

SKYSERVICE FBO INC.

**Montreal Base
Skyservice FBO Inc.
10105 Ryan Avenue
Dorval, Quebec
H9P 1A2**

**Toronto Base
6120 Midfield Road
Mississauga, Toronto, Ontario
L5P 1B1**

**Calgary Base
575 Palmer Road N.E.
Calgary, Alberta
T2E 7G4**

**Muskoka Base
1004 Airport Road
Gravenhurst, Ontario
P1P 1R1**

TCCA APPROVED MAINTENANCE ORGANISATION NUMBER 53-89**AMO 53-89 CAD HK SUPPLEMENT****CAD HK APPROVAL NUMBER CAI/206**

Compliance with the CAD HK approved Supplement together with the TCCA Approved Maintenance Policy Manual forms the basis by which AMO 53-89 can exercise the maintenance privileges under the Agreement. Failure to comply with the terms of the technical arrangement and/or this supplement may be grounds for suspension or cancelation of any privileges granted pursuant to the Technical Arrangement.

The Approved Maintenance Organisation (AMO) 53-89 must always retain at its principal place of business a current copy of this CAD HK Supplement in English and provide it to CAD HK upon request.

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1. LIST OF EFFECTIVE PAGES

****NOTE****

All pages of this CAD HK Supplement indicate the same Revision Number and Date.

Actual revised pages are specified in the table below with a double asterisk, as well as being identified by a revision bar in the left-hand margin of each amended page.

PAGE	REVISION #	DATE
1**	4	26 September 2022
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email=simon_canuel@skyservice.com, c=US
Date: 2022.09.27 14:00:44 -04'00'

Director, Quality Assurance

September 27, 2022

Date

2. AMENDMENT PROCEDURE

The CAD HK Supplement to CAR 573 AMO shall be reviewed annually or as required by any change in the Company's business that may affect the integrity of this document or as directed by the CAD HK. The Director, Quality Assurance shall ensure that the policies and procedures prescribed by the operations of the company reflect the current regulation requirement of the aircraft industry.

Two signed amendments with the List of Effective Pages (LEP's) are to be signed by the Director, Quality Assurance and will be submitted to the appropriate TCCA Representative. One copy of the Amendment and the List of Effective Pages will be returned bearing CAD HK approval.

Amendments will be numbered consecutively. Amendments are to be entered in the Supplement by replacing the whole page. Each amended page is to be numbered and is to include the amendment number (revision) and the amendment (revision) date in the block at the top of each affected page.

3. INTRODUCTION

A TCCA CAR 573 Approved Maintenance Organization can be CAD HK accepted when the CAR 573 Maintenance Organization complies with the maintenance specific regulatory requirements set forth in this supplement in addition to complying with TCCA CAR 573.

This supplement is therefore intended to identify the means to comply with the agreement when performing maintenance on HK registered aircraft or components intended for installation thereon.

4. ACCOUNTABLE MANAGER'S / EXECUTIVE'S COMMITMENT STATEMENT

This Supplement defines in conjunction with the TCCA Approved Maintenance Policy Manual AMO 53-89, the organization and procedures upon which CAD HK acceptance is based.

These procedures are approved by the undersigned, and must be adhered to, as applicable, when maintenance is performed under the conditions of the CAD HK acceptance letter.

It is accepted that the organization's procedures do not override the necessity of complying with any additional requirements formally published by the CAD HK and notified to this organization from time to time.

It is further understood that CAD HK reserves the right to suspend or revoke the acceptance if procedures are not followed or standards are not upheld.



BENJAMIN MURRAY
TCCA Accountable Executive
"For and on behalf of the AMO"

26 September 2022

DATE

5. APPROVAL BASIS AND LIMITATIONS

CAD HK acceptance is based upon compliance with CAR 573 except where varied by the conditions specified in the TCCA/CAD HK Technical Arrangement on Aircraft Maintenance.

The approval of maintenance is limited to the scope of work permitted under the current Certificate issued by TCCA to the AMO in accordance with CAR 573 for work carried out within Canada unless agreed otherwise on a case-by-case basis by the Agency.

6. ACCESS BY CAD HK AND TCCA

CAD HK/TCCA has access to the repair station for the purpose of ascertaining compliances with procedures and standards and to investigate specific problems.

7. WORK ORDERS / CONTRACTS / AIRWORTHINESS DIRECTIVES

Prior to undertaking work on aircrafts/components under the jurisdiction of CAD HK, a work order/contract defining the maintenance to be performed will be established between the organization and the HK customer. The work order/contract will specify the inspections, repairs, modification, overhauls to be accomplished, the airworthiness directives to be complied with and components to be replaced.

This requirement is met by completing the Work Authorization Form SKY-M082 per DPD-712.

The HK customer remains responsible for specifying any AD compliance required during maintenance through the work order, but the AMO should always remind the customer of the need.

8. REPAIRS AND MODIFICATIONS

The AMO shall receive from the customer written confirmation that he has received necessary approvals from CAD HK in respect of any major modifications or repairs.

9. RELEASE OF COMPONENTS AFTER MAINTENANCE

Release to service of components up to and including complete power plants should be carried out in accordance with CAR 571 except that paragraph 7 and 8 of this Supplement should be taken into account and the Authorised Release Certificate (Form One) should be issued

A maintenance release made in accordance with this supplement constitutes a corporate release on behalf of the AMO as well as being a Standard CAR 571.10 release.

For an HK customer the TCCA (Form One) should always include the CAD HK Approval number in block 12 and specify any overhaul, repairs, modifications, Airworthiness Directives, replacement parts and quote the issue of the approved data used.

This supplement contains a copy of a completed example of a TCCA (Form One) used by the AMO and instructions for completion by staff.

The instructions should include the information that:

The TCCA (Form One) document should be signed by a person authorised to return the component to service on behalf of the organisation. CAD HK requires a “certificate of release to service” therefore a maintenance release made in accordance with this supplement constitutes a certificate of release to service on behalf of the AMO as well as being a standard CAR 571.10 release. Block 14c must in all cases bear the TCCA number. Block 14d should include the personal identification of the individual signing.

Block 3 of the TCCA Form One Authorised Release Certificate should contain a unique number for each certificate for traceability purposes. (Not the TCCA Approval Number). It is also an advantage from the point of view of company liability, in that the company knows exactly how any forms have been issued and the details of each release.

Block 11 of the form should show the status of the component e.g., repaired, overhauled etc.

Block 12 should contain details of the approved data used to perform the maintenance and reference to any ADs or SBs embodied during the maintenance e.g., overhauled in accordance with CMM xxx Section yy issue 3, AD xxxx96 and SB xxx Rev x embodied. Full details held on work order XYZ.

Block 12 must also include reference to the fact the certification was made in accordance with the Technical Arrangement for Aircraft Maintenance between the Transport Canada Civil Aviation Directorate and the Civil Aviation Department of Hong Kong.

Block 14a of the TCCA Form One will display a checkmark in the “Other regulation, specified in block 12” check box. In the case where the particular maintenance was only CAD HK approved and not TCCA approved the “CAR 571.10 Maintenance Release” check box should not be checked.

Example: a CAD HK AD not approved by TCCA.

Note: Refer to Appendix 1 for Authorized Release Certificate (Form One) filling instructions.

The organisation must retain a copy of each form issued.

The AMO should also identify in the MPM/roster those staff that are authorised to issue the TCCA Form One on behalf of the AMO.

Note: The supplement should include information regarding the acceptability of components authorised for use during maintenance, which should meet the intent of the following:

“Components” means any component part of an aircraft up to and including a complete power plant and any operational or emergency equipment.

Only the following new and used components may be fitted during maintenance:

9.1 New Components

1. New components should be traceable to the Original Equipment Manufacturer (OEM) specified in the Type Certificate holders' Parts Catalogue and be in satisfactory condition for fitment. The new component should be accompanied by a release document issued by the OEM or Production Certificate holder. The release document should clearly state it is issued under the approval of the relevant NAA under whose regulatory control the OEM or PC holder works.
2. For USA OEMs and PC holders, release should be on the FAA Form 8130-3 as a new part.
3. For all HK OEMs and PC holders, release should be in accordance with CAD HK requirements.
4. For Canadian OEMs and PC holders, release should be on the Authorized Release Certificate (Form One) as a new part.
5. Standard parts are exempt from the foregoing provisions, except that such parts should be accompanied by a conformity statement and be in a satisfactory condition for fitment.

9.2 Used Components

1. Where maintenance involves the installation of an aeronautical product that has undergone maintenance, the maintenance of that aeronautical product must have been performed under the terms of an existing technical arrangement entered into by the responsible authority, or by an organization that is approved by or otherwise acceptable to the responsible authority.
2. Used components from CAD HK approved USA repair stations should be accompanied by an FAA Form 8130-3 issued as a maintenance release (DUAL RELEASE).
3. Used components from a USA repair station not CAD HK approved should not be used even if accompanied by an FAA Form 8130-3.
4. Used components from CAD HK accepted maintenance organization should be accompanied by a CAD HK Form One issued as a maintenance release.
5. Used components from a Canadian AMO with a CAD HK approved supplement should be accompanied by an Authorized Release Certificate Form One issued as a maintenance release (DUAL RELEASE).

6. Used components from a Canadian AMO that does not have a CAD HK approved supplement should not be used even if accompanied by an Authorized Release Certificate Form One.
7. Used components that have been issued a triple release (i.e., certifying compliance with FAA, CAD HK, TCCA requirements) on a CAD HK Form One as a maintenance release are acceptable.

10. RELEASE OF AIRCRAFT AFTER MAINTENANCE

Release to service of aircraft after maintenance shall be carried out in accordance with CAR 571 except that paragraphs 7, 8 and 10 of this CAD HK Supplement shall also be taken into account and specify the aircraft maintenance check plus any repairs, modifications, ADs, replacement parts together with the issue of approved data used. Additionally, all aircraft released for HK customers will include reference to the HK Approval Number CAI/206. At the completion of maintenance, the following certification should be made in the aircraft maintenance record.

Maintenance Release in Accordance with CAR 571.10:

“Certifies that except as otherwise specified the work described was carried out in accordance with Canadian Aviation Regulations and in respect to that work the aircraft is ready for release to service.”

The sub clause “except as otherwise specified” is intended for use with two types of deviations as follows;

- a) The case where not all of the required maintenance was carried out as agreed by the customer. The maintenance not carried out should be listed on the release.
- b) The case where the particular maintenance was only CAD HK approved and not TCCA approved. Example: a CAD HK AD not approved by TCCA.

11. TECHNICAL RECORDS

Technical records shall be completed and maintained in accordance with the requirements of the responsible authority (CAD HK) and be retained for a minimum of three years.

12. SUBCONTRACTING OF WORK

Work on CAD HK registered aircraft may be contracted to organizations meeting the following requirements;

- i) Organizations approved by the responsible authority (CAD HK)
- ii) Organizations located within the area of the overseeing authority (TCCA) and accepted under the terms of the CAD HK Technical Arrangement-Maintenance
- iii) Any other organization within the area of the overseeing authority (TCCA) provided the organization responsible for the release of the work extends its quality system in accordance with the regulations of the overseeing authority (TCCA) to cover the activity.
- iv) Organizations located outside the area of the overseeing authority (TCCA), only where the organizations concerned are directly approved by the responsible authority (CAD HK), are accepted via other technical arrangements entered into by the responsible authority (CAD HK) or are otherwise recognized by the responsible authority (CAD HK).

13. QUALITY MONITORING SYSTEM (QMS)

The primary objectives of the QMS are to enable the organisation to satisfy itself that it can deliver a safe product and that it remains in compliance with CARs and the Specific Regulatory Requirements.

A Quality Assurance Program under CAR 573.09 is found to be equivalent to the HKAR 145.65 Quality Assurance System when the following additional items are included:

1. The organisation must perform an internal audit within the first year of the CAD HK Supplement approval.
2. A product audit on one of the organisations main product lines must be performed on a yearly basis.
3. Except for the product audit referenced in (2) the internal audit cycle may be extended to 2 years.

A product line audit means sample checking all the procedures and requirements associated with the specific product example to ensure that the end result is an airworthy product. A product line example for an aircraft rated AMO, would be a check process that is carried out for example an A Check, 100 Hour Check, C Check. Product line inspections will be carried out at each facility carrying out maintenance activities.

A product line example for an engine, avionics, or component rated AMO would be conducted at each facility, workshop, base, carrying out maintenance activities.

An example of a product line for an avionics AMO could be the shop that performs maintenance on radios, for a component AMO could be the shop that performs maintenance on hydraulic pumps. If the component shop was performing maintenance on hydraulic pumps at two different facilities, they would be required to perform product line audits at both locations annually. The above principle applies to all primary product lines.

Note: For more information concerning Internal Auditing refer to paragraph 15 and Skyservice DPD-702, which describes Skyservice Internal Auditing System.

14. REPORTING OF UNAIRWORTHY CONDITIONS

When serious defects are found in HK operated aircraft or aircraft components then such facts must be reported to the customer within 3 days of discovery. When reporting to CAD HK the identity of the customer must be included to allow follow up action. Refer to SDR DPD727.

The existing TCCA Service Difficulty Report (SDR) form should be used.

15. LINE STATIONS

The following bases and sub-bases are controlled under Skyservice Approved Maintenance Organisation No. 53-89 and are included in Skyservice F.B.O. Inc. Maintenance Policy Manuals and all applicable supporting documents:

Bases:

- Toronto (Pearson International Airport)
- Calgary (Calgary International Airport).
- Montreal (Montreal International Airport)
- Muskoka (Gravenhurst, Ont.)

Sub-bases:

- Ottawa
- Windsor
- Vancouver
- Halifax

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16. AUDIT PROGRAM
Note: Refer to QA Audit Drive for latest Audit Checklist

Audit	<u>Checklist: M024-31-Hong Kong Technical Arrangement Supplement Rev. 1 (Aug 2017)</u>				
Type	Question sequence	Question	Detailed Reference	Auditor Comments (Mark with "X" and add notes/comments as required) (All "N/A" & "Not Checked" must have comments/explanation)	Finding/ Observation #
Part A, Compliance to Regulations and Standards	1	Is the Supplement Approved by TCCA?	TCCA Hong Kong TA section 7	N/A ___ OK ___ Finding ___ Not Checked ___	(blank)
	2	Does the supplement include a policy stating that work done under the arrangement must be within the Scope of AMO 53-89	TCCA Hong Kong TA section 8	N/A ___ OK ___ Finding ___ Not Checked ___	(blank)
	3	Does the Supplement include a policy stating that all documents containing certifications made under the arrangement must contain a reference to that effect?	TCCA Hong Kong TA section 9	N/A ___ OK ___ Finding ___ Not Checked ___	(blank)
	4	Does the supplement include a policy stating that repair and modification design is IAW the requirements of Hong Kong CAD	TCCA Hong Kong TA section 11	N/A ___ OK ___ Finding ___ Not Checked ___	(blank)
	5	Does the supplement include a policy stating that Where maintenance involves the installation of an aeronautical product that has undergone maintenance, the maintenance of that aeronautical product must have been performed under the terms of an existing technical arrangement entered into by the responsible authority, or by an organization that is approved by or otherwise acceptable to, the Hong Kong CAD?	TCCA Hong Kong TA section 12	N/A ___ OK ___ Finding ___ Not Checked ___	(blank)
	6	Does the supplement include a policy stating that Technical Records will be kept in accordance with the requirements of the Hong Kong CAD	TCCA Hong Kong TA section 13	N/A ___ OK ___ Finding ___ Not Checked ___	(blank)
	7	Does the Supplement include a procedure for subcontracting work to other organization that meets the requirements of the arrangement Annex 1 section 3?	TCCA Hong Kong TA Annex 1 section 3	N/A ___ OK ___ Finding ___ Not Checked ___	(blank)

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8	Does the supplement contain a statement signed by the current accountable executive directing that personnel of the organization must comply with the policies and procedures contained therein?	TCCA Hong Kong TA Annex 1 section 4.1	N/A ___	OK ___	Finding ___	Not Checked ___	(blank)
9	Does the supplement include a policy stating that failure to comply with the terms of this Technical Arrangement, or with the policies and procedures described in the Supplement, may be grounds for suspension or cancellation of any privileges granted pursuant to the Technical Arrangement?	TCCA Hong Kong TA Annex 1 section 4.2	N/A ___	OK ___	Finding ___	Not Checked ___	(blank)
10	Does the supplement include a policy stating the responsible authority will have access to the organization to confirm compliance with the requirements of this Technical Arrangement?	TCCA Hong Kong TA Annex 1 section 4.3	N/A ___	OK ___	Finding ___	Not Checked ___	(blank)
11	Does the Supplement include a procedure to ensure that any parts installed have been manufactured or maintained by organizations that are acceptable to the responsible authority?	TCCA Hong Kong TA Annex 1 section 4.4.1	N/A ___	OK ___	Finding ___	Not Checked ___	(blank)
12	Does the Supplement include a procedure to ensure that the owner or operator of the aeronautical product being maintained has obtained the approval of the responsible authority in respect of any major modifications and repair?	TCCA Hong Kong TA Annex 1 section 4.4.2	N/A ___	OK ___	Finding ___	Not Checked ___	(blank)
13	Does the Supplement include a policy stating that all maintenance is performed IAW the Canadian Aviation Regulation and Aeronautical products are released using the appropriate certification required by the overseeing authority?	TCCA Hong Kong TA Annex 1 section 4.4.3 & 4.4.6	N/A ___	OK ___	Finding ___	Not Checked ___	(blank)
14	Does the Supplement include a policy stating that Technical Records (Journey Log Entries) are completed in accordance with the requirements of the Hong Kong CAD	TCCA Hong Kong TA Annex 1 section 4.4.4	N/A ___	OK ___	Finding ___	Not Checked ___	(blank)
15	Does the Supplement include a procedure to ensure mandatory reportable conditions found in aeronautical products (SDR) are reported to the owner or operator?	TCCA Hong Kong TA Annex 1 section 4.4.5	N/A ___	OK ___	Finding ___	Not Checked ___	(blank)
16	Does the Supplement include a policy stating that where work on components is release on a Form One, the Form One clearly states that maintenance performed is released in accordance with the Technical Agreement?	TCCA Hong Kong TA Annex 1 section 4.4.7	N/A ___	OK ___	Finding ___	Not Checked ___	(blank)

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	17	Does the Supplement include a procedure for the review and re-release of parts in respect of which maintenance has been performed before this Technical Arrangement was signed?	TCCA Hong Kong TA Annex 1 section 4.4.8	N/A __ OK __ Finding __ Not Checked __	(blank)
Part B, Compliance to Internal Policies and Procedures	18	Sample Work Packages and Work orders opened against Hong Kong aeronautical products and verify that work was completed IAW the requirements of the Hong Kong TA Supplement	Hong Kong TA Supplement	N/A __ OK __ Finding __ Not Checked __	(blank)
Sign Off	(blank)	Checklist reviewed and found complete, all required findings entered in the tracking spreadsheet Date: _____ Location: _____ Audit completed by (Name): _____ Signature: _____ Quality Control by (Name): _____ Signature: _____			(blank)
SMS	(blank)	While completing this audit checklist, were new Aviation Safety Hazards identified? <input type="checkbox"/> Yes, Hazard Reports were submitted to the SMS <input type="checkbox"/> No, none were observed or The Aviation Safety Hazards observed were already documented on the Hazard Registry and properly mitigated			(blank)

APPENDIX 1

Example of a Completed Authorized Release Certificate (Form One) Form

1. Approving National Aviation Authority Transport Canada		2. AUTHORIZED RELEASE CERTIFICATE FORM ONE			3. Form Tracking number CWP1345-20001	
4. Approved Organization Name & Addresses: AMO #53-89				Skyservice F.B.O. Inc. 575 Palmer, Calgary, Alberta, T2E 7G4		5. Work order/Contract/Invoice: Same as block 3
6. Items 1	7. Description Battery	8. Part No RG390/44	9. Qty 1	10. Serial/ Batch No 1234	11. Status/Work- Etat/ Travail Overhauled	
12. Remarks Battery overhaul carried out IAW Concorde CMM 24-31 Rev 9. This work was carried out IAW Skyservice AMO53-89 CAD HK Supplement.						
13a. Certifies that the items identified above were manufactured in conformity to: <input type="checkbox"/> Approved Design Data in condition for safe operation <input type="checkbox"/> Non approved design data specified in block 13			14a. Certifies that unless otherwise specified in block 12, the work performed in block 11 and described in block 12 has been performed in compliance with the Canadian Aviation Regulations: <input checked="" type="checkbox"/> CAR 571.10 Maintenance Release <input checked="" type="checkbox"/> Other regulation specified in block 12			
13b. Authorized signature		13c. Approval Authorization No		14b. Authorized Signature		14c. Approval Certificate No 53-89
13d. Name		13e. Date		14d. Name John Brown		14e. Date 02/JUL/2015 (dd/mmm/yyyy)

(Previously 24-0078)

Installer Responsibilities1-This certificate does not constitute authority to install.2- Installers working in accordance with the national regulations of a country other than that specified in block 1, must ensure that their regulations recognize certifications from the country specified. 3- Statements 13a or 14a do not constitute installation certification. In all cases, the technical record for the aircraft must contain an installation certification issued in accordance with the national regulations before the aircraft may be flown.

Instructions for Completion of Authorized Release Certificate (Form One) Form.**Note: Also refer to paragraph 9.**

Block 1 – Used to identify the country and the Civil Aviation Authority under whose regulations the certification is made. The inscription of "Transport Canada" satisfies both requirements. (This text may be pre-printed on the blank certificates).

Block 2 (Title block) – The title is always printed on the blank certificate, so no entry is required.

Block 3 – Enter a unique number to identify the certificate for parts traceability purposes. The originator must establish a tracking system to correlate certificates with information on the parts and the work performed on them.

Block 4 – Enter the name and address of the AMO, under whose control the certificate is being issued. Where an organization does business at more than one location, the address entered should be the one where the work being certified was actually performed. (This text may be pre-printed on the blank certificates). When signed by an authorized person (e.g., an AME or RCA holder) who is not acting under the control of an AMO, enter the signatory's name and address, strike out the words "Approved organization" from the block heading text and insert "Independent release."

Block 5 – Where applicable, enter the number of the work order, contract or invoice under which the work was performed. Where no such document exists, enter "N/A" or strike out the block.

Block 6 – When using the certificate to release several different items, enter a number to identify each one. Where necessary, add a lightly ruled line across blocks 6 through 11 to aid in separating the information relating to each item number. When using the certificate to release a single item, enter the number "1."

Note: *Where there is any likelihood of confusion due to the use of one form for several different items, use separate forms instead. Normally, the only time a single certificate can be used to certify the maintenance of several different items, is when identical maintenance has been performed on all of them.*

Block 7 – For each item in block 6, enter a brief description to identify the item, using the appropriate terminology from the instructions for continued airworthiness.

Block 8 – For each item in block 6, enter the manufacturer's part number.

Block 9 – For each item in block 6, enter the quantity being certified.

Block 10 – Where applicable, enter the serial number or batch number of each item in block 6. Otherwise, enter "N/A" or strike out the block.

Block 11 – Enter the general task heading that best describes the work being certified, limiting the entry to one or more of the following terms:

Overhauled; Inspected/Tested; Modified; or Repaired.

Note: *These are the only terms that may be used. Any additional information regarding the work undertaken must be entered in Block 12.*

Block 12 – Enter complete details of the work performed, either directly or by reference to supporting documentation. Where more than one item is addressed on the form, ensure that the information in Block 12 can be correlated with the applicable item in Block 6. Include any information necessary for the installer to determine the status of the final assembly (e.g., any special configuration of the part). In particular, enter details of any outstanding work required on or before installation of the part.

In the case of items subject to scheduled maintenance requirements, include the time since the last scheduled task.

In the case of a life limited part, enter the total time in service of the part since new, by hours, cycles, landings and/or calendar time, as applicable to the limitation.

Note: *The term "since new" means since the initial installation of the part following its manufacture.*

State the source from which the part was obtained (e.g., registration of the last aircraft on which the part was installed). This information may be omitted where it can be traced through Block 5.

When the work has been performed in accordance with the regulations of a foreign airworthiness authority, include a reference to those regulations. When the part has been configured in accordance with the special requirements of another airworthiness authority; include the details of those requirements.

Where the work has been done solely in accordance with the requirements of a foreign airworthiness authority, and for some reason does not comply with Canadian requirements, include a statement to that effect.

Block 13a through 13e – These blocks are reserved for the certification of new parts. Strike out blocks 13a through 13e as shown in [Figure 2](#). (Blank certificates may be pre-printed with these blocks already struck out).

Block 14a – Place a check mark or a cross in the check box relating to compliance with [Subpart 571](#) of the CARs, Maintenance release. (Blank certificates may be pre-printed with this box checked).

Where Block 12 indicates that the work has been done in accordance with the requirements of a foreign airworthiness authority, place a check mark or a cross in the check box relating to other regulations specified in Block 14a.

Block 14b –The signature of the person responsible for the maintenance described. This signature constitutes a maintenance release pursuant to [section 571.10](#) of the CARs. Enter the identifying number of the person signing the maintenance release (ACA, SCA, AME or RCA number, as applicable).

Block 14c – Enter the approved organization number that identifies the AMO certificate issued by the Minister.

Block 14d – Enter the name of the person signing the release, in type or block letters.

Block 14e – Enter the date of the maintenance release, using the format dd/mmm/year (dd=2 digit day, mmm=first 3 letters of the month, yyyy=4 digit year).