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|  | Part 119/135 general aviation - small aeroplanes internal training and competency compliance matrix  Use this rule checklist to make sure you comply with **training and competency** requirements under the [Civil Aviation Rules](https://www.aviation.govt.nz/rules/), Part 119 air operator certification for operators conducting operations under Part 135 using small aeroplanes. This rule checklist is for operators that **use their own instructors and examiners**. |

# You must email us this rule checklist with your application for certificate issue or renewal

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| Email us this completed rule checklist (in editable format not PDF) with your certificate application for issue or renewal to [certification@caa.govt.nz](mailto:certification@caa.govt.nz) |

# About your rule checklist and our assessment

|  |  |
| --- | --- |
| * You’re responsible for compliance with Civil Aviation Rules * This rule checklist has the **minimum internal training and competency** **requirements** for general aviation helicopters and small aeroplanes operations using **their own instructors and examiners** * You must also complete rule checklists for operations, maintenance, and dangerous goods * Click on the field areas and type (they expand as you type) * To add rows to the tables in this form copy and paste the last row | CAA’s rule checklists are a guide to minimum compliance requirements  They speed up, and reduce the cost of, the certification assessment by making it easier for us to…   * find the procedures and information in your exposition * assess your application   It’s important to keep your rule checklists up-to-date to assist ongoing compliance and support your certificate renewal applications |

# Your organisation’s details

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Organisation’s name [i](#_top) |  | CAA ID no. |  | Date | Click or tap to enter a date. |

# Proposed exposition sections (if one document) or documents (if several documents) submitted with this rule checklist

| Section or document name | Abbreviation (abbrev.) | Version no. | Dated |
| --- | --- | --- | --- |
|  |  |  | Click or tap to enter a date. |
|  |  |  | Click or tap to enter a date. |
|  |  |  | Click or tap to enter a date. |
|  |  |  | Click or tap to enter a date. |

# Confirm your exposition meets document control requirements

| **Rule 119.125(a)(10) procedures to control, amend, and distribute your exposition** | **You complete**  Section/document complies? | **CAA use only**  Exposition sampled and any issues organisation must address  (Inspector adds initials and date) |
| --- | --- | --- |
| List of effective pages (for document control and management) |  |  |
| Revision/amendment description table (to give context to the change) |  |  |
| Contents page |  |  |
| Header or footer on every page must have your organisation’s name, exposition or document name, effective revision no. and date, and page no. |  |  |

# Your exposition must address the rules below if they apply to your type of operation

If this rule checklist is emailed to us with your application for certificate **renewal**, highlight or Track Change proposed amendments and any changes since the issue of your last certificate.

| **Rule** | **You complete**  Section or document name abbrev. and reference or heading  (If the rule is not met or doesn’t apply, explain why) | **CAA use only**  Exposition sampled and any issues organisation must address  (Inspector adds initials and date) |
| --- | --- | --- |
| **Part 92 Carriage of dangerous goods** [also refer to 24092-02DG Part 92 carriage of dangerous goods rule checklist] | | |
| **Subpart E Training** (small aeroplanes *only*) | | |
| 92.201 Applicability [If you do not elect to use the exception of Part 92.11, then this subpart specifies the specific training required] | | |
| 92.201 |  |  |
| 92.203 Dangerous goods training programmes | | |
| 92.203 & IAW Appendix A |  |  |
| 92.205 Recurrent training |  |  |
| 92.207 Personnel records |  |  |
| **Part 135 Air operations – small aeroplanes** | | |
| **Subpart I Training** (small aeroplanes *only*) | | |
| 135.553 General | | |
| 135.553(a) |  |  |
| 135.553(b) |  |  |
| 135.553(c) |  |  |
| 135.553(d)(1) |  |  |
| 135.555 Training records |  |  |
| 135.557 Initial training for crew members |  |  |
| 135.559 Transition training for crew members |  |  |
| 135.561 Recurrent training for crew members |  |  |
| 135.565 Flight crew training programme |  |  |
| 135.567 Flight crew member instructor qualifications |  |  |
| **Subpart J Crew member competency requirements** | | |
| 135.603 General | | |
| 135.603(a) |  |  |
| 135.603(b)(1) |  |  |
| 135.605 Flight examiner qualifications | | |
| 135.605(a) |  |  |
| 135.605(b) |  |  |
| 135.607 Flight crew competency assessments | | |
| 135.607(1) |  |  |
| 135.607(2) |  |  |
| 135.607(3) |  |  |
| 135.607(4) |  |  |
| 135.613 Competency and testing records |  |  |
| List any other rules complied with: | | |
|  |  |  |
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**CAA use only**

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| Work request no. |  | Date assessment completed | | Click or tap to enter a date. | | Inspector’s initials |  | |
| Inspector(s) who assessed rule checklist | | | | | | | | |
| Name | | | Initials | | Name | | | Initials |
|  | | |  | |  | | |  |
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| Other rules or advisory circulars referred to during the assessment by the CAA inspector: | | |
| Reference | Reference | Reference | | Reference | Reference |
|  |  |  | |  |  |

Development status control

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| --- | --- | --- | --- | --- |
| This rule checklist was established using the following Part amendment status: | | | | |
| Part | Name | Amendment no. | Amendment date | Part | Name | Amendment no. | Amendment date |
| 92 | Carriage of dangerous goods | Amendment 2 | 22 June 2006 | 135 | Air operations – helicopters and small aeroplanes | Amendment 25 | 30 Nov 2023 |

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| Revision | 3 | Date | 06/10/2022 | Status | Final |  | |
| Name changed from ‘compliance matrix’ to ‘rule checklist’, instructions redrafted, table headings changed, hyperlink to rules added | | | | | | | 135.605 and 135.607 expanded |
| Was 24135-06GAITC – now small aeroplanes ITC only. Helicopters external and internal ITC now in 24135-03GAHO | | | | | | | Amendment numbers and dates updated |

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| Revision | 4 | Date | 26/01/2024 | Status | Final |  |
| Amendment numbers and dates updated | | | | | | |

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| Revision | 5 | Date | 05/04/2025 | Status | Final |  |
| Updates to reflect the Civil Aviation Act 2023 | | | | | | |