



CIVIL AVIATION SAFETY AUTHORITY OF PNG

PNG

Civil Aviation Rules

Part 148

Aircraft Manufacturing Organisations – Certification

Original Rule Effective 1 January 2004, incorporates Amendment 1 dated 1 October 2010 and effective 1 January 2011

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Subpart A — General

148.1 Purpose

This Part prescribes rules governing the certification and operation of an organisation manufacturing products, components, parts and materials.

148.3 Definitions

In this Part—

Authority, when the context requires, means the national aviation regulatory body responsible for issuing a foreign manufacturing organisation certificate.

148.5 Requirement for certificate

No person shall exercise the privileges in 148.11 except under the authority of, and in accordance with the provisions of an aircraft manufacturing organisation issued under this Part.

148.7 Application for certificate

An applicant for the grant of a manufacturing organisation certificate must complete form CAA 148/01 and submit it to the Director with—

- (1) the exposition required by 148.53 or 148.123 as applicable; and
- (2) a payment of the appropriate application fee prescribed by regulations made under the Act.

148.9 Issue of certificate

(a) An applicant is entitled to a manufacturing organisation certificate if the Director is satisfied in accordance with section 49 of the Act that—

- (1) the applicant meets the requirements of Subpart B or Subpart C; and
- (2) the applicant's senior persons required by 148.53(b)(3) and 148.105(a) are fit and proper persons; and
- (3) the granting of the certificate is not contrary to the interests of aviation safety.

(b) The Director may impose conditions and limitations on a manufacturing organisation certificate issued under this Part.

148.11 Privileges and limitations

(a) The holder of a manufacturing organisation certificate may manufacture any item which is specified on the certificate and within the scope defined in the organisation's exposition.

(b) The holder of a manufacturing organisation certificate may issue an authorised release certificate for a manufactured product stating that the product conforms to the type design and is in a condition for safe operation.

148.13 Operating Specifications

(a) An aircraft manufacturing organisation certificate issued in accordance with this Part must be accompanied by the operating specifications specified in paragraph (b).

- (b) The operating specifications must contain-
- (1) the certificate holder's address for service in Papua New Guinea; and
 - (2) other business names under which the certificate holder may operate; and
 - (3) the type of manufacturing that the certificate holder is authorised to conduct; and
 - (4) details of manufacturing processes authorised; and
 - (5) details of the physical location of the certificate holder's principal base of manufacturing activity; and
 - (6) details of other locations where manufacturing is authorised; and
 - (7) details of any external service provider contracted to provide services in respect to manufacturing activity; and
 - (8) the exposition reference (manual, section, procedure or page as applicable), including revision status and the issue date, for the following:
 - (i) the senior persons required by rule 148.105:
 - (ii) the certificate holder's safety management system:
 - (iii) the certificate holder's quality management system:
 - (iv) the certificate holder's capability list:
 - (v) the certificate holder's procedures for granting authorisations; and
 - (9) any exemption granted from any requirement of this or any other Part; and
 - (10) any other item the Director determines is necessary to cover a particular situation.

148.15 Duration of certificate

- (a) A manufacturing organisation certificate may be granted or renewed for a period of up to five years.
- (b) A manufacturing organisation certificate remains in force until it expires or is suspended or revoked by the Director.
- (c) The holder of a manufacturing organisation certificate that expires or is revoked must immediately surrender the certificate to the Director.
- (d) The holder of a manufacturing organisation certificate that is suspended, must immediately produce the certificate to the Director for appropriate endorsement.

148.17 Notification of ceasing manufacturing

A holder of a manufacturing organisation certificate who ceases product manufacturing must notify the Director in writing within 30 days of the date of cessation and request revocation of the manufacturing organisation certificate.

148.19 Renewal of certificate

- (a) An application for the renewal of a manufacturing organisation certificate must be made on form CAA 148/01.
- (b) The application must be submitted to the Director by the application renewal date specified on the certificate or, if no such date is specified, not less than 30 days before the certificate expires.

Subpart B — Acceptance of Foreign Manufacturing Organisations**148.51 Purpose**

This Subpart prescribes the rules for the grant of a manufacturing organisation certificate to a foreign organisation which the Director finds acceptable on the basis of an approval issued by the national aviation authority of a recognised country.

148.53 Recognised foreign certifications

- (a) Subject to the requirements of paragraphs (b) and (c), a manufacturing organisation certificate issued by any of the following authorities will be accepted by the Director for the issue of a manufacturing organisation certificate under this Part:
 - (1) the Civil Aviation Safety Authority of Australia:
 - (2) the Civil Aviation Authority of New Zealand:
 - (3) the Civil Aviation Authority of the United Kingdom:
- (b) An applicant for a manufacturing organisation certificate seeking acceptance of a foreign approval under paragraph (a) must provide the Director with:
 - (1) a copy of the foreign manufacturing organisation certificate; and
 - (2) a copy of the exposition required by the foreign Authority; and
 - (3) the names of the Chief Executive and those senior persons who have responsibility for dealing directly with the Director on the following matters—
 - (i) production:
 - (ii) inspection and test:
 - (iii) internal quality assurance.
 - (4) any information the Director may require regarding continuing validity of the foreign certificate.
- (c) The Director may impose conditions and limitations on a manufacturing organisation certificate issued under paragraph (a).

Subpart C — Certification of Foreign Manufacturing Organisations

148.101 Purpose

This Subpart prescribes the rules for the grant of a manufacturing organisation certificate to a foreign organisation which is not otherwise eligible for acceptance by the Director in accordance with Subpart B.

148.103 General

An applicant for a manufacturing organisation certificate may demonstrate compliance with the rules in this Subpart by submitting to the Director, documentation and data that is either:

- (1) accepted by a foreign Authority for the grant of a foreign manufacturing organisation approval; or
- (2) produced specifically for certification under this Part; or
- (3) a combination of (a) and (b).

148.105 Personnel requirements

(a) An applicant for the grant of a manufacturing organisation certificate must engage, employ, or contract—

- (1) a senior person identified as the Chief Executive who 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 prescribed by this Part; and
- (2) a senior person or group of senior persons responsible for ensuring that the applicant's organisation complies with the requirements of this Part. Such nominated person or persons must be ultimately responsible to the Chief Executive for the following functions:
 - (i) supply;
 - (ii) production;
 - (iii) inspection and test;
 - (iv) establishing and maintaining the safety management system; and
 - (v) establishing and maintaining the quality management system; and
- (3) sufficient personnel to plan, perform, supervise, inspect, and certify the manufacturing activities listed in the applicant's exposition.

(b) In regard to personnel involved in planning, performing, supervising, inspecting, or certifying the manufacturing activities performed by the applicant's organisation, the applicant must—

- (1) establish qualification and experience standards for appointment; and
- (2) establish procedures for maintaining competence; and
- (3) provide those personnel with written evidence of the scope of their authorisation; and
- (4) establish procedures for the transfer of responsibilities in the absence of senior persons.

148.107 Facility requirements

- (a) An applicant for the grant of a manufacturing organisation certificate must provide facilities appropriate to each product manufacturing activity performed by the applicant's organisation.
- (b) The applicant must provide—
- (1) office accommodation for the administration of its manufacturing activities; and
 - (2) manufacturing facilities that include—
 - (i) an appropriate environment for the tasks to be performed including any special requirements specified by applicable process specifications; and
 - (ii) appropriate segregation of specialised work areas to prevent environmental and work area contamination; and
 - (3) storage facilities for products, materials, equipment, and tools that include—
 - (i) security for completed items; and
 - (ii) segregation of conforming and non-conforming parts and materials; and
 - (iii) controls to prevent deterioration of, and damage to, stored items.

148.109 Equipment, tools, and material

An applicant for the grant of a manufacturing organisation certificate must—

- (1) hold, or have access to, the equipment, tools, and material necessary for all manufacturing activities to be performed by the applicant's organisation; and
- (2) establish procedures to control the equipment, tools, and material including the calibration of tools, jigs, process equipment, and test equipment.

148.111 Design approvals

An applicant for the grant of a manufacturing organisation certificate must, for each item to be manufactured—

- (1) hold the design approval for the item; or
- (2) have an access arrangement acceptable to the Director, with the holder of the design approval for the item.

148.113 Production control procedures

(a) An applicant for the grant of a manufacturing organisation certificate must hold copies of manufacturing procedures manuals, engineering drawings, process instructions, specifications, technical standards and practices, and any other documentation that is necessary for the provision of the manufacturing activities listed in its exposition.

(b) An applicant for the grant of a manufacturing organisation certificate must establish procedures for—

- (1) the inspection of raw materials, parts, and assemblies, purchased or produced by subsidiary manufacturers, including methods to ensure the acceptable quality of parts and assemblies that cannot be completely inspected upon delivery to the organisation; and

- (2) the inspection of individual parts and complete assemblies during manufacture, including the identification of any special manufacturing processes involved, and the means used to control those processes; and
- (3) ensuring that each manufacturing activity to be performed on behalf of the applicant's organisation by a subcontractor—
 - (i) is identified in the applicant's exposition; and
 - (ii) complies with the systems, procedures, and specifications detailed in the applicant's exposition; and
- (4) dealing with materials, parts, and assemblies not conforming to the type design or specifications, including the recording of accept-reject decisions and the disposing of rejected materials, parts, and assemblies; and
- (5) the final test of complete items; and
- (6) the identification, handling, storage, and packing of products; and
- (7) the issue of authorised release certificates and statements of compliance, and the maintenance of the list of staff with authority to certify an authorised release certificate or statement of compliance; and
- (8) controlling the documentation required by paragraph (a) to ensure—
 - (i) the documentation is reviewed and authorised by appropriate personnel before issue; and
 - (ii) current issues of relevant documentation are available to personnel at all locations where they need access to such documentation for the provision of the manufacturing activities listed in the applicant's exposition; and
 - (iii) obsolete documentation is promptly removed from all points of issue or use; and
 - (iv) changes to documentation are reviewed and authorised by appropriate personnel; and
 - (v) the current version of each item of documentation can be identified to ensure out-of-date documentation is not used.

148.115 Continued airworthiness

An applicant for the grant of a manufacturing organisation certificate must establish procedures for collecting, investigating, and analysing information relating to defects in the items manufactured by the applicant and distributing that information to—

- (1) every purchaser of the item; and
- (2) the applicable type certificate holder; and
- (3) the Director.

148.117 Records

(a) An applicant for the grant of a manufacturing organisation certificate must establish procedures to identify, collect, maintain, and dispose of the records that are necessary to ensure that every manufactured item conforms to the applicable design data and is in a condition for safe operation.

(b) An applicant for the grant of a manufacturing organisation certificate must establish procedures to—

- (1) record details of the experience, qualifications, training, and current authorisations of each person who exercises certification privileges on the certificate holder's behalf; and
- (2) record all items that are manufactured by the certificate holder; and
- (3) record the date, and person certifying, that each item conforms to the applicable design data and is in a condition for safe operation; and
- (4) record all calibrations on equipment, tools, and materials specified in 148.109 and the standards used; and
- (5) ensure that—
 - (i) every required record is accurate, legible and of a permanent nature; and
 - (ii) the records required by paragraphs (b)(1) to (4) are retained for a minimum period of two years from the date the last example of the product type is permanently withdrawn from service.

148.119 Identification of products

A holder of a manufacturing organisation certificate must identify each product the holder manufactures in accordance with Part 21 Subpart Q.

148.120 Safety Management System

An applicant for the grant of an aircraft manufacturing organisation certificate must establish and implement a safety management system which meets the requirements of Part 100 Subpart B except for the following:

- (1) rule 100.59 in regard to hazard identification;
- (2) rule 100.67(a)(1)(ii) in regard to hazard reports.
- (3) Rule 100.67(a)(3) in regard to an accident prevention programme.

148.121 Quality Management System

An applicant for the grant of an aircraft manufacturing organisation certificate must establish and implement a quality management system which meets the requirements of Part 100 Subpart C.

148.123 Manufacturing organisation exposition

(a) An applicant for the grant of a manufacturing organisation certificate must provide the Director with an exposition that must contain—

- (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 manufacturing organisation and demonstrate its means and methods for ensuring ongoing compliance with this Part; and
 - (ii) are required to be complied with by its personnel at all times; and
- (2) the titles and names of the senior person or persons required by 148.105(a)(1) and (2); and
- (3) the duties and responsibilities of the senior person or persons specified in paragraph (a)(2), including matters for which they have the responsibility to deal directly with the Director on behalf of the manufacturing organisation; and
- (4) an organisation chart showing lines of responsibility of the senior persons specified in paragraph (a)(2); and
- (5) details of all locations where the applicant manufactures products and the facilities at those locations; and
- (6) details of the applicant's staffing structure at each of the locations listed under paragraph (a)(5); and
- (7) a detailed description of the scope of manufacturing undertaken by the applicant; and
- (8) evidence that the organisation holds a design approval or has entered an arrangement, required by 148.111; and
- (9) details of any authorisations made by the organisation to subsidiary manufacturers; and
- (10) details of the applicant's procedures required by—
 - (i) rule 148.105(b) regarding assessing initial competence of personnel; and
 - (ii) rule 148.105(b) regarding maintaining competence of personnel; and
 - (iii) rule 148.107(b)(2) regarding the provision of satisfactory environmental conditions; and
 - (iv) rule 148.107(b)(3) regarding the provision of satisfactory storage and segregation of parts; and
 - (v) rule 148.109(2) regarding the control and calibration of tools, jigs, process equipment, and test equipment; and
 - (vi) rule 148.113(b)(1) regarding inspection of raw materials, parts, and assemblies; and
 - (vii) rule 148.113(b)(2) regarding inspection of individual parts and complete assemblies during manufacture; and
 - (viii) rule 148.113(b)(3) regarding the subcontracting of manufacturing activities; and
 - (ix) rule 148.113(b)(4) regarding non-conforming materials and parts; and
 - (x) rule 148.113(b)(5) regarding final tests; and

- (xi) rule 148.113(b)(6) regarding the identification, handling, storage, and packing of items; and
 - (xii) rule 148.113(b)(7) regarding airworthiness release documents; and
 - (xiii) rule 148.113(b)(8) regarding control and distribution of documentation; and
 - (xiv) rule 148.115 regarding the continued airworthiness of the items that it manufactures; and
 - (xv) rule 148.117 regarding the content, maintenance, retention and disposal of records; and
 - (xvi) rule 148.121 regarding the internal quality assurance of the applicant's organisation; and
- (11) details of the safety management system required by rule 148.120; and
 - (12) details of the quality management system required by rule 148.121; and
 - (13) procedures to control, amend, and distribute the exposition.
- (b) The Exposition must be accepted by the Director before the operations specifications document required by rule 148.13 is issued.

Subpart D — Operating Requirements

148.201 Continued compliance

- (a) A holder of a manufacturing organisation certificate must comply with the operating specifications required by rule 148.13.
- (b) A holder of a manufacturing organisation certificate must—
- (1) continue to meet the standards and comply with the requirements of Subpart C;
 - (2) comply with every procedure and system detailed in the certificate holder's exposition; and
 - (3) hold at least one current copy of the operating specifications and the relevant sections of the certificate holder's exposition applicable to the activity being conducted at the location in hard copy or electronic copy at every manufacturing location specified in its exposition; and
 - (4) make records available to the Director upon request; and
 - (5) notify the Director of any change of contact details or address for service.
- (c) Continued compliance of a manufacturing organisation certificate issued under Subpart B is conditional upon –
- (1) the foreign manufacturing certificate accepted by the Director continuing to be valid; and
 - (2) where required by the Director, the supply of audit and inspection reports produced by, or on behalf of, the national aviation authority in respect of the foreign manufacturing certificate accepted under Subpart B.

148.203 Changes to certificate holder's organisation

- (a) A holder of a manufacturing organisation certificate must-
- (1) ensure that the exposition is amended to reflect changes to the organisation and changes to the procedures for conducting manufacturing activities; and
 - (2) provide the Director with a copy of every amendment to its exposition as soon as practicable after the amendment has been incorporated in the exposition.
- (b) If the holder of a manufacturing organisation certificate proposes to make a change to any of the following, prior notification to, and acceptance by, the Director is required:
- (1) the Chief Executive:
 - (2) the senior persons required by 148.53(b)(3) or 148.105(a)(2):
 - (3) the scope of the manufacturing activities the certificate holder undertakes:
 - (4) the locations at which manufacturing is carried out:
 - (5) the safety management system:
 - (6) the quality system.
- (c) Changes to any of the subjects listed in paragraph (b) must be approved by the Director through the issue of revised operating specifications issued in accordance with rule 148.13 prior to the effective date of changes to the exposition.
- (d) The Director may specify in writing conditions under which the certificate holder may operate during or following any of the changes specified in paragraph (b).
- (e) A certificate holder must comply with the conditions specified by the Director under paragraph (d).
- (f) The certificate holder must amend the exposition for the holder's organisation as the Director may consider necessary in the interests of aviation safety.

Subpart E — Transition Provisions**148.205 Transition**

Transition provisions detailed in Part 20 apply to this Part.