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Qod. 1aad

Xeer nidaamiyaha la xiriiraya caddaymaha ay bixiyaan Hoosooyinka hagaajinta dayaaradaha ka diiwaan gashan Soomaaliya ee halkan ku lifaaqan.

Qod. 2aad

Xeer kasta ee ka soo horjeeda waa la baabi'iyay.

Qod. 3aad

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W A S I I R K A

(J/le Jaamac Gaas Mucaawiye)

Democratic Republic of Somalia
MINISTRY OF AIR AND LAND TRANSPORT — General
Directotote of Civil Avjation

Airworthiness Division

AIRWORTHINESS TECHNICAL REGULATION

P A R T 6

CERTIFICATION OF MAINTENANCE STATIONS

2nd Draft 15.2.1986

PART 6 CERTIFICATION OF MAINTENANCE STATIONS

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PART 6 CERTIFICATION OF MAINTENANCE STATION

6.1 APPLICABILITY

This part prescribes the requirements for issuing Maintenance Station certificates and associated ratings to Organizations performing the maintenance on aircraft/components registered in Somalia.

6.2 AUTHORITY

A certificate as Maintenance Station may be released to a Maintenance Organization by G.D.C.A. upon his being satisfied that the Organization complies with requirements of facilities, personnel and documentation etc. necessary to perform and to inspect satisfactorily the type of Maintenance and associated ratings for which the Organization is applying, and as prescribed in this part.

6.3 CATEGORIES OF MAINTENANCE STATION

The Maintenance Organizations, to the purpose of their certification, are classified into the categories listed in the following paragraphs. For each category, the Maintenance for the type/s of zed to perform and to certify the maintenance, for the type/s of aircraft and/or components for which the Organization has been rated. The ratings granted to the Organization, including the relevant limitation, shall be described in details, in the «Capability» list» included in the Manual of Technical Organization.

ted to the Maintenance Station and must be attached to the Certificate. The categories of Maintenance Station Are:

a. Aircraft Maintenance Station:

Authorized to perform and to certify maintenance operations aircraft propellers, rotors and relevant accessories.

b. Powerplant Maintenance Station:

Authorized to perform and to certify maintenance operations on aircraft powerplants.

c. Propeller Maintenance Station:

Authorized to perform and to certify maintenance operations on aircraft propellers, rotors and relevant accessories.

d. Instrument Maintenance Station:

Authorized to perform and to certify maintenance operations on aircraft instruments.

e. Avionic Maintenance Station:

Authorized to perform and to certify maintenance operations on aircraft, radio, electrical, electronic and generally avionic equipment.

f. Parts Maintenance Station:

Authorized to perform and to certify maintenance operation on those aircraft parts, as specified in their capability list.

NOTE:

The same Organization may be granted with one or more categories of certificates, but all categories may be covered by a single certificate provided all the relevant requirements are complied with.

6.4 PRIVILEGES GRANTED TO A MAINTENANCE STATION CERTIFICATED BY G.D.C.A.

Subject to compliance with the requirements of this part, a Maintenance Station, certificated by G.D.C.A. may:

a. Perform and inspect, on the aircraft/components for which the Organization is rated and to the extent and with the limitations endorsed on the Certificate, the following:

— Light maintenance work, inspections, checks, replacements, repairs, as described in circular CA/1/85 issued by

each type of aircraft/component;

— Unscheduled maintenance operation, in accordance with information, drawings, repair schemes, bulletins, mandatory directives etc, developed by the manufacturers or by the Organization and approved by G.D.C.A. for each single case.

b. Issue, through the persons granted with the appropriate licences and employed by the Organization, the relevant Certificates of Release for Service.

6.5 REQUIREMENTS FOR INITIAL GRANT OF A MAINTENANCE STATION CERTIFICATE

An applicant for a Maintenance Station Certificate and ratings, shall provide, to satisfaction of G.D.C.A. the following:

- Suitable general organization of the Company;
- Suitable housing and facilities;
- Equipment and materials;
- Personnel
- Inspection system;
- Documentation (library);
- Records.

General Organization of the Company:

The technical organization of the Company, usually including engineering, planning, production and inspection departments, must be adequate to keep up with the volume and the type of Work/inspection to be perform.

On the Manual of Technical Organization, required for certification, shall be indicated, with the appellations given by the Company, all the technical organs (engineering, planning, production, Maintenance, stores, purchase, inspection etc.) to whom all technical activities are demanded, including the procurement of necessary spare parts and materials.

One or more Organization flow Charts shall be included in the relevant sections of the Manual of Technical Organization, to show the subordination and the interconnection of the various organs. The technical Organization of the Company must be approved by G.D.C.A. but the approval of the Manual of Technical Organization shall automatically imply the approval of the Organization.

Housing and facilities requirements:

An applicant for a Maintenance Station Certificate and rating or for an additional rating, must comply with the requirements of the following paragraphs and provide suitable:

- Housing for its necessary equipment and material;
- Space for the Work for which it seeks a rating;
- Facilities for properly storing, segregating and protecting materials parts and supplies; and
- Facilities for properly protecting parts and subassemblies during disassembly, cleaning, inspection, repair, alteration and assembly, so that the work being done is protected from weather elements, dust and heat; workers are protected so that the work will not be impaired by their physical efficiency; and maintenance operation have efficient and proper facilities.

The applicant must provide suitable shop space where machine tools and equipment are kept and where the largest amount of bench work is done. The shop space need not be partitioned but machines and equipment must be segregated whenever:

- Machine or woodwork is done so near assembly area that chips or materials might inadvertently fall into assembled or partially assembled work;

- Unpartitioned parts cleaning units are near other operations;

- Fabric work is done in an area where there are oils and greases;

- Painting or spraying is done in an area so arranged that paint or paint dust can fall on assembled or partially assembled work;

- Paint spraying cleaning or machining operation are done so near testing operations that the precision of test equipment might be affected; and

- In any other case the G.D.C.A. determines it is necessary the applicant must provide suitable space in an enclosed structure where the largest amount of assembly work is done. The assembly space must be large enough for the largest

used exclusively for storing standard parts, spare parts and raw materials, and separated from shop and working space. He must organize the storage facilities so that only acceptable parts and supplies will be issued for any job, and must follow standard good practices for properly protecting stored materials.

The applicant must store and protect parts being assembled or disassembled, or awaiting assembly or disassembly, to eliminate the possibility of damage to them.

The applicant must provide suitable ventilation for his shop, assembly and storage areas so that the physical efficiency of his workers is not impaired.

The applicant must provide adequate lighting for all work being done so that the quality of work is not impaired.

The applicant must control the temperature of the shop and assembly area so that the quality of the work is not impaired. Whenever special Maintenance operations are being performed, such as fabric work or painting, the temperature and humidity control must be adequate to insure the airworthiness of the article being maintained.

In addition, an applicant for the rating «Aircraft» must provide suitable permanent housing for at least one of the heaviest aircraft within the rating he seeks. If the location of the station is such that climatic conditions allow work to be done outside, permanent work docks may be used if they meet the requirements for the job for which they will be used.

An applicant for either «Powerplant» or «parts» rating must provide suitable trays, racks or stands for segregating complete engine or accessory assemblies from each other as assemblies from each other during assembly or disassembly.

He must provide covers to protect parts awaiting assembly or during assembly to prevent dust or other foreign objects from entering into or falling on those parts.

An applicant for a «propeller» rating must provide suitable stands, racks or other fixtures for the proper storage of propellers after being worked on.

An applicant for «Instrument» rating must provide a

must be kept clean at all times to reduce the possibility of dust or other foreign object getting into instrument assemblies.

An applicant for «Avionic» rating must provide suitable storage facilities to assure the protection of parts and units that might deteriorate from dampness or moisture.

A detailed description of all the above housing and facilities shall be given in the relevant sections of the Manual of Technical Organization of the Company.

Equipment and materials:

An applicant for Maintenance Station Certificate and rating, or for an additional rating, must have the equipment and materials necessary to efficiently perform the functions appropriate to the rating he seeks. The equipment and materials required must be of such type that the work for which they are being used can be done competently and efficiently.

The Station shall test all inspection and test equipment at regular intervals to insure correct calibration. The equipment and materials required for the various ratings must be located in the premises and under the full control of the Station.

The applicant shall possess suitable tools and equipment as appropriate to each of his ratings, using those the manufacturer of the article involved recommends for maintaining or altering that article or their equivalent.

A detailed list of all equipment, tools, materials, instrument etc, including test equipment, shall be included in the Manual of Technical Organization, with their locations on the various shops, to demonstrate the workshop potentials i.e. the various works and inspection that can be performed in each workshop.

Personnel:

An applicant for Maintenance Station Certificate and ratings or for an additional rating must provide personnel, adequate as number and qualifications, who can perform, supervise, inspect and certify the maintenance operations for which the Station is rated.

val of G.D.C.A. No G.D.C.A. licences are required for maintenance and inspection personnel except:-

— An Inspector licence or a Maintenance Engineer licence, properly rated issued by G.D.C.A. and in course of validity is required for those persons, employees of the Company, assigned to sign the Certificate of Release for service in accordance with the privileges granted to them by part 8 of these Regulation.

— An inspector licence, rated a/p or ERI issued by G.D.C.A. and in course of validity is required for the person responsible of the inspection Department of the Station (usually called Chief-Inspector or similarly). In assigning tasks and duties to the personnel the basic rule that must be kept in mind is that no person is authorized to inspect an item of work if that person has performed the item of work to be inspected. the Company may qualify a number of inspectors (not licensed by G.D.C.A.) to inspect the works and to sign the job cards, but these persons shall not depend from the production (maintenance) department of the Station. when they are acting as inspector.

Number, names, qualifications and assignments of each technical personnel must be shown in details on the Manual of technical Organization of the Station, approved by G.D.C.A.

Managerial and senior personnel:-

Technical managerial, senior and supervising personnel must be approved by G.D.C.A.

No examinations are required for this approval but a documentary evidence of knowledge, experience and skill be supplied to G.D.C.A. for the above personnel.

An interview on technical and managerial subject shall be held by the above staff, with a designated G.D.C.A. inspector, before the approval.

Supervisory and Inspection personnel: Roster and Records:

employees to keep up with the volume of work in process, and may not reduce the number of its employees below that necessary to efficiently produce airworthy work.

Each Maintenance Station shall determine the abilities of its supervisors and shall provide enough of them for all phases of its activities.

However the G.D.C.A. may determine the ability of any supervisor by inspecting his employment and experience or by a personal test. Each supervisor must have direct supervision over working groups but need not have over-all supervision at management level.

The certificated Maintenance Station must have and must keep up dated a roster of:-

— its supervisory personnel, including the names of officials of the Station that are responsible for its management and the names of its technical supervisors, such as foreman and crew chiefs.

— its inspection personnel, including the names of the chief-inspector and those inspectors who make final airworthiness determination before releasing an article to service.

The Station shall also provide a summary of the employment of each person whose name is in the roster.

The summary must contain enough information to show compliance with the requirements of this Regulations, including:

- Present title (e.g. chief inspector, metal shop foreman, etc.)
- Total years of experience in the type of work he is doing.
- The scope of his present employment (e.g. airframe overhaul, airframe final assembly, engine inspection department, etc.)
- Past employment record, with the names of places and term of employment by month and year.

The Station shall change the roster as necessary, to reflect:

- Terminating the employment of any person whose name is on the roster.
- Assigning any person to duties that require his name to

gnment of any person whose name is not on the roster.

The Station shall keep the roster and employment summaries required by this part, subject to inspection by G.D.-C.A. upon his request.

Roster and summaries shall be included (also by reference only) on the manual of technical organization of the Station.

Inspection System:

An applicant for a Maintenance Station Certificate and rating or for an additional rating, must have an inspection system that will produce Satisfactory quality control and conform to this part.

The applicant inspection personnel must be thoroughly familiar with all inspection methods, techniques, and equipment used in their specialty to determine the quality or airworthiness of an article being maintained or altered. In addition they must:

- Maintain proficiency in using various inspection aids intended for that purpose;
- Have available and understand current specifications involving inspection tolerances, limitations and procedures established by the manufacturer of the product being inspected and with other forms of inspection information such as mandatory directives, bulletins etc.

The applicant must provide a satisfactory method of inspecting incoming material to insure that, before it is placed in stock for use in an aircraft or parts thereof, it is in good state of preservation and is free from apparent defects or malfunction.

The applicant must provide a system of preliminary inspection of all articles he maintains to determine the state of preservation or defects. He shall enter the results of each inspection on an appropriate form supplied by it and keep the form with the article until it is released to service.

The applicant must provide a manual containing ins-

employee of the Station.

It must state in details the inspection requirements and the Station's inspection system including the continuity of inspection responsibility, samples of inspection forms, and the method of executing them.

The manual must refer/whenever necessary to the manufacturer's inspection standards/for the maintenance of the particular article. The Station must give a copy of the manual to each of its supervisory and inspection personnel and make it available to its other personnel.

The Station is responsible for seeing that all supervisory and inspection personnel thoroughly understand the manual.

The above manual of inspection procedures may be included as a separate section in the manual of technical Organization of the Station, required on the Certification.

Documentation (Technical literature):-

A suitable system of collection, amending, updating, distributing and auditing the technical literature necessary to perform the function for which the Station is rated, must be available.

Sufficient number of Manuals, Bulletins, Mandatory information and directives, etc. as required to perform correctly the functions for which the section is rated must be available to all the departments.

Records:

Each Certificated Maintenance Station shall maintain adequate records of all work that it does, naming the mechanics who performed the work or supervised it, and the inspectors of those works. The Station shall keep each record for at least two years after the work it applies to is done.

Reports of defects or unairworthy conditions:

Each certificated Maintenance Station shall report to the G.D.C.A. within 72 hours after it discovers any serious defect in, or other recurring unairworthy condition of, an aircraft, powerplant or propeller, or any component of any of them. The report shall be made in a manner prescribed by G.D.C.A. describing the defect or malfunction complete.

6.6 OUTSIDE CONTRACTORS:

Some items of work/inspection may be relayed by the Maintenance Station to an outside Contractor. However this does not relieve the Certificate holder of the responsibilities associated with the certificate.

The sub-contracting procedure, adopted by the Station, shall be described in details in the relevant sections of Manual of Technical Organization and must be approved by G.D.C.A.

6.7 VALIDATION OF FOREIGN CERTIFICATES:

G.D.C.A. may issue a certificate rendering valid, to the purpose of this Regulation, any Certificate (or Approval Ect.) granted under the law of any contracting state other than Republic of Somalia, subject to such conditions and for such period as the G.D.C.A. thinks fit.

6.8 PROCEDURES:

The procedures for initial grant, renewal and extension of a Certificate of Maintenance Station are given so for:-

Procedure for initial grant of a Maintenance Station Certificate:

— The Company seeking certification shall apply to G.D.C.A. specifying all ratings requested as well as all identification data of types of aircraft/parts/components. The application shall be addressed to:

MINISTRY OF LAND AND AIR TRANSPORT OF SOMALIA

General Directorate of Civil Aviation

Airworthiness Division

P.O.Box 1737 — MOGADISHU

— Attached to the application the applicant shall send:

- a. Draft of a Manual, called Manual of Technical Organization, describing in details and defining the maintenance and the inspection system of the Company, as well as the chain of duties, responsibilities and authority of the personnel.

Since the Manual of Technical Organization is granted, all procedures and requirements outlined in the Manual and amendments thereof must be

applicant and is submitted to G.D.C.A. for approval. Reference to this Manual shall be made on the Certificate.

(NOTE: A guide to develop the manual is given in the circular CA/2/85 issued by the Airworthiness Division)

- b. The documentary evidence of experience in the ratings requested. This can be demonstrated by reference to maintenance works and inspection performed in the past.
- c. Demonstration of anticipated and/or planned activity in the ratings requested, by reference to outstanding or anticipated maintenance contracts.
- d. Demonstration of the payment of the due fees, according to the Somali Fee Regulations.

Upon reception of the above documentation, G.D.C.A. will pay a preliminary visit to the facilities and will agree with the applicant an appropriate Certification schedule, establishing target times and dates for final inspection to facilities and for the examination of personnel to be licenced or approved.

After completion of all pertinent ascertainment in accordance with the agreed schedule, if satisfactory, the G.D.C.A. will issue the appropriate certificates and licences. Procedure for renewal of a Maintenance Station Certificate:-

A Maintenance Station Certificate has validity one year and may be renewed upon application and after one or more visit inspections have been carried out by G.D.C.A. inspectors, with satisfactory results.

Application for renewal must be done at least one month before the expiring date of the Certificate, and must be addressed as follows:

MINISTRY OF LAND AND AIR TRANSPORT OF SOMALIA
General Directorate of Civil Aviation

Airworthiness Division

P. O. Box 1737 — MOGADISHU

Attached to the application the applicant shall send a full report on the activity of the Station during the past year, in the ratings it is rated.

This yearly report shall include number, type and marks of the aircraft components, parts etc. on which such works/inspections have been performed, as well as identification

A complete list of the amendments to the Manual of Technical Organization, embodied during the year shall also be included in the yearly report for crosscheck purposes.

The demonstration of the payment due fees shall be attached to the application in accordance with Somali Fee Regulations. Procedure for extension of a Maintenance Certificate, to include additional rating/s:

Should an extension to Maintenance Station Certificate be required, to include additional rating/s, an application for extension must be sent addressing as follows:

MINISTRY OF LAND AND AIR TRANSPORT OF SOMALIA
General Directorate of Civil Aviation
Airworthiness Division
P. O. Box 1737 — MOGADISHU

The new ratings shall be specified in the application together with a documentary evidence of the experience gained by the Station in the additional rating/s requested.

Demonstration of the due fees shall be attached to the application. G.D.C.A. will carry out, according a schedule to be agreed with the applicant all necessary ascertained and inspections and if satisfied, will extend the ratings by issuing new Certificate.