

Application for Approval of a Maintenance Programme (Initial Issue, Amendment or Temporary Amendment) or Notification of the Indirect Approval of a Maintenance Programme



Submission instructions can be found at the end of the form.

FALSE REPRESENTATION STATEMENT

It is an offence under the UK Air Navigation Order to make, with intent to deceive, any false representation for the purpose of procuring the grant, issue, renewal or variation of any certificate, license, approval, permission or other document. This offence is punishable on summary conviction by a fine, and on conviction on indictment with an unlimited fine or imprisonment or both.

1a. Applicant Details - An Individual (including sole traders and partnerships)

Title: Forename: Surname:

Date of birth (dd/mm/yyyy): Nationality:

Town of birth: Country of birth:

Permanent Address:

Country Postcode:

Telephone: Mobile telephone:

E-mail:

Trading Name: (if applicable)

Website address:

A certified copy of your Passport or Full Photographic Driving Licence must accompany your application as proof of identification if this is your FIRST application.

In the case of a partnership, please provide complete details of all partners in Box 10.

1b. Applicant Details - A Registered Company

Registered Company Name (in full):

Registered Company Number:

Country of Company Registration:

Registered Office Address:

Postcode:

Telephone:

E-mail:

Trading Name: (if applicable)

Trading Address (primary site):

Postcode:

Authorised Representative of Company

This application is to be signed by either a Director or Company Secretary or a person authorised by the Board to act on behalf of the Company.

Title: Forename: Surname:

Position in Company:

Telephone No: E-mail:

If you are not a Director or Company Secretary and have been authorised to sign the application form on behalf of the Company, proof of that authority must be provided with the completed application form.

This application will be considered in respect of and, if appropriate, granted to, the company registered under the Company number provided on this form.

1.c Applicant Details - An Unincorporated Association or other body

Name of Unincorporated Association or other body:
Address:
.....
Country: Postcode:
Telephone:
E-mail:
Website address:.....

Authorised Representative of Unincorporated Association or other body

This application is to be signed by a person or persons authorised by the body named above to act on behalf of it. This should normally be a member or members of the managing committee of the association or other body. Evidence of the authorisation to act on behalf of the association or body should be provided with the application.

Title: Forename: Surname:
Position in Company:
Telephone No: E-mail:
Charity Number (if applicable):

This application will be considered in respect of and, if appropriate, granted to, the company registered under the Company number provided on this form.

2. Application Details

Application for the Direct Approval of a Maintenance Programme by the CAA:

Initial Issue Amendment Temporary Amendment

Or, notification of Indirect Approval by a UK CAMO / CAO holding applicable privilege, (Complete sections, 1, 2, 5 and 6 only):
By ticking this box, you are declaring that the amendment does not exceed the scope of your indirect approval limitations.

CAA Maintenance Programme Number:

Operator / Owner Name:

Is this Maintenance Programme for commercially operated (AOC) aircraft or privately operated aircraft?

Commercial (AOC) AOC Approval Number: Private

CAMO/ CAO Name: CAMO / CAO Approval Number:

Note: Non-UK CAMOs / CAO must provide copies of their CAA Form 14 and Scope from their CAME.
Does the CAMO / CAO have the aircraft type on their Approval Certificate and included within the scope of their

CAME/CAE? Yes No

For all applications and indirect approval notifications, please supply an electronic copy of the full programme. (Please ensure that the electronic copy contains the complete programme - not just the amended pages).

For an initial application where you only require the maintenance programme number to be generated, - as a minimum, please complete sections 1 and 2 followed by the declarations in sections 6 and 7.

3. For amendments only, a brief overview of any changes (please continue in Box 10 if required)

4. Maintenance Requirement Details

Does this Maintenance Programme (MP) include and comply with all the type certificate holder recommendations

Yes No

If No, please provide description of justification:

Does this MP include all tasks relevant to the configuration and / or modification standard of the aircraft?

Yes No

If No, please provide description of reason why:

Are all mandatory tasks / items clearly identified in this MP?

Yes No

Does this MP include all applicable, repetitive Airworthiness Directives?

Yes No

Does this MP include all service life limitations and overhaul limitations for components?

Yes No

Does this MP include all Airworthiness Limitation Items (ALI) / Certification Maintenance Requirements (CMR) Mandatory tasks?

Yes No

If you have answered No to any of the above questions, please update the programme accordingly and re-submit when complete, otherwise your application may not be accepted.

Does the maintenance programme require a reliability programme?

Yes No

For initial applications or amendments containing significant changes please complete and attach a copy of the latest issue of the Operators Maintenance Programme Compliance Check List - SRG1724.

5. Aircraft added to or removed from the Maintenance Programme

Is any aircraft already on a different maintenance programme?

Yes

No

If yes, please provide confirmation that the aircraft is being or has been removed from the other programme.

Other Programme Owner: Other Programme Number:

Aircraft Manufacturer: Aircraft Type:

	Aircraft Registration	Aircraft Serial Number	Addition or Removal	
a)	Addition <input type="checkbox"/>	Removal <input type="checkbox"/>
b)	Addition <input type="checkbox"/>	Removal <input type="checkbox"/>
c)	Addition <input type="checkbox"/>	Removal <input type="checkbox"/>
d)	Addition <input type="checkbox"/>	Removal <input type="checkbox"/>
e)	Addition <input type="checkbox"/>	Removal <input type="checkbox"/>
f)	Addition <input type="checkbox"/>	Removal <input type="checkbox"/>
g)	Addition <input type="checkbox"/>	Removal <input type="checkbox"/>
h)	Addition <input type="checkbox"/>	Removal <input type="checkbox"/>
i)	Addition <input type="checkbox"/>	Removal <input type="checkbox"/>
j)	Addition <input type="checkbox"/>	Removal <input type="checkbox"/>
k)	Addition <input type="checkbox"/>	Removal <input type="checkbox"/>
l)	Addition <input type="checkbox"/>	Removal <input type="checkbox"/>
m)	Addition <input type="checkbox"/>	Removal <input type="checkbox"/>
n)	Addition <input type="checkbox"/>	Removal <input type="checkbox"/>

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6. Technical Declaration

I hereby declare that to the best of my knowledge the particulars entered on this application are accurate and a true statement of all the aircraft on this maintenance programme.

I declare that I hold the necessary aircraft data such as Aircraft Maintenance Manuals, Service Bulletins, Mandatory Permit Directives and Airworthiness Directives as applicable and necessary to support this maintenance programme.

I understand that the CAA may conduct sample checks upon aircraft, the location of the maintenance and aircraft records.

Name of person holding technical responsibility:

Position of person holding technical responsibility:

Signature of person holding technical responsibility:

Date:

The information submitted will be stored on a database and is restricted to authorised persons in accordance with the Data Protection Act 2018.

7. Financial Declaration

I hereby declare that to the best of my knowledge the particulars entered on this application are accurate.

I agree to pay the charges for this application in accordance with the scheme of Charges.

I agree to pay any additional charges which may become payable in respect of this application under the scheme of charges.

Name of Applicant (named in 1):

Position of Applicant (named in 1):

Signature of Applicant (named in 1):

Or Signature of Authorised Representative (named in 1):

Date:

The information submitted will be stored on a database and is restricted to authorised persons in accordance with the Data Protection Act 2018.

8. Charges

IMPORTANT NOTES:

Where the cost of the CAA investigations exceeds the application charge payable, the applicant shall pay additional charges to recover those excess costs incurred by the CAA in accordance with the Scheme of Charges.

If the CAA is required to travel overseas in respect of this application you are advised to read the CAA Scheme of Charges to which this application relates and the section entitled 'Additional charges where functions are performed abroad.' All expenses incurred in pursuance of this application by virtue of travelling overseas will be payable by the applicant on demand.

NB: This application will not be processed until the applicable fees have been received.

9. Additional Information (if required)

10. Application Form Submission Service (Submit & Pay)

Once you have completed your application form, please save a copy to your device. Click on the button below to submit your application, supporting documentation (if applicable) and to make payment by credit/debit card. You will be required to upload a copy of the completed application form as part of the submission.

The button will direct you to the CAA Customer Portal. The first time you access the CAA Customer Portal you will need to create a user account, there are instructions provided and it only takes a few minutes to register. If you have used the CAA Customer Portal before, please log in to your existing user account.

Please note: Your application will not be processed until you have submitted it via the CAA Customer Portal and paid the relevant fee.

The charge(s) required will be calculated in accordance with the current CAA Scheme of charges [List of Official Record Series 5 - Scheme of Charges \(caa.co.uk\)](#)

Important: Please save your completed form before proceeding.

Application Form Submission Service

If you prefer, you can access the service by logging onto the CAA Customer Portal via <https://portal.caa.co.uk> and selecting the Application Form Submission Service.