



Australian Government

Department of Education, Employment and Workplace Relations

MEA119B Perform administrative processes to prepare for certification of civil aircraft A level line maintenance

Release: 2

MEA119B Perform administrative processes to prepare for certification of civil aircraft A level line maintenance

Modification History

Minor formatting and editorial changes made.

Unit Descriptor

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 CASR Part 66. It covers the competencies required to correctly interpret and apply CASA airworthiness and certification requirements during aircraft line maintenance tasks within the scope of the A Licence privileges.

The skills and knowledge covered by the units of competency listed in the MEA11 Aeroskills Training Package for the MEA20511 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 as listed in the Assessment Guidelines.

Application of the Unit

This unit requires application of legislative and regulatory requirements relating to the certification of aviation maintenance within the scope of the A Licence.

Applications include all maintenance tasks that require certification by an Aircraft Maintenance Engineer who holds an A Licence.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Not applicable

Employability Skills Information

This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.
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Elements and Performance Criteria

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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 privilege in accordance with CASR Parts M, 145 and 66 |
| 2. Prepare for return of aircraft to service | 2.1. Allocated line maintenance activities are completed in accordance with CASR Part 66 and the approved maintenance program
2.2. Documentation is prepared for return of aircraft to service in accordance with CASR Part 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 procedures are applied
3.3. Maintenance related reports are compiled and processed
3.4. Technical communication activities, both oral and written, are performed |

Required Skills and Knowledge

Required skills

Look for evidence that confirms skills in:

- describing and applying the requirements applicable to the privileges of their authority
- application of Airworthiness Directive Requirements under CASR 39
- application of Maintainers' Responsibilities under CASR Part M
- compliance with CASA 45 Sub-part 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

Required knowledge

Look for evidence that confirms knowledge of:

- Airworthiness Directive Requirements under CASR 39
- Maintainers' Responsibilities under CASR Parts M, 66 and 145
- Aviation Maintenance Personnel Licensing Requirements under CASR 66
- Maintenance Requirements under the applicable CASR operational Parts
- Maintenance Organisations Requirements under CASR 145

Evidence Guide

The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.

Overview of assessment	A person who demonstrates competency in this unit must be able to apply without error legislative and regulatory requirements relating to the certification of aviation line maintenance activities that are within the scope of the A Licence privileges.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	It is essential that airworthiness compliance requirements are interpreted and fully applied without error. 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 literacy and oral expression associated with presenting clear and concise information. A person cannot be assessed as competent until it can be demonstrated to the satisfaction of the workplace assessor that the relevant elements 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 Statement. 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. Knowledge must also be demonstrated of the concept of airworthiness that underpins the legislative framework and compliance requirements.
Context of and specific resources for assessment	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 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.
Method of assessment	
Guidance information for	

assessment	
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Range Statement

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.

Note	The Range Statements below are numbered to facilitate specification of the assessment requirements included in the Evidence Guide
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, legislation and compliance	In performing Tasks 1 to 4, knowledge is to be applied with regard to airworthiness regulatory systems and Australian 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 Sector(s)

Aviation maintenance

Competency field

Co-requisite units

Not applicable