

Information and Advisory Notice No. 06

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Aircraft Maintenance Personnel Maintenance Training/Experience Log Book

Introduction

Commission Regulation (EU) 1321/2014, Annex III (Part-66) stipulates requirements for practical experience in aircraft maintenance by the applicants for an issue of aircraft maintenance licence in different categories and sub-categories and the addition of type ratings to the basic categories as well as On-the-Job Training for first type endorsement for Category 1 aircraft. Task training is also necessary for Part-145 Category A authorisations. Recording of practical experience may also be necessary for re-currency of practical experience for Part-M Subpart F/Part-CAO and Part-145 authorisation certification (certifying and supporting staff).

This IAN is a guide to the use of the Aircraft Maintenance Training/Experience Log Book (**AITP-L02 Appendix 4 Issue 3**) which is the Malta Transport Civil Aviation Directorate's acceptable means of compliance for recording of practical maintenance training and experience in compliance with (EU) No 1321/2014, introducing new Part-66 Categories and Sub-Categories and related basic and type theoretical and practical training requirements.

Reference shall be made to new regulations and implementing rules introduced by Regulation (EU) No 2018/1142 and its annexes.

Responsibilities

It is the trainee/applicant's responsibility to record correctly and systematically his/her training or maintenance experience. Entries shall be validated by an assessor or supervisor as appropriate. More detailed instructions with regard to the entries and their validation are presented in the Log Book itself.

The supervisor is responsible for making sure that the entries are correct and true.

The assessor is responsible for making an objective evaluation of the skills, attitude and aptitude of the trainee in different phases of training, eg. Initial basic training, type training and continuation training.

Signing off the work experience basic tasks is an attestation that the trainee has achieved a satisfactory level of understanding, awareness and workmanship in the accomplishment of the tasks and mastering of the skills and knowledge. The assessor signature should attest this.

Part-145 and Part-147 organisations shall have written procedures regarding assessment criteria and methodology of assessment for nominated assessors within their organisations.

Part-145 organisations shall endeavour to, as much as possible, give the trainees exposure to different skills, aircraft systems and zones.

General

The Log Book shall be submitted to the TM CAD as part of the application package for an issue or variation of Part-66 Aircraft Maintenance Licence (EASA Form 19). While the TM CAD may also consider other means of showing training and experience evidence, this Log Book has been designed such that the trainee is guided on acquiring enough experience, exposure and skills to meet the requirements.

It includes an introduction as well as 3 sections,

Section 1 - Personal Details

Section 2 - Basic Skills

Section 3 - Maintenance Experience /OJT

Section 1

Personal details of the trainee as well as details of the supervisor and assessors have to be entered in this section.

Comments and assessments can be entered by the designated assessor/s in this section in the dedicated field.

Section 2

This section shall be used for **basic training** only and confirmation of competency in accomplishment of specific tasks and acquiring basic experience and awareness in various elements of aircraft maintenance and ground handling.

The assessor's signature signifies a positive assessment of competency in the skills and knowledge level in the elements listed.

Section 3

This section contains the practical experience and on-the-job training logging sheets in ATA Chapter sequence. The tasks should be logged systematically under the ATA Chapter heading in the dedicated logging sheets.

The same tasks can be repeated and recorded.
Reference to the jobcards/worksheets should also be included when logging the task.

The supervisor shall confirm that the task has been performed or that the trainee has assisted and contributed in a work party in the accomplishment of the task.

Appendix II to AMC Part-66 list of tasks has been reproduced for reference at the end of the logging sheets.

The Log Book (AITP-L02-Appendix 4) can be downloaded from the Transport Malta website <https://www.transport.gov.mt/Aviation/Aircraft-Flight-Standards/Airworthiness-Aircraft-Maintenance/AW-Forms-Checklists-2647>