



Defence
Safety
Authority

Manual of Military Airworthiness Recognition (MMAR)

Military Aviation
Authority

Military Aviation Authority
MAA

FOREWORD

1. The purpose of the Manual of Military Airworthiness Recognition (MMAR) is to provide guidance to those organizations aiming to claim credit for Certification activities within the Military Air Systems Certification Process (MACP) or use of organization approvals from other National Military Airworthiness Authorities (or Regulator equivalents), who have been recognized by the MAA, in compliance with the requirements of the MAA Regulatory Publications (MRP). For the purposes of this Manual, the National Military Airworthiness Authorities and Regulator equivalents will be collectively termed NMAA.
2. The Recognition processes described in this Manual have evolved since the MAA began undertaking Recognition in 2013 and have been informed by the collective experiences of those involved in Recognition, whether that be within the MAA, in the Regulated Community (RC), or from other NMAAs. Consequently, this Manual brings together these experiences and the information published previously in MAA Regulatory Notices (RN) - MAA/RN/2015/08 (DTech)¹ and MAA/RN/2020/12². As a result, this Manual now presents the single, comprehensive source to inform the RC of the MAA Recognition process. The Manual of Military Air System Certification (MMAC) contains the content from the previous RN³, regarding the procedure to claim credit from another NMAA's Certification activities.
3. It is acknowledged that not all Recognition activity is the same, the scope of Recognition may differ, and the depth of Recognition assessment required may also vary - yet the principles behind the Recognition process will remain valid irrespective of the scope or depth of Recognition sought. Accordingly, the MAA's International Engagement and Recognition (IE&R) Team remain a key source of assistance and guidance.

¹ MAA/RN/2015/08 (D Tech) - Recognition of other Military Airworthiness Regulators.

² MAA/RN/2020/12 - Use of Existing Organization Approvals as Evidence Towards Demonstrating Compliance for Contracting with Competent Organizations.

³ MAA/RN/2016/11 - Use of existing Certification evidence as credit towards demonstrating compliance with the Military Air Systems Certification Process.

CONTENTS

FOREWORD 2

CONTENTS 3

CROSS-REFERENCES..... 4

DEFINITIONS 4

INTRODUCTION 4

CONTEXT..... 5

SCOPE OF RECOGNITION 7

BUSINESS NEED FOR RECOGNITION 7

RECOGNITION PROCESS 8

USE OF RECOGNITION FOR COMPLIANCE WITHIN THE MRP 11

RESOURCES REQUIRED TO UNDERTAKE A RECOGNITION 13

RECOGNITION VALIDITY..... 13

RENEWING A RECOGNITION..... 14

MAA POINTS OF CONTACT 14

CROSS-REFERENCES

1. This Manual must be read in conjunction with the following MRP regulations, standards and papers:

a. **Regulatory Articles (RA)**

RA 1005 - Contracting with Competent Organizations.

RA 5810 - Military Type Certificate (MRP Part 21 Subpart B).

RA 5820 - Changes in Type Design (MRP Part 21 Subpart D).

b. **Other References**

Manual of Military Air System Certification (MMAC).

European Defence Agency Military Airworthiness Authorities (EDA MAWA):

- European Military Airworthiness Document 1, Definitions and Acronyms Document (EMAD 1).
- European Military Airworthiness Document Recognition (EMAD R).

DEFINITIONS

2. EMAD R contains certain terminology which has hitherto been incorporated into the MAA taxonomy when discussing the use of Recognition outcomes to support the Certification process. Specifically, the use of terminology such as 'artefact' can lead to a misinterpretation of its utility; rather than interpreting an 'artefact' in a singular context purely as core evidence (such as a Report or calculations), it can also be used in the wider context such as the outcome of a decision-making process.

3. Within this Manual, which is specific to the MAA Recognition process, the following term is defined to avoid the potential for misinterpreting how the outcome from Recognition may be used within the MAA Certification process.

Table 1 - Glossary of Terminology

Term	Definition
Certification activities	The manner in which an NMAA's Certification processes are executed and the resultant production of the final outcome, such as agreement of a Type Certification Basis, findings of compliance or non-compliance, issuance of Certification-related documentation.

4. Other definitions within the MAA's Master Glossary (MAA02) and within EMAD 1 or EMAD R, remain valid.

INTRODUCTION

5. The MAA first completed a Recognition activity with a NMAA in 2013 and since then there has been an increasing appetite for Defence Equipment and Support (DE&S) Delivery Teams (DT) to claim credit for Certification activities or use of organization approvals from other NMAAs, within their MRP compliance arguments.

6. Recognition of other NMAAs adds value beyond claiming credit for Certification activities or the use of organization approvals; it builds a relationship of trust and respect leading to closer cooperation between the MAA and other NMAAs on matters not related to Recognition.

7. The number of NMAAs the MAA has recognized⁴ has increased as a result of emerging procurement programmes. However, feedback from DE&S DTs, the 2018 Workshop (hosted by MAA Technical Director) and the MAA's experience of the current scope of MAA Recognition activity suggests that greater clarity and more detail of the Recognition process is required to allow DE&S DTs to fully understand the appropriateness and acceptability of re-using Certification activities or organization approvals to achieve compliance with the MRP.

8. MAA experience to-date suggests that the DTs requesting that Recognition activity take place with an NMAA have misinterpreted how the Recognition process would support them in demonstrating compliance with the relevant MRP requirements. Consequently, this Manual seeks to provide clarity on how the Recognition process is undertaken and how it can support a DT.

9. The MAA's Recognition process, which can take up to one year to complete (from initiation to conclusion), is a comparative and subjective review of another NMAA's governance, organization structure and working practices, rather than an analysis of their outputs related to a specific Air System. It is important to note that Recognition is about accrediting another NMAA's processes and procedures, not a validation of the appropriateness of either the NMAA's outputs or the Certification Specification used.

CONTEXT

10. The MAA is empowered through the Defence Safety Authority (DSA) Charter from the Secretary of State for Defence (SoS) to regulate all Air Systems on the UK Military Aircraft Register (MAR). In setting out the scope of how the MAA intends to achieve this, the MAA identifies its 'Vision' and 'Purpose' in MAA01: MAA Regulatory Principles.

11. The MAA sets out its regulatory requirements in the MRP which applies to all within the Defence Air Environment (DAE), whether military or civilian. The MRP is applied through contract to those commercial organizations designing, producing, maintaining, handling or operating Air Systems active on the UK MAR and associated equipment.

Background

12. The International Civil Aviation Organization (ICAO) is the United Nations Agency charged with the safe growth of international air transport. ICAO is not a global regulator, but it does have a Convention, drawn up through the signatory States to the Chicago Convention (1944), to produce Standards and Recommended Practices (SaRPs) for national Authorities to implement through their regulatory frameworks. The Convention is applicable only to civil Aircraft, it is not applicable to state or military Aircraft.

13. In the UK, the Air Navigation Order (ANO) is a statutory instrument pursuant to the Civil Aviation Act (1982) to regulate air navigation in the UK. Through Article 22 of the ANO 2016 (as amended), the majority of the provisions of the ANO do not apply to military registered Air Systems. However, in support of legal requirements, the SoS has established through Charter that Defence Aviation activities are to produce outputs at least as good as those required by legislation. This is achieved through the establishment and maintenance of an appropriate regulatory framework that is given effect by Certification and Assurance processes extending across the Acquisition, Operating and Continuing Airworthiness domains within the UK DAE.

14. Military Airworthiness and its Regulation is a sovereign responsibility, which is an important consideration when procuring Air Systems which have been certified by another NMAA. Other nation's military technical Airworthiness systems, such as regulatory and Assurance activities, are potentially executed to different standards, using different

⁴ <https://www.gov.uk/government/publications/maa-recognition>.

processes to those in the UK, and with a different Risk appetite. Furthermore, these systems and processes are subject to periodic update and changes, as are those of the MAA.

15. It is very difficult to accept outputs from other Airworthiness processes from other nations as underpinning evidence to support national approvals unless the nations concerned share the same rules and terminology. Civil aerospace, the civil automotive industry and even shipping companies solve similar issues by agreeing to use common standards and a common lexicon or a mutually agreed equivalence of their different standards.

16. Therefore, it would not be appropriate for the MAA to take the work of another NMAA, as an Airworthiness Regulator, at face value without assessing the Risk of accepting a product that either differs from the standards that are required under the MRP or that may not be appropriate for the intended UK military use.

17. The only way for the MAA to make an informed and auditable judgement on the extent to which another NMAA's processes and products would be acceptable within the MRP is for the MAA to 'look and compare'. This comparative process, known as Recognition, ensures that there is a structured evidence base to support this judgement, while identifying areas of difference and residual Risk.

18. The MAA was a major contributor to the EMAD R process developed within the European Defence Agency (EDA) Military Airworthiness Authorities (MAWA) Forum prior to the UK exiting the European Union (EU). Consequently, this is the default process used by the MAA, which can be found on the EDA internet webpage⁵.

19. Whilst this Recognition process can be used for all NMAAs, it does not apply to Civilian Regulators or to Certification bodies who are not Military Airworthiness Regulators. Civilian Regulators such as the Civil Aviation Authority (CAA), European Union Aviation Safety Agency (EASA) or Federal Aviation Administration are considered to be an Accepted Certifying Authority (ACA) by virtue of them being governed by a supra-national body (ICAO) whose SaRPs form the basis of national, legally enforceable, civil aviation requirements, which are harmonized all over the world. They also have a Certification system and organization approval system comparable to that of the MAA. Further detail on the utilization of ACA Certification evidence is detailed in the MMAC.

20. The MAA Recognition process⁶ does not assess the validity or appropriateness of any Certification Specification used in the Certification process for a specific Air System by a NMAA. To carry out this level of detailed assessment would take months rather than the 3-4 day process described within EMAD R. Rather, the MAA Recognition process uses a 'compare and contrast' approach to assess another NMAA's processes and procedures against its own.

Regulation

21. Within this context, RA 1005⁷ details the requirement for Contracting Organizations to provide Air Safety related products and services to the UK MOD. In addition, RA 5810⁸ provides the regulatory requirements for compliance with the MACP for achieving a Military Type Certificate (MTC) and RA 5820⁹ covers changes in Type Design.

⁵ <http://www.eda.europa.eu/experts/airworthiness/mawa-documents>.

⁶ MAA SOP 041 Recognition of National Military Airworthiness Authorities.

⁷ Refer to RA 1005 – Contracting with Competent Organizations (<https://www.gov.uk/government/publications/regulatory-article-ra-1005-competent-organisations-and-responsibilities>).

⁸ Refer to RA 5810 – Military Type Certificate (MRP Part 21 Subpart B)

(<https://www.gov.uk/government/publications/regulatory-article-ra-5810-military-type-certificate-mtc-mrp-21-subpart-b>).

⁹ Refer to RA 5820 – Changes in Type Design (MRP Part 21 Subpart D)

(<https://www.gov.uk/government/publications/regulatory-article-ra-5820-changes-in-type-design-mrp-21-subpart-d>).

SCOPE OF RECOGNITION

22. The process for gaining Recognition using the EMAD R revolves around the NMAA completion of the Military Authorities Recognition Question set (MARQ) from the EMAD R, which is based on the content of the following ICAO Documents (Doc):

- a. ICAO Doc 9734 (Safety Oversight Manual); and,
- b. ICAO Doc 9760 (Airworthiness Manual).

23. The analysis of a nation's MARQ responses will enable the MAA to assess the similarity of the NMAA's Airworthiness rules and to understand the differences in the following Sub-Sections of the MARQ:

- a. Sub-Section A - General functions of an Airworthiness Authority.
- b. Sub-Section B - Airworthiness Inspections.
- c. Sub-Section C - Production Oversight.
- d. Sub-Section D - Aircraft Certification.

24. A Recognition can only be valid if it includes an assessment of the NMAA as an Airworthiness Authority (ie sub-paragraph a. above) but the other sections (sub-paragraphs b. c. and d. above) are optional depending on the Business Need for the Recognition (see below), as determined by the respective NMAAs. The Recognition is only applicable to the NMAA being assessed, not to its parent or wider organization. Consequently, it is important to understand the scope of Recognition detailed in the Recognition Report to ensure there is no misunderstanding of use.

25. Recognition is not directly linked to the implementation of European Military Airworthiness Requirements (EMARs) by the NMAA, as Recognition can be completed with an Airworthiness Authority from a nation that is not a participating Member State (pMS) of the EDA. However, a nation's decision to implement a military Airworthiness regulatory structure that reflects the constructs used by the EMARs (and by the UK CAA and EASA for their civil Airworthiness regulations) ie Parts 21, 66, 145, 147 and M will make the comparison undertaken during Recognition much easier and reduce the possibility of misinterpretation of the NMAA's regulations.

26. Recognition can be undertaken on a one-way or two-way basis depending on the Business Needs of the NMAAs involved. Two-way Recognition is conducted when both NMAAs wish to take advantage of each other's processes and products to satisfy their own regulatory requirements. Recognition to satisfy a shared Business Need, such as for a multi-nation programme, can be undertaken in conjunction with two or more NMAA but would be concluded by the issue of multiple Recognition Certificates (ie one for each NMAA the MAA is recognizing).

27. Regardless of the scope of an existing or proposed Recognition, the MAA may choose to undertake its own additional surveillance activity of a Design or Maintenance Organization.

BUSINESS NEED FOR RECOGNITION

28. The request for Recognition is to be supported by a Business Need, which will be detailed in the DE&S DT's Airworthiness Strategy (or similar formal document) before any Recognition activity can be considered, identifying one or more of the following potential benefits:

- a. To enable the MAA to potentially simplify the process and reduce the associated resources required to grant approval to organizations or products that have been previously approved by a NMAA.

- b. To enable the use of Design or Maintenance Organization approvals in demonstrating compliance with the MRP as Alternative Acceptable Means of Compliance (AAMC) with RA 1005⁷.
 - c. Claiming credit for Certification activities¹⁰ from NMAAs within the UK Military Type Certification process and obtaining Outline and Full Business Case approval.
 - d. To enable UK industry to use MAA Organization Approvals as credit with NMAAs towards achieving their similar organization approvals, for non-UK acquisition or Maintenance contracts.
 - e. To bring significant reputational and interoperability advantages to the UK¹¹, through successful Recognition of the MAA by another NMAA.
 - f. To enable simplification of the process of contracting for shared Maintenance facilities, and to utilize common military spares pools, with Nations whose NMAAs have been recognized.
29. An Applicant¹² who wishes to consider the use of another NMAA's issued organization approval or claim credit for Certification activities can check on the MAA Intranet or Internet page⁴ for which NMAAs are currently recognized and are advised to seek guidance in the first instance from the DE&S Airworthiness Team (DAT).
30. If Recognition is not in place or if the scope of it does not cover the necessary requirement, the Applicant can request the MAA considers undertaking or extending the scope of Recognition to cover the necessary requirement. Such requests will then be prioritised, added to the MAA In-Year Plan / Strategic Plan as appropriate and feedback given to the Applicant.
31. This request, in the form of a Recognition Requirement¹³, will include a clearly articulated Business Need identifying the scope of Recognition required and why it is appropriate to use it in lieu of the Applicant's organization demonstrating compliance with the MRP via an MAA approval or generating the Certification evidence directly. The signed and dated Recognition Requirement is to be submitted to the MAA MRP Enquiries¹⁴ for onward transmission to IE&R DepHd.
32. As mentioned in paragraph 28 above, it is expected that the requirement for Recognition will also be captured in the DE&S DT's Airworthiness Strategy¹⁵, thereby linking the Business Need for Recognition to the through-life sustainment of Type Airworthiness. The Recognition Requirement effectively becomes a 'contract' between the Applicant and MAA to establish the correct scope of Recognition required and commits each party to fulfil certain obligations.

RECOGNITION PROCESS

33. The IE&R Division conduct an annual review of the MAA MARQ Responses, calling upon subject matter experts (SME) across the MAA, ensuring the responses are both accurate and current in line with the extant governance, organization structure, regulation and oversight regime. The review is approved for release by Head of Regulation and Certification.

¹⁰ Refer to the Manual of Military Air System Certification (<https://www.gov.uk/government/publications/manual-of-military-air-system-certification-mmacc>), chapter 5.

¹¹ Which could include the 'Duty of Care' type of Assurance for foreign personnel flying in UK Aircraft and vice versa.

¹² In this context, the Applicant can typically be the Type Airworthiness Authority, Type Airworthiness Manager, or Military Continuing Airworthiness Manager.

¹³ The Recognition Requirement Form can be found on the MAA internet webpage.

¹⁴ DSA-MAA-MRPEquiries@mod.gov.uk.

¹⁵ Refer to RA 5010 – Type Airworthiness Strategy (<https://www.gov.uk/government/publications/regulatory-article-ra-5010-type-airworthiness-taw-strategy>).

34. Maintaining an up-to-date version of the MAA MARQ Responses ensures that whenever a Recognition activity is scheduled, an 'approved for release' version of the MAA MARQ Responses is available. Previous versions of the MAA MARQ Responses along with supporting documents issued to the NMAA are retained for learning from experience reflection and Audit purposes.

35. Once a Recognition Requirement has been received and actioned by the MAA, and it is agreed that a new Recognition or an extension to the current scope of extant Recognition is required, the process for undertaking Recognition begins with the drafting of the Recognition Agreement between both NMAAs. The Recognition Agreement is a commitment from both NMAAs to undertake the Recognition activity in line with the stepped process detailed within EMAD R, including the exchange of the NMAA MARQ Responses and supporting documentation, covering an agreed scope and against a specified timeline. The Recognition Agreement is normally signed at 1* level (ie by the Head of Regulation and Certification within the MAA).

36. When received, the MARQ Responses and supporting documentation provided by the NMAA will be reviewed by appropriate SMEs within the MAA, ensuring that at least one SME is responsible for reviewing each of the MARQ Sub-Sections:

- a. The individual SMEs will be responsible for ensuring that each MARQ Goal relevant to their area of expertise has been considered and found acceptable.
- b. If there are any concerns against the responses provided to a particular Goal, the individual SMEs will detail the nature of the concern highlighting the missing information and the MARQ Responses will be returned to the NMAA requesting clarification.

37. When the desktop assessment of MARQ Responses and other documentation received from the NMAA has been conducted, a MARQ Validation visit at the NMAA will be planned. The attendance at this visit usually consists of MAA staff from within the IE&R, Certification and / or Operating Assurance Division(s), depending on the scope of Recognition, with the option to include a representative as an Observer from the Applicant's organization. The MARQ Validation visit is the opportunity to discuss any outstanding concerns raised during the review of the MARQ Responses and supporting documentation.

38. The inclusion of the Applicant organization's representative is of particular value as it allows for a greater understanding of how the organization approval they are looking to utilize is awarded and the scope of subsequent surveillance, or how the Certification evidence is generated and against which Airworthiness requirements.

39. Following the MARQ Validation visit and the corresponding assessment, the MAA will compile a Recognition Report describing the NMAA's organization structure and governance, and the acceptability of their processes and procedures governing Certification activities and the issuance of organization approvals, and for conducting oversight. The Report will aim to identify the NMAA Risk acceptance process and highlight any procedural differences between the NMAA and the MAA. In essence, the Recognition Report and the corresponding Recognition Certificate signed at 2* level by the MAA Director Technical, confirms the MAA's acceptance of the NMAA as a Competent Authority. The Recognition Report and Recognition Certificate are issued to the NMAA for completeness.

40. Whilst the Recognition Report will identify the NMAA processes and products which are commensurate with MAA processes, it does not detail how they can be used. This information is captured in the Implementing ►Arrangement◄ (IA)¹⁶, jointly produced and signed by the MAA and the other NMAA. The IA has been introduced in EMAD R Edition 3.0 and was previously captured in MAA/RN/2020/12²; whilst not included in existing Recognitions, the intent is that for new or renewal of existing Recognitions the IA will be

¹⁶ The Implementing ►Arrangement◄ will be a bespoke document co-owned by the MAA and the other NMAA.

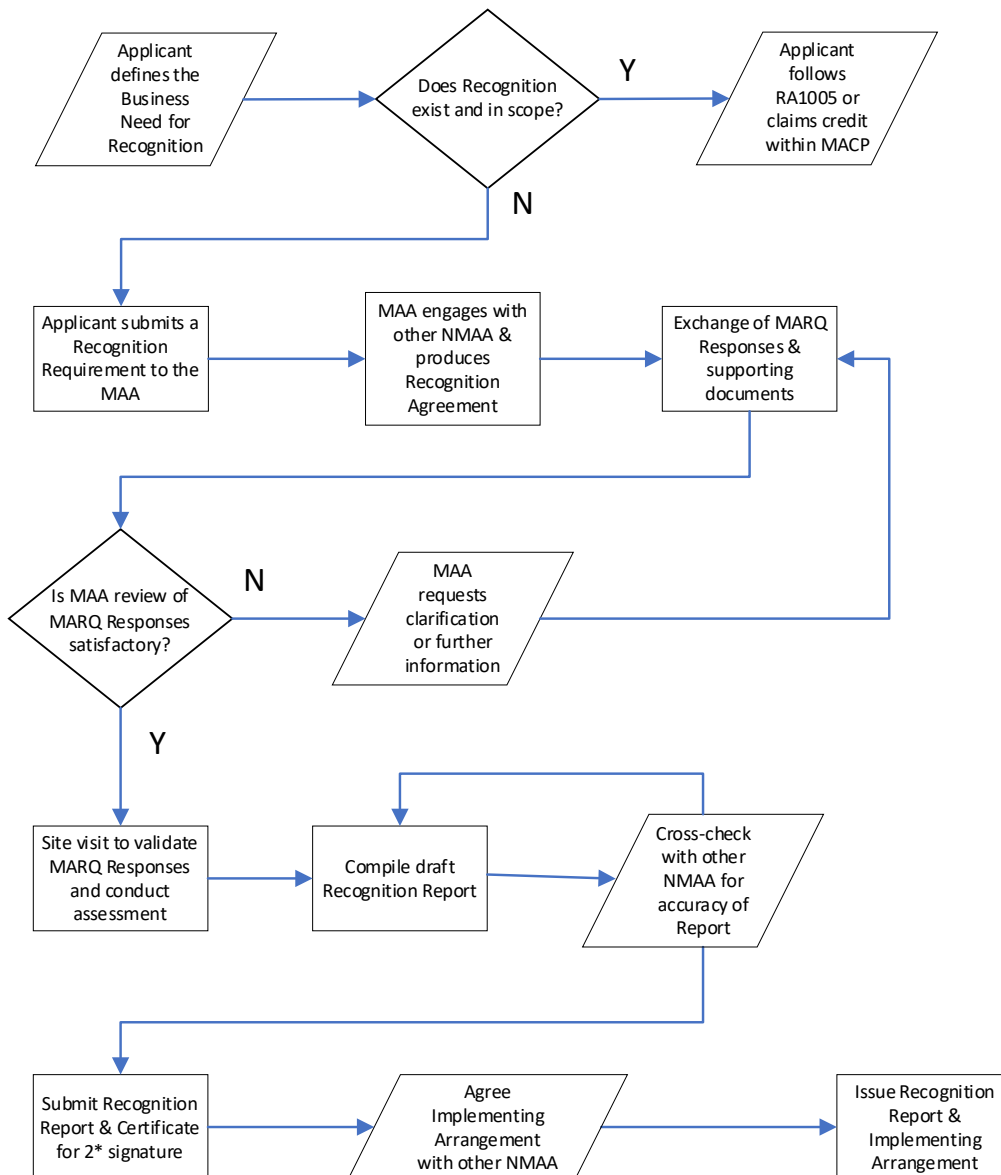
included. The IA describes the caveats and conditions under which credit could be claimed for Certification activities or organization approvals, undertaken by one NMAA can be accepted for use by the other NMAA.

41. The use of the IA as a consequence of the Recognition conducted will manage the expectations of the Applicant to understand the limitations of what can and cannot be used in terms of claiming credit for Certification activities or organization approval. This will avoid any unnecessary action by the Applicant and counteraction by the MAA, leading to a more effective and efficient exploitation of Recognition by all parties.

42. The IA will also include any arrangements for one NMAA to provide regulatory oversight of an approved organization on behalf of the other NMAA, and how any changes to the scope of approval or any findings from oversight visits will be promulgated to the Applicant. These aspects of the IA will have to satisfy any liability and sovereign concerns.

43. The MAA will make available a copy of the Recognition Report and IA to the Applicant, which can be accompanied by a briefing to explain what can be used from the IA and how. A copy of the Recognition Report and IA will also be made available to the DAT for onward distribution within DE&S as required.

Figure 1 - Simplified Flowchart of Recognition Process



USE OF RECOGNITION FOR COMPLIANCE WITHIN THE MRP

44. The onus is on the Applicant to make the case for re-using an organization approval issued by another NMAA through the submission of AAMC to RA 1005⁷ ensuring the scope of approval is appropriate for the UK Air System; or for claiming credit for Certification activities previously undertaken by another NMAA within the MACP, ensuring the applicability (scope, configuration, operating environment) is appropriate for the UK Air System.

45. The oversight of an approved organization by another NMAA will be constrained to the host's regulatory framework, which may not satisfy the regulatory requirements of the MRP. Consequently, it is the responsibility of the Applicant to be aware of the differences that exist between the regulatory requirements of the corresponding approvals and mitigate the differences accordingly.

46. Similarly, it will be noted that some NMAA outcomes, such as Flight Clearances, are only valid when their usage is within the boundaries of the national airspace of the issuing NMAA. It is the responsibility of the Applicant intending to use the evidence underpinning such outcomes to ensure the validity and appropriateness for use on the relevant Air System, and hence compliance with the MRP.

47. Conversely, where two or more parties are following the same international Standards (eg such as ISO 3452 for Non-Destructive Testing), or equivalence has been demonstrated between the relevant national Standards, then it can be agreed that Recognition between the relevant NMAA is not required for the specific activity.

Use of Organization Approvals

48. An Applicant proposing to use Recognition to support their request to use a non-MAA Design Organization approval (eg using another nation's version of Design Approved Organization Scheme (DAOS)) or a non-MRP Part 145 Maintenance Organization approval (eg using another nation's derivative of EMAR 145) can submit these approvals as AAMC against RA 1005⁷.

49. In compiling their request, the Applicant will ensure that the following prerequisites have been met:

- a. A successful Recognition of the NMAA has been completed by the MAA (denoted by the Recognition Certificate) and the scope of the Recognition is appropriate and valid (as detailed in the Implementing Agreement) for the Applicant's use.
- b. The contractual arrangements are in place to ensure continuing and unrestricted access to the NMAA's organization approvals and supporting documentation (ie to meet the planned UK Out of Service date for the Air System).

50. Commensurate with the MARQ Validation visit and as part of the AAMC submission, the Applicant is to provide the MAA with a mapping of the NMAA's regulatory framework against the MRP, specifically pertaining to the requirement of the relevant organization approval regulation.

51. The mapping will demonstrate the Applicant's understanding of any differences between the MRP requirements and those of the NMAA's corresponding regulatory framework, and hence how the Applicant can provide Assurance on how those differences are being managed. This will also include any Type-specific information the Applicant (or their staff) has obtained from attending a MARQ Validation visit.

52. In submitting the AAMC, the onus is on the Applicant to extract the relevant information from the Recognition Report and Implementing Agreement in support of providing the necessary justification that the scope of the approval is applicable and appropriate for use. The Applicant will also have to provide Assurance of how that

organization is satisfying the requirements of the corresponding MAA organization approval. Within RA 10057, it is clear that MAA approval of the AAMC is required prior to the award of the related contract to the organization involved.

53. In addition to the Recognition process, it is unlikely that another NMAA's organization approval (DAOS or Maintenance Approved Organization Scheme (MAOS)) will be accepted as AAMC until the appropriate MAA Assurance team has reviewed a relevant Audit Report produced by that NMAA.

54. As well as the Audit Report review, to fully understand the scope and depth of their approval Audits, the MAA will also arrange with the NMAA to participate as Observers in a one-off joint Audit of the relevant organization, ideally within 12 months of the Recognition Certificate being signed, to validate that the scope and use of the organization approval is commensurate with the requirements of the MRP. This joint Audit will be undertaken after Recognition signature to ensure that the Audit appropriately reflects the detail within the Implementing Agreement.

55. It is to be noted that in approving the AAMC to utilize an organization approval from a recognized NMAA, the MAA will not issue a covering or equivalent organization approval.

56. For the continued use of Recognition in support of using an organization approval issued by another NMAA, the Applicant will ensure their Business Need is re-stated to the MAA during the Recognition Review period (6 months prior to a Recognition lapsing) to ensure that the re-validated or renewed Recognition covers the required scope.

Claiming Credit for Certification Activities from Recognition

57. The focus of Recognition for claiming credit for Certification activities from another NMAA has primarily been driven from an initial Certification perspective. However, the MAA's Recognition process also considers the in-service design change Certification process from another NMAA and how it relates to the initial Certification. An Applicant proposing to use an existing Recognition to support their request for credit towards compliance with the MACP will ensure that the following prerequisites have been met:

- a. A successful Recognition of the Military Airworthiness Regulator has been completed by the MAA (denoted by the issuing of a Recognition Certificate) and scope of the Recognition is appropriate, including the acceptance of the original Design Organization approval process, and valid (as detailed in the IA) for the Applicant's use.
- b. The contractual arrangements are in place to ensure continuing and unrestricted access to the NMAA's Certification activities and supporting documentation (ie to meet the planned UK Out-of-Service date for the Air System).

58. The Applicant is also to confirm that any relevant Design Organization approvals and / or Certification activities explained during the Recognition process are the same as, or sufficiently similar to, those applied during the MACP for the relevant Air System.

59. In considering claiming credit for Certification activities towards compliance with the MACP, the onus is on the Applicant to extract the relevant information from the Recognition Report and IA in support of providing the necessary justification to satisfy the MACP requirements and the applicability to UK MOD configuration and intended usage.

60. Further details of the process for claiming credit for Certification activities towards compliance with the MACP is covered within Chapter 5 of the MMAR.

61. For the continued use of Recognition in support of claiming credit for Certification activities issued by another NMAA, the Applicant will ensure their Business Need is re-stated to the MAA during the Recognition Review period (six months prior to a Recognition lapsing) to ensure that the re-validated or renewed Recognition covers the required scope.

Assurance of non-Authority Organizations from Recognition

62. The MAA Recognition process is aimed at other NMAA, it does not cover non-Authority organizations that provide a commodity, or a service utilized by the NMAA or other Defence organizations. Consequently, the MAA has developed an assessment procedure, which is robust and flexible enough to accommodate the breadth and variety of outcomes from a non-Authority organization process.

63. This assessment procedure uses the principles of Recognition in providing an assessment of the activity, by considering the Critical Elements of Sub-Section A of the MARQ, including Governance, Authorisation process, Technical Delegation, and Safety Risk Assessment, of the non-Authority organization. This makes the process more analogous to the 4 pillars of Airworthiness¹⁵ (covering Safety Management System, recognized Standards, Competence, and Independence).

64. An Applicant who requires a non-Authority organization to be assessed by the MAA IE&R Division as credit towards the MACP or in lieu of an organization approval is advised to approach IE&R DepHd through MAA MRP Enquiries¹⁴, with a clearly articulated Business Need supporting the request.

RESOURCES REQUIRED TO UNDERTAKE A RECOGNITION

65. There are specific resources required to undertake a Recognition in regards of personnel:

- a. MAA Personnel: The MAA will allocate one SME to lead the Recognition and one SME per MARQ Sub-Section within the scope of the Recognition (ie a maximum of five people). Note that a Recognition can take up to one year to conclude including several months of resource intensive work and an on-site visit to the NMAA.
- b. DE&S DAT: The DAT will ideally be the first point of contact for a DE&S DT to access Recognition ► **Certification activities or organization approvals** ◀, confirming whether Recognition exists between the MAA and any specific NMAA.
- c. DE&S DT Personnel: The DE&S DTs whose Business Need generated the requirement to undertake Recognition may be invited by IE&R DepHd to provide an SME to take part in any associated Recognition Visit / On-site assessment to another NMAA.

66. It is likely that multiple SMEs would be involved in the Recognition process, covering both the desktop assessment and on-site visits, ideally, these would be the same MAA SMEs supporting the annual MAA MARQ Response review (as identified in paragraph 32 above).

RECOGNITION VALIDITY

67. MAA policy is that a Recognition is valid for four years and will require a re-validation of the Business Need and the Recognition Scope to commence at the 3½ year point. By exception and through mutual agreement, the validity of Recognition could be extended for a nominal period (of less than 12 months). In this case, a Letter of Agreement will be exchanged and signed by both parties, and to preserve the integrity of the Recognition process reserve the right to conduct additional Assurance as deemed necessary in the use of ► **Certification activities or organization approvals** ◀ released by the other NMAA.

68. Similarly, an extension to the scope of Recognition within the period of validity could be granted, through undertaking a desk-top exercise to review the extant MARQ Responses to ensure they cover the extended scope required and any additional supporting documentation. An update to the Recognition Report would reflect the extended scope of Recognition.

69. It is MAA policy that a Recognition can only be considered to be valid if it includes a comparative assessment of the NMAA organization, regulatory scope and processes (ie of their responses to MARQ Sub-Section A as detailed in sub-paragraph 23.a above). The questions in the other MARQ Sub-Sections (sub-paragraphs 23.b to 23.d above) are optional depending on the Business Need behind the Recognition request.

RENEWING A RECOGNITION

70. It is MAA policy that to obtain the appropriate scope and fidelity of supporting evidence, a renewal of a Recognition will involve a repeat of the complete Recognition process. This includes the MAA Recognition on-site visit and assessment of the NMAA. However, our existing relationship with the previously recognized NMAA and our familiarity with their regulatory constructs will shorten the time required to undertake the process (this is reflected in the six-month prior to expiry re-validation timescale).

MAA POINTS OF CONTACT

71. The following are the MAA Points of Contact for Recognition:

- a. Recognition Policy Lead: Hd Reg & Cert.
- b. Recognition Delivery Lead: Hd Reg & Cert.
- c. Recognition Activity Lead SME: IE&R DepHd.
- d. Recognition SME and Process Lead: IE&R1.