>) accepted/approved by the NAA of the aircraft State of Design,			
	e. Justification for the items included in the MEL, which are not part of MMEL (<i>if applicable</i>),			
	f. A list of MEL items which are referred to in the MMEL as Regulatory Requirements such as TCAS, GPWS, CVR, FDR, Emergency Equipment etc. (as applicable), <i>(Refer to the relevant JCAR provisions for the above)</i>			
	g. The current equipment list of the aircraft.			
2	Whether the MMEL/ Revision of MMEL are approved by the Regulatory Authority of the aircraft State of Design/ Manufacture?			
3	Whether the MEL includes LEP and are correlated with the respective Chapter, page, revision No & date?.			
4	Whether the cover page of the MEL indicates the revision No. & date of revision of the MMEL?			
5	Whether the Revision Status Sheet reflects the revision records?			
6	Whether the MEL is based on the MMEL, but not less restrictive than the MMEL requirements?			
7	Whether the MEL includes all relevant definitions and abbreviations?			
8	Whether the MEL includes all the maintenance procedures?			
9	Whether the “Preamble” of the MEL contains at least the followings:			
	a. Philosophy for MEL RIE,			





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	b. Clarifying notes which shall adequately reflects the scope, extent and purpose of MEL,			
	c. Guidance for maintenance personnel using the MEL,			
	d. Guidance on the effects of multiple un-serviceabilities,			
	e. Operation of the aircraft is not allowed after expiry of the rectification interval specified in the MEL, unless the defect has been rectified, or the rectification interval is extended in accordance with Part MMEL/MEL,			
	f. Procedures for the extension of the rectification interval (RIE),			
	g. Procedure for acceptance of defects and the requirement of making MEL after commencement of flight (Chocks off),			
	h. Explanation of "Special Operations" items and other comments on the MEL items,			
	i. Carriage of MEL on board the aircraft,			
	j. Rectification intervals of the defects as per the categorization i.e. Cat-A, B,C or D,			
	k. Consideration for calculating the flight day in MEL,			
	l. Procedure of acceptance of defects and the requirement of making entries in the Aircraft Technical Log,			
	m. Rectification of defects carried forward under MEL,			
	n. Temporary and intermediate revision procedures,			
	o. Procedure for release of aircraft MEL.			
10	Ensure that the MEL does not deviate from requirements given in TC, TCDS, AFM, ADs, modifications and Specific Approvals.			
11	Check whether the operator has used one document to include the MELs for a number of aircraft, if so; does the MEL refer to individual aircraft differences, if any?			
12	Check whether the MEL Approval Page revised and signed by the CAMO Manager and approved by the Accountable Manager.			

The MEL/ revision of MEL is found to be satisfactory from "Airworthiness" point of view and it is recommended for approval.

Name of Recommending Airworthiness Inspector(s) (Name & Signature):

Date:

Director Airworthiness Oversight (Name & Signature):

Date:

