

Airworthiness Procedure

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REGIÃO ADMINISTRATIVA ESPECIAL DE MACAU



民航局

AUTORIDADE DE AVIAÇÃO CIVIL
CIVIL AVIATION AUTHORITY

No. : AP12

Issue : 1

Date : 15 Apr 08

SUBJECT: *Procedures for the Revocation or Limitation of the MAR-147 Approval*

1. Introduction

- 1.1 MAR-147.120 states that the AACM may, on reasonable grounds after due inquiry, revoke, suspend, limit or refuse to renew the MAR-147 approval if the AACM is not satisfied that the holder of the approval continues to meet the requirements of MAR-147
- 1.2 The revocation or limitation of a MAR-147 maintenance training organisation approval is a decision for the AACM based upon the recommendation of the AACM officer.
- 1.3 Having stated this, however, there are a number of good reasons to first ensure that all reasonable actions have been thoroughly carried out to establish the facts and circumstances of the particular issue. The reasons include the need for all parties to be given a fair hearing before confirming the AACM action.
- 1.4 The best assurance for a fair hearing between the affected organisation and the AACM is a transparent technical appeal procedure which should be followed.

2. Effective Date

01 July 2008

3. Notification Procedure

- 3.1 When the AACM has established evidence that meets the criteria of MAR-147.120 in that there are one or more level 1 findings or outstanding level 2 findings have exceeded the time period permitted for rectification and has therefore determined the need for revocation or limitation of the MAR-147 maintenance training organisation approval, a letter must be sent by a means that ensures delivery to the affected MAR-147 approved maintenance training organisation informing that organisation about the intended action. The letter must clearly specify the evidence on which revocation or limitation action is being taken, identify any intermediate actions, such as correspondence or meetings, taken by the AACM to resolve the issue, and, give 28 days notice of intent to revoke or limit the MAR-147 approval and advise of the right to appeal in accordance with MAR-147.120 (a) (1).
- 3.2 If the affected MAR-147 approved maintenance training organisation decides to appeal against the decision of the AACM, the organisation must submit such request for appeal in writing to the AACM within the 28 day period stating the reasons why the organisation

believes the AACM is wrong to proceed with its proposed decision. In this case, the AACM must proceed in accordance with paragraph 2.

- 3.3 If the affected MAR-147 approved maintenance training organisation decides not to appeal, then, after the 28 days notice has expired by at least 7 days, the AACM should proceed by confirming the revocation or limitation in writing and request that the original MAR-147 approval certificate be returned to the AACM.

4. The 28 Day Appeal Procedure

- 4.1 On receipt of a written request for an appeal, the AACM should form an Appeal Board consisting of at least two persons from the AACM to hear the arguments presented by both the affected MAR-147 approved maintenance training organisation and the involved AACM staff.
- 4.2 The two or more persons forming the Appeal Board should be persons who were not involved in any way with the decision to proceed with revocation etc., and should hold management positions in the AACM such that their decision is accountable and binding on the AACM.
- 4.3 The Appeal Board must be prepared to meet within 28 days of receiving the written request for appeal or it may delay the appeal hearing to a later date at the request of the affected MAR-147 approved maintenance training organisation, subject to the AACM being given not less than 14 days notice of the proposed delayed date by the affected party and the appeal process being completed within 56 days of the issue date of the original letter specifying the intent to revoke or limit the approval.

Where the AACM is satisfied that the affected MAR-147 approved maintenance training organisation, having appealed, is simply trying to delay the process rather than resolve the issues, it should complete the revocation or limitation action within 56 days of the issue date of the original letter specifying the intent to revoke or limit the approval.

- 4.4 At the appeal hearing, the affected MAR-147 approved maintenance training organisation and the involved AACM staff should each present arguments to support their case to the Appeal Board and be prepared to answer questions and provide evidence to each other and the Board under the direction of the Board.
- 4.5 At the conclusion of the appeal hearing the Appeal Board must rule on the appeal in writing stating the reason for its decision.

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