


# Achieve EASA Third Country Approval with Sofema Aviation Services

Sofema Aviation Services Provides Direct Step by Step Consultancy, Training and Support to enable you to achieve EASA Third Country Regulatory Approval in any of the following business areas:

- ✓ **EASA Part 145 Base, Line & Workshop**
- ✓ **EASA Part M Stand Alone CAMO**
- ✓ **EASA Part 147 Basic & Type Training School**
- ✓ **EASA Part 21 Subpart G Production Organisation Approval**



At **Sofema Aviation Services (SAS)** [www.sassofia.com](http://www.sassofia.com) we are here to provide direct support to help you to gain your approval. Our service is uniquely tailored to your specific need. Focused on supplying exactly the correct support to provide you with a cost-effective route to meet your regulatory objective.

Sofema provides a phased approach to project implementation by providing a framework which can be further developed into detailed accomplishments.



## Phase 1

Phase 1 is the Gap Analysis Phase (On Site)

Purpose – To establish the current capability and capacity relative to the required Approval. Time Frame – Up to 5 Days (An Initial Gap Analysis is obligatory and is chargeable)

Note 1 – That whilst this work is chargeable the output document belongs to you.

The purpose of Phase 1 is to develop a detailed understanding of the work that will be required to configure the organisation so that it may fully assume the responsibilities which will have to be met to demonstrate full compliance with the regulatory obligations.

Phase 1 includes the production of a detailed report containing in depth analysis of all necessary tasks and associated elements.

During Phase 1 we will understand who will be your “Project Champion” and to meet the members of your Project Team.

Following the “Gap Analysis” we will provide you with a detailed offer to take you through to certification.

A detailed quotation will be provided which is guaranteed to be the final cost for provision of all **basic services** in support of the approval.

Additional support and services will be considered separately and agreed on a needs basis.

Note 2 - Once the offer is accepted we can proceed to the following Phases – which are not representative of a sequential timeline, as many activities may be delivered simultaneously to match your organisational capability



## Phase 2

Phase 2 is the Specification and Configuration Determination Phase

During Phase 2 a Training Needs Analysis (TNA) will be undertaken to ensure that Nominated Persons (Post Holders) will be able to demonstrate sufficient knowledge for the Form 4 interview

Phase 2 will also identify in detail any additional regulatory or competence related training which will be required to support all the obligations of key management and supervisory staff including Quality Assurance Personnel related to the approval. (Training Costs will be agreed separately with various classroom and online options available)



## Phase 3

Phase 3 consists of On Site Training & Initial Consultancy & Production of Documentation

During Phase 3 – All related regulatory and vocational training will be undertaken.

Sofema Aviation Services

[www.sassofia.com](http://www.sassofia.com) offers more than 300 different EASA Regulatory Compliant and Vocational Training course both in a classroom environment and online through our sister site [www.sofemaonline.com](http://www.sofemaonline.com)

During Phase 3 we will support the Production of your core documents for example MOE, CAME, MTOE, POE as applicable. We can do this either for you or with you (The preference being with you by support you to deliver a fully compliant document.

This Phase additionally includes support for all process and procedures, Forms Documentation and Checklists as well as the development of any applicable Question Banks and the provision of Basic Training Information (In the case of EASA Part 147 Basic Training Approval)



## Phase 4

Phase 4 is the Preparation of Application to EASA

During Phase 4 we will prepare the Application and make initial contact with EASA on your behalf to arrange the necessary first steps.





## Phase 5

Phase 5 Relates to the Regulatory Application

Phase 5 is the Regulatory Application Phase, the application will be made by SAS using EASA Form 2 directly to EASA.

SAS provides full assistance to you during this phase, EASA will acknowledge the application and typically allocate an investigation team.



## Phase 6

Phase 6 is Quality Assurance Compliance Review & Oversight.

SAS will support the Organisations Quality System Auditors to ensure the planning, implementation and documentation of all audit activities associated with the demonstration of compliance with all elements associated with the EASA approval.

SAS will support you to conduct and document the initial audits required to support your approval application.



## Phase 7

Phase 7 EASA Team Investigation Visit

SAS will provide onsite assistance during the EASA investigation initial visit with the aim of ensuring essential support & additional guidance to minimise the potential of further expensive oversight investigation visits by EASA.