

**Subpart B — Airline Air Operator – Certification Requirements****119.51 Personnel requirements**

(a) An applicant for the grant of an airline air operator certificate must employ, contract, or otherwise engage—

- (1) a senior person identified as the **Chief Executive** who—
    - (i) has the authority within the applicant's organisation to ensure that **every activity** undertaken by the organisation can be financed and carried out in accordance with the requirements and standards prescribed by this Part; and
    - (ii) is responsible for ensuring that the organisation complies with the requirements of this Part; and
  - (2) senior persons—
    - (i) responsible for ensuring that the applicant's organisation complies with its exposition; and
    - (ii) responsible for the functions referred to in paragraph (b)(1); and
    - (iii) ultimately responsible to the **Chief Executive**; and
  - (3) sufficient personnel to plan, perform, supervise, inspect, and certify the operations listed in the applicant's exposition.
- (b) The senior persons required by paragraph (a) must—
- (1) unless otherwise acceptable to the Director as a consequence of the size and expected scope of the applicant's organisation, each be responsible for no more than one of the following functions:
    - (i) air operations including the flight operations and the supporting ground operations;
    - (ii) crew training and competency assessment;
    - (iii) the control and scheduling of maintenance;

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    - (ii) is responsible for ensuring that the **applicant's** organisation complies with the requirements of this Part; and
  - (2) senior persons—
    - (i) responsible for ensuring that the applicant's organisation complies with its exposition; and
    - (ii) responsible for the functions referred to in paragraph (b)(1); and
    - (iii) ultimately responsible to the **chief executive**; and
  - (3) sufficient personnel to plan, perform, supervise, inspect, and certify the operations listed in the applicant's exposition.
- (b) The senior persons required by paragraph (a) must—
- (1) unless otherwise acceptable to the Director as a consequence of the size and expected scope of the applicant's organisation, each be responsible for no more than one of the following functions:
    - (i) air operations including the flight operations and the supporting ground operations;
    - (ii) crew training and competency assessment;
    - (iii) the control and scheduling of maintenance;

- (iv) internal quality assurance:
  - (v) where an air operator security programme is required by rule 119.75, air operator security:
  - (vi) conducting occurrence investigations in accordance with Part 12; and
- (2) hold the minimum qualifications and experience listed in Appendix A as applicable to the function for which they are responsible.

(c) Notwithstanding paragraph (b)(1)(ii), and if applicable to the structure of the applicant’s organisation, the senior person responsibilities for competency assessment may be assumed by the senior person responsible for air operations under paragraph (b)(1)(i).

(d) Any function referred to in paragraph (b)(1) may be delegated to other personnel provided the senior person responsible for the function retains responsibility for the function and the delegation is acceptable to the Director.

**119.79 Internal quality assurance**

(a) Each applicant for the grant of an airline air operator certificate shall establish an internal quality assurance system to ensure compliance with, and the adequacy of, the procedures required by this Part.

- (b) The internal quality assurance system shall include—
- (1) a safety policy and safety policy procedures, including the procedure for occurrence investigations conducted in accordance with Part 12; and
  - (2) a procedure to ensure quality indicators, including defect and incident reports, and personnel and customer feedback, are monitored to identify existing problems or potential causes of problems within the system; and
  - (3) a procedure for corrective action to ensure existing problems that have been identified within the system are corrected; and
  - (4) a procedure for preventive action to ensure that potential causes of problems that have been identified within the system are remedied; and
  - (5) an internal audit programme to audit the applicant’s organisation for conformity with the procedures in its exposition and achievement of the goals set in its safety policy; and

- (iv) the system for safety management required under rule 119.79:
  - (v) air operator security, if an air operator security programme is required by rule 119.75:
  - (vi) conducting occurrence investigations in accordance with Part 12; and
- (2) hold the minimum qualifications and experience listed in Appendix A that are applicable to the function for which they are responsible.

(c) Despite paragraph (b)(1)(ii), and if applicable to the structure of the applicant’s organisation, the senior person responsibilities for competency assessment may be assumed by the senior person responsible for air operations under paragraph (b)(1)(i).

(d) Any function referred to in paragraph (b)(1) may be delegated to other personnel provided the senior person responsible for the function retains responsibility for the function and the delegation is acceptable to the Director.

**119.79 Safety management**

An applicant for the grant of an airline air operator certificate must establish, implement, and maintain a system for safety management in accordance with rule 100.3.

- (6) **management review** procedures that may, where appropriate, include the use of statistical analysis, to ensure the continuing suitability and effectiveness of the internal quality assurance system in satisfying the requirements of this Part.
- (c) The safety policy procedures shall ensure that the safety policy is understood, implemented, and maintained at all levels of the organisation.
- (d) The procedure for corrective action shall specify how—
- (1) to correct an existing problem; and
  - (2) to follow up a corrective action to ensure the action is effective.
- (e) The procedure for preventive action shall specify how—
- (1) to correct a potential problem; and
  - (2) to follow up a preventive action to ensure the action is effective; and
  - (3) to amend any procedure required by this Part as a result of a preventive action.
- (f) The internal quality audit programme shall—
- (1) specify the frequency and location of the audits taking into account the nature of the activity to be audited; and
  - (2) ensure audits are performed by trained auditing personnel who are independent of those having direct responsibility for the activity being audited; and
  - (3) ensure the results of audits are reported to the personnel responsible for the activity being audited and the manager responsible for internal audits; and
  - (4) measure the effectiveness of any preventive or corrective action taken by the personnel responsible for the activity being audited since the last audit; and
  - (5) require preventive or corrective action to be taken by the personnel responsible for the activity being audited if problems are found by the audit; and
  - (6) ensure follow up audits to review the effectiveness of any preventive or corrective action taken.
- (g) The procedure for management review shall—

- (1) specify the frequency of management reviews of the quality assurance system taking into account the need for the continuing effectiveness of the system; and
- (2) identify the responsible manager who shall review the quality assurance system; and
- (3) ensure the results of the review are evaluated and recorded.

(h) The senior person who has the responsibility for internal quality assurance shall have direct access to the Chief Executive on matters affecting safety.

### 119.81 Airline air operator exposition

(a) An applicant for the grant of an airline air operator certificate must provide the Director with an exposition that contains—

- (1) a statement signed by the chief executive on behalf of the applicant's organisation confirming that the exposition and any included manuals—
  - (i) define the air operator organisation and demonstrate its means and methods for ensuring ongoing compliance with this Part and any other applicable Part; and
  - (ii) are required to be complied with by the organisation's personnel at all times; and

- (2) the titles and names of the senior persons required by rules 119.51(a)(1) and (2); and
- (3) the duties and responsibilities of the senior persons identified under paragraph (a)(2), including matters for which they have responsibility to deal directly with the Director, on behalf of the applicant's organisation; and

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(a) An applicant for the grant of an airline air operator certificate must provide the Director with an exposition that contains—

- (1) a statement signed by the chief executive on behalf of the applicant's organisation confirming that the exposition and any included manuals—
  - (i) define the air operator organisation and demonstrate its means and methods for ensuring ongoing compliance with this Part and any other applicable Part; and
  - (ii) are required to be complied with by the organisation's personnel at all times; and

(1A) in relation to the system for safety management required by rule 119.79,—

- (i) all of the documentation required by rule 100.3(b); and
- (ii) for an applicant that is not applying for a renewal of an airline air operator certificate, an implementation plan that describes how the system for safety management will be implemented; and

- (2) the titles and names of the senior persons required by rules 119.51(a)(1) and (2); and
- (3) the duties and responsibilities of the senior persons required by rules 119.51(a)(1) and (2), including —
  - (i) matters for which they have a responsibility to deal directly with the Director or the Authority on behalf of the organisation; and

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| <p>(4) a summary of the scope of activities at each location where the applicant's operations personnel are based for the purpose of providing air transport operations; and</p> <p>(5) an organisation chart showing lines of responsibility of the senior persons identified under paragraph (a)(2) and extending to each location listed under paragraph (a)(4); and</p> <p>(6) a summary of the staffing structure at each location listed under paragraph (a)(4); and</p> <p>(7) details of the principal place of operation and, if applicable, the main operation base and the main maintenance base; and</p> <p>(8) details of the resources required by rule 119.55; and</p> <p>(9) details of the procedures required by this Part; and</p> <p>(10) details of—</p> <ul style="list-style-type: none"> <li>(i) the maintenance procedures required by rule 119.61; and</li> <li>(ii) the maintenance programme required by rule 119.63; and</li> <li>(iii) the maintenance organisation that performs maintenance of the applicant's aircraft; and</li> </ul> <p>(11) details of the programmes required, as appropriate, by this Part, and Part 121, Part 125, or Part 135; and</p> <p>(12) details of the procedures that ensure compliance with the laws of any foreign State in which the applicant's aircraft operate; and</p> <p>(13) procedures to control, amend, and distribute the exposition.</p> <p>(b) The exposition must remain acceptable to the Director.</p> | <p>(ii) responsibilities for safety management; and</p> <p>(4) a summary of the scope of activities at each location where the applicant's operations personnel are based for the purpose of providing air transport operations; and</p> <p>(5) an organisation chart showing lines of responsibility of the senior persons required by rules 119.51(a)(1) and (2) and extending to each location listed under paragraph (a)(4); and</p> <p>(6) a summary of the staffing structure at each location listed under paragraph (a)(4); and</p> <p>(6A) information identifying the lines of safety responsibility within the organisation; and</p> <p>(7) details of the principal place of operation and, if applicable, the main operation base and the main maintenance base; and</p> <p>(8) details of the resources required by rule 119.55; and</p> <p>(9) details of the procedures required by this Part; and</p> <p>(10) details of—</p> <ul style="list-style-type: none"> <li>(i) the maintenance procedures required by rule 119.61; and</li> <li>(ii) the maintenance programme required by rule 119.63; and</li> <li>(iii) the maintenance organisation that performs maintenance on the applicant's aircraft; and</li> </ul> <p>(11) details of the programmes required, as appropriate, by this Part, and Part 121, Part 125, or Part 135; and</p> <p>(12) details of the procedures that ensure compliance with the laws of any foreign State in which the applicant's aircraft operate; and</p> <p>(13) procedures to control, amend, and distribute the exposition.</p> <p>(b) The exposition must remain acceptable to the Director.</p> |
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## Subpart C —General Aviation Air Operator – Certification Requirements

### 119.101 Personnel requirements

(a) An applicant for the grant of a general aviation air operator certificate must employ, contract, or otherwise engage—

- (1) a senior person identified as the **Chief Executive** who—
    - (i) has the authority within the applicant's organisation to ensure that **every activity** undertaken by the organisation can be financed and carried out in accordance with the requirements and standards prescribed by this Part; and
    - (ii) is responsible for ensuring that the organisation complies with the requirements of this Part; and
  - (2) **senior persons**—
    - (i) responsible for ensuring that the applicant's organisation complies with its exposition; and
    - (ii) responsible for the functions referred to in paragraph (b)(1); and
    - (iii) ultimately responsible to the **Chief Executive**; and
  - (3) sufficient personnel to plan, perform, supervise, inspect, and certify the operations listed in the applicant's exposition.
- (b) The senior persons required by paragraph (a) must—
- (1) unless otherwise acceptable to the Director as a consequence of the size and expected scope of the applicant's organisation, each be responsible for no more than one of the following functions—
    - (i) air operations, including the flight operations and the supporting ground operations;
    - (ii) crew training and competency assessment;

## Subpart C —General Aviation Air Operator – Certification Requirements

### 119.101 Personnel requirements

(a) An applicant for the grant of a general aviation air operator certificate must employ, contract, or otherwise engage—

- (1) a senior person identified as the **chief executive** who—
    - (i) has the authority within the applicant's organisation to ensure that **all activities** undertaken by the organisation can be financed and carried out in accordance with the requirements and standards prescribed by this Part; and
    - (ii) is responsible for ensuring that the organisation complies with the requirements of this Part; and
  - (2) **a senior person**—
    - (i) responsible for ensuring that the applicant's organisation complies with its exposition; and
    - (ii) responsible for the functions referred to in paragraph (b)(1); and
    - (iii) ultimately responsible to the **chief executive**; and
  - (3) sufficient personnel to plan, perform, supervise, inspect, and certify the operations listed in the applicant's exposition.
- (b) The senior persons required by paragraph (a) must,—
- (1) unless otherwise acceptable to the Director as a consequence of the size and expected scope of the applicant's organisation, each be responsible for no more than one of the following functions —
    - (i) air operations, including the flight operations and the supporting ground operations;
    - (ii) crew training and competency assessment;

- (iii) the control and scheduling of maintenance;
  - (iv) the organisational management system;
  - (v) conducting occurrence investigations in accordance with Part 12; and
- (2) hold the minimum qualifications and experience listed in Appendix B as applicable to the function for which they are responsible.

(c) Notwithstanding paragraph (b)(1)(ii), and if applicable to the structure of the applicant's organisation, the senior person responsibilities for competency assessment may be assumed by the senior person responsible for air operations under paragraph (b)(1)(i).

#### 119.124 Organisational management system

(a) Each applicant for the grant of a general aviation air operator certificate shall establish an organisational management system to ensure compliance with, and adequacy of, the procedures required by this Part.

(b) The organisational management system procedures shall be of sufficient detail when considering the size and complexity of the operation to ensure that the appropriate organisational procedures are understood, implemented, and maintained at all levels of the organisation.

(c) Except as provided in paragraph (e), the organisational management system shall include—

- (1) a safety policy and safety policy procedures, including the procedure for occurrence investigations conducted in accordance with Part 12; and
- (2) a procedure to ensure personnel and customer feedback are monitored to identify existing problems or potential causes of problems within the system; and
- (3) a procedure to ensure problems, or potential problems, that have been identified within the system are—
  - (i) corrected; and
  - (ii) checked to ensure any corrections have been effective; and
- (4) a procedure to check that the organisation's programmes and procedures achieve the stated aims of its safety policy; and

- (iii) the control and scheduling of maintenance;
  - (iv) the system for safety management required under rule 119.124;
  - (v) conducting occurrence investigations in accordance with Part 12; and
- (2) hold the minimum qualifications and experience listed in Appendix B that are applicable to the function for which they are responsible.

(c) Despite paragraph (b)(1)(ii), and if applicable to the structure of the organisation, the senior person responsibilities for competency assessment may be assumed by the senior person responsible for air operations under paragraph (b)(1)(i).

#### 119.124 Safety management

An applicant for the grant of a general aviation air operator certificate must establish, implement, and maintain a system for safety management in accordance with rule 100.3.

- (5) a procedure to ensure that the management of the organisation continues to be effective in satisfying the requirements of this Part, including—
- (i) a regular plan of review; and
  - (ii) regular feedback to personnel including the results of the review and any actions undertaken to correct problems identified.
- (d) The senior person who has the responsibility for the organisational management system shall communicate with the Chief Executive on matters affecting safety.
- (e) Paragraph (c) shall not apply to an applicant for the grant of a general aviation air operator certificate that intends to conduct air operations—
- (1) with a total of three or less aircraft listed on their operations specifications; and
  - (2) from a total of two or less bases.

#### 119.125 General aviation air operator exposition

- (a) An applicant for the grant of a general aviation air operator certificate must provide the Director with an exposition that contains—
- (1) a statement signed by the chief executive on behalf of the applicant's organisation confirming that the exposition and any included manuals—
    - (i) define the air operator organisation and demonstrate its means and methods for ensuring ongoing compliance with this Part and any other applicable Part; and
    - (ii) are required to be complied with by the organisation's personnel at all times; and
  - (2) the titles and names of the senior persons required by rules 119.101(a)(1) and (2);

#### 119.125 General aviation air operator exposition

- (a) An applicant for the grant of a general aviation air operator certificate must provide the Director with an exposition, that contains—
- (1) a statement signed by the chief executive on behalf of the applicant's organisation confirming that the exposition and any included manuals—
    - (i) define the air operator organisation and demonstrate its means and methods for ensuring ongoing compliance with this Part and any other applicable Part; and
    - (ii) are required to be complied with by the organisation's personnel at all times; and
  - (1A) in relation to the system for safety management required by rule 119.124,—
    - (i) all of the documentation required by rule 100.3(b); and
    - (ii) for an applicant that is not applying for a renewal of a general aviation air operator certificate, an implementation plan that describes how the system for safety management will be implemented; and
  - (2) the titles and names of the senior persons required by rules 119.101(a)(1) and (2);

and

- (3) the duties and responsibilities of the senior persons identified under paragraph (a)(2) including matters for which they have responsibility to deal directly with the Director on behalf of the applicant's organisation; and
  - (4) if appropriate, an organisation chart showing lines of responsibility of the senior persons identified under paragraph (a)(2); and
  - (5) details of the principal place of operation and the main maintenance base; and
  - (6) details of the applicant's procedures required by this Part; and
  - (7) details of—
    - (i) the maintenance procedures required by rule 119.109; and
    - (ii) the maintenance programme required by rule 119.111; and
    - (iii) the maintenance organisation that performs maintenance on the applicant's aircraft; and
  - (8) details of the programmes required, as appropriate, by this Part and Part 135; and
  - (9) details of the applicant's procedures that ensures compliance with the laws of any foreign State in which the applicant's aircraft operate; and
  - (10) procedures to control, amend, and distribute the exposition.
- (b) The exposition must remain acceptable to the Director.

### Subpart D — Operating Requirements

#### 119.151 Continued compliance

- (a) A holder of an air operator certificate must comply with the operations specifications

and

- (3) the duties and responsibilities of the senior persons required by rules 119.101(a)(1) and (2) including—
    - (i) matters for which they have responsibility to deal directly with the Director or the Authority on behalf of the organisation; and
    - (ii) responsibilities for safety management; and
  - (4) if appropriate, an organisation chart showing lines of responsibility of the senior persons required by rules 119.101(a)(1) and (2); and
  - (4A) information identifying the lines of safety responsibility within the organisation; and
  - (5) details of the principal place of operation and the main maintenance base; and
  - (6) details of the applicant's procedures required by this Part; and
  - (7) details of—
    - (i) the maintenance procedures required by rule 119.109; and
    - (ii) the maintenance programme required by rule 119.111; and
    - (iii) the maintenance organisation that performs maintenance on the applicant's aircraft; and
  - (8) details of the programmes required, as appropriate, by this Part and Part 135; and
  - (9) details of the applicant's procedures that ensures compliance with the laws of any foreign State in which the applicant's aircraft operate; and
  - (10) procedures to control, amend, and distribute the exposition.
- (b) The exposition must remain acceptable to the Director.

### Subpart D — Operating Requirements

#### 119.151 Continued compliance

- (a) A holder of an air operator certificate must comply with the operations specifications

required by rule 119.15.

- (b) **Except as provided in rule 119.169**, a holder of an air operator certificate must—
- (1) continue to meet the standards and comply with the requirements of Subpart B or Subpart C as appropriate; and
  - (2) comply with every procedure and programme detailed in the certificate holder's exposition; and
  - (3) **except for the holder of a general aviation air operator certificate whose organisational management system is not required to comply with the requirements of rule 119.124(c)**, hold at each location specified in the certificate holder's exposition—
    - (i) at least 1 current copy of the certificate holder's operations specifications; and
    - (ii) in hard copy, electronic, or other form acceptable to the Director, at least 1 current copy of the relevant sections of the certificate holder's exposition that are applicable to the operations at the location.

#### 119.165 Changes to certificate holder's organisation

- (a) **Each** holder of an air operator certificate **shall**—
- (1) ensure that its exposition is amended so as to remain a current description of its organisation; and
  - (2) ensure that any **amendments** made to its exposition **meet** the applicable requirements of this or any other Part and **comply** with the amendment procedures contained in its exposition; and
  - (3) forward to the Director for retention a copy of each amendment to its exposition as soon as practicable after the amendment is incorporated into its exposition; and
  - (4) make such amendments to its exposition as the Director considers necessary in the interests of aviation safety.
- (b) **Where the certificate holder proposes to make a change to** any of the following, prior **application for and** acceptance by the Director is required:

required by rule 119.15.

- (b) A holder of an air operator certificate must—
- (1) continue to meet the standards and comply with the requirements of Subpart B or Subpart C as appropriate; and
  - (2) comply with every procedure and programme detailed in the certificate holder's exposition; and
  - (3) hold at each location specified in the certificate holder's exposition—
    - (i) at least 1 current copy of the certificate holder's operations specifications; and
    - (ii) in hard copy, electronic, or other form acceptable to the Director, at least 1 current copy of the relevant sections of the certificate holder's exposition that are applicable to the operations at the location.

#### 119.165 Changes to certificate holder's organisation

- (a) **A** holder of an air operator certificate **must**—
- (1) ensure that its exposition is amended so as to remain a current description of its organisation; and
  - (2) ensure that any **amendment** made to its exposition **meets** the applicable requirements of this or any other Part and **complies** with the amendment procedures contained in its exposition; and
  - (3) forward to the Director for retention a copy of each amendment to its exposition as soon as practicable after the amendment is incorporated into its exposition; and —
  - (4) make such amendments to its exposition as the Director considers necessary in the interests of aviation safety.
- (b) **Before a holder of an air operator certificate changes** any of the following, prior acceptance by the Director is required:

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| <p>(1) the Chief Executive:</p> <p>(2) the listed senior persons:</p> <p>(3) the locations nominated in 119.81(a)(7) or 119.125(a)(5), as appropriate, from which the certificate holder conducts air operations:</p> <p>(4) the scope of the certificate holder's certificate:</p> <p>(5) if an airline certificate holder, the overall scope or intent of the organisation's internal quality assurance procedures:</p> <p>(6) if a general aviation certificate holder to which 119.124(c) applies, the overall scope or intent of the organisation's management system:</p> <p>(7) the maintenance programme:</p> <p>(8) any contractor carrying out the certificate holder's maintenance or training:</p> <p>(9) the flight and duty scheme:</p> <p>(10) where required, the air operator security programme.</p> <p>(c) Except as provided in paragraph (g), the holder of a general aviation air operator certificate shall, if the holder's organisation changes to require the organisational management system specified in 119.124(c)—</p> <p>(1) amend their exposition to include the organisational management system specified in 119.124(c); and</p> <p>(2) employ, contract, or otherwise engage a senior person in accordance with 119.101(b)(1)(iv); and</p> <p>(3) ensure that that system is acceptable to the Director before performing the increased level of air operations.</p> <p>(d) The Director may prescribe conditions on the air operator certificate during or following any of the changes specified in paragraphs (b) or (c).</p> <p>(e) The certificate holder shall comply with any conditions prescribed under paragraph (d).</p> <p>(f) Where any of the changes referred to in paragraphs (b) or (c) requires an amendment to</p> | <p>(1) the chief executive:</p> <p>(2) the listed senior persons:</p> <p>(3) the locations detailed in the exposition under rules 119.81(a)(7) or 119.125(a)(5), as appropriate, from which the certificate holder conducts air operations:</p> <p>(4) the scope of the certificate holder's certificate:</p> <p>(5) the system for safety management, if the change is a material change:</p> <p>(6) [revoked]</p> <p>(7) the maintenance programme:</p> <p>(8) any contractor carrying out the certificate holder's maintenance or training:</p> <p>(9) the flight and duty scheme:</p> <p>(10) where required, the air operator security programme.</p> <p>(c) [revoked]</p> <p>(d) The Director may impose conditions on the air operator certificate during or following any of the changes specified in paragraph (b).</p> <p>(e) The certificate holder must comply with any condition imposed by the Director under paragraph (d).</p> <p>(f) If any of the changes referred to in paragraph (b) requires an amendment to the air</p> |
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the certificate, the certificate holder shall forward the certificate to the Director as soon as practicable.

(g) The holder of a general aviation air operator certificate may operate for a period of up to seven days without completing the amendment required by paragraph (c) provided the change to the level of air operations—

- (1) is to complete otherwise unplanned operations; and
- (2) does not involve the organisation operating a total of more than five aircraft; and
- (3) is notified to the Director as soon as practicable.

#### 119.169 Transition

(a) A holder of an airline air operator certificate is not required to comply with the following rules until 1 March 2008:

- (1) rule 119.61(a)(2);
- (2) rule 119.63(b)(1) regarding the aircraft type and serial number;
- (3) rule 119.63(b)(4);
- (4) rule 119.63(b)(9);

(b) A holder of a General Aviation Air Operator Certificate is not required to comply with the following rules until 1 March 2008:

- (1) rule 119.109(a)(2);
- (2) rule 119.111(b)(1) regarding the aircraft type and serial number;
- (3) rule 119.111(b)(4);
- (4) rule 119.111(b)(9);
- (5) rule 119.125(a)(9);

operator certificate, the certificate holder must forward the certificate to the Director for endorsement of the change as soon as practicable.

(g) [revoked]

#### 119.169 Revoked

### Subpart E — Transitional Provisions

119.201 Transition for airline air operator certificate holders and applicants performing Part 121 or Part 125 operations

- (a) This rule applies to each—
  - (1) airline air operator certificate holder that performs any operations specified in rule 121.1 or rule 125.1;
  - (2) airline air operator certificate applicant that will perform any operations specified in rule 121.1 or 125.1.
- (b) Before 1 February 2018, an organisation to which this rule applies —
  - (1) is not required to comply with—
    - (i) rule 119.51(b)(1)(iv), if instead of a senior person responsible for the system for safety management, the organisation has a senior person responsible for internal quality assurance;
    - (ii) rule 119.79, if instead of establishing, implementing, and maintaining the system for safety management, the organisation has established an internal quality assurance system that complies with rule 119.205;
    - (iii) rule 119.81(a)(1A);
    - (iv) rule 119.81(a)(3)(ii);
    - (v) rule 119.81(a)(6A); but
  - (2) By 30 July 2016 must submit to the Director with the accompanying completed CAA form an implementation plan that—
    - (i) includes a proposed date for implementation of the system for safety management; and
    - (ii) outlines how the organisation plans to implement the system for safety management required under rule 119.79.
- (c) The Director will, if acceptable —
  - (1) approve the organisation's implementation plan; or
  - (2) set the date for implementation of the system for safety management.
- (d) To avoid doubt, the date for implementation is the date the Director approves the

system for safety management.

(e) In setting the date under rule 119.201(c)(2), the Director must have regard to the following:

- (1) the capability of the organisation;
- (2) the complexity of the organisation;
- (3) the risks inherent in the activities of the organisation;
- (4) the date of any certificate renewal;
- (5) any resource or scheduling impacts on the organisation or the Authority or both;
- (6) the date for implementation must not be later than 1 February 2018.

(f) If the organisation is an applicant for an airline air operator certificate it must submit its application for such a certificate together with the plan for implementation of the system for safety management.

(g) This rule expires on 1 February 2018.

#### **119.203 Transition for airline air operator certificate holders and applicants performing Part 135 operations**

(a) This rule applies to each—

- (1) airline air operator certificate holder that performs any operations specified in rule 135.1;
- (2) airline air operator certificate applicant that will perform any operations specified in rule 135.1.

(b) Before 1 February 2021, an organisation to which this rule applies —

- (1) is not required to comply with—
  - (i) rule 119.51(b)(1)(iv), if instead of a senior person responsible for the system for safety management, the organisation has a senior person responsible for internal quality assurance;
  - (ii) rule 119.79, if instead of establishing, implementing, and maintaining the system for safety management, the organisation has established an internal

- quality assurance system that complies with rule 119.205:
- (iii) rule 119.81(a)(1A);
  - (iv) rule 119.81(a)(3)(ii);
  - (v) rule 119.81(a)(6A); but
- (2) By 30 July 2018 must submit to the Director with the accompanying completed CAA form an implementation plan that—
- (i) includes a proposed date for implementation of the system for safety management; and
  - (ii) outlines how the organisation plans to implement the system for safety management required under rule 119.79.
- (c) The Director will, if acceptable —
- (1) approve the organisation's implementation plan; and
  - (2) set the date for implementation of the system for safety management.
- (d) To avoid doubt, the date for implementation is the date the Director approves the system for safety management.
- (e) In setting the date under rule 119.203(c)(2), the Director must have regard to the following:
- (1) the capability of the organisation;
  - (2) the complexity of the organisation;
  - (3) the risks inherent in the activities of the organisation;
  - (4) the date of any certificate renewal;
  - (5) any resource or scheduling impacts on the organisation or the Authority or both;
  - (6) the date for implementation must not be later than 1 February 2021.
- (f) If the organisation is an applicant for an airline air operator certificate it must submit its application for such a certificate together with the plan for implementation of the system

for safety management.

(g) This rule expires on 1 February 2021.

#### 119.205 Transitional internal quality assurance for airline air operator certificate holders and applicants

(a) The internal quality assurance system required by rule 119.201(b)(1)(ii) and rule 119.203(b)(1)(ii) must be established to ensure the organisation's compliance with, and the adequacy of, the procedures required by this Part.

(b) The internal quality assurance system must include—

- (1) a **safety policy** and safety policy procedures, including the procedure for occurrence investigations conducted in accordance with Part 12; and
- (2) a procedure to ensure **quality indicators**, including defect and incident reports, and personnel and customer feedback, are monitored to identify existing problems or potential causes of problems within the system; and
- (3) a procedure for **corrective action** to ensure existing problems that have been identified within the system are corrected; and
- (4) a procedure for **preventive action** to ensure that potential causes of problems that have been identified within the system are remedied; and
- (5) an **internal audit programme** to audit the applicant's organisation for conformity with the procedures in its exposition and achievement of the goals set in its safety policy; and
- (6) **management review** procedures that may, where appropriate, include the use of statistical analysis, to ensure the continuing suitability and effectiveness of the internal quality assurance system in satisfying the requirements of this Part.

(c) The safety policy procedures must ensure that the safety policy is understood, implemented, and maintained at all levels of the organisation.

(d) The procedure for corrective action must specify how—

- (1) to correct an existing problem; and
- (2) to follow up a corrective action to ensure the action is effective.

- (e) The procedure for preventive action must specify how—
  - (1) to correct a potential problem; and
  - (2) to follow up a preventive action to ensure the action is effective; and
  - (3) to amend any procedure required by this Part as a result of a preventive action.
- (f) The internal quality audit programme must—
  - (1) specify the frequency and location of the audits taking into account the nature of the activity to be audited; and
  - (2) ensure audits are performed by trained auditing personnel who are independent of those having direct responsibility for the activity being audited; and
  - (3) ensure the results of audits are reported to the personnel responsible for the activity being audited and the manager responsible for internal audits; and
  - (4) measure the effectiveness of any preventive or corrective action taken by the personnel responsible for the activity being audited since the last audit; and
  - (5) require preventive or corrective action to be taken by the personnel responsible for the activity being audited if problems are found by the audit; and
  - (6) ensure follow up audits to review the effectiveness of any preventive or corrective action taken.
- (g) The procedure for management review must—
  - (1) specify the frequency of management reviews of the quality assurance system taking into account the need for the continuing effectiveness of the system; and
  - (2) identify the manager who is responsible for the review of the quality assurance system; and
  - (3) ensure the results of the review are evaluated and recorded.
- (h) The senior person who has the responsibility for internal quality assurance must have direct access to the chief executive on matters affecting safety.
- (i) This rule expires on 1 February 2021.

**119.207 Transition for general aviation air operator certificate holders and applicants**

- (a) This rule applies to each—
  - (1) general aviation air operator certificate holder;
  - (2) general aviation air operator certificate applicant.
- (b) Before 1 February 2021, an organisation to which this rule applies —
  - (1) is not required to comply with—
    - (i) rule 119.101(b)(1)(iv), if instead of a senior person responsible for the system for safety management, the organisation has a senior person responsible for an organisational management system;
    - (ii) rule 119.124, if instead of establishing, implementing, and maintaining the system for safety management, the organisation has established an organisational management system that complies with rule 119.209;
    - (iii) rule 119.125(a)(1A);
    - (iv) rule 119.125(a)(3)(ii);
    - (v) rule 119.125(a)(4A); but
  - (2) By 30 July 2018 must submit to the Director with the accompanying completed CAA form a plan for implementation that—
    - (i) includes a proposed date for implementation of the system for safety management; and
    - (ii) outlines how the organisation plans to implement the system for safety management required under rule 119.124.
- (c) The Director will, if acceptable—
  - (1) approve the organisation's plan for implementation; and
  - (2) set the date for implementation of the system for safety management.
- (d) To avoid doubt, the date for implementation is the date the Director approves the

system for safety management.

(e) In setting the date under rule 119.207(c)(2), the Director must have regard to the following:

- (1) the capability of the organisation;
- (2) the complexity of the organisation;
- (3) the risks inherent in the activities of the organisation;
- (4) the date of any certificate renewal;
- (5) any resource or scheduling impacts on the organisation or the Authority or both;
- (6) the date for implementation must not be later than 1 February 2021.

(f) If the organisation is an applicant for a general aviation air operator certificate it must submit its application for such a certificate together with the plan for implementation of the system for safety management.

(g) This rule expires on 1 February 2021.

#### **119.209 Transitional organisational management system for general aviation air operator certificate holders or applicants**

(a) The organisational management system required by rule 119.207(b)(1)(ii) must be established to ensure the organisation's compliance with, and adequacy of, the procedures required by this Part.

(b) The organisational management system procedures must be of sufficient detail when considering the size and complexity of the operation to ensure that the appropriate organisational procedures are understood, implemented, and maintained at all levels of the organisation.

(c) Except as provided in paragraph (e), the organisational management system must include—

- (1) a safety policy and safety policy procedures, including the procedure for occurrence investigations conducted in accordance with Part 12; and
- (2) a procedure to ensure personnel and customer feedback are monitored to identify

- existing problems or potential causes of problems within the system; and
- (3) a procedure to ensure problems, or potential problems, that have been identified within the system are—
    - (i) corrected; and
    - (ii) checked to ensure any corrections have been effective; and
  - (4) a procedure to check that the organisation's programmes and procedures achieve the stated aims of its safety policy; and
  - (5) a procedure to ensure that the management of the organisation continues to be effective in satisfying the requirements of this Part, including—
    - (i) a regular plan of review; and
    - (ii) regular feedback to personnel including the results of the review and any actions undertaken to correct problems identified.
- (d) The senior person who has the responsibility for the organisational management system must communicate with the chief executive on matters affecting safety.
- (e) Paragraph (c) must not apply to an organisation that conducts or intends to conduct air operations—
- (1) with a total of three or less aircraft listed on their operations specifications; and
  - (2) from a total of two or less bases.
- (f) This rule expires on 1 February 2021.

## Appendix A — Qualifications and Experience of Senior Persons – Airline Air Operator Certificate Holder

### A.3.1 Part 121 Operations

(a) The senior person responsible for the control and direction of maintenance in an organisation conducting air operations under Part 121 shall—

- (1) have a clear knowledge and understanding of the maintenance parts of the organisation's exposition and the applicable maintenance provisions of Part 121; and
- (2) meet the requirements of paragraph (b); and
- (3) undertake any examination or test that the Director may require to determine the applicant's competency to perform the maintenance planning and control functions required.

(b) The senior person in paragraph (a)—

- (1) shall—
  - (i) hold or have held an aircraft maintenance engineer licence or equivalent, acceptable to the Director, with appropriate ratings; and
  - (ii) have at least **five years** experience in the maintenance of aircraft of a similar size and type as that to be operated by the organisation; and
  - (iii) have at least **two years** experience in a supervisory position which may be undertaken during the **five years** experience required under subparagraph (1)(ii); or
- (2) shall—
  - (i) be a graduate engineer or equivalent in an aeronautical, mechanical or electrical discipline; and
  - (ii) have at least **five years** experience of the maintenance of aircraft, which may be gained while working in a maintenance supervision, maintenance planning, engineering development, or workshop environment; and
  - (iii) have at least six months practical experience in aircraft maintenance tasks

## Appendix A — Qualifications and Experience of Senior Persons – Airline Air Operator Certificate Holder

### A.3.1 Part 121 Operations

(a) The senior person responsible for the control and direction of maintenance in an organisation conducting air operations under Part 121 must—

- (1) have a clear knowledge and understanding of the maintenance parts of the organisation's exposition and the applicable maintenance provisions of Part 121; and
- (2) meet the requirements of paragraph (b); and
- (3) undertake any examination or test that the Director may require to determine the applicant's competency to perform the maintenance planning and control functions required.

(b) The senior person in paragraph (a)—

- (1) must—
  - (i) hold or have held an aircraft maintenance engineer licence or equivalent, acceptable to the Director, with appropriate ratings; and
  - (ii) have at least **5 years'** experience in the maintenance of aircraft of a similar size and type as that to be operated by the organisation; and
  - (iii) have at least **2 years'** experience in a supervisory position which may be undertaken during the **5 years'** experience required under subparagraph (1)(ii); or
- (2) must—
  - (i) be a graduate engineer or equivalent in an aeronautical, mechanical or electrical discipline; and
  - (ii) have at least **5 years'** experience of the maintenance of aircraft, which may be gained while working in a maintenance supervision, maintenance planning, engineering development, or workshop environment; and
  - (iii) have at least six months practical experience in aircraft maintenance tasks

which may be undertaken during the **five years** experience required under subparagraph (2)(ii); and

- (iv) have at least **two years** experience in a supervisory position which may be undertaken during the **five years** experience required under subparagraph (2)(ii).
- (v) The experience requirements in paragraphs (b)(1)(ii) and (b)(2)(ii) may be met through a course of instruction **conducted by a Part 141 organisation acceptable to the Director**.

### A.3.2 Part 125 Operations

(a) The senior person responsible for the control and direction of maintenance in an organisation conducting air operations under Part 125 must—

- (1) have a clear knowledge and understanding of the maintenance parts of the organisation's exposition and the applicable maintenance provisions of Part 125; and
- (2) meet the requirements of paragraph (b); and
- (3) undertake any examination or test that the Director may require to determine the person's competency to perform the maintenance planning and control functions required.

(b) The senior person referred to in paragraph (a)—

- (1) must meet the requirements of paragraph A.3.1; or
- (2) must—
  - (i) hold or have held an aircraft maintenance engineer licence granted under section 9 of the Act and in accordance with Part 66, or an equivalent licence acceptable to the Director, with appropriate ratings; and
  - (ii) have at least **3 years** experience performing maintenance on aircraft of a similar size and type as that to be operated by the organisation; and
  - (iii) have at least **1 year** experience certifying aircraft for release-to-service, which may be undertaken during the **3 years** experience required under

which may be undertaken during the **5 years'** experience required under subparagraph (2)(ii); and

- (iv) have at least **2 years'** experience in a supervisory position which may be undertaken during the **5 years'** experience required under subparagraph (2)(ii).
- (v) The experience requirements in paragraphs (b)(1)(ii) and (b)(2)(ii) may be met through a course of instruction **acceptable to the Director and conducted under the authority of a training organisation certificate granted under section 9 of the Act and in accordance with Part 141 or Part 147**.

### A.3.2 Part 125 Operations

(a) The senior person responsible for the control and direction of maintenance in an organisation conducting air operations under Part 125 must—

- (1) have a clear knowledge and understanding of the maintenance parts of the organisation's exposition and the applicable maintenance provisions of Part 125; and
- (2) meet the requirements of paragraph (b); and
- (3) undertake any examination or test that the Director may require to determine the person's competency to perform the maintenance planning and control functions required.

(b) The senior person referred to in paragraph (a)—

- (1) must meet the requirements of paragraph A.3.1; or
- (2) must—
  - (i) hold or have held an aircraft maintenance engineer licence granted under section 9 of the Act and in accordance with Part 66, or an equivalent licence acceptable to the Director, with appropriate ratings; and
  - (ii) have at least **3 years'** experience performing maintenance on aircraft of a similar size and type as that to be operated by the organisation; and
  - (iii) have at least **1 years'** experience certifying aircraft for release-to-service, which may be undertaken during the **3 years'** experience required under

subparagraph (ii); or

- (3) must have experience acceptable to the Director including at least 5 years experience responsible for the control and direction of maintenance and the continuing airworthiness of aircraft of a similar size and type as that to be operated by the organisation.

(c) The experience requirement specified in paragraph (b)(2)(ii) may alternatively be met through a course of instruction acceptable to the Director and conducted under the authority of an aviation training organisation certificate granted under section 9 of the Act and in accordance with Part 141.

**A.4 Senior person responsible for internal quality assurance**

	Part 121 Operation	Part 125/135 Operation
Document required	Certificate in Quality Assurance or equivalent qualification or ↓  5 years experience in quality assurance management in the aviation industry	Certificate in Quality Assurance or equivalent qualification or ↓  5 years experience in quality assurance management in the aviation industry
Experience	5 years experience in aviation with flight operations or maintenance background	5 years experience in aviation with flight operations or maintenance background

In addition, a person may be assessed as meeting the qualification requirements for this senior person position if they have had equivalent experience in quality assurance management acceptable to the Director.

**Appendix B — Qualifications and Experience of Senior Persons – General Aviation Air Operator Certificate Holder**

**B.3 Senior person responsible for the control and direction of maintenance**

(a) The senior person responsible for the control and direction of maintenance in an organisation conducting air operations under Part 135 shall—

- (1) have a clear knowledge and understanding of the maintenance parts of the organisation’s exposition and the applicable maintenance provisions of Part 135;

subparagraph (ii); or

- (3) must have experience acceptable to the Director including at least 5 years’ experience responsible for the control and direction of maintenance and the continuing airworthiness of aircraft of a similar size and type as that to be operated by the organisation.

(c) The experience requirement specified in paragraph (b)(2)(ii) may alternatively be met through a course of instruction acceptable to the Director and conducted under the authority of a training organisation certificate granted under section 9 of the Act and in accordance with Part 141 or Part 147.

**A.4 Senior person responsible for the system for safety management**

Part 121, 125, or 135 Operation	
Competency	Demonstrate competency relevant to systems for safety management. A working knowledge of the applicable Civil Aviation Rules and safety management requirements.
Experience	Experience and background relevant to the management of safety systems and the activities of the organisation.

**Appendix B — Qualifications and Experience of Senior Persons – General Aviation Air Operator Certificate Holder**

**B.3 Senior person responsible for the control and direction of maintenance**

(a) The senior person responsible for the control and direction of maintenance in an organisation conducting air operations under Part 135 must—

- (1) have a clear knowledge and understanding of the maintenance parts of the organisation’s exposition and the applicable maintenance provisions of Part 135;

and

- (2) meet the requirements of paragraph (b); and
- (3) undertake any examination or test that the Director may require to determine the applicant’s competency to perform the maintenance planning and control functions required.

(b) The senior person in paragraph (a)—

- (1) shall meet the requirements of Appendix A.3.1; or
- (2) shall meet the requirements of Appendix A.3.2; or
- (3) for organisations not requiring an organisational management system in accordance with 119.124(c), shall have sufficient knowledge of maintenance to be able to ensure that the aircraft is maintained in an airworthy condition and that any maintenance required by its maintenance programme is satisfactorily accomplished.

(c) The knowledge requirements in paragraph (b)(3) may be met through a course of instruction conducted by a Part 141 organisation acceptable to the Director.

**B.4 Senior person responsible for the organisational management system**

Part 135 Operation		
	Greater than three aircraft and/or greater than two bases	Less than four aircraft and/or less than three bases
Document required	Certificate in Quality Assurance or equivalent qualification or ↓ General knowledge and awareness of quality assurance or management systems or ↓ 2 years experience in management systems in the aviation industry	General knowledge and awareness of quality assurance or management systems

and

- (2) meet the requirements of paragraph (b); and
- (3) undertake any examination or test that the Director may require to determine the applicant’s competency to perform the maintenance planning and control functions required.

(b) The senior person in paragraph (a) must—

- (1) meet the requirements of Appendix A.3.1; or
- (2) meet the requirements of Appendix A.3.2; or
- (3) for organisations intending to conduct or conducting air operations with a total of three or less aircraft listed on their operations specifications and from a total of two or less bases, have sufficient knowledge of maintenance to be able to ensure that the aircraft is maintained in an airworthy condition and that any maintenance required by its maintenance programme is satisfactorily accomplished.

(c) The knowledge requirements in paragraph (b)(3) may be met through a course of instruction acceptable to the Director and conducted under the authority of a training organisation certificate granted under section 9 of the Act and in accordance with Part 141 or Part 147.

**B.4 Senior person responsible for the system for safety management**

Part 135 Operation	
Competency	Demonstrate competency relevant to systems for safety management. A working knowledge of the applicable Civil Aviation Rules and safety management requirements.
Experience	Experience and background relevant to the management of safety systems and the activities of the organisation.

Experience	3 years experience in aviation with flight operations or maintenance background
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In addition, a person may be assessed as meeting the qualification requirements for this senior person position if they have had equivalent experience in quality assurance management acceptable to the Director.