



Civil Aviation Authority of Botswana

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P O Box 250
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BOTSWANA

AIC
18/2014
17th December 2014

APPROVED MAINTENANCE ORGANISATIONS CERTIFICATE & OPERATIONS SPECIFICATIONS

1.0 INTRODUCTION

- (a) This AIC serves to advise Approved Maintenance Organizations (AMOs) and other industry stakeholders that the Civil Aviation Authority of Botswana (CAAB) has published the following requirements to be applied at Botswana Civil Aviation (Approved Maintenance Organizations) Regulation 7 and Form B at Schedule 1.
- (b) Throughout the AMO Regulations the term specific operating provisions is replaced by the term “operations specifications”.

Note: *The operations specifications are part of an operator’s certificate (air operator certificate, approved training organization certificate, approved maintenance organization certificate, etc.) that is used to administer safety standards and define the provisions and limitations within which the operator may conduct business operations. Operations specifications are issued by the Authority and considered a legal, contractual agreement between the Authority and the operator.*

2.0 COMPLIANCE WITH THE REQUIREMENTS OF THE CERTIFICATE

- (a) No person may operate a maintenance organization providing maintenance for the aircraft of other organizations without, or in violation of, an AMO certificate and operations specifications.
- (b) No organization may provide maintenance for the aircraft they are authorized to operate unless they have required approvals from the

Authority for the maintenance of those aircraft.

3.0 FORMAT OF THE CERTIFICATE & OPERATIONS SPECIFICATIONS

- (a) The AMO certificate will consist of two documents—
 - (1) A one page certificate signed by the Authority, and
 - (2) A multi-page Operations Specifications signed by the Accountable Manager and the Authority containing the terms, conditions, and authorizations.
- (b) No person may operate as a AMO without, or in violation of, a maintenance organization certificate issued under this Schedule.
- (c) An AMO may perform maintenance, preventive maintenance, or modifications on an aircraft, airframe, aircraft engine, propeller, appliance, component, or part thereof only for which it is rating and within the limitations placed in its specific operating limitations.
- (d) The AMO certificate (see appendix 1) will contain—
 - (1) The certificate number specifically assigned to the AMO;
 - (2) The name and location (main place of business) of the AMO;
 - (3) The date of issue and period of validity;
 - (4) The ratings issued to the AMO; and
 - (5) Authority signature.
- (e) The AMO Operations Specifications (see appendix 2) will contain—
 - (1) The certificate number specifically assigned to the AMO;
 - (2) The class or limited ratings issued in detail, including special approvals and limitations issued;
 - (3) The date issued or revised
 - (4) Accountable manager and Authority signatures.
- (f) The certificate issued to each AMO must be available in the premises for inspection by the public and the Authority.

In order to be in full compliance of the regulation the approved maintenance organizations are advised to read these requirements in conjunction with Regulation 7 of the Botswana Civil Aviation (Approved Maintenance Organization) Regulations 2012.

Appendix 1



REPUBLIC OF BOTSWANA
CIVIL AVIATION AUTHORITY OF BOTSWANA

Approved Maintenance Organization Certificate

Number:

This certificate is issued to

Whose business address is

Upon finding that its organization complies in all respects with the requirements of the Civil Aviation (Approved Maintenance Organization) Regulations of 2012, as amended relating to the establishment of an Approved Maintenance Organization and is empowered to operate an Approved Maintenance Organization.

With the following ratings:

The Operations Specifications (Ops Specs) is attached hereto as part of the approval issued to the above organization and should be treated as part of the legal requirements. The organization shall only exercise the privileges as stipulated in its operations specifications.

This certificate shall continue in effect until (Date) unless cancelled, suspended, or revoked.

For/Civil Aviation Authority of Botswana

Name & Title in Block Letters

Date of Issue

This certificate is not transferrable.

Appendix 2

 CIVIL AVIATION AUTHORITY OF BOTSWANA	<i>Section/division</i>	AIRWORTHINESS	Form Number: CAAB FORM XYZ
	NOTICE		
	This document is issued as a supplement to the display certificate issued to this AMO. The authorizations contained within this document represent the complete authorizations granted to this AMO. No other maintenance functions are authorized. This document must be presented upon the request of the authorities of any State.		
	<i>Physical address</i>	Plot 61920, Letsema Office Park, Gaborone, Botswana	
<i>Postal address:</i>	P.O Box 250, Gaborone	<i>Website:</i> www.caab.co.bw	
OPERATIONS SPECIFICATIONS FOR AIRCRAFT MAINTENANCE ORGANISATIONS			

Name of Organization			
Approval Number			
PART A	TABLE OF CONTENTS, LIST OF EFFECTIVE PAGES, AND RATINGS AUTHORITY		
Table of Contents	List of effective Pages		
Table of Contents, LEP's & Rating authority	Page 1	Authorized	Unauthorized
Definitions and abbreviations	Page 2		
Airframe Ratings	Page 3		
Power plant Ratings	Page 4		
Propeller Ratings	Page 5		
Radio Ratings	Page 6		
Instruments Ratings	Page 7		
Computer systems Ratings	Page 8		
Accessory Ratings	Page 9		
Special Processes	Page 10		
Exemption and deviation Authority	Page 11		
Satellite Facilities & Line station Ratings	Page 12		
(a)	These operations specifications are issued as part of this Approved Maintenance Organization Certificate, and are in effect as of the Effective Date.		
(b)	The signatures below indicates acceptance of these operations specifications by the AMO, and confirmation to abide and comply with the limitations imposed by them. The Chief Executive Officer of CAAB reserves the right to amend, revoke and alter these Specifications at any given time should circumstances warrant such.		
I hereby accept the conditions and limitations set forth in this approval as stated and contained in this paragraph.			
SIGNATURE OF AMO REPRESENTATIVE	NAME IN BLOCK LETTERS	DATE	
JOB TITLE			

PART B	Definitions and Abbreviations
<p>Unless otherwise defined in these operation specifications provisions, all words, phrases, definitions, and abbreviations have identical meanings to those used in the Botswana Civil Aviation Regulations and Botswana Civil Aviation Act, as amended. Additionally, the definitions listed below are applicable to operations conducted in accordance with these operations specifications provisions.</p>	
AMO	Aircraft Maintenance Organization
CAAB	Civil Aviation Authority of Botswana
BCARs	Botswana Civil Aviation Regulations
MPM	Maintenance Procedure Manual
Certificate Holder	In these operation specifications provisions the term “certificate holder” shall mean the holder of an aircraft maintenance organization certificate, issued in terms of Civil Aviation Regulations of 2012 as amended.
Rating	Means an authorization entered on or associated with an AMO approval and forming part of such approval, stating special conditions, privileges or limitations relating to such approval.
Limited Rating	Specialized maintenance requiring equipment and skills not ordinarily found in an approved maintenance organization with ratings as specified in BCARs AMO regulation 11
Maintenance	Means all work done in accordance with manufacturers’ recommendations and approved maintenance schedules and include inspection, adjustment, replacement, rectification, repair, modification, overhaul, manufacturing and testing.
Exemption Authority	An authorization that permits an alternate means of compliance with BCARs. The deviation authority must meet the procedural requirements of BCARs (AMO) Reg. Part VII.
Limitation	A restriction imposed on the corresponding rating based on the AMO capability.
Capability List	A document compiled by the AMO and approved by the CAAB, which details a comprehensive list of all the components/equipment that the AMO is capable of maintaining.
Special processes (Specialized Services)	A set of interrelated or interacting activities which transforms inputs into outputs. Examples are: NDT, Electro Plating, Plasma Spraying, etc.
Satellite Facility	means any facility used for the performance of maintenance under BCARs approval but is located at another location than the principal place of business (main base) but is an integral part of the organization
Line Station	For the purpose of this document, means any maintenance facility that is utilized to perform any action that is mandatory, or is required to be performed on an aircraft for the purposes of a turn around, or a route check, or a transit check and is limited to defects rectification repairable by replacement of line replaceable units.

PART C	AIRFRAME RATINGS
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CLASS	MANUFACTURER	MAKE/MODEL	LIMITATIONS

I hereby accept the conditions and limitations set forth in this approval as stated and contained in this paragraph.

SIGNATURE OF AMO REPRESENTATIVE	NAME IN BLOCK LETTERS	DATE

JOB TITLE

I hereby approve the Operations Specifications contained in this paragraph.

Date approval is effective:									Revision Number:	Original
	y	y	y	y	m	m	d	d		

SIGNATURE OF DIRECTOR FLIGHT SAFETY OR HIS/HER DESIGNATE	NAME IN BLOCK LETTERS	DATE

PART D	POWER PLANT RATINGS			
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CLASS	MANUFACTURER	MAKE/MODEL	LIMITATIONS	CAPABILITY LIST

I hereby accept the conditions and limitations set forth in this approval as stated and contained in this paragraph.

SIGNATURE OF AMO REPRESENTATIVE	NAME IN BLOCK LETTERS	DATE

JOB TITLE

I hereby approve the Operations Specifications contained in this paragraph.

Date approval is effective:									Revision Number:	Original
	y	y	y	y	m	m	d	d		

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SIGNATURE OF DIRECTOR FLIGHT SAFETY OR HIS/HER DESIGNATE	NAME IN BLOCK LETTERS	DATE
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PART L	SATELLITE FACILITIES & LINE STATION RATINGS
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PHYSICAL LOCATION (Address)	CLASS/CLASS	MANUFACTURER	MAKE/MODEL	LIMITATIONS	EXPIRY DATE
					As per Approval Certificates

I hereby accept the conditions and limitations set forth in this approval as stated and contained in this paragraph.

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SIGNATURE OF AMO REPRESENTATIVE	NAME IN BLOCK LETTERS	DATE
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JOB TITLE

I hereby approve the Operations Specifications contained in this paragraph.

Date approval is effective:									Revision Number:	Original
	y	y	y	y	m	m	d	d		

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SIGNATURE OF DIRECTOR FLIGHT SAFETY OR HIS/HER DESIGNATE	NAME IN BLOCK LETTERS	DATE
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