



Australian Government

MEA119 Perform administrative processes to prepare for certification of civil aircraft A level line mainten

Release: 1

MEA119 Perform administrative processes to prepare for certification of civil aircraft A level line mainten

Modification History

Release 1 - New unit of competency

Application

This unit of competency requires application of legislative and regulatory requirements relating to the certification of aviation maintenance within the scope of the A Licence by an Aircraft Maintenance Engineer who holds an A Licence.

This is one of the units of competency that must be attained to progress from Aircraft Maintenance Engineer to the grant of an Aircraft Maintenance Engineer A Licence under Civil Aviation Safety Regulation (CASR) Part 66. It covers the competencies required to correctly interpret and apply Civil Aviation Safety Authority (CASA) airworthiness and certification requirements during aircraft line maintenance tasks within the scope of the A Licence privileges during scheduled or unscheduled maintenance. Work may be performed individually or as part of a team.

The skills and knowledge covered by the units of competency listed in the MEA Aeroskills Training Package for the Certificate II in Aircraft Line Maintenance are prerequisite to the attainment of the elements of competency specified in this unit. This includes full coverage of the CASR Part 66 Avionics or Mechanical Syllabus subjects/topics applicable to the A Licence.

Pre-requisite Unit

Competency Field

Aviation maintenance

Unit Sector

Elements and Performance Criteria

Elements describe the essential outcomes.

Performance criteria describe the performance needed to demonstrate achievement of the element.

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| 1. Determine eligibility to certify the completion of aircraft maintenance activities | 1.1 Eligibility to certify line maintenance activities in terms of licence privileges is established in accordance with CASR Parts 42, 145 and 66 |
| 2. Prepare for return of | 2.1 Allocated line maintenance activities are completed in |

aircraft to service		accordance with CASR Parts 42, 145, 66 and the approved maintenance program
	2.2	Documentation is prepared for return of aircraft to service in accordance with CASR Part 42 and/or 145 and the approved maintenance program
3. Compile and process maintenance documentation and reports	3.1	Maintenance documentation is raised and compiled for certification
	3.2	Configuration management (CM) procedures are applied
	3.3	Maintenance related reports are compiled and processed
	3.4	Technical communication activities, both oral and written, are performed

Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

This field allows for different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included.

Note Range statements listed below are numbered to facilitate specification of the assessment requirements included in the Performance Evidence

Certification of aircraft maintenance activities The competency applies to the certification of aircraft maintenance activities, including:

1. Scheduled line maintenance up to Weekly Check level or equivalent
2. Unscheduled maintenance involving component removal and installation within the scope of the A Licence
3. Configuration changes that are within the scope of the A Licence
4. Repairs to internal fittings

Regulatory systems, In performing Tasks 1 to 4, knowledge is to be applied with regard to airworthiness regulatory systems and Australian

legislation and compliance legislation, and the application of compliance requirements in the performance, recording and certification of maintenance activities, as follows:

5. International and national regulatory bodies and recognition agreements, including bilateral agreements
6. Australian airworthiness regulatory bodies and the legislative framework
7. Procedures for release of aircraft to service following maintenance
8. Procedures for certification of scheduled and unscheduled maintenance activities
9. Procedures for certifying the completion of repairs
10. Determining and applying configuration management procedures involving items of removable equipment
11. Compiling and processing service difficulty reports
12. Orally communicating on technical and airworthiness compliance topics
13. Communicating in writing on technical and airworthiness compliance issues

Unit Mapping Information

Release 1 – equivalent to MEA119B Perform administrative processes to prepare for certification of civil aircraft A level line maintenance

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=ce216c9c-04d5-4b3b-9bcf-4e81d0950371>

Assessment Requirements for MEA119 Perform administrative processes to prepare for certification of civil aircraft A level line mainten

Modification History

Release 1 - New unit of competency

Performance Evidence

Evidence required to demonstrate competency in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria under the specified conditions of assessment, and must include:

- describing and applying the requirements applicable to the privileges of their authority
- application of Airworthiness Directive (AD) requirements under CASR 39
- application of maintainers' responsibilities under CASR Parts 42, 66 and 145
- compliance with CASR 45 Subpart D
- application of aviation maintenance personnel licensing requirements under CASR 66
- application of requirements related to conduct and certification of maintenance under CASR 145
- demonstrating a familiarity with requirements related to the tasks and functions they may perform
- demonstration of literacy and oral expression skills required for clear written and oral communication.

It is essential that airworthiness compliance requirements are interpreted and fully applied without error.

Knowledge Evidence

Evidence required to demonstrate competency in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria and include knowledge of:

- AD requirements under CASR 39
- continuing airworthiness requirements of CASR Parts 21 and 42
- maintainers' responsibilities under CASR Parts 42, 66 and 145
- aviation maintenance personnel licensing requirements under CASR 66
- maintenance requirements under the applicable CASR Parts
- maintenance organisations requirements under CASR 145
- the concept of airworthiness that underpins the legislative framework and compliance requirements
- air operations requirements, including:
 - air operators' certificates
 - operators' responsibilities, in particular regarding continuing airworthiness and maintenance

- aircraft maintenance program
- minimum equipment lists
- documents to be carried on board
- aircraft placarding
- applicable national and international requirements:
 - management programs, maintenance checks and inspections
 - master minimum equipment lists, minimum equipment list, and dispatch deviation lists
 - ADs
 - service bulletins, manufacturer's service information
 - modification and repairs
 - maintenance documentation, including maintenance manuals, structural repair manuals, illustrated parts catalogue.

Assessment Conditions

- Competency should be assessed in the work environment under supervision but without intervention for the purpose of Journal entries, and/or by use of simulated activities in a CASR Part 147 Maintenance Training Organisation (MTO), covering the interpretation and application of airworthiness control and certification requirements.
- This unit must be linked in its assessment and application to those that apply to the exercise of Aircraft Maintenance Engineer A Licence privileges in the actual maintenance of aircraft.
- Evidence is required of underlying knowledge and skills associated with the application of airworthiness legislation and compliance requirements, along with evidence of appropriate levels of English literacy and oral expression associated with presenting clear and concise information.
- The following conditions of assessment represent the requirements of CASA and must be rigorously observed.
- A person cannot be assessed as competent until it can be demonstrated to the satisfaction of the workplace assessor that the relevant elements and performance criteria of the unit of competency are being achieved under supervision without intervention on a range of tasks fully representative of Groups 1 to 13 in the Range of Conditions. The body of evidence for this unit may be collected and logged during simulated activities at the CASR Part 147 MTO and/or performance during supervised workplace activities.
- The Assessor must meet the criteria specified in the CASR Part 147 Manual of Standards.

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