

EASA Part-CAMO CAME Part 4 – Airworthiness Review Draft Procedures

AMC1 CAMO.A.300 – Continuing Airworthiness Management Exposition (CAME)

ED Decision 2026/005/R

AMC1 CAMO.A.300 identifies the following subjects related to Airworthiness Reviews:

Part 4 – Airworthiness Review Procedures

- 4.1 Airworthiness review staff
- 4.2 Documented review of aircraft records
- 4.3 Physical survey
- 4.4 Additional procedures for recommendations to competent authorities for the import of aircraft
- 4.5 ARC recommendations to competent authorities
- 4.6 Issue of ARC
- 4.7 Airworthiness review records, responsibilities, retention and access
- 4.8 ARC extension

Where the organisation holds the privilege under **CAMO.A.125(g)**, separate **Part 4C – Evaluation Programme Procedures** shall also be established within the CAME.

CAMO.A.125 – Terms of Approval and Privileges of the Organisation

An organisation approved in accordance with Part-CAMO may:

- Manage the continuing airworthiness of aircraft, except those used by air carriers licensed in accordance with Regulation (EC) No 1008/2008, as listed on its certificate.
- Manage the continuing airworthiness of aircraft used by air carriers licensed in accordance with Regulation (EC) No 1008/2008 when listed both on its certificate and on the Air Operator Certificate.

- Arrange for limited continuing airworthiness tasks to be carried out by a subcontracted organisation working under its management system.
- Extend the validity of an existing ARC in accordance with **M.A.902(a)**, subject to the conditions of **M.A.902(b)**.
- Approve the AMP in accordance with ML.A.302(b)(2), where applicable.

An organisation having its principal place of business in a Member State may additionally be approved under **CAMO.A.125(e)** to carry out airworthiness reviews in accordance with **M.A.903** or ML.A.903, as applicable, and:

- Issue the related ARC under the conditions of **M.A.901(b)(1)** or ML.A.901(b), as applicable.
- Issue a recommendation for the issuance of an ARC to the competent authority of the Member State of registry under the conditions of **M.A.901(b)(2)**.

An organisation holding the applicable airworthiness review privilege may additionally be approved under **CAMO.A.125(f)** to issue a permit to fly for the aircraft concerned when the organisation is attesting conformity with approved flight conditions, subject to an adequate CAME procedure.

Where approved under **CAMO.A.125(g)**, the organisation may also exercise the applicable evaluation programme privilege.

Part 4 – Introduction

XYZ Airlines is approved in accordance with CAMO.A.125 to:

- Carry out airworthiness reviews within its approved scope.
- Issue Airworthiness Review Certificates (ARC), where the conditions for organisational issuance are met.
- Make recommendations to the Competent Authority for the issuance of an ARC where the conditions for organisational issuance are not met.
- Extend the validity of an existing ARC where the applicable conditions are met.

Airworthiness reviews **shall not be subcontracted**.

Airworthiness reviews shall be performed by appropriately authorised Airworthiness Review Staff.

An Airworthiness Review Certificate is normally valid for **one year**.

XYZ Airlines may only perform airworthiness reviews on aircraft included within the scope of work identified in this Continuing Airworthiness Management Exposition.

An Airworthiness Review shall be performed by XYZ Airlines approved Airworthiness Review Staff in accordance with these procedures and **M.A.903**.

Following satisfactory completion of the airworthiness review, the Airworthiness Review Staff may:

- Issue an **EASA Form 15b** where the conditions of M.A.901(b)(1) are met;
or
- Issue a **recommendation to the Competent Authority** for issuance of an ARC where those conditions are not met.

The ARC or recommendation shall be signed by the Airworthiness Review Staff who carried out the airworthiness review.

Conditions for Issue of an ARC by XYZ Airlines

Following satisfactory completion of an airworthiness review, XYZ Airlines may issue an **EASA Form 15b** when:

1. The continuing airworthiness of the aircraft has been continuously managed in accordance with **M.A.201 or ML.A.201**, as applicable, since issue of the former ARC.
2. The aircraft has been maintained in accordance with Regulation (EU) No 1321/2014 since issue of the former ARC.
3. The airworthiness certificate issued in accordance with Regulation (EU) No 748/2012 has not been revoked or surrendered at the time of the review.

Where these conditions are not met, satisfactory completion of the airworthiness review shall result in a **recommendation for the issuance of an ARC to the Competent Authority**.

Note: An ARC shall not be issued where there is evidence or there are indications that the aircraft is not airworthy.

ARC Anticipation

- An airworthiness review may be performed up to **90 days before the ARC expiry date** without loss of continuity of the airworthiness review pattern.
- Where the review is anticipated by more than 90 days, the expiry date of the new ARC is established as one year from its date of issue.
- The 90-day anticipation allows the review to be planned to coincide, where appropriate, with maintenance and aircraft availability.
- An ARC extension may also be performed before expiry in accordance with the applicable M.A.902 requirements.
- Where an extension is carried out within **30 days before expiry**, the new validity period follows the existing ARC expiry pattern.
- An extension may also be performed after expiry where all extension conditions are met; however, the aircraft shall not fly while the ARC is expired.

ARC Certification

An Airworthiness Review Certificate (**EASA Form 15b**) or a recommendation for issuance of an ARC (**EASA Form 15a**) shall be signed by the appropriately authorised Airworthiness Review Staff who performed the airworthiness review.

An ARC or recommendation shall only be issued following satisfactory completion of the airworthiness review in accordance with **M.A.903**.

The Airworthiness Review Staff shall be satisfied that:

- The applicable documented review has been satisfactorily completed.
- The applicable physical survey has been satisfactorily completed.
- All findings raised during the airworthiness review have been closed.
- There is no evidence or reason to believe that the aircraft is not airworthy.

Where the review cannot be satisfactorily completed, neither an ARC nor a recommendation shall be issued.

A copy of any ARC issued or extended by XYZ Airlines shall be sent to the Competent Authority of the Member State of registry within **10 days**.

ARC Technical Records

Airworthiness reviews shall be fully documented in accordance with these procedures.

An **Airworthiness Review Report** shall be produced by the Airworthiness Review Staff detailing:

- The documented review performed.
- The physical survey performed.
- The items and samples checked.
- Findings and observations identified.
- The outcome of the airworthiness review.
- Any additional investigation considered necessary by the Airworthiness Review Staff.

An Airworthiness Review Report shall also be produced where an airworthiness review is interrupted or cannot be satisfactorily completed.

Airworthiness review records, including copies of ARCs and recommendations, shall be retained and controlled in accordance with the organisation's approved record-keeping procedures.

4.1 Airworthiness Review Staff

Qualification Requirements

Airworthiness Review Staff shall meet the applicable requirements of **CAMO.A.310** and associated AMC.

The qualification requirements include:

- Minimum **5 years' experience in continuing airworthiness**.
- An appropriate Part-66 licence, aeronautical degree or national equivalent.
- Formal aeronautical maintenance training.
- An appropriate position within the organisation with relevant responsibilities.
- Appropriate recent continuing airworthiness management experience.

Formal aeronautical maintenance training shall include, as applicable:

- Relevant parts of Regulation (EU) No 748/2012, including classification of changes to type design and repair designs and their corresponding approval requirements.
- Knowledge of relevant bilateral agreements, obtained through training or credited on the basis of relevant experience.
- Relevant parts of Regulation (EU) No 1321/2014.
- Relevant operational requirements and procedures.
- The organisation's CAME.
- Relevant aircraft type knowledge at least equivalent to Part-66 Appendix III Level 1 General Familiarisation.
- Maintenance methods.

Airworthiness Review Staff – Nomination

To be nominated as Airworthiness Review Staff, the candidate shall:

- Meet the applicable qualification requirements.
- Complete the organisation's applicable Airworthiness Review Staff training programme.
- Complete the applicable competence assessment.
- Perform an airworthiness review under the supervision of:
 - the Competent Authority; or
 - a person already authorised as Airworthiness Review Staff by the organisation, in accordance with a procedure approved by the Competent Authority.
- Following a satisfactory supervised review, be **formally accepted by the Competent Authority** before XYZ Airlines issues the airworthiness review authorisation.

Airworthiness Review Staff – Records

The CAM shall maintain records for all Airworthiness Review Staff, including:

- Full name.
- Date of birth.
- Basic education.
- Experience.
- Aeronautical degree and/or Part-66 qualification.
- Initial and recurrent training.
- Relevant continuing airworthiness experience.
- Experience within the organisation.

- Current position and responsibilities.
- Evidence of the supervised airworthiness review.
- Copy of the authorisation.
- Evidence of recent continuing airworthiness management experience.

The applicable records shall be retained until **2 years after the person has left the organisation.**

Recent Experience and Validity

To maintain the validity of the Airworthiness Review Staff authorisation, the person should have either:

- Been involved in continuing airworthiness management activities for at least **6 months in every 2-year period**; or
- Conducted at least **one airworthiness review in the preceding 12-month period.**

To restore validity, the person should satisfactorily conduct an airworthiness review under supervision of:

- the Competent Authority; or
- if accepted by the Competent Authority, another currently authorised Airworthiness Review Staff member of XYZ Airlines in accordance with an approved procedure.

4.2 Documented Review of Aircraft Records

To satisfy the requirements of an airworthiness review, XYZ Airlines Airworthiness Review Staff shall carry out a documented review of the aircraft continuing airworthiness records in accordance with **M.A.903** and the approved Airworthiness Review Checklist.

The documented review may be based on samples selected by the Airworthiness Review Staff in accordance with the approved procedure.

The Airworthiness Review Staff shall verify, as applicable, that:

- Airframe, engine and propeller flying hours and associated flight cycles have been properly recorded.
- The aircraft flight manual is applicable to the aircraft configuration and reflects the latest revision status.

- All maintenance due on the aircraft according to the approved AMP has been carried out.
- Known defects have been corrected or, where applicable, carried forward in a controlled manner.
- Applicable Airworthiness Directives and other mandatory continuing airworthiness requirements have been applied and properly registered.
- Modifications and repairs have been properly approved and recorded.
- Life-limited parts and time-controlled components are correctly identified, recorded and have not exceeded their approved limitations.
- All applicable maintenance has been released in accordance with the applicable requirements.
- The current mass and balance statement reflects the aircraft configuration.
- The aircraft conforms to the applicable type design or declared design, as applicable.
- The aircraft holds the applicable airworthiness documentation.

The organisation's procedures shall define the **minimum sample size and depth of investigation**.

The Airworthiness Review Staff shall retain the final authority to **increase the sample size and/or depth of investigation** where considered necessary.

Findings identified during the documented review shall be recorded in the Airworthiness Review Report.

4.3 Physical Survey

XYZ Airlines Airworthiness Review Staff shall carry out a physical survey of the aircraft in accordance with **M.A.903** and the approved Airworthiness Review Checklist.

The physical survey shall verify, as applicable, that:

- Required markings and placards are properly installed.
- The aircraft complies with its approved flight manual.
- The aircraft configuration complies with the approved documentation.
- No evident defect exists that has not been appropriately addressed.
- No inconsistencies can be found between the aircraft and its documented records.

The physical survey may be performed **in phases**.

Where practicable, it should be coordinated with scheduled maintenance to allow access to areas that may otherwise be difficult to inspect.

Assistance to Airworthiness Review Staff

Subject to an organisation procedure approved by the Competent Authority, Airworthiness Review Staff may be assisted by qualified personnel employed by the organisation for specific tasks.

Such assistance shall not result in the entire airworthiness review being delegated.

The assisting personnel shall:

- Be appropriately qualified and trained.
- Be accepted by the organisation and the Airworthiness Review Staff.
- Be assessed for potential conflicts of interest.
- Perform only those tasks assigned by the Airworthiness Review Staff.
- Have the necessary access to the aircraft, records and applicable data.

The Airworthiness Review Staff shall maintain appropriate supervision and remain **fully responsible for the entire airworthiness review process and the content and completeness of the Airworthiness Review Report**.

4.4 Additional Procedures for Aircraft without an Airworthiness Certificate Issued in Accordance with Regulation (EU) No 748/2012

When applying for an airworthiness certificate for an aircraft which does not hold an airworthiness certificate issued in accordance with Regulation (EU) No 748/2012 at the time of application:

- The applicant shall apply to the Competent Authority of the Member State of registry for issuance of a new airworthiness certificate under Part 21 or Part 21 Light, as applicable.
- For aircraft other than new aircraft, an airworthiness review shall be carried out and satisfactorily completed in accordance with **M.A.903**.
- All maintenance necessary to comply with the approved AMP shall be completed.

- Where applicable, the authority which issued a former airworthiness certificate shall be notified.
- A recommendation for issuance of an ARC shall be sent to the Competent Authority of the Member State of registry unless the airworthiness review is performed by the Competent Authority.
- Where an **evaluation programme** is required under Part 21 or Part 21 Light, the corresponding evaluation report shall be taken into consideration during the airworthiness review.

The review should consider, as applicable:

- Aircraft and records history.
- Export certification and previous airworthiness documentation.
- Aircraft configuration and conformity with EASA-approved or declared design.
- Applicable Airworthiness Directives.
- Modifications and repairs.
- Life-limited parts and time-controlled components.
- Maintenance necessary for import and transition to the approved AMP.
- Avionics and operational equipment.
- Applicable special operational approvals/configurations.
- Aircraft markings and identification.
- Emergency equipment.
- Functional checks or maintenance check flights where required by the circumstances.

Where appropriate, XYZ Airlines shall coordinate the planned time and location of the review with the Competent Authority to allow its participation.

4.5 ARC Recommendations to Competent Authorities

Where XYZ Airlines satisfactorily completes an airworthiness review but **one or more of the conditions specified in M.A.901(b)(1) are not met**, XYZ Airlines shall make a recommendation to the Competent Authority of the Member State of registry for issuance of the ARC.

The recommendation shall:

- Be signed by the Airworthiness Review Staff who carried out the review.
- Confirm that the airworthiness review was performed in accordance with **M.A.903**.

- Confirm that the aircraft was considered airworthy at the time the review was completed.
- Identify the applicable aircraft configuration and the data used to establish compliance.
- Include the applicable Airworthiness Review Report and supporting information.

The recommendation should confirm compliance, as applicable, with:

- Airworthiness Directives.
- Type Certificate Data Sheet or applicable Airworthiness Data Sheet.
- Approved maintenance programme.
- Life-limited parts and time-controlled component limitations.
- Current mass and balance.
- Part 21 or Part 21 Light requirements for modifications and repairs.
- Current flight manual and supplements.
- Applicable operational requirements.

The Competent Authority shall assess the recommendation in accordance with **M.B.902** and, when satisfied, issue an **EASA Form 15a**.

4.6 Issue of Airworthiness Review Certificates

XYZ Airlines may issue an **EASA Form 15b** for aircraft included within its approved scope where:

- The airworthiness review has been satisfactorily completed in accordance with M.A.903.
- The conditions of **M.A.901(b)(1)** are met.
- All findings raised during the airworthiness review have been closed.
- There is no evidence or indication that the aircraft is not airworthy.

The ARC shall be signed by the Airworthiness Review Staff who performed the airworthiness review.

A copy of the ARC shall be sent to the Competent Authority of the Member State of registry within **10 days of issuance**.

The ARC shall be controlled and retained in accordance with these procedures.

4.7 Airworthiness Review Records, Responsibilities, Retention and Access

Airworthiness review records are continuing airworthiness records and shall be afforded the applicable protection, integrity, security and retention controls.

Records shall include, as applicable:

- Airworthiness Review Checklist.
- Airworthiness Review Report.
- Details of samples selected.
- Findings and observations.
- Supporting documentation.
- Copies of ARCs issued or extended.
- Recommendations submitted to the Competent Authority.
- Evidence of closure of findings.
- Records relating to incomplete or interrupted airworthiness reviews.

The Airworthiness Review Staff are responsible for the items checked during the review.

This responsibility does **not** transfer to the Airworthiness Review Staff the responsibilities belonging to the CAMO, maintenance organisation, design organisation, production organisation or any other organisation.

4.8 ARC Extension

XYZ Airlines may extend the validity of an existing ARC under **M.A.902(a)** where the applicable conditions of **M.A.902(b)** are met.

Prior to extension, the authorised person shall verify that:

- The continuing airworthiness of the aircraft has been **continuously managed by XYZ Airlines since the ARC was issued**.
- The aircraft has been maintained since issue of the ARC in accordance with the applicable requirements.
- There is **no evidence or reason to believe that the aircraft is not airworthy**.

An ARC may be extended **twice**, each time for a period not exceeding **one year**.

An airworthiness review is not required solely for the purpose of extending an ARC.

An extension may be performed:

- Within 30 days before expiry while retaining the existing expiry pattern.
- Earlier than 30 days before expiry, in which case the applicable validity is calculated from the date of extension.
- After expiry where all conditions for extension remain satisfied; however, the aircraft shall **not be flown while the ARC is expired**.

A copy of an extended ARC shall be sent to the Competent Authority of the Member State of registry within **10 days**.

4.9 Airworthiness Review Findings

All findings identified during the airworthiness review shall be documented in the Airworthiness Review Report and appropriately addressed.

An airworthiness review shall only be considered satisfactorily completed when:

- The applicable documented review has been satisfactorily completed.
- The applicable physical survey has been satisfactorily completed.
- **All findings have been closed.**
- There is no evidence or reason to believe that the aircraft is not airworthy.

Where these conditions are not achieved, the airworthiness review is **incomplete**, and neither an ARC nor a recommendation for issuance of an ARC shall be issued.

Where a finding is subsequently notified by the Competent Authority in accordance with **M.B.907**, the person or organisation responsible for continuing airworthiness under M.A.201 shall:

- Establish a corrective action plan including **corrections and corrective actions**.
- Demonstrate implementation of the correction to the satisfaction of the Competent Authority within the agreed period.
- Determine and implement appropriate corrective action to address the cause of the finding.

For the purpose of closing the aircraft-related finding, demonstrating implementation of the correction and obtaining acceptance from the Competent Authority is sufficient; however, the responsible person or organisation remains required to determine and implement the corrective action plan.