



Federal Aviation Administration

Memorandum

Date: FEB 04 2016

To: John S. Duncan, Director, Flight Standards Service, AFS-1
Dorenda D. Baker, Director, Aircraft Certification Service, AIR-1
Mark Bury, Assistant Chief Counsel, AGC-3

From: Leisha Bell, Chair, Regulatory Consistency Communication Board (RCCB)

Subject: RCCB Decision: Revision Dates on Maintenance Manuals

Action Required

Concur or non-concur with comment on the resolutions facilitated by the Regulatory Consistency Communication Board (RCCB).

This memo serves as documentation of the actions taken to address the issues described below. This memo is not a policy document. Refer to current guidance for decision-making support.

Summary

On May 6, 2015, the National Air Transportation Association (NATA) submitted an issue to the RCCB on behalf of an NATA member. The question dealt with whether the revision dates of maintenance manuals are required to be listed in the maintenance record entry required by Title 14 of the Code of Federal Regulations (14 CFR) § 43.9. This memo outlines the actions taken by the Flight Standards Service (AFS) as a result of the issue raised.

Background

The Federal Aviation Administration (FAA) reached out to members of the aviation community for assistance in addressing a recommendation made by the Consistency of Regulatory Interpretation (CRI) Aviation Rulemaking Committee (ARC). In its November 28, 2012, report to the FAA, the CRI ARC recommended that "the FAA establish a Regulatory Consistency Communication Board (RCCB) comprising representatives from AFS, AIR, and the Office of Chief Counsel (AGC) that would provide clarification to FAA personnel and certificate/approval holders and applicants on questions related to the application of regulations."

On March 17, 2015, the FAA asked the aviation associations that had participated in the CRI ARC to provide current examples of regulatory application inconsistencies to the FAA. The intent of this call for issues was to allow the FAA to develop standard operating procedures for the RCCB while addressing current issues of inconsistency.

As a result of the FAA's request, on May 6, 2015, the NATA submitted a question on behalf of one of its members. The NATA member stated that an FAA inspector tried to require the operator to include revision dates for all maintenance manuals used at his repair station. The submitter went on to state that "[they] do not include the rev[ision] date except for certain items such as AD compliance as the revision date and distribution dates of data can be split by many months due to distribution times/methods, FAA acceptance or approval (after the revision date becomes part of the data), etc."

Between May 13 and October 20, 2015, multiple conference calls were held primarily with AFS stakeholders.

Actions Taken

The FAA reviewed the two primary locations within the regulations that outline the minimum information that maintenance record entries must contain. These requirements are contained in 14 CFR §§ 43.9 and 91.417. Section 43.9 requires each person who performs maintenance, preventive maintenance, rebuilds, or alters an aircraft, airframe, aircraft engine, propeller, appliance, or component part to provide a description of the work performed or reference to data acceptable to the Administrator. Section 43.9(a) does not require the revision date of that data. Section 43.9(a) states:

(a) *Maintenance record entries.* Except as provided in paragraphs (b) and (c) of this section, each person who maintains, performs preventive maintenance, rebuilds, or alters an aircraft, airframe, aircraft engine, propeller, appliance, or component part shall make an entry in the maintenance record of that equipment containing the following information:

- (1) A description (or reference to data acceptable to the Administrator) of work performed.
- (2) The date of completion of the work performed.
- (3) The name of the person performing the work if other than the person specified in paragraph (a)(4) of this section.
- (4) If the work performed on the aircraft, airframe, aircraft engine, propeller, appliance, or component part has been performed satisfactorily, the signature, certificate number, and kind of certificate held by the person approving the work. The signature constitutes the approval for return to service only for the work performed.

Section 91.417(a)(2)(v), however, does require each registered owner or operator to keep records of "the current status of applicable airworthiness directives (AD) and safety directives including, for each, the method of compliance, the AD or safety directive number and *revision date*. If the AD or safety directive involves recurring action, the time and date when the next action is required." (Emphasis added.)

The revision date of the maintenance document being used, excluding the requirements of § 91.417(a)(2)(v), is not required in the maintenance record entry. However, as a reminder, the regulations are the minimum performance standard and the maintenance provider should add information that clarifies the actions taken. This could be especially helpful if the operator is utilizing manuals with older revisions.

Concur: John S. Duncan

Concur: Dorenda D. Baker

Non-Concur: _____

Non-Concur: _____

Date: 1/15/16

Date: 1/20/15

John S. Duncan
Director, Flight Standards Service

Dorenda D. Baker
Director, Aircraft Certification Service,

Concur: Mark Bury

Non-Concur: _____

Date: 2/7/2014

for Mark Bury
Assistant Chief Counsel