

In December 2015, all aircraft operators were made aware of The Air Navigation (IOM) (Amendment) Order 2016 that are due to come in to force 1st May 2016.

Part of the amendments are the introduction of Articles 99 A-M

99I Maintenance Control Manual.

Article 99(I) identifies the requirements in title format and are driven by the ICAO Annex 6 Pt II initial wording.

Some operators have therefore requested some further information as to the detail that is appertaining to each of the article sub paras , and whilst it is the Operators choice on how this is achieved, IOMAR AW have provided some additional information and examples that may be of assistance.

It should also be noted that the MCM forms part of the Company Operations manual, and is not to be considered a stand alone document and NATRS should liaise with the Operator when the document has been prepared, as confirmation of compliance will be required from the Operators to the IOMAR Flight Operations department, that they are compliant with the applicable details of The Air Navigation (IOM) (Amendment) Order 2016 by the 1st May 2016.

The following information is provided as assistance for an Operator to prepare their MCM, and it should be used in conjunction with the earlier information provided by the IOMAR Flight Operations Managers, for factors such as style and considering HF requirements.

Please note that IOMAR terminology must be used, where appropriate, for example, the term CAMO is not recognised within the IOMAR system, and Only reference to the Nominated Aircraft Technical Representative or NATR should be used where appropriate.

*All details in **BOLD** are directly from*

2016 No. 155

CIVIL AVIATION

The Air Navigation (Isle of Man) (Amendment) Order 2016

Made - - - - 10th February 2016

Coming into force - - 1st May 2016

[The 2016 amendment can be downloaded from our website Legislation Section - here](#)

99I.—(1) The operator of an aircraft must ensure that a reference to an operator’s maintenance control manual developed in accordance with industry codes of practice is included in the company operations manual.

(2) The manual must contain information about—

(a) the operator's maintenance responsibilities;

See IOMAR 2016 amendments Article 99 F – Operators Maintenance Responsibilities.

(b) the means of recording names and positions of maintenance personnel;

Article 99F (c) provides the information of details of who is required under this aspect.

Examples below

All personnel associated with maintenance of the aircraft must be in conformance with this maintenance control manual (MCM) which details the methods and procedures to be used in order that our aircraft meet the applicable airworthiness standard at all times, as advised via the Operators NATR.

The Operator has engaged the below stated Validated Aircraft Maintenance Engineers, who are recognised to carry out Line Maintenance and Defect Rectification.

AME NAME	NAA Licence Issuing State	IOMAR Validation Number	Valid from	Valid to

The Operator has engaged the below stated IOMAR Authorised Individuals who are recognised to carry out the specific tasks as entered on the IOMAR Authorisation Document.

<i>Individual NAME</i>	<i>IOMAR Authorisation Number</i>	<i>Valid from</i>	<i>Valid to</i>

Additionally (optional) although not mandatory, and purely at the discretion of the Operator, as the requirement of compliance then enables a single reference point, it could also serve to collate all other details of entities that make a CRS. Example as below. To stress, the ***ONLY*** mandated requirement is to identify the above information of certifying staff.

The Operator has maintenance from the following Organisations.

<i>AMO Name</i>	<i>Location</i>	<i>Approval Number</i>

(c) the maintenance programme;

This should identify how the RP11 (AMP) has been prepared, i.e. TC Holders recommendations, AMM CH 4-5, or TLMC document, MPD, MRB etc.

(Insert) IOMAR Approved RP11 Number

(d) the methods used for the completion and retention of maintenance records;

Operator identifies methods prescribing how entries are made example if they utilise a)hard copy or b) electronic data retention (and how electronic back ups are carried out if this medium is chosen).

(e) the procedures for ensuring that appropriate information, including any amendment to the maintenance programme, is disseminated to others;

example introduction of a Sign As Read system, or other notification system (email , surface mail etc.), identifying how an assessment is made by the NATR / Operator of what information is notified and to whom.

(f) the procedures for implementing action required following the receipt of mandatory continuing airworthiness information;

Identify how Mandatory IFCA are received, including ADs (Web site subscription, hard copy external mail etc.) through to assessment of applicability and inclusion in the RP11 requirements, and issuing of task for completion on the aircraft.

(g) a system of analysis and continued monitoring of the performance and efficiency of the maintenance programme in order to correct identified deficiencies;

example - Operator regular review or Aircraft maintenance check packs / work cards etc. to identify defects raised, rectification action required. Annual AMP review against the source data requirement (RP11 already requires this).

(h) the aircraft types and models to which the manual applies;

Self explanatory

(i) procedures for ensuring that any unserviceability affecting an aircraft's airworthiness is recorded and rectified;

Operator to identify the system & process in place, please note that there is NO requirement to have a Tech Log (the requirement is for a Journey Log only), although operators may choose to have one, that includes defect recording and clearance with a correct CRS. Where a Tech Log is not being used, the Operator must clearly identify how defects are then actioned / recorded / cleared and should include...

Examples of inclusion.

- *when an MEL can be used and how*
 - *Notified to NATR for tracking and resolution*
 - *NATR to arrange maintenance rectification*
 - *Defect rectified.*
 - *NATR to review CRS and documentation and incorporate into the Aircraft Log Book.*
 - *Where applicable, if any follow up IFCA are required as repetitive items after repair or replacement, (cable settling checks , or repair inspections etc. These must be identified within the RP11 documentation.*
- *Process for IOMAR permission when applicable.*

(j) the procedures for advising the Department of significant in-service occurrences.

How Occurrences are actioned, recorded, monitored from an airworthiness view starting with the IOMAR Form 30 Occurrence Report