

RA 4966 – Military Continuing Airworthiness Management Organization Instructions – MRP Part M Subpart C

Rationale

When a Continuing Airworthiness engineering requirement for Technical Information (TI) arises, local instructions may be developed to meet the immediate need. Where such a need is identified a Military Continuing Airworthiness Manager (Mil CAM) may raise a Military Continuing Airworthiness Management Organization (Mil CAMO) Instruction. If not rigorously controlled, these instructions may cause deviation from the Type Design or mask the demand for revision of TI leading to degradation in the Airworthiness of the Air System. This RA details the minimum requirements for raising a Mil CAMO Instruction to give authority to undertake a work package necessary to maintain the Continuing Airworthiness of the Air System.

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Regulation 4966(1)

Use of Military Continuing Airworthiness Management Organization Instructions

4966(1) Local procedures developed to overcome the absence of appropriate TI **shall** be issued as Mil CAMO Instructions.

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Use of Military Continuing Airworthiness Management Organization Instructions

1. Mil CAMO Instructions **should** be approved by the Mil CAM prior to issue unless that Approval has been delegated under the appropriate authority¹ to an individual meeting the Competency requirement of RA 4945(3)².
2. Mil CAMO Instructions **should not** be used to make or Approve changes to Type Design³, Repairs to an Air System or to make Configuration changes other than with Role Equipment. All Mil CAMO Instructions **should** be considered within the bounds of the Air System Safety Case (ASSC)^{4, 5}.
3. Mil CAMO Instructions are TI⁶ and **should** satisfy a local Airworthiness, availability or capability concern.
4. Mil CAMO Instructions **should** only be issued for Air Systems within the issuing authority's Area of Responsibility.
5. Mil CAMO Instructions **should** be shared with other organizations, operating the same Air System, to inform their decision making.
6. Mil CAMO instructions **should not** be used to promulgate or supersede Type Airworthiness Instructions that **should** be issued by the Type Airworthiness Authority (TAA)^{7, 8}.

¹ Refer to Manual of Airworthiness Maintenance – Processes (MAM-P), Chapter 0.6 – Authority Levels and Tasks, MAMP-K1030 – Authorize personnel to issue Mil CAMO Instructions, or civilian equivalent for those operating under the Contractor Flying Approved Organization Scheme arrangements.

² Refer to RA 4945(3): Personnel Competence and MRP Part M Authorization.

³ Refer to RA 5820 – Changes in Type Design (MRP Part 21 Subpart D).

⁴ Refer to RA 1205 – Air System Safety Cases.

⁵ Refer to RA 1020(1): Roles and Responsibilities of the Aviation Duty Holder.

⁶ Refer to RA 4810(2): Scope of Applicable Technical Information (MRP 145.A.45(b)).

⁷ Refer to RA 5405 – Special Instruction (Technical).

⁸ Where the Air System is not UK MOD-owned, Type Airworthiness (TAw) management regulatory Responsibility by either the TAA or Type Airworthiness Manager (TAM) needs to be agreed within the Sponsor's approved model; refer to RA 1162 – Air Safety Governance Arrangements for Civilian Operated (Development) and (In-Service) Air Systems, or refer to RA 1163 – Air Safety Governance Arrangements for Special Case Flying Air Systems. Dependent on the agreed delegation of TAw Responsibilities TAM may be read in place of TAA as appropriate throughout this RA.

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7. Where an organization operates under Leaflet B40⁹, the Mil CAM **should** instruct the civil CAM to release the CAMO Instruction or civil equivalent^{10, 11}.

Responsibilities

8. Prior to issuing a Mil CAMO Instruction, the Mil CAM **should** assess whether it **▶ generates additional Risk to the Airworthiness of the affected Air System, or affects the Equipment¹² Safety Assessment. The Mil CAM **should** ensure all reasonable efforts are made by the Mil CAMO to engage the TAA or Commodity Delivery Team Chief Engineer for support and procedural Validation. If required due to the assessed potential effect on the ASSC⁴, the Mil CAM **should** consult and seek Risk acceptance from the Delivery Duty Holder (DDH) / Accountable Manager (Military Flying) (AM(MF)). ◀**

9. Where TI affects the ASSC, the mechanism for management **should** be included within the Air Safety Management System^{5, 13}.

10. The Mil CAM **should** ensure that any impact on availability and operational capability is understood.

11. The Mil CAM **should** ensure that:

- a. The TAA or Commodity Delivery Team **▶ Chief Engineer ◀** is notified **▶ on issue, amendment or cancellation of the Mil CAMO Instruction. ◀**
- b. The Mil CAMO Instruction is cancelled once the updated TI is promulgated, drawings amended, or the requirement is satisfied.

Guidance Material 4966(1)

Use of Military Continuing Airworthiness Management Organization Instructions

General

12. Mil CAMO Instructions are intended to provide a controlled means to introduce procedural instructions¹⁴ as a temporary solution when appropriate TI does not exist or where there is a need for TI to be released as a Special Instruction (Technical) (SI(T))⁷ that cannot be provided in the required timescale. The issue of a Mil CAMO Instruction does not replace the requirement to report Air Safety Occurrences¹⁵ or to request amendment to TI¹⁶.

13. The use of a Mil CAMO Instruction to address an engineering requirement instead of waiting for the generation of TI may carry some additional Risk to the Airworthiness of the affected Air System(s). Control measures are therefore required to ensure that Mil CAMO Instructions are used only within strict boundaries and to manage any additional Risk correctly.

14. Mil CAMO Instructions may be used for but not limited to:

- a. A scoping mechanism to determine the extent of a technical issue or to disseminate information of a technical administrative or policy nature¹⁷.
- b. Local processes outside of Aviation Engineering Standing Orders / Aviation Engineering Routine Orders.
- c. Maintenance Organization guidance and instruction.
- d. Clarification of TI pending formal amendment.
- e. Requesting any Continuing Airworthiness activities and actions from a Maintenance Organization.

⁹ Refer to RA 1165 – **▶ UK ◀** Civil Aviation Authority Oversight of **▶ UK ◀** Military Registered **▶ Aircraft. ◀**

¹⁰ Ensuring the instruction stays within the bounds of Leaflet B-40.

¹¹ Unless managed under the requirements of Leaflet B-40, using the Exception process.

¹² Refer to RA 5013 – Air Safety Management of Equipment and Commodity Items

¹³ Refer to RA 1200 – Air Safety Management.

¹⁴ This includes formalising an inspection or check for local management purposes.

¹⁵ Refer to RA 1410 – Occurrence Reporting and Management.

¹⁶ Refer to RA 4810(3): Requirement to Inform Technical Information Author of Errors (MRP 145.A.45(c)) **▶ ◀**.

¹⁷ The SI(T) generic template is available on the MAA websites and is appropriate.

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15. The proposed means of closure will be included in the 'follow-up' paragraph of the Mil CAMO Instruction.
16. A Mil CAMO Instruction remains extant until the Mil CAM withdraws or amends it.

Layout

17. ▶◀ The following ▶sub-headings may be used depending on the context:◀
- a. Title.
 - b. Application.
 - c. Reason.
 - d. Compliance timelines.
 - e. Safety precautions.
 - f. Action required.
 - g. Recording.
 - h. Reporting.
 - i. Follow up – including a route to closure.
 - j. Additional Requirements.
 - k. Authorization.

**Regulation
4966(2)**

**Management of Military Continuing Airworthiness Management
Organization Instructions**

- 4966(2) Mil CAMs **shall** ensure that suitable procedures are in place to control Mil CAMO Instructions.

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**Management of Military Continuing Airworthiness Management
Organization Instructions**

18. The Mil CAM **should** have procedures to:
- a. Set the boundaries within which Mil CAMO Instructions are permitted.
 - b. Specify the requirements for consultation of the following personnel, or their nominated representatives, regarding the content of a Mil CAMO Instruction:
 - (1) The DDH ▶or AM(MF).◀
 - (2) The DDH Senior Operator ▶or AM(MF)'s nominated Flight Operations post holder.◀
 - (3) The DDH Chief Air Engineer.
 - (4) The TAA, ▶TAM◀ or Commodity ▶Delivery Team Chief Engineer.◀
 - (5) Civil CAM (for those operating under Leaflet B-40).
 - c. Control the validity of Mil CAMO Instructions, by:
 - (1) Maintaining a register of all Mil CAMO Instructions including an accurate distribution list to ensure they can actively manage compliance, retaining an Audit trail of all actions relating to the Instruction.
 - (2) Limiting the length of time for which a Mil CAMO Instruction is valid after initial issue, setting a maximum cumulative period of validity and specifying who may extend the validity following the initial issue period.
 - (3) Ensuring appropriate follow up action is initiated as required, to ensure the Mil CAMO Instruction remains extant for the minimum

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required period; issuing clear instructions when they are superseded, time expired, fully completed, or otherwise cancelled.

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Management of Military Continuing Airworthiness Management Organization Instructions

19. The Mil CAM's system to monitor and proactively manage Mil CAMO Instructions directs that these remain extant for the minimum practical period. Extensions to Mil CAMO Instructions undermine this principle and careful consideration is key prior to any extension being approved.