

Visual reporting points were created to solve this problem. A VRP is a formal location put on the charts to provide a common reference point for position reporting. It's made prominent with its own symbol so it's easy to locate on the chart.

If you often refer to local place names that are not prominent landmarks or large towns, then you can request a visual reporting point be created and added to the VNC.

Any application for a new VRP should consider if:

- it relates to a prominent geographical feature
- it can be easily recognisable when voiced on the radio
- there's no possibility of confusion with any other reporting points in the same area.

If your proposed VRP meets these requirements, you can apply for a new VRP to be created.

To do this visit: aviation.govt.nz > forms > 24071-01 *Application for designated airspace or visual reporting point.*

Make sure your feedback arrives on time

The VNCs are updated annually and become effective on the 12th AIRAC¹ cycle of the year (November/December).

The process to update the charts, however, starts much earlier than this. In 2022, all submissions for chart information updates, therefore, need to be in with the CAA by mid-April. If your request is complex or large, it will need to be with the CAA long before that.

The dates do move slightly each year with AIRAC cycles, so make sure you check them at aviation.govt.nz > **airspace and aerodromes > aeronautical information publication.** ➤

// CHANGES AND ADDITIONS

Check in each current AIP Supplement contents section for the *Visual Navigation and Planning Chart Amendments*. These give you the most up-to-date changes and additions to the current VNC.

Comments or queries?

Email aeronauticalservices@caa.govt.nz

¹ Aeronautical information regulation and control – ICAO

ABOUT THE LOGBOOK, THE WORK RECORDS, AND THE AIRCRAFT OPERATOR



Are you confused about the use of the CAA maintenance logbooks? How about the details contained in logbooks and work packs? And about who's responsible for the whole darn lot?

The logbook

Part 1 *Definitions and abbreviations* says 'maintenance logbook' refers to the CAA 2101 aircraft logbook, the CAA 2110 propeller logbook, the CAA 2158 engine logbook, and the CAA 1464 'aircraft airworthiness directives, aircraft modifications, engine and propeller installations' logbook.

For details on what's entered in the various logbooks, check out rule 43.69 *Maintenance records*.

The inside cover of each logbook contains the instructions for its use, including that all sections are mandatory (to complete).



CAA aviation safety advisor John Keyzer says most operators use the logbook, as intended, filling out every section.

“This practice also causes fewer issues when aircraft move from one operator to another and one maintenance provider to another.”

John says many organisations will also run an electronic spreadsheet in the background as a maintenance planning tool.

“It also acts as a backup to the data in the logbook, which I think is a good idea.

“And as long as the logbooks are being used as intended, and are kept up-to-date, using a spreadsheet doesn’t need to be approved by the Director.”

Alternative ‘logbook’

Part 1, however, also defines a maintenance logbook as any *other* document or storage medium providing a record of the maintenance status of the aircraft, product or component.

The use of such logbook alternatives must be acceptable to the Director, meaning they must have been assessed and accepted.

Any certificated organisation with an exposition, wanting to go down this path, can include alternative means of recording and planning maintenance in their exposition and apply for approval.

“To have it approved, however,” says John, “you may need to demonstrate that it meets the requirements for electronic record keeping, such as backup, security and so on.”

For more information, check out Advisory Circular ACOO-6 *Electronic signatures, electronic record keeping and electronic manuals*.

The work records

A LAME need only enter in a logbook a *summary* of any maintenance performed on an aircraft – rule 43.69(b).

An operator should never assume, therefore, that all the details necessary to manage the continuing airworthiness of the aircraft will be contained in its logbooks.

Those details may well be contained in documentation such as worksheets and work packs, used by the aircraft’s maintenance provider.

Such records contain the explicit details of maintenance carried out – including parts installed and when – as well as of any modifications.

They also contain any changes of configuration which may result from the requirements of, for example, an airworthiness directive.

Often these changes involve revised instructions for continuing airworthiness which must be incorporated in the aircraft’s maintenance schedule. It’s therefore extremely important that operators review the work packs and worksheets from any maintenance carried out on their aircraft.

Because of the level of detail contained, and its importance to the operator, work records and work packs should be considered part of the complete body of aircraft records retained by the operator.

The aircraft operator

That complete body of aircraft records is the responsibility of the aircraft owner/operator. That’s because they’re the person – not the maintenance provider – responsible for the airworthiness of the aircraft.

It’s the responsibility of the operator to identify and schedule the maintenance required to ensure the continuing airworthiness of their aircraft.

“On completion of maintenance, the operator should review the relevant work records to ensure all required maintenance has been completed and recorded,” says CAA chief advisor (airworthiness), Warren Hadfield.

“If any required maintenance is not completed it should be made clear to the operator before the aircraft is flown.

“Operators might consider using a document – often called a technical directive – to authorise maintenance, and to provide clear instruction as to what maintenance actions are required.”

The owner/operator is also responsible for transferring all records when possession of the aircraft is transferred.

The value of an aeroplane “is in its records”, Flying NZ’s quality assurance manager Rex Kenny told *Vector* in 2018.

“The aeroplane itself is almost a representation of those records,” he said. ➔

// MORE INFORMATION

For more, check out rules 91.603 *General maintenance requirements*; 91.617 *Maintenance records*, 91.621 *Transfer of maintenance records*; 43.105 *Certifying release-to-service after maintenance*.

Comments or queries?

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