

Part 119/135 Compliance Matrix (Maintenance Requirements)

The Rule references in this compliance matrix have been extracted from the Civil Aviation Rules system as the minimum maintenance compliance requirements for an applicant for the issue or renewal of a Part 119/135 Airline Air Operator Certificate.

This matrix completes the two other Part 119/135 rule compliance matrices 24119/10 (operations) and 24108/02 (security programme).

A completed compliance matrix must be submitted by the applicant both for initial certification and for renewal. Additionally, the certificate holder should maintain an up-to-date compliance matrix to assist with on-going compliance and to support certificate amendment requests.

The purpose of the matrix is to speed up the certification process, ensure every applicable rule requirement has been addressed in the exposition and reduce the cost of certification by the quick location of required policies or procedures in the applicant's exposition manual suite.

All rules have to be complied with, but not every rule has to be addressed in the exposition. At least the following Rules must be included unless they are not applicable to the operation, in which case they should be annotated N/A. The intention of this matrix is to assist rather than instruct the applicant in an initial application or request for renewal. If for your operation, compliance is required with a rule not listed in the matrix, please add it to the list and identify the exposition reference.

This matrix needs to be completed by every applicant for a Part 119/135 Airline Air Operator Certificate and show the exposition pages and paragraph numbers that satisfy the rules in the *Manual References / Applicant's Comments* column. Where the applicant does not meet the rule requirement or deems it not applicable, an explanation should be given in this column. **Please note ticks (ü) are not acceptable.**

The completed matrix should accompany the exposition documents and preferably be included as a component of the exposition. The applicant may submit a completed matrix in a different format as long as it includes all the rule references identified below; however, there may be additional processing time required by the CAA in cross-referencing requirements.

General Manual Layout

Manual binder: Can the manual be amended easily? (Three- or four-ring binders are preferred: two-ring binders are not recommended as the pages are too easily torn). If permanently bound, do you intend to re-issue at every amendment? This may inhibit frequency of needed amendments.

Electronic exposition: Is the matrix included as part of the file(s)/disc? If so, is it up to date? Have you considered the methods for distributing to the CAA and how you will manage amendments?

Applicant:

Participant ID:

Manuals Submitted:

Rev.:

Dated:

	Applicant's Comments	CAA Comments (for CAA use only)
Rule Compliance Matrix		
Company Statement page, signed by the Chief Executive		
List of Effective Pages		
Record of Amendments		
Distribution List & copies to be numbered		
Contents Page		
Definitions & Abbreviations (not mandatory)		
On every page, headers and/or footers to include: (a) Company name (b) Name of the manual (c) Effective revision and date of the page (d) Page number		
Index (not mandatory but desirable)		

Rule reference	Manual References / Applicant's Comments	CAA Review & Comments (for CAA use only)
Part 12 – Notification, Investigation and Reporting of Occurrences¹		
12.55(a)(4)		
12.55(d)(2)		
12.57(a)(1)		
12.57(b)(1)-(3)		
12.59(1)		
12.59(2)(i)-(3)		
12.59(3)		
12.103(a)		
12.105		
Part 91 – General Operating & Flight Rules		
91.537 Inoperative Instruments and Equipment		
91.537(a)(2)		
91.603 General Maintenance Requirements		
91.603(a)(1)		
Aircraft software configuration management procedures [Refer AC43-15 & AC91-18]		
91.603(a)(2)		
91.603(a)(3)		

¹ Relating to defect incidents, identify in which manual the requirements are met if this has not already been addressed in the main operations matrix 24119/08 or 24119/09.

Rule reference	Manual References / Applicant's Comments	CAA Review & Comments (for CAA use only)
91.603(a)(4)		
91.603(a)(5)		
91.603(a)(6) [Part 43 at end of matrix]		
91.603(a)(7)		
91.603(a)(8)		
91.603(b)		
91.603(c)(1)-(2)		
91.603(d)		
91.603(e)		
91.603(f)		
91.605 Maintenance Programmes and Schedules		
91.605(a)(2)	Refer section 119.63 below	
91.605(b)(1)	Refer section 119.63 below	
91.605(c)		
91.605(e)(1)		
91.605(e)(2)(i)-(iii)		
91.605(e)(3)		
91.605(e)(4)(i)-(iii)		
91.605(e)(5)(i)-(ii)		
91.605(e)(6)(i)-(ii)		
91.605(e)(7)		
91.605(e)(8)		

Rule reference	Manual References / Applicant's Comments	CAA Review & Comments (for CAA use only)
91.605(e)(9)(i)-(ii)		
91.605(e)(10)		
91.605(f)		
91.605(g)(1)		
91.605(g)(2)		
91.605(g)(3)		
91.605(g)(4)		
91.607 Approval of Maintenance Programmes		
91.607(b)(1)		
91.607(b)(2)		
91.607(b)(3)		
91.607(b)(4)		
91.607(b)(5)(i)-(3)		
91.607(b)(6)		
91.611(a)		
91.611(b)(1)&(2)		
91.607(b)(7)		
91.607(b)(8)		
91.607(b)(9)		
91.607(b)(10)		
91.609 Changes to Maintenance Programmes and Schedules		
91.609(a)		
91.613 Operational Flight Checks		

Rule reference	Manual References / Applicant's Comments	CAA Review & Comments (for CAA use only)
91.613(a)(1)-(3)		
91.613(b)		
91.615 Review of Airworthiness		
91.615(b)(3)		
91.616 Maintenance Logbooks		
91.616(1)		
91.616(2)		
91.617 Maintenance Records		
91.617(a)		
91.617(b)		
91.617(c)		
91.617(d)		
91.619 Technical Log		
91.619(a)(1)-(3)		
91.619(a)(4)(i)&(ii)		
91.619(a)(5)-(8)		
91.619(a)(9)(i)-(ii)		
91.619(a)(10)-(12)		
91.619(b)		
91.619(c)(1)-(4)		
91.621 Transfer of Maintenance Records		
91.621(1)-(2)		
91.623 Retention of Records [Incl. procedures as required by 119.63(10)]		

Rule reference	Manual References / Applicant's Comments	CAA Review & Comments (for CAA use only)
91.623(a)		
91.623(b)		
91.623(d)		
Part 119 Air Operator – Certification		
119.51 Personnel Requirements		
119.51(a)(2)(ii) 119.51(b)(1)(iii)		
119.51(b)(2)		
119.51(d)		
119.61 Maintenance Procedures		
Exposition Requirements 119.81(a)(10)(i)		
119.61(a)(1)-(2)		
119.61(b)(1)		
119.61(b)(2)		
119.61(b)(3)		
119.63 Maintenance Programme		
Exposition Requirements 119.81(a)(10)(ii)		
119.63(b)(1)		
119.63(b)(2)(i)-(ii)		
119.63(b)(3)		
119.63(b)(4)		
119.63(b)(5)		
119.63(b)(6)		
119.63(b)(7)		

Rule reference	Manual References / Applicant's Comments	CAA Review & Comments (for CAA use only)
119.63(b)(8)		
119.63(b)(9)		
119.63(b)(10)	Refer section 91.623 above	
119.65 Documentation [as applicable to the maintenance requirements]		
119.65(c)(1)		
119.65(c)(2)		
119.65(c)(3)		
119.65(c)(4)		
119.65(c)(5)		
119.81 Exposition [as applicable to the maintenance requirements]		
119.81(a)(2)		
119.81(a)(3)		
119.81(a)(5)		
119.81(a)(7)		
119.81(a)(10)(i)-(iii)		
Part 135 Air Operations – Helicopters and Small Aeroplanes		
135.402 Option for Maintenance		
135.402(a)(1)-(2)		
135.402(c)(1)-(2)		
135.402(d)(1)-(2)		
135.403 Responsibility for Airworthiness		
135.403(a)(1)-(2)		
135.403(b)		

Rule reference	Manual References / Applicant's Comments	CAA Review & Comments (for CAA use only)
135.405 Condition Monitored Maintenance Programmes		
135.405(1)-(9)		
135.415 Maintenance Review		
135.415(a)(1)		
135.415(a)(2) 135.415(d)(1)		
135.415(d)(2)		
135.415(d)(3)		
135.415(b)(1)		
135.415(b)(2)(i)-(iii)		
135.415(b)(3)(i)-(v)		
135.415(c)(1)		
135.415(c)(2)		
Part 43 – General Maintenance Rules		
43.51(b)(1)-(3) [Appendix A.1]		
43.51(c)(1)-(2)		
43.69		
43.101(a)		
43.101(c)		
43.103		
43.105		
43.107		
43.109		

Rule reference	Manual References / Applicant's Comments	CAA Review & Comments (for CAA use only)
43.113		
List any other rules complied with:		

CAA Use

Assessed By:

Work Request:

Date received: DD / MM / YYYY Date accepted: DD / MM / YYYY

This matrix was established using the following Rule Part amendment statuses

12	Accidents, Incidents, and Statistics	Amendment 9	24 September 2015
43	General Maintenance Rules	Amendment 11	24 September 2015
91	General Operating and Flight Rules	Amendment 26	15 April 2016
119	Air Operator - Certification	Amendment 15	1 February 2016
135	Air Operator – Helicopters and Small Aeroplanes	Amendment 22	1 February 2016

Other rules or advisory circulars referred to during the assessment by Inspector