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KSP/LPE/ABR/Flight Standards
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**To all
Foreign EASA Part-145 Organisations**

Subject: Revised work instructions and guidance material for the management of Foreign Part-145 approvals

Attachment: Foreign Part-145 approvals- Documentation Index, FO.CAO.00136-003

Dear Sir or Madam,

The purpose of this letter is to inform all approved EASA Part-145 Organisations located outside the EU Member States that the work instructions and guidance material for the management of Foreign Part-145 approvals have been revised and some new documents have been added. The following document provides the complete list of updated documentation:

Foreign Part-145 approvals- Documentation Index, FO.CAO.00136-003 dated 14/12/2015.

All documents identified in the above mentioned documentation index, as applicable to the "applicant/approval holder", have to be considered by all Foreign Part-145 Organisations and can be found on the EASA website at the following address:

<https://easa.europa.eu/easa-and-you/aircraft-products/continuing-airworthiness-organisations/foreign-part-145-organisations>

Entry into force

The revised work instructions and guidance material enter into force 90 days after the date of publication on the EASA website, which corresponds to the date of this letter, with the exception of the following documents:

- **UG.CAO.00132-001 (Tools & Equipment):** Enter into force 90 days after publication on the EASA website. However, with regards to chapter 10.2 Tooling calibration, a transition period of 24 months is given with regards to the need to perform tooling calibration in an ILAC Accredited Laboratory. During the transition period the maintenance organisation Quality System shall comply with chapter 10.2.4 "calibration in non-accredited laboratories" and should demonstrate having initiated the process to ensure that all calibrated tools in use by

the maintenance organisation will be calibrated in an ILAC accredited laboratory within 24 months;

- **UG.CAO.00122-003 Aircraft Type Training (Theoretical and Practical):** This user guide is revised for clarification purposes only and does not introduce new requirements. Therefore it comes into force on the day of publication in the EASA website.

All EASA approved Foreign Part-145 Organisations are hereby requested to:

- review their EASA Maintenance Organisation Exposition according to the new work instructions and guidance material, as applicable to their scope of approval;
- provide the responsible Surveyor with the draft of the revised MOE by **18 March 2016**. This will enable the Surveyor to review the proposed draft and approve it before the entry into force date.

Applicants that are still in the initial approval process are requested to:

- consider the new work instructions and guidance material and to include the relevant elements in their MOE and associated procedures immediately after notification in support of the on-going investigation;
- provide the responsible inspector with the revised MOE draft as soon as possible.

In addition to the above, we would like to draw your attention to the following change introduced in the EASA process of managing the continuation of an approval (ref. User Guide for Applicants & Approval holders, UG.CAO.00006-004 paragraph 3.3).

At the end of each surveillance cycle, the approval needs to be continued according to 145.B.30 provisions. The continuation of an approval is a process not requiring any application from the approval holder and it is entirely managed by the competent authority with the support of the assigned inspector. Therefore, considering that the approval is valid for an unlimited duration under the provision of EASA Part 145.A.90, EASA is not issuing any longer a continuation letter to the approved EASA Part-145 maintenance organisations.

Yours faithfully,


Karl SPECHT