



Part 119/136 Compliance Matrix (Maintenance Requirements)

The Rule references in this compliance matrix have been extracted from the Civil Aviation Rules system as the minimum maintenance compliance requirements for an applicant for the issue or renewal of a Part 119/136 Airline Air Operator Certificate.

A completed compliance matrix must be submitted by the applicant both for initial certification and for renewal. Additionally, the certificate holder should maintain an up-to-date compliance matrix to assist with on-going compliance and to support certificate amendment requests.

The purpose of the matrix is to speed up the certification process, ensure every applicable rule requirement has been addressed in the exposition and reduce the cost of certification by the quick location of required policies or procedures in the applicant's exposition manual suite.

All rules have to be complied with, but not every rule has to be addressed in the exposition. At least the following Rules must be included unless they are not applicable to the operation, in which case they should be annotated N/A. The intention of this matrix is to assist rather than instruct the applicant in an initial application or request for renewal. If for your operation, compliance is required with a rule not listed in the matrix, please add it to the list and identify the exposition reference.

This matrix needs to be completed by every applicant for a Part 119/136 Airline Air Operator Certificate and show the exposition pages and paragraph numbers that satisfy the rules in the *Manual References / Applicant's Comments* column. Where the applicant does not meet the rule requirement or deems it not applicable, an explanation should be given in this column. **Please note ticks (✓) are not acceptable.**

The completed matrix should accompany the exposition documents and preferably be included as a component of the exposition manual suite. The applicant may submit a completed matrix in a different format as long as it includes all the rule references identified below; however, there may be additional processing time required by the CASA in cross-referencing requirements.

General Manual Layout

Manual binder: Can the manual be amended easily? (Three- or four-ring binders are preferred: two-ring binders are not recommended as the pages are too easily torn). If permanently bound, do you intend to re-issue at every amendment? This may inhibit frequency of needed amendments.

Electronic exposition: Is the matrix included as part of the file(s)/disc? If so, is it up to date? Have you considered the methods for distributing to the CASA and how you will manage amendments?



Applicant:

**Primary MOC
Number:**

Manuals Submitted:

Rev.:

Dated:

	Applicant's Comments	CASA Comments (for CASA use only)
Rule Compliance Matrix		
Company Statement page, signed by the Chief Executive		
List of Effective Pages		
Record of Amendments		
Distribution List & copies to be numbered		
Contents Page		
Definitions & Abbreviations (not mandatory)		
On every page, headers and/or footers to include: (a) Company name (b) Name of the manual (c) Effective revision and date of the page (d) Page number		
Index (not mandatory but desirable)		



Rule reference	Manual References / Applicant's Comments	CASA Review & Comments (for CASA use only)
Part 12 – Notification, Investigation and Reporting of Occurrences¹		
12.55(a)(4) <i>Notification of defect Incident</i>		
12.55(d)(2) <i>Notification of Defect Incident, refer Appendix A(b)</i>		
12.57(a)(1) <i>Holder of a Certificate to provide details of incident.</i>		
12.57(b)(1)-(2) <i>Within 3 working days, provide incident report on Form CAA005 OR by other means Acceptable to the Director</i>		
12.59(a)(1) <i>Conducting the Investigation to identify the facts(Subject to section 248(3) of the Act)</i>		
12.59(a)(2)(i) <i>On completion of Investigation, Report to Authority on Form CA 005, no later than 90 days after incident.</i>		ok
12.59(3) <i>Advise the Authority of any actions Taken to prevent recurrence.</i>		ok
12.103(a) <i>Preservation of all records for all serious incident or accident for at least 30 days after the incident</i>		ok
12.105 <i>Retention of defective products and components that involve defect incident for atleast 30 days.</i>		ok
Part 91 – General Operating & Flight Rules		
91.537 Inoperative Instruments and Equipment		

¹ Relating to defect incidents, identify in which manual the requirements are met if this has not already been addressed in the main operations matrix 24119/08 or 24119/09.



Rule reference	Manual References / Applicant's Comments	CASA Review & Comments (for CASA use only)
91.537(a)(2) <i>aircraft is certified for RTS with the inoperative instruments and equipment in accordance with the requirements of rule 43.107;</i>		ok
91.603 General Maintenance Requirements		
91.603(a)(1) <i>Aircraft is maintained in Airworthy condition</i>		ok
91.603(a)(2) <i>All applicable AD are complied with in accordance with the requirement in Part 39.</i>		ok
91.603(a)(3) <i>Aircraft is inspected in accordance with this Subpart.</i>		ok
91.603(a)(4) <i>Every defect is rectified before flights.</i>		ok
91.603(a)(5) <i>Instrument or Equipment that is permitted to be inoperative under Rule 91.537, is repaired, replaced, removed or inspected at the next inspection.</i>		Ok
91.603(a)(6) <i>Maintenance is performed in accordance with requirement as per [Part 43 at end of this matrix]</i>		Ok
91.603(a)(7) <i>certified for RTS under the requirements of Part 43 after the performance of any maintenance on the aircraft</i>		ok
91.603(a)(8) <i>Indicating the system presences of carbon monoxide in the cabin of the aircraft is serviceable.</i>		Ok
91.603(b) <i>Compliance with Airworthiness limitation as per state of design</i>		Ok
91.603(c) <i>Operator of the aircraft must ensure compliance with the manufacture's recommended overhaul intervals</i>		Ok



Rule reference	Manual References / Applicant's Comments	CASA Review & Comments (for CASA use only)
91.603(d) <i>Products and components may be operated beyond the manufacturer's recommended TBO if the operator complies with TBO escalation procedures that are detailed in a maintenance programme that is approved under Part 119 or approved under rule 91.607.</i>		Ok
91.603(e) <i>Piston engine fitted to an aircraft that is not used for hire or reward operations may be operated beyond the manufacturer's recommended TBO if the piston engine is maintained in accordance with an engine TBO escalation programme that is acceptable to the Director.</i>		Ok
91.603(f) <i>Propeller fitted to an aircraft that is not used for air operations may be operated beyond the manufacturer's recommended calendar TBO if the propeller is inspected in accordance with methods acceptable to the Director at 5 yearly intervals, except that the propellers must be overhauled at the manufacturer's recommended operating hours TBO.</i>		ok
91.605 Maintenance Programmes and Schedules		
91.605(a)(1) <i>Maintaining of the aircraft must in accordance with a maintenance programme approved under Part 119.61</i>		Ok
91.605(b)(1) <i>The operator of an aircraft must maintain the aircraft in accordance with the maintenance programme that is required under Part 119 for the issue of the air operator certificate;</i>		Ok
91.605(c) <i>Manufacture's Maintenance Schedule refer to in paragraph (a)(3) operator must ensure that that the manufacture's 100 hours inspection must be completed within the preceding 12 months</i>		Ok
91.605(e)(1) <i>Operator of the aircraft must not operate unless every aircraft radio station required to be installed under subpart F for operation under IFR has been tested and inspected in</i>		Ok



Rule reference	Manual References / Applicant's Comments	CASA Review & Comments (for CASA use only)
<i>accordance with Part 43.</i>		
91.605(e)(2)(i)-(iii) <i>Every Static Pressure System, Altimeter Instrument, or Automatic Pressure Altitude reporting system that is required to be installed in the aircraft under Subpart F must be tested and inspected in accordance with Part 43, Appendix D</i>		ok
91.605(e)(3) <i>SSR Transponder required to be tested installed must be tested and inspected, in accordance with Part 43, Appendix E, within preceding 24 months.</i>		Ok
91.605(e)(4)(i)-(iii) <i>Emergency Locator Transmitter the is required to be installed in the aircraft must be tested and inspected under subpart 43, Appendix F, within preceding 24 months.</i>		
91.605(e)(5)(i)-(ii) <i>Every Compass that is required to be installed in the aircraft under Subpart F has been Calibrated within preceding 24 months</i>		
91.605(e)(6)(i)-(ii) <i>First Aid Kit that is required to be installed in the aircraft under Subpart F has been Inspected with in preceding 12 months</i>		
91.605(e)(7) <i>Every Portable Fire Extinguisher required to be installed in the aircraft under subpart F must be inspected and tested acceptable to the Director within preceding 12 months.</i>		
91.605(e)(8) (i)(ii) <i>All floatation equipment installed in the aircraft has been inspected for condition and tested every 12 months.</i>		
91.605(e)(9)(i)-(ii) <i>Aircraft's empty weight and centre of the gravity is re-established if the changes have been made to the aircraft.</i>		
91.605(e)(10) <i>Powered Aircraft with a maximum certificated seating capacity</i>		



Rule reference	Manual References / Applicant's Comments	CASA Review & Comments (for CASA use only)
<i>of 4 or more, the aircraft have been weighed with in the preceding 5 years.</i>		
91.605(f) <i>Maintenance Programme refer to in paragraph (a)(1) or (a)(2) is not required to comply with any particular requirement in paragraph (e)</i>		
91.605(g)(1) <i>Operator of the an aircraft must identify in the Maintenance Logbook for the aircraft, which maintenance option under paragraph (a) to be used.</i>		
91.605(g)(2) <i>Identify in the maintenance programme the person who is responsible for scheduling maintenance.</i>		
91.605(g)(3) <i>Changing from the maintenance programme or option identified, the case may be, to provide for the continued Airworthy condition of the aircraft.</i>		
91.605(g)(4) <i>Provide copy of the applicable maintenance programme upon request to the Director.</i>		
91.607 Approval of Maintenance Programmes		
91.607(b)(1) <i>Scope of the Maintenance Programme and identification of the aircraft.</i>		
91.607(b)(2) <i>Procedure for the control of the maintenance</i>		
91.607(b)(3) <i>Instruction and procedures for the conduct of the maintenance for the particular Aircraft type</i>		
91.607(b)(4)(i)-(iii) <i>Inspection Schedule consistent with, manufacture's recommendation, operator's service experience and the type of</i>		



Rule reference	Manual References / Applicant's Comments	CASA Review & Comments (for CASA use only)
<i>operation in which the aircraft is engaged.</i>		
91.607(b)(5) <i>Procedure for the extending inspection intervals in accordance with the rule Part 91.611</i>		
91.607(b)(6) <i>Procedure for assessing and controlling engine, propeller and component TBO escalation</i>		
91.611(b)(1)&(2) <i>Inspection Planning Latitude.</i>		
91.607(b)(7) <i>Instruction for changing and inspection intervals on the basis of service experience</i>		
91.607(b)(8) <i>Instruction for Inducting an aircraft on to the programme.</i>		
91.607(b)(9) <i>List of the Inspections forms and instruction for their uses.</i>		
91.607(b)(10) <i>Identification of reports and records and instructions for their processing and handling.</i>		
91.609 Changes to Maintenance Programmes and Schedules		
91.609(a) <i>Changes to the maintenance programme and schedule upon Director's request to satisfying the continuing airworthiness requirements for the aircraft.</i>		
91.609(b) <i>Operator Discontinue Aircraft Maintenance Programme (AMP) the operator must notify the Director with in 7days.</i>		
91.615 Review of Airworthiness		
91.615(1) & (2) <i>Process for Aircraft Airworthiness Review</i>		



Rule reference	Manual References / Applicant's Comments	CASA Review & Comments (for CASA use only)
91.616 Maintenance Logbooks		
91.616(1) <i>Must provide an appropriate Maintenance Logbook</i>		
91.616(2) <i>Ensure that the maintenance logbook are not carried in the aircraft</i>		
91.617 Maintenance Records		
91.617(a) <i>TBO recommended by the manufacturer, accurate records are compiled in the appropriate log book for the total time in services and total cycles.</i>		
91.617(b) <i>Maintenance records required under rule 43.69 are compiled and retained.</i>		
91.617(c) <i>Design change approved under rule Part 21 that details of the modification or repair are recorded in appropriate log book</i>		
91.617(d) <i>Details of the circumstances of the accident, and descriptive details must be recorded in appropriate maintenance log book</i>		
91.617(e) <i>Records required in paragraph (a), (b), and (c) may be kept in plain language form.</i>		
91.619 Technical Log		
91.619(a)(1)-(3) <i>the operator of an aircraft must provide a technical log for the aircraft with provision for recording the following:</i> 1. <i>name of operator</i> 2. <i>the registration mark, type & model of aircraft</i> 3. <i>the identity of the maintenance programme or schedule required under rule 91.605(a), to which the aircraft is maintained;</i>		



Rule reference	Manual References / Applicant's Comments	CASA Review & Comments (for CASA use only)
91.619(a)(4)(i)&(ii) <i>Statement of the maintenance status</i>		
91.619(a)(5) <i>Date or hours at which any other maintenance due prior to the Next schedule inspection</i>		
91.619(a)(7) <i>Records of the Daily hours flown</i>		
91.619(a)(8) <i>Total time in service</i>		
91.619(a)(9)(i)-(ii) <i>Daily cycle used and the total cycle</i>		
91.619(a)(10) <i>Details of Defects during pre-flight inspection</i>		
91.619(a)(11) <i>Details of Rectification of defects</i>		
91.619(a)(12) <i>Details of any deferred rectification of defects</i>		
91.619(b) <i>Information specified in paragraph (a) is accurately recorded in the technical log book.</i>		
91.619(c)(1)-(4) <i>AOC issued in accordance with part 119 may record the following information in a format other than technical log acceptable to the director, information is accurate and available to the pilot-in-command on request.</i>		
91.621 Transfer of Maintenance Records		
91.621(1)-(2) <i>Transfer the possession of the aircraft to another person in accordance with part 47.</i>		
91.623 Retention of Records [Incl. procedures as required by 119.63(10)]		



Rule reference	Manual References / Applicant's Comments	CASA Review & Comments (for CASA use only)
91.623(a) <i>Operator of the aircraft must Retain the records specified in rule 91.617 for at least 12 months</i>		
91.623(b) <i>Records of the maintenance information required under rule 43.69(a)(1) only needs to be retained until the maintenance is repeated or superseded by other maintenance of equivalent scope and details.</i>		
91.623(c) <i>Operator of an aircraft must Retain the records of the Technical log required under rule 91.619 for period of at least 12 months</i>		
Part 119 Air Operator – Certification		
119.51 Personnel Requirements		
119.51(b)(1)(iv) <i>Senior person required by paragraph (a) must be responsible for the Aircraft Airworthiness, control and scheduling of the maintenance.</i>		
119.51(b)(2) <i>Hold Minimum qualification and experience list in Appendix A applicable to the function which they are responsible</i>		
119.51(d) <i>Any Function referred to in paragraph (b)(1) may be delegated to other person acceptable to the Director.</i>		
119.51(e) <i>Establishing procedures for the Transfer of the responsibilities in absence of senior person</i>		
119.59 Continuing Airworthiness Management Organization (CAMO) Procedures		
Maintenance Control Manual Content Requirements 119.75(a)(10)		
119.59(a)(1) & (2) <i>Certificate holder must establish procedures to ensure the continued Airworthiness of Every Aircraft operated and every</i>		



Rule reference	Manual References / Applicant's Comments	CASA Review & Comments (for CASA use only)
<i>equipment installed.</i>		
119.59(b) <i>List of senior management personnel of nominated for AOC CAMO-includes the Maintenance Controller</i>		
119.59(c)(1)(i)-(ii) <i>Clear demarcation of duties & responsibilities of AOC CAMO/Maintenance Control Vs CAR 145 MOC organizations</i>		
119.59(c)(2) <i>CAMO Summary of the systems and processes to manage continuing airworthiness</i>		
119.59(c)(3) <i>CAMO chart showing lines of responsibilities.</i>		
119.59(c)(4) <i>Duties and Responsibilities of senior management personnel as per rule part 119.59(b)</i>		
119.59(c)(5) <i>CAMO manpower qualifications, experience and recurrency training required for the persons referred to in paragraph (c)(4);</i>		
119.59(c)(6) <i>Scope of the aircraft airworthiness and maintenance control carried out in accordance with the MCM</i>		
119.61(c)(7) <i>Facility & Location of CAMO is managed</i>		
119.59(c)(8) <i>a statement of the deliverables required of a maintenance provider</i>		
119.59 (c)(9) <i>Procedures for observing Human factors & Human factors Principles</i>		
119.59(c) (10)(i) <i>Internal Service Level agreement for AOC holders who have</i>		



Rule reference	Manual References / Applicant's Comments	CASA Review & Comments (for CASA use only)
<i>their own CAR 145 MOC. (Refer AC 119-01 Appendix C)</i>		
119.59(c)(10)(ii) (a) <i>Written Maintenance Contract with external CAR 145 MOC for Base Maintenance(Refer AC 119-01 Appendix C)</i>		
119.59(c)(10) (ii) (b) <i>External maintenance contract for Line Maintenance & Component maintenance. (Refer AC 119-01 Appendix C)</i>		
119.59(c)(11) <i>The details of the Part 145 maintenance organisation(s) engaged or contracted to maintain the air operator's aircraft and equipment;</i>		
119.59(c)(12)(i) <i>Establishing and maintaining aircraft maintenance program as per rule 119.61 and continuing monitoring of the performance and efficiency of the maintenance programme in order to correct any deficiency.</i>		
119.59(c)(12)(ii) - (iv) <i>Scheduling of aircraft maintenance as required by the maintenance programme and assigning maintenance task to the maintenance provider.</i>		
119.59(c)(12)(v) <i>Ensuring up-to-date Maintenance documentations is used.</i>		
119.59(c)(12)(vi) <i>Discrepancy control and defect rectification and ensuring that they are recorded.</i>		
119.59(c)(12)(vii) <i>Aircraft configuration control including management of Modifications and Repairs.</i>		
119.59(c)(12)(viii) <i>Aircraft weight and balance control</i>		



Rule reference	Manual References / Applicant's Comments	CASA Review & Comments (for CASA use only)
119.59(c)(12)(ix) <i>Occurrence Investigation and Reporting</i>		
119.59(c)(12) (x)-(xi) <i>Procedure for reporting adverse effect on the continue airworthiness to both the state of the registry and aircraft type certificate holder and Reliability Monitoring</i>		
119.59(c) (12) (xiii) <i>Ensuring every applicable Airworthiness Directives control and monitoring</i>		
119.59(c)(12)(xiv) <i>RTS certification</i>		
119.59(c)(12)(xvi) <i>Removing un-airworthy aircraft from service</i>		
119.59(c)(12)(xvii) <i>Grant of an Pilot Authorizations for maintenance as per PART 43, Appendix A</i>		
119.59(c) (13) <i>Establishing and maintaining a MEL for every aircraft type operated under air operator's certificate.</i>		
119.59(C)(14)(i) <i>Use of the Technical Logs required by rule 91.619.</i>		
119.59(c)(14)(ii)-(vii) <i>Maintenance records</i>		
119.59 (c) (15) (16) <i>Process for carry out an Airworthiness review.</i>		
119.61 Maintenance Programme		
MCM Requirements 119.75(a)(11)		
119.61(c)(1) <i>Maintenance Programme must include aircraft registration, type</i>		



Rule reference	Manual References / Applicant's Comments	CASA Review & Comments (for CASA use only)
<i>and the serial number of each aircraft.</i>		
119.61(c)(2)(i)-(ii) <i>Instruction and procedures for the performance of the maintenance of the aircraft including any required inspection and tests;</i>		
119.61(c)(3) <i>Schedule for the performance of the maintenances in terms of time in services, cycles, calendar time or any combination of these.</i>		
119.61(c)(4) <i>Identification of the Life limited components</i>		
119.61(c)(5) Supplementary inspection to ensure the structural integrity of the Airframe.		
119.61(c)(6) <i>Procedure for the Induction of an aircraft on the maintenance programme.</i>		
119.61(c)(7) <i>Procedure for varying an inspection interval.</i>		
119.61(d) <i>Maintenance programme must include inspection and tests of the Role Equipment.</i>		
119.63 Documentation [as applicable to the maintenance requirements]		
119.63(a) <i>Establish procedures to control, amend and distribute required documentation, including operational, safety and maintenance Data</i>		
119.63(b)(1) <i>All Documents is reviewed and Authorised by appropriate personnel before issue.</i>		
119.63(b)(2)		



Rule reference	Manual References / Applicant's Comments	CASA Review & Comments (for CASA use only)
<i>Availability of all documents at all location.</i>		
119.63(b)(3) <i>Obsolete documentation must be promptly removed from all points of issued of uses.</i>		
119.63(b)(4) <i>Changes to the documentation are reviewed and approved by appropriate personnel.</i>		
119.63(b)(5) <i>Current version of each item of documentation can be identified to preclude the uses of superseded material</i>		
119.63 b)(6) <i>Documentation of FDR shall be maintained by operator</i>		
119.75 Air Operator Exposition –Maintenance Control Manual [as applicable to the maintenance requirements]		
119.75(a)(2) <i>Title and the Name of the senior person required under rule 119.51 (a)(1) and (2).</i>		
119.75(a)(3) <i>Duties and the responsibilities of the senior person identifies under paragraph (a)(2)</i>		
119.75(a)(4) <i>Scope of approved operation & the aircraft type to be used.</i>		
119.75(a)(5) <i>Summary of the scope of activities at every location</i>		
119.75(a)(6) <i>Organisational chart showing lines of responsibilities of the senior person specified under paragraph (a)(2)</i>		
119.759(a)(7) <i>summary of the operational staffing structure</i>		
119.75(a)(10) <i>Airworthiness management and maintenance Control procedure</i>		



Rule reference	Manual References / Applicant's Comments	CASA Review & Comments (for CASA use only)
<i>as per Rule 11.59.</i>		
119.75(a)(13)-(14) <i>QMS/SMS systems</i>		
119.75(a)(16) <i>Procedures to amend, control and distribute the MCM</i>		
119.75(a)(17) <i>Procedure to ensure Alternative Language to English.</i>		
119.107 <i>Use of non-PNG registered aircraft under charter, lease or similar arrangements for air transport operations</i>		
Part 136 Air Operations – Helicopters		
136.603 Responsibility for Airworthiness		
136.603(a)(1)-(2) <i>Air Operator certificate holder is responsible for the airworthiness of every helicopter operated under the authority & any equipment installed or attached to the helicopter.</i>		
136.603(b)(1)-(2) <i>Every helicopter operated under authority certificate is maintained and the maintenance is performed by a maintenance organisation certificated with Part 145</i>		
136.605 Condition Monitored Maintenance Programmes		
136.605(1)-(9) <i>Details of Condition monitoring maintenance programmes provided to Director each month.</i>		
136.607 <i>External Load Equipment requirements</i>		
136.609 Airworthiness Review		
136.609(a)(1)-(2) <i>Aircraft Airworthiness Review</i>		



Rule reference	Manual References / Applicant's Comments	CASA Review & Comments (for CASA use only)
136.609(b)(1)-(5) <i>Details of the Procedure for Aircraft Airworthiness review</i>		
136.609(d)(1)-(3) <i>Qualification of person to carry out the aircraft airworthiness review</i>		
Part 21 – Process for Special Flight Permit(SFP)		
Ac 21-3 Appendix 1 EM21.45 & EM 21.47 <i>"Certificate for fitness for flights" format /certification</i>		
91.529 – ELT, EPIRB & PLB Requirements		
91.529(f) <i>Details of the requirements for Coding of ELT to PNG country code 553</i>		
91.529(f)(3) Notification of coding to CASA PNG only		Operators <u>MUST NOT NOTIFY</u> or <u>CONTACT</u> the RESCUE COORDINATION CENTRE OF AUSTRALIA under any circumstances as stated in PNG CAR 91.529(f) (3).
Part 43 – General Maintenance Rules		
43.51(b)(1)-(2) <i>[Appendix A.1]</i>		
43.51(e)(1)-(2) <i>Maintenance Authorisations</i>		
43.68 <i>Details of Maintenance Record</i>		
43.101 <i>Appropriate Persons to certify release to service</i>		
43.103 <i>Requirements for certifying RTS</i>		



Rule reference	Manual References / Applicant's Comments	CASA Review & Comments (for CASA use only)
43.105 <i>Information for a person who Certifying RTS after Maintenance</i>		
43.107 <i>Inoperative equipment</i>		
43.109 <i>Defects Rectification</i>		
43.113 <i>Details of Duplicate Inspection of control system</i>		
List any other rules complied with:		

CASA Use

Assessed By:

Work Request:

Date received: [Click here to enter a date.](#) Date accepted: [Click here to enter a date.](#)

This matrix was established using the following Rule Part amendment statuses

12	Accidents, Incidents, and Statistics	Amendment 3	01 April 2015
43	General Maintenance Rules	Amendment 2	01 February 2018
91	General Operating and Flight Rules	Amendment 3	13 November 2018
119	Air Operator - Certification	Amendment 2	01 February 2018
136	Air Operator – Helicopters and Small Aeroplanes	Amendment 2	01 May 2017

Other rules or advisory circulars referred to during the assessment by Inspector