

THE AERONAUTICAL REPAIR STATION ASSOCIATION'S



**MODEL
CANADIAN SUPPLEMENT
TO THE
MODEL REPAIR STATION
AND
QUALITY MANUAL**

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Preface

Purpose

This model Canadian Supplement was written by the Aeronautical Repair Station Association (ARSA) to help domestic repair stations, required to have a Canadian Supplement, develop their own. It addresses the special conditions of Maintenance Implementation Procedures (MIP) signed March 14, 2011 under the Agreement for the Promotion of Aviation Safety dated June 12, 2000 Between the Government of the United States and the Government of Canada. FAA Advisory Circular 43-10C was also consulted in the development of this model Supplement.

Who Needs This Supplement?

U.S.-based, FAA-certificated repair stations who work on complete aircraft operated in commercial air service under Canadian aviation regulations part VII (air carriers).

All persons performing maintenance, preventive maintenance or alterations to Canadian aeronautical products must comply with the special conditions of Chapter III of the MIP. However, only repair stations that perform maintenance, preventive maintenance or alterations on aircraft operating in commercial air service under CAR Part VII must have a Supplement and accepted by the FAA. This Supplement is intended to be used by repair stations that work on such aircraft. If your repair station performs work on other articles, ARSA recommends that you purchase the separate Cross-Reference Table. Repair stations that work on both commercial aircraft and other articles subject to Canadian jurisdiction should review both documents. This will ensure that they fully understand which portions of the MIP apply to the specific product they are maintaining or altering.

General Instructions

The model supplement is in Microsoft Word (Word) 2003 format. It is compatible with Word 2007 and 2010. If the document is updated to a more current version of Word, additional format editing will be required; **all editing should be accomplished by someone knowledgeable with that software**. It is highly recommended that the editor have advanced knowledge in the following Word functions—

- Cross-References
- Format Painter
- Hyperlinks
- Page Numbering
- Styles
- Table of Contents
- Tables

It is delivered in read-only format; immediately re-save the document using a different file name. Always keep the original version for reference.

ARSA encourages users to work with this manual in the “View Paragraph Marks” and “View Table Gridlines” mode. This permits the user to see the special characters that control the formatting of this document.

Management positions and other titles such as “Accountable Manager,” “Chief Inspector” and “Quality Manager” are used throughout the manual. If a repair station uses different titles for those positions,

Cross-Reference Table

Appendix A contains a table that cross-references the [MIP](#) requirements with requirements addressed in this supplement.

Disclaimer

This document is not all-inclusive; each repair station is unique. Modifications to this Supplement will be required to ensure the specific procedures used by your repair station will comply with the regulations. Further, this Supplement does not address all of the requirements or steps that must be taken to apply for acceptance. Therefore, applicants must read the [MIP](#) in its entirety to ensure all requirements for acceptance can or will be met.

This supplement has been created as a stand-alone document. Users may include it as chapter or section of their Repair Station Manual. If the Supplement is included in the Repair Station Manual, it is recommended that an updated MIP Compliance Cross Reference Table be included as an appendix to the Repair Station Manual.

Model Supplement Record of Revisions

REVISION NUMBER	REVISION DATE	PARAGRAPH(S) AFFECTED	REVISION DESCRIPTION
Original	03/30/2007	ALL	Original Issue
01	04/30/2007	Preface	Added wording to clarify the intended use of the supplement
01	04/30/2007	Section 2	Clarified wording regarding use FAA Form 337 and work orders.
02	10/05/2012	Preface	Updated language to reflect requirements of the revised MIP, signed March 14, 2011. Revised general instructions to include specific Microsoft Word recommendations. Added model manual record of revisions.
02	10/05/2012	Cover Page	Note to User revised to reflect correct paragraph references.
02	10/05/2012	Table of Contents	Note to User enhanced to include the use of Microsoft Word "Cross-References" throughout the manual.
02	10/05/2012	Record of Revisions	Note to User enhanced to introduce the Manual Transmittal Letter. Table modified to support portrait orientation and columns revised to support new process methodology.
02	10/05/2012	List of Effective Pages	Note to User enhanced to introduce section level revision control. Table modified to support portrait orientation and columns revised to support new process methodology.
02	10/05/2012	Section 1	Updated references and language to revised MIP. Revised applicability to only CAR part VII. Revised revision process for compatibility with ARSA's Model RSQM.



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REVISION NUMBER	REVISION DATE	PARAGRAPH(S) AFFECTED	REVISION DESCRIPTION
02	10/05/2012	Section 2	Corrected language to be consistent with the revised MIP. Update references to the ARSA Model RSQM Revision 5.
02	10/05/2012	Section 3	Deleted
02	10/05/2012	Appendix A	Added detailed MIP Compliance Cross-Reference Table.

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Note to User: DELETE THE COVER PAGE AND THE ENTIRE PREFACE FROM THE FINAL VERSION OF THIS SUPPLEMENT.

CANADIAN SUPPLEMENT

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Federal Aviation Administration (FAA) Air Agency Certificate Number

[ENTER REPAIR STATION NUMBER OR THE WORD "PENDING"]

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Table of Contents

Note to User: The Table of Contents is automatically generated by Microsoft Word. After all the revisions are complete, click in the margin and press the F9 key. Select "Update entire table" and click "OK." This will update all section/paragraph titles and page numbers.

After the Table of Contents is updated, select Print Preview. This will update all the "Cross-References" to the appropriate paragraph numbers. The manual should then be reviewed for the phrase "**Error! Reference source not found.**" This indicates the cross-referenced paragraph was deleted. The correct cross-reference must be inserted.

DELETE THIS NOTE FROM THE FINAL VERSION OF THE MANUAL.

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Section 2: Special Conditions

Note to User of this Model Supplement: Each special condition is stated and then a reference is made to an existing procedure in the ARSA Domestic Model Repair Station and Quality Manual (RSQM), revision 5, dated October 5, 2012. You are not required to use the ARSA RSQM, only to meet the special conditions. If your RSQM does not contain the special condition, then you must add that condition to your RSQM or address the requirement in this Supplement. The references **must** be updated to reflect the current location in **your** Repair Station and Quality Manual.

DELETE THIS NOTE FROM THE FINAL VERSION OF YOUR SUPPLEMENT.

2.1 Approved or Acceptable Parts

Only FAA or TCCA approved or acceptable parts or components will be used to perform maintenance, preventive maintenance or alteration to Canadian aircraft.

Part approval or acceptability is verified during incoming inspection of material.

Procedures used by the repair station are described in paragraph 8.3 of the RSQM.

2.2 Instructions for Continued Airworthiness

Maintenance, preventive maintenance and alterations will be performed in accordance with current instructions for continued airworthiness, manufacturer's recommendations or other methods, techniques and practices that will return the Canadian aircraft to its original or properly altered condition.

Instructions for continued airworthiness are required to be kept current in accordance with paragraph .

Procedures for the use of instructions for continued airworthiness, including the handling of deviations, are described paragraph 1.1 of this Supplement and paragraph 8.15 of the RSQM.

2.3 Approval for Return to Service

Maintenance and alterations shall be certified by an approval for return to service accomplished under 14 CFR §§ 43.9 or 43.11.

NOTE: For the purposes of compliance with the MIP, the requirements of 14 CFR §§ 43.9 and 43.11 and CAR § 571.10 are considered equivalent.

- Procedures for approval for return to service are described in paragraph 8.14 of the RSQM.

2.4 Repair Station Certificate and Operations Specifications

The repair station maintains a valid repair station certificate in accordance 14 CFR Part 145.

Section 2 of the RSQM describes the privileges and limitations of this certificate.

All work will be performed in accordance with the ratings and limitations contained in the operations specifications and capabilities list.

Appendix A: MIP Compliance Cross Reference Table

Canadian MIP	Canadian Supplement Reference
Chapter 3. Special Conditions	
3.0 Special Conditions Applicable To Any Person Required To Comply With This MIP	
3.0(a) Only FAA or TCCA-approved or acceptable parts or components as applicable are used to perform maintenance, preventive maintenance, or alterations to United States aeronautical products or maintenance, preventive maintenance, or modifications to Canadian aeronautical products.	See paragraph 2.1
3.0(b) Maintenance, preventive maintenance, and alterations or modifications must be performed in accordance with current instructions for continued airworthiness or manufacturers' recommendations that will return the aeronautical product to its original or properly altered condition.	See paragraph 2.2
3.0(c) Maintenance and alterations or modifications must be certified by an approval for return to service or a maintenance release that meets the requirements of 14 CFR part 43, sections 43.9 and 43.11, or CAR 571.10, as applicable, for aircraft and the use of the FAA Form 8130-3 or TCCA Authorized Release Certificate for aircraft components, and any other information required by the owner or operator, as appropriate. For the purposes of compliance with this MIP, the requirements of 14 CFR part 43, sections 43.9, 43.11, and CAR 571.10, are considered equivalent.	See paragraph 2.3
3.0(d) Where maintenance, alterations, or modifications are performed by a maintenance organization, the maintenance organization must hold a valid FAA repair station certificate that is compliant with the most current 14 CFR part 145 issued as a final rule or a valid Canadian AMO certificate issued in accordance with the applicable CAR.	See paragraph 2.4
3.0(e) Major repairs and alterations on U.S. aeronautical products must be recorded on an FAA Form 337 and a copy provided to the owner / operator of the aircraft and a copy sent to the FAA by mail or electronic means within 48 hours of the aircraft's return to service.	This repair station is not a Canadian Approved Maintenance Organization (AMO) located in Canada and therefore this paragraph is not applicable. Major repairs and major alterations for U.S.-based repair stations are addressed by MIP paragraph 3.0(f) immediately below.