

# Technical Records for Aircraft Lease Management – 2 Days

## Introduction

Regulatory Requirements and Best Practice – This 2-day introduction to advance level course is provided for CAMO staff and existing technical records personnel.

The course is designed to provide delegates with a detailed awareness of the aircraft technical documentation obligations in general as well as in relation to the end aircraft lease return process. Additionally, the delegates will spend time gaining familiarity with the various end of lease checklists to ensure an effective aircraft redeliver.

The course will also be of benefit if you are considering employment within the Continuous Airworthiness Management Organization as a senior technical records administrator or officer.

Technical records is the hub of the CAMO group and it is usually the starting point for internal, external and regulatory audits. The delegate will be introduced to the regulatory requirements driven by compliance with EASA Part M. Throughout the course we will consider the best practice, self-monitoring procedures SMP and common errors which occur as well as focusing on the "Optimum Lease return Timeline".

## Who is the Course for?

It is for persons who are involved in (or likely to be involved in) end of lease technical records management. In particular persons with specific responsibility for the Records function. Technical Engineering, Maintenance Planning, CAMO Quality Auditors, as well as anyone with an interest to achieve an effective interface between the technical records function and other departments within the organisation as part of the End of lease transition

## What is the Benefit of this Training – What will I learn?

- a) Understand the role of Technical Records related to the Operators lessee obligations
- b) Gain familiarity with the end of Lease checklist requirements, to ensure complete CAW records
- c) Understand Tech Records Obligations to support the Lessor and Lessee to manage all required documentation and achieve a successful redelivery.
- d) Understanding how an effective technical records system can protect asset value
- e) Understand the regulations which drive both Part M and Part 145 Technical Record Requirements

tel + 359 2 821 08 06  
email office@sassofia.com

[www.sassofia.com](http://www.sassofia.com)

Date

Category

Personal Development

Venue

Level

Price

## What is the Benefit of this Training – What will I learn?

- f) Understanding Organisational Roles and Responsibilities Compliant with TSO / ETSO Management & oversight
- g) To consider the Oversight of Maintenance Activities related to Part 21 Management of STCs, Mods and Repairs.
- h) Understand the need for Self-Monitoring Procedures (SMP) and the role of Quality Control within the Technical Records Environment

## Why Should I choose SAS for the training?

Sofema Aviation Services a Regulatory training and consulting company with 45 years commercial aviation experience and 13 years operational experience. Since we started we have provided certificates to approx 30,000 delegates we have grown for 2 primary reasons!

The first is that we are professional and we listen to our customers. Please visit our [download area](#) as an example of how we engage with our customer.

The second is not only the fact that our prices are far more cost effective than our competitors it is that our [discount program](#) leaves all the others way behind – please do not take our word for it check it out!

## What Makes SAS Technical Records for Aircraft Lease Management – 2 Days different?

Because our courses are written by people who have lived through the regulations. The author of the training material has more than 25 years' experience as an auditor across the entire regulatory spectrum.

At Sofema Aviation Services our focus is on accepting that compliance with Regulations is in fact minimum compliance. Interpreting the regulations in a way which enables the development and optimisation of our business is where we should see opportunity to drive efficiencies and cost saving.

## Detailed Content / Topics - The following Subjects will be addressed

- About Aircraft Technical Records
- Types of Records
- Abbreviations & Terms
- Regulatory Structure
- Legislation Part-21. A.55 .....

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## Detailed Content / Topics - The following Subjects will be addressed

- Introduction to Aircraft Leasing & Lease Contracts
- Contract and Subcontract Management
- General Guidance Regarding Lease Return Best Practice
- Introduction – Service Information – SIL, SB, VSB
- Parts Manufacturing Authority PMA / EPA
- Difference Between FAA Parts Manufacturer Approval (PMA) & FAA Supplemental Type Certificate (STC) Parts?
- Aircraft Lease Redelivery Technical Records Preparation and Issues
- The Beginning of EASA / FAA Joint Certification
- STC Introduction
- TSO / ETSO Introduction
- Bilateral Acceptance of EASA / FAA STCs
- Authorised Release Certificates
- Aircraft Redelivery Technical Records Preparation and Issues
- Ensuring the Integrity of EASA Aircraft Technical Records – Correcting Errors & Omissions
- Aircraft Leasing Structural Repair Technical Records Considerations
- End of Lease Engine Preparation Checklist
- Aircraft Delivery and Re Delivery Key Event Milestones and Timeline

## Target groups

This course is suitable for CAMO Staff, wishing to develop an in depth understanding of Certification and Technical Records with particular relevance to End of lease returns. It is also suitable for other stakeholders (including Quality Assurance Staff) who are looking for a detailed understanding of the role of technical records.

## Pre-requisites

A background in an aviation environment is an advantage but not essential.

## Learning Objectives:

- To provide a detailed grounding of the Regulatory environment to understand terms, their meanings and relationship
- To share the importance of technical records and the importance of the highest standards in managing technical records during operations and to understand the lessor expectations
- To share best practice process and procedures

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## What do People Say about Sofema Aviation Services Training?

*"The instructor used the right words to explain the material."  
"The discussions among the group were very beneficial."  
"The instructor showed very resourceful background and experience."  
"All sections of the course were related to my field."  
"Adequate answers were given to specific questions."*

## Duration

2 days – each day will commence at 09.00 and finish at 17.00, with appropriate refreshment breaks.  
To register for this training, please email [team@sassofia.com](mailto:team@sassofia.com) or Call +359 28210806

Sofema Aviation Services offers a flexible approach to developing all in-company training courses which are specific to the client's needs. If you would like additional information concerning how course content may be configured to be more appropriate for your organisation please email [office@sassofia.com](mailto:office@sassofia.com)



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