



OVERSEAS TERRITORY AVIATION REQUIREMENTS

APPROVED MAINTENANCE ORGANIZATION

Approval Reference | **316-CAY-AMO-2021 (Renewal)**

ComAv Technical Services, LLC

18438 Readiness Street, Bldg. 691, Victorville, CA 92394, USA

In accordance with OTAR 145.7(a), pursuant to the Article 34 of the Air Navigation (Overseas Territories) Order 2013 (as amended)

Conditions of Approval

Is approved to carry out maintenance and issue Certificate of Release to Service for Cayman Islands registered aircraft per the Schedule of Approval. This Approval and all privileges are contingent upon the continued validity of the Approval issued by the Company's National Authority. This approval is limited to the Scope of Privileges issued by the Approved Maintenance Organization's National Authority and as varied by OTAR Part 145 Supplement as Approved. **National Authority Approval FAA – O2RR414Y**

Schedule of Approval

Rating	Scope of Work
As detailed on the FAA Part 145 Approval Certificate No. FAA – O2RR414Y .	As detailed on the FAA Part 145 Approval Certificate No. FAA – O2RR414Y .
Date of Expiry:	15 February 2023
Date of Issue: 7 February 2022 <u>Note:</u> Renewal document. Valid from 16 February 2022. (Approval Reference remains the same as previous issue).	



Guy Healey
Manager, Technical Programs & Regulatory Initiatives

Civil Aviation Authority of the Cayman Islands
OTAR PART 145 -- Supplement
for
ComAv Technical Services

**ComAv Technical Services
18438 Readiness St.
Victorville CA, 92394**

**FAA PART 145 Maintenance Organisation
Approval No.: O2RR414Y**

Date of Original Issue: xxxxxx

CAA Cayman Islands Approval No.: xxxxxx

Supplement Document Reference: xxxxxx

Issue: original	Revision: original	Date: 02/04/2021	Page: 1 of 11
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OTAR Part 145 Maintenance Organisation Approval



CIVIL AVIATION AUTHORITY
OF THE CAYMAN ISLANDS

Application Initial		Option 1: FAA part 145 repair station	
Application Renewal		Option 2:	
		Please enter Approval Reference:	
		Expiry Date:	
Name of Maintenance Organisation and Mailing Address		ComAv Technical Services 18438 Readiness St. Victorville Ca, 92394	
Address of Approved Facility		18438 Readiness St. Victorville Ca, 92394	
Contact Details for Finance		Name: Ruben Sainos Telephone: 760 523 5153 email: ruben.sainos@comav.com	
Quality Assurance Manager		Name: Barry Barnes Telephone: 760 530 2415 email: barry.barnes@comav.com	
Current NAA Approval Reference		US FAA: FAA CRS O2RR414Y TCCA: EASA 145.5678 EASA: Other:	
Rating Applied For <i>For Option 1 please use this Section for any additional to that granted by your NAA. For Option 2, please record complete listing.</i>	Capability		Scope
	No additional capabilities requested		No additional scope requested
Documents to be submitted: <i>Please utilise electronic format wherever possible</i>	MOE/ Repair Station Manual	<input checked="" type="checkbox"/>	NAA Approval <input checked="" type="checkbox"/>
	Quality Assurance Manual	<input checked="" type="checkbox"/>	OTAR Part 145 Supplement <input checked="" type="checkbox"/>
	Operation Specifications	<input checked="" type="checkbox"/>	
Applicants Name:	Craig Garrick		
Signature: Date: 2/3/2021			

Civil Aviation Authority of the Cayman Islands
 OTAR PART 145 -- Supplement
 for
ComAv Technical Services

1. Table of Contents

1. Table of Contents	2
2. List of Effective Pages	3
3. General.....	4
4. Applicability.....	4
5. Standards	4
6. Company Exposition (MOE/RSM)	4
7. Changes to the Approved Maintenance Organisation	4
8. Duration of Approval	5
9. Notification of Ceasing Maintenance	5
10. Renewal of Approval	5
11. Safety Management Systems.....	5
12. Continued Compliance and Validity.....	5
13. Major and Minor Repairs	6
14. Major and Minor Modifications.....	6
15. Certificate of Release to Service Procedure	6
16. Maintenance Records.....	6
17. Operators Specific Maintenance Requirements	7
18. Mandatory Occurrence Reporting.....	7
19. Independent Inspection	7
20. Initial and Continuation Training	7
21. Parts removed from Serviceable Aircraft	7
22. Communications with CAA Cayman Islands	7
23. Down Route Aircraft Recovery	8
24. CAACI Requirements and Aircraft Product audits	8
25. Additional Capability and Scope.....	8
26. Certificate of Release to Service Document	9
27. CAACI Appendix 5.....	10
28. CAACI Certificate of Approval	11

Issue: original	Revision: original	Date: 02/04/2021	Page: 2 of 11
------------------------	---------------------------	-------------------------	----------------------

Civil Aviation Authority of the Cayman Islands
OTAR PART 145 -- Supplement
for
ComAv Technical Services

2. List of Effective Pages

Supplement Page	Supplement Issue	Supplement Revision	Supplement Issue / Revision Date
1	original	original	02/03/2021
2	original	original	02/03/2021
3	original	original	02/03/2021
4	original	original	02/03/2021
5	original	original	02/03/2021
6	original	original	02/03/2021
7	original	original	02/03/2021
8	original	original	02/03/2021
9	original	original	02/03/2021
10	original	original	02/03/2021
11	original	original	02/03/2021

Name of Accountable Manager: Craig Garrick

Signature of Accountable Manager: _____

Date: 02/03/2021

CAACI Approval:

Issue: original	Revision: original	Date: 02/04/2021	Page: 3 of 11
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Civil Aviation Authority of the Cayman Islands
OTAR PART 145 -- Supplement
for
ComAv Technical Services

3. General

This Supplement is provided to meet the requirements of the Overseas Territories Aviation Requirements (OTAR) Part 145 Approval issued by the Civil Aviation Authority of the Cayman Islands (CAACI).

The OTAR Part 145 approval is based on a valid *FAA* approval reference, O2RR414Y, associated OTAR Supplement, and the approved *Repair Station Manual (RSM) Reference No. O2RR414Y*. This maintenance organization will perform and certify maintenance on Cayman Islands registered aircraft in accordance with the procedures defined in the approved *RSM* together with this Supplement.

When maintenance is performed and certified in accordance with the referenced *RSM* and this Supplement, it is accepted this meets the requirements of CAACI OTAR Part 145, relevant requirements of OTAR Part 43 and associated OTARs.

4. Applicability

This Supplement stipulates the conditions under which *ComAv Technical Services* undertakes maintenance of aircraft registered in the Cayman Islands.

5. Standards

The standards and procedures used are based on *FAA* approval together with this Supplement.

6. Company Exposition (MOE/RSM/MPM)

A copy of *ComAv Technical Services* approved *RSM* together with this Supplement are supplied to the CAACI in the English language to demonstrate compliance with OTAR Part 145.9.

7. Changes to the Approved Maintenance Organisation

ComAv Technical Services shall notify the CAACI of any proposal to carry out any of the following changes before such change takes place to enable the CAACI to determine continued compliance with OTAR Part 145.

1. The name of the organisation
2. The location of the organisation
3. Additional sites of the organisation
4. Any of the nominated senior persons specified in the Exposition/Manual

Any amendments made to the Organisation's primary approval Certificates, *FAA* as applicable, copies of which shall be furnished to the CAACI. The procedures for amendments are specified in the *RSM*, reference Doc. No. 1001.

Issue: original	Revision: original	Date: 02/04/2021	Page: 4 of 11
-----------------	--------------------	------------------	---------------

Civil Aviation Authority of the Cayman Islands
OTAR PART 145 -- Supplement
for
ComAv Technical Services

8. Duration of Approval

CAACI approval is valid for a period up to 12 months from date of issuance providing the FAA approval reference, O2RR414Y, remains in force in respect to the specific approved capability. This approval will be reviewed on an annual basis with a certificate renewal. A CAACI survey may be carried out to ensure compliance. Should the CAACI have cause to revoke this approval, the Approval Certificate will be returned to the CAACI.

9. Notification of Ceasing Maintenance

Should *ComAv Technical Services* cease to offer maintenance services, notification of cessation shall be made in writing to the CAACI within 30 days of the date in which services ceased. This notification shall include a request for revocation of the maintenance approval.

10. Renewal of Approval

ComAv Technical Services shall make an application to CAACI for the renewal of the maintenance organisation approval not less than 30 days before the approval expires.

11. Safety Management Systems

The FAA regulations do not currently require COMAV to have an Safety Management System.

12. Continued Compliance and Validity

Continued validity of the approval is dependent upon;

- Remaining in compliance with FAA requirements as applicable, Part 145 and this Supplement;
- CAACI being granted access to the organisation at a mutually agreed time;
- The Approval Certificate not being surrendered or revoked;
- Appropriate training on the applicable requirements of OTARs is provided to Certifying Staff, reference Section 20; and
- The Quality System has reportable provisions for maintaining compliance to the applicable requirements of OTARs.

13. Major and Minor Repairs

ComAv Technical Services will carry out all repairs in accordance with the requirements of OTAR Part 21 Subpart M. Liaison shall be accomplished with the assigned OTAR Part 39 organisation for any required airworthiness data, and for receipt of an acceptable Work Order.

Issue: original	Revision: original	Date: 02/04/2021	Page: 5 of 11
------------------------	---------------------------	-------------------------	----------------------

Civil Aviation Authority of the Cayman Islands
OTAR PART 145 -- Supplement
for
ComAv Technical Services

14. Major and Minor Modifications

ComAv Technical Services will install all modifications in accordance with OTAR Part 21 Subpart C. Liaison shall be accomplished with the assigned OTAR Part 39 organisation for any required airworthiness data, and for receipt of an acceptable Work Order.

15. Certificate of Release to Service - Procedure

ComAv Technical Services will only issue a Certificate of Release to Service (CRS) following the performance of maintenance on Cayman Islands registered aircraft within the CAACI Approved Capability and associated Scope.

All Components fitted or installed to Cayman registered aircraft by *ComAv Technical Services* will be supported by a suitable serviceable release certificate in accordance with OTAR 21 Subpart K, following an assessment for eligibility for fitment.

The requirements for issuing a Certificate of Release to Service are contained in Procedure and Quality Control Manual Doc. No. 1009-013 and as varied by OTAR Part 43.105.

ComAv Technical Services recognizes that the regulation for this OTAR Approval is the Air Navigation (Overseas Territories) Order as amended (AN(OT)O), Articles 32 and 34.

The following must be included with the maintenance release:

Certificate of Release to Service

Each person authorised to certify an aircraft or component for release to service after maintenance shall:

- (a) Enter in the log book a statement of release to service that states that: "The work recorded under the following root work order numbers _____ (*list root work order numbers here*) _____ has been carried out in accordance with the Air Navigation (Overseas Territories) Order as amended and in respect of that work the aircraft or component is fit for release to service".
- (b) In all cases enter beside the statement of release to service:
 - (1) their signature; and
 - (2) their inspection stamp
 - (3) AMO approval and authorization number; and
 - (4) the date of entry

16. Maintenance Records

Maintenance records shall be recorded and maintained in compliance with OTAR Part 39 Subpart D, and OTAR Part 43.57. Liaison shall be accomplished with the assigned OTAR Part 39 Organisation for the specific aircraft to ensure receipt of clear Work Orders and subsequent transmittal of maintenance records including any specific findings.

Issue: original	Revision: original	Date: 02/04/2021	Page: 6 of 11
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Civil Aviation Authority of the Cayman Islands
OTAR PART 145 -- Supplement
for
ComAv Technical Services

17. Operators Specific Maintenance Requirements

Operators specific maintenance requirements shall be catered for through liaison with the assigned aircraft Continuing Airworthiness Management Organisation to ensure any specific requirements are adequately catered for. By example these may be specific Maintenance Programme task card instructions, special operation approvals, furnishing inspection findings, liaising with manufactures, etc.

18. Mandatory Occurrence Reporting

ComAv Technical Services has established a Mandatory Occurrence Reporting system in compliance with OTAR Part 13 reference Procedure and Quality Control Manual Doc. No. 1009-029 and will report to the Operator, Type Certificate Holder and CAACI any condition affecting the safety of the operator's aircraft.

19. Independent Inspection

The requirement for Independent Inspection or Required Inspection Items as detailed in OTAR 43 Subpart C shall be complied with see Procedure and Quality Control Manual Doc. No. 1009-008 and Appendix 5 of this Supplement (Section 28) for guidance.

20. Initial and Continuation Training

ComAv Technical Services will ensure certifying staff receive initial and continuation training in each 2 year period to ensure they have up to date knowledge of the relevant technology and organisation procedures including the contents of this Supplement, associated OTARs and the applicable Articles of the Air Navigation (Overseas Territories) Order as amended.

21. Parts Removed from Serviceable Aircraft

Serviceable aircraft parts removed from an aircraft may be issued with an acceptable release certificate by this Organisation subject to compliance with OTAR Part 145.115 and associated OTAR guidance documentation. In all cases the CAACI shall be notified for approval of the activity.

22. Communications with CAA Cayman Islands

The responsible person for communicating with CAACI within the approved maintenance organisation is; Quality Assurance Manager or Director of Q.A./Chief Inspector.

Issue: original	Revision: original	Date: 02/04/2021	Page: 7 of 11
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Civil Aviation Authority of the Cayman Islands
OTAR PART 145 -- Supplement
for
ComAv Technical Services

23. Down Route Aircraft Recovery

For the unforeseen case of an aircraft grounded at a location not having an appropriately approved Part 145 maintenance organization, *ComAv Technical Services* may issue a one-off authorization in accordance with OTAR Part 145.105(k).

24. CAACI Requirements and Aircraft Product Audits

ComAv Technical Services will include the requirements of this Supplement, associated requirements of OTARs, and accomplished Work Orders for Cayman Islands registered aircraft in its quality oversight programmed contained in Procedure and Quality Control Manual Doc. No. 1009-026 Significant adverse findings to be reported to the CAACI.

25. Additional Capability and Scope

No additional capability or scope required.

Issue: original	Revision: original	Date: 02/04/2021	Page: 8 of 11
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Civil Aviation Authority of the Cayman Islands
OTAR PART 145 -- Supplement
for
ComAv Technical Services

26. Certificate of Release to Service -

Reference maintenance release statement to be written in the aircraft maintenance log in section 15 of this document.

Issue: original	Revision: original	Date: 02/04/2021	Page: 9 of 11
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27. CAACI Appendix 5 (Page 1 of 1)

Independent Inspection

(a) A person shall not certify an aircraft or component for release to service after the initial assembly, subsequent disturbance or adjustment of:

- (1) an engine control system; or
- (2) a flight control system; or
- (3) a vital point; or
- (4) any task identified in the aircraft maintenance programme requiring such inspections unless an independent maintenance inspection has been performed.

(b) The independent maintenance inspection required by paragraph 43.111(a) shall include:

- (1) an inspection first made by an authorised person signing the maintenance release who assumes full responsibility for the satisfactory completion of the work; and
- (2) a subsequent inspection by a second, independent, competent person who attests to the satisfactory completion of the work recorded and that no deficiencies have been found.

Note: The second independent competent person is not issuing a maintenance release and therefore is not required to hold certification privileges, but shall be suitably qualified to carry out the inspection.

(c) When work is being done under the control of an approved maintenance organisation, that organisation shall have procedures to demonstrate that the signatories have been trained and have gained experience on the specific control systems being inspected. It is not acceptable for the certifying staff signing the release to show the person performing the independent inspection how to perform the inspection at the time the work is completed.

(d) The authorised person who certifies an independent maintenance inspection required by paragraph 43.111(a) shall enter in the aircraft logbook or other maintenance record required by paragraph 43.57(b)(1):

(1) a statement that indicates that the disturbed aircraft control system or critical task performed is in compliance with the approved maintenance data including, where appropriate, safety locking and the system has full and free movement and operates in the correct sense; and

(2) beside that statement:

- (i) their signature; and
- (ii) their OTAR Part 66 licence and/or authorisation number; and
- (iii) the date and time of entry.

Civil Aviation Authority of the Cayman Islands
OTAR PART 145 -- Supplement
for
ComAv Technical Services

28. CAACI Certificate of Approval

Issue: original	Revision: original	Date: 02/04/2021	Page: 11 of 11
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