



**TCCA Supplement to Part 145 Maintenance Organisation Exposition**

**Company Name and Facility Address**

KLM UK Engineering Limited  
Liberator Road,  
Norwich International Airport  
Norwich  
Norfolk  
NR6 6ER  
United Kingdom

**TCCA Approved Maintenance Organisation**

**UK CAA Part-145 Approval Number: UK.145.00127**

Compliance with this TCCA approved Supplement together with the UK CAA Part 145 Maintenance Organization Exposition, KLMuk/MOE04/01P, forms the basis by which KLM UK Engineering Ltd. can exercise the maintenance privileges under the Technical Arrangement on Maintenance (TA-M).

KLM UK Engineering Ltd. must always retain at its principal place of business, a current copy of this TCCA Supplement in English and provide it to TCCA upon request.

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**Amendment Procedure**

Amendments to this procedure are carried out in accordance with:

- MOE Part 1.11 - Exposition Amendment Procedures.

The Compliance Monitoring Manager is responsible for the amendment of this document.

All changes to this document are to be submitted to the UK CAA for acceptance and approval prior to change implementation.

**Introduction**

A UK CAA Part-145 Maintenance Organization is approved under the Technical Arrangement on Maintenance (TA-M) between the UK CAA and the TCCA upon receipt of a letter issued by the UK CAA attesting to TCCA supplement approval

This supplement is intended to identify the means to comply with the agreement when performing maintenance on Canadian registered aircraft.

Further details of the agreement can be found on the UK CAA Website: CAP1783TAM

**1.0 Accountable Managers Commitment Statement**

This Supplement defines in conjunction with the UK CAA Approved MOE, the organisation and procedures upon which the maintenance privileges under the Technical Arrangement on Maintenance (TA-M) between the UK CAA and the TCCA are exercised.

These procedures are approved by the undersigned, KLMUK Engineering personnel will comply with the policies and procedures contained within when maintenance is performed under the conditions of the TA-M supplement.

It is accepted that the organisation's procedures do not override the necessity of complying with any additional requirements formally published by TCCA and notified to this organisation from time to time.

Signed by the Accountable Manager for and on behalf of KLM UK Engineering Ltd.

Signature: 

Printed Name: [Perwien Meriwani](#)

Date: 22-05-2021

## 2.0 Access by UK CAA and TCCA

TCCA staff will be granted access to the maintenance facilities to perform oversight and surveillance as requested.

## 3.0 Performance of Work

KLMUK Engineering will perform all work in accordance with the procedures described in our UK CAA approved MOE and this TCCA Supplement.

## 4.0 Approval Basis, Scope and Limitation

All work performed by KLM UK Engineering will be within the scope of the ratings and limitations of KLMUK Engineering's Certificate of Approval (Form 3 as issued by the UK CAA).

## 5.0 SMS Procedures

KLMUK Engineering have identified Safety Management System (SMS) procedures in accordance with section A, paragraph 9 (v) (of the UK CAA / TCCA TA-M) that are compliant to ICAO standards and meet the provisions of CAR Part V subpart 73 Division II (Appendix 1 of this supplement refers).

## 6.0 Major Repairs and Major Modifications

Any major repairs or major modifications carried out shall be reported to TCCA in accordance with CAR 571.12. The AMO will ensure that major repairs and major modifications, as determined by CAR 571.06, are incorporated only when in receipt of the appropriate approvals from TCCA via the Canadian customer.

**Note: (Refer to TCCA Website - <https://tc.canada.ca/en/corporate-services/acts-regulations/list-regulations/canadian-aviation-regulations-sor-96-433/standards/part-v-standard-571-maintenance>)**

*Classification conditions are set out in CAR 571.06, examples of reportable major repairs and major modifications could include: spar repair or modification; repair or modification of pressurized fuselage; deviation in configuration from type certification basis; any maintenance that results in an acoustical change; installation of an aeronautical part or equipment that has been subjected to a major repair and or major modification.*

*"major modification" - means an alteration to the type design of an aeronautical product in respect of which a type certificate has been issued that has other than a negligible effect on the weight and centre-of-gravity limits, structural strength, performance, power plant operation, flight characteristics or other qualities affecting its airworthiness or environmental characteristics.*

*"major repair" - means a repair to an aeronautical product in respect of which a type certificate has been issued, that causes the aeronautical product to deviate from the type design defined by the type certificate, where the deviation from the type design has other than a negligible effect on the weight and centre-of-gravity limits, structural strength, performance, power plant operation, flight characteristics or other qualities affecting the aeronautical product's airworthiness or environmental characteristics.*

## 7.0 Subcontracting Work by AMO

KLM UK Engineering Limited may subcontract work to other unapproved organisations provided that such organisations are under the control of the KLM UK Engineering Limited and KLM UK Engineering Limited certifies the required return to service.

## 8.0 Contracting Work by AMO

KLM UK Engineering Limited may contract work to other organisations within the UK when working under their own approved Part 145 MOE and their TCCA supplement or other organisations outside the UK, that are approved by TCCA or otherwise acceptable to TCCA under the terms of an existing TA-M or a bi-lateral maintenance instrument

## 9.0 Work Orders/Contracts

KLM UK Engineering Limited will obtain a detailed and clear work order or contract from the customer which will specify the inspections, repairs, modifications, overhauls, Airworthiness Directives (AD) and parts replacement to be carried out.

The Canadian customer remains responsible for specifying any AD compliance required during maintenance through the work order but the AMO should advise the customer of the need of any AD requirements. The AMO will retain a copy of each work order accompanied by all attached supplementary forms and parts certifications for a period of 3 years.

## 10.0 Work Performed

All work performed will be within the KLMUK Engineering Limited facility and organisations described in their UK CAA approved MOE.

**Note: Release of Aircraft is performed under KLMUK Engineering's UK CAA Part 145 Approval as defined in MOE** *(The certification of maintenance performed on aircraft will be carried out in accordance with the requirements of Part 145 and CAR 573 which are considered to be equivalent).*

## 11.0 Reporting Unairworthy Conditions

KLM UK Engineering will report to TCCA, in accordance with CAR 521 Division IX, any reportable service difficulty related to an aeronautical product being maintained. The report will be submitted within 72 hours after the discovery of any failure, defect or malfunction that affects the safety of the aircraft, occupants or anyone else. The TCCA SDR Form 24-0038 may be used for this purpose. Reporting can be made using the following web-link address: [https://wwwapps.tc.gc.ca/Saf-Sec-Sur/2/cawis-swimn/wsdrs\\_h.aspx](https://wwwapps.tc.gc.ca/Saf-Sec-Sur/2/cawis-swimn/wsdrs_h.aspx)

## 12.0 Component Eligibility for Installation

### NEW COMPONENTS

New components are expected to be traceable to the Original Equipment Manufacturer (OEM) as specified in the Type Certificate (TC) holders Parts Catalogue and be in a satisfactory condition for fitment. The new component is expected to be accompanied by a release document issued by the OEM or Production Certificate (PC) holder. The release document is expected to clearly state that it is issued under the approval of the relevant National Aviation Authority (NAA) under whose regulatory control the OEM or PC holder works. The new components listed below are eligible for installation on Aircraft/Components under the jurisdiction of TCCA.

- (a) New components from Canadian OEMs and PC holders accompanied by a TCCA Form One as a new part.
- (b) New components from a UK or EU Member State 'OEM and PC holder released in accordance with EASA Part-21 (EASA Form 1 or CAA Form 1) as a new part.
- (c) New components obtained from a manufacturer holding a type design recognized in Canada and certified in accordance with the laws of the state of manufacture.
- (d) New components, obtained from a manufacturer under the jurisdiction of an NAA other than Canada or an EU member state, certified pursuant to an agreement with Canada.
- (e) For any new components not covered by the provisions above, refer to TCCA Advisory Circular (AC) 571-024 for acceptability.
- (f) Standard parts are exempt from the forgoing provisions, except that such parts are expected to be accompanied by a conformity statement and be in a satisfactory condition for installation.

### Used Components

Used components are expected to be traceable to a maintenance organisation approved by TCCA who certified the previous maintenance and/or in the case of life limited parts certified the life used. The used components are expected to be in a satisfactory condition for installation and be eligible for installation as stated in the TC holder's Parts Catalogue. The used components listed below are eligible for installation on aircraft under the jurisdiction of TCCA.

- (a) Used components from a Canadian AMO should be accompanied by a TCCA Form One issued as a maintenance release.
- (b) Used components from EASA or (UK) Part-145 or approved maintenance organisations holding a valid TCCA CAR 573 approval, if required, when accompanied by an EASA or CAA Form 1 issued as a maintenance release.
- (c) Used components, accompanied by a valid authorized release certificate issued by a maintenance organisation under the jurisdiction of a NAA other than TCCA

certified pursuant to an agreement with Canada.

- (d) Used components from an EU AMO that does not have a TCCA approved supplement will not be used even if accompanied by an EASA Form 1.
- (e) Used components that have been issued a multiple release (i.e. certifying compliance with UK, FAA, EASA, TCCA requirements) on a Form 1 as a maintenance release are acceptable.

For any used components not covered by the provisions above, refer to TCCA Advisory Circular (AC) 571-024 for acceptability.

Authorized personnel who certify a return to service for an aircraft will include the following information in the Aircraft Flight Logbook in accordance with CAR 571:

- (i) The statement: "The described maintenance has been performed in accordance with the applicable airworthiness requirements.";
- (ii) A brief description of the work performed;
- (iii) Identification of the approved organisation;
- (iv) The name of the signatory or a means to identify the signatory;
- (v) Product identification and date.



**Appendix 1: TCCA Canadian Aviation Regulations (SOR/96-433) Safety Management System Analysis**

| COMPLIANCE + PERFORMANCE MARKERS                           |  | How it is achieved   |
|--|--|--|
| <b>CAR 107.03</b> A safety management system shall include |  |  |
| 107.03 (a)   | A safety policy on which the system is based;  | Maintenance Organisation Exposition (MOE) 1.2 - KLMUKE Safety Policy and Objectives.<br><br>Company Wide Procedures (CWP) 2.25 - Safety Management System.   |
| 107.03 (b)   | A process for setting goals for the improvement of aviation safety and for measuring the attainment of those goals | CWP 3.19 - Safety Performance Monitoring and Measurement.  |
| 107.03 (c)   | A process for identifying hazards to aviation safety and for evaluating and managing the associated risks;         | MOE 3.17 - Hazard Identification and Safety Risk Management Schemes.<br>CWP 3.17 - Hazard Identification and Safety Risk Management.<br><br>CWP 3.17/1 - Event Based Risk Assessment.<br><br>CWP Part 3.17/2 - Safety Issue Risk Assessment.   |
| 107.03 (d)   | A process for ensuring that personnel are trained and competent to perform their duties                            | MOE Part 3.4<br><br>MOE Part 3.4.1 – Aircraft Certifying and Support Staff.<br><br>MOE Part 3.4.2 – Components Certifying Staff.<br><br>MOE Part 3.4.2 – Specialised Services (NDT) Certifying Staff.<br>Maintenance Authorisation Manual (MAM) Part 2 - Training, Experience and Examination Requirements.<br><br>CWP 3.4/2 - KLM UKE Training Programme Planning.<br><br>CWP 3.4/4 - Compliance training.<br><br>CWP 3.4/6 - Certifying Staff Qualification Procedure. |

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| 107.03 (e)   | A process for the internal reporting and analysing of hazards, incidents and accidents and for taking corrective actions to prevent their recurrence   | CWP 3.20 - Internal Safety Reporting Scheme.<br><br>CWP 3.20/1 - Raising an Event Report.<br><br>CWP 3.20/2 - Investigation of Events/Incidents.   |
| 107.03 (f)   | A document containing all safety management system processes and a process for making personnel aware of their responsibilities with respect to them   | CWP 2.25 - Safety Management System.   |
| 107.03 (g)   | A quality assurance program  | CWP 3.1/1 - Compliance Monitoring System.<br><br>Audit Schedule held on QPulse – Audit Module.   |
| 107.03 (h)   | A process for conducting periodic reviews or audits of the safety management system and reviews or audits, for cause, of the safety management system  | The functioning of the Safety Management System will be evaluated via a series of meetings as follows:<br><br>CWP 3.18 - Safety Action Planning - Safety Review Board (SRB), Safety Action Group (SAG).<br><br>CWP 3.20/4 - Event Review Committee (ERCom).<br><br>Annual Safety and Compliance Audit carried out by an independent auditor. |
| 107.03 (i)   | Any additional requirements for the safety management system that are prescribed under these Regulations   | See below  |
| <b>COMPLIANCE + PERFORMANCE MARKERS</b>  |  | <b>How it is achieved</b>  |
| <b>573.31 (1)</b> The safety management system shall include, among others, the following components |  |  |
| 573.31 (1) (a)   | <p>a safety management plan that includes</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> (i) a safety policy that the accountable executive has approved and communicated to all employees</li> <li><input type="checkbox"/> (ii) the roles and responsibilities of personnel assigned duties under the quality assurance program established under subsection 573.09(1) or the safety management system</li> <li><input type="checkbox"/> (iii) performance goals and a means of measuring attainment of those goals</li> <li><input type="checkbox"/> (iv) a policy for the internal reporting of a hazard, an incident or an accident, including the conditions under which immunity from disciplinary action will be granted</li> </ul> | <p>MOE 1.2 - KLMUKE Safety Policy and Objectives.</p> <p>MOE 1.4.2 - Quality Manager.<br/>CWP 3.1/4 - Audit Procedure.<br/>CWP 2.25 - Safety Management System.</p> <p>CWP 3.19 - Safety Performance Monitoring and Measurement.</p> <p>CWP 3.20 - Internal Safety Reporting Scheme.<br/>CWP 3.20/5 - Event Review Group/Just</p>            |

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|   | <input type="checkbox"/> (v) a review of the safety management system to determine its effectiveness  | Culture.<br><br>CWP 3.18 - Safety Review Board (SRB), Safety Action Group (SAG)  |
| 573.31 (1) (b)  | procedures for reporting a hazard, an incident or an accident to the appropriate manager  | CWP 3.20 - Internal Safety Reporting Scheme.   |
| 573.31 (1) (c)  | procedures for the collection of data relating to hazards, incidents and accidents  | CWP 3.20 - Internal Safety Reporting Scheme.   |
| 573.31 (1) (d)  | procedures for analysing data obtained under paragraph (c) and during an audit conducted under subsection 573.09(3) and for taking corrective actions                 | CWP 3.1/7 - Root Cause Analysis.   |
| 573.31 (1) (e)  | an audit system referred to in subsection 573.09(3)   | CWP 3.1/1 - Compliance Monitoring System.<br><br>Audit Schedule held on QPulse – Audit Module  |
| 573.31 (1) (f)  | training requirements for the person responsible for maintenance and for personnel assigned duties under the safety management system                                 | Maintenance Authorisation Manual (MAM) - Part 2 Training, Experience and Examination Requirements.   |
| 573.31 (1) (g)  | procedures for making progress reports to the accountable executive at intervals determined by the accountable executive and other reports as needed in urgent cases. | CWP 3.18 - Safety Action Planning - Safety Review Board (SRB).   |
| 573.31 (2)  | The components specified in subsection (1) shall be set out in the approved maintenance organization (AMO) certificate holder's maintenance policy manual (MPM).      | Yes, as referenced in the multiple documents above.  |
| <b>573.32</b> The person managing the safety management system in respect of an approved maintenance organization (AMO) shall |   |  |
| 573.32 (a)  | establish and maintain a reporting system to ensure the timely collection of information related to hazards, incidents and accidents that may adversely affect safety | MOE 3.20 - Incident investigation and safety reporting.<br><br>CWP 3.20 - Internal Safety Reporting Scheme.<br><br>CWP 3.20/1 - Raising an Event Report.<br>CWP 3.20/2 - Investigation of Events.<br>CWP 3.20/3 - External Event Report. |
| 573.32 (b)  | identify hazards and carry out risk management analyses of those hazards  | MOE 3.17 - Hazard Identification and Safety Risk Management Schemes.<br><br>CWP 3.17 - Hazard Identification and Safety Risk Management.   |

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|            |  | <p>CWP 3.17/1 - Event Based Risk Assessment.</p> <p>CWP 3.17/2 Safety Issue Risk Assessment.</p>                        |
| 573.32 (c) | investigate, analyse and identify the cause or probable cause of all hazards, incidents and accidents identified under the safety management system  | <p>CWP 3.20/2 - Investigation of Events.</p> <p>CWP 3.1/7 - Root Cause Analysis.</p>                                    |
| 573.32 (d) | establish and maintain a safety data system, by either electronic or other means, to monitor and analyse trends in hazards, incidents and accidents  | QPulse and ERCom spreadsheet, discussed at SAG and SRB.   |
| 573.32 (e) | monitor and evaluate the results of corrective actions with respect to hazards, incidents and accidents  | Verification phase in NCs and closure phase in ORs.,  |
| 573.32 (f) | monitor the concerns of the civil aviation industry in respect of safety and their perceived effect on the AMO   | CAA Skywise , CHIRP, AAIB Reports Subscription along with engagement with CAA Surveyor and TCCA Website Regular Review. |
| 573.32 (g) | determine the adequacy of the training required by paragraph 573.31(1)(f)  | Annual review of the Maintenance Authorisation Manual (MAM) Part 2 Training, Experience and Examination Requirements.   |
| 573.32 (h) | where the person responsible for maintenance has assigned the management functions for the safety management system under subsection 573.04(4) to another person, report to the person responsible for maintenance the hazards, incidents and accidents identified under the safety management system required under section 573.30 or as a result of an audit required under paragraph 573.31(1)(e) | CWP 3.18 - Safety Action Planning - Safety Review Board (SRB).  |