|  |
| --- |
| **Guide kompetenskrav för ledningspersonal “NPCA/CAM/SM/CMM”** |

*Transportstyrelsen fråntar sig ansvar för att samtliga regler är omhändertagna och att texten helt överensstämmer med gällande regler.*

Uppdaterad enligt:

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Initial | Amd 1 | Amd 2 | Amd 3 | Amd 4 | Amd 5 | Amd 6 | Amd 7 | Amd 8 | Amd 9 |
| 1321/2014 | 2015/1008 | 2015/1536 | 2018/1142 | 2019/1383 | 2019/1384 | 2020/270 | 2020/1159 | 2021/700 | 2021/1963 |
| - | - | - | - | Y | NA | NA | NA | NA | NA |

|  |  |  |  |
| --- | --- | --- | --- |
| 10 | 11 | 12 | 13 |
| 2022/410 | 2022/1360 | 2023/203 | 2023/989 |
| Y | NA | Y | NA |

AMC/GM, **Part-CAMO** Uppdaterad enligt:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Issue 1 | Amd 2 | Amd 2 | Amd 3 | Amd 4 |
| 2020/002/R | 2021/009/R | 2022/011/R | 2022/017/R | 2023/010/R |
| Y | NA | Y | NA | NA |

Guide “NPCA/CAM/SM/CMM” är en guide som en luftvärdighetsorganisation kan använda för vägledning av kompetenskrav på ledningspersonal.

* **Kraven ska sedan anpassas till organisations verksamhet och krav i CAME.**
* **Dokumentation som styrker (hur man kom fram till (CAMO.A.305(g)) ska finnas och sparas enligt CAMO.A.220.**

Kontroll av att gällande **regelkrav** är beaktade, utförd för:

[ ]  NPCA/CAM *- Namn:*

[ ]  SM *- Namn:*

[ ]  CMM *- Namn:*

Kompetensbedömning utförd av:

Datum:

Kommentar:

AM’s godkännande av kompetensbedömningen:

**GM1 to Annex Vc (Part-CAMO) Definitions**

**Competency** is a combination of individual skills, practical and theoretical knowledge, attitudes, training, and experience.

*ED Decision 2020/002/R*

| **Grundläggande krav “NPCA/CAM/SM/CMM”** | **OK + bilaga****(N/A)** |
| --- | --- |
| AMC1 CAMO.A.305(c) Personnel requirements*ED Decision 2022/011/R***KNOWLEDGE, BACKGROUND AND EXPERIENCE OF NOMINATED PERSON(S)**The person or persons nominated in accordance with points CAMO.A.305(a) and CAMO.A.305(b) should have: |  |
| AMC1 CAMO.A.305(c)**-(a)** **practical experience and expertise** in the application of [ ]  aviation safety standards and [ ]  safe operating practices; | **CAM/SM/CMM** |
| ***TS tillägg:***[ ]  *Lämplig inställning till säkerhet och efterlevnad av rutiner.  (Attityd – Se definition ”Competency”)* |  |
| AMC1 CAMO.A.305(c)**-(b)**a **comprehensive knowledge** of:[ ]  (i) relevant parts of operational requirements and procedures;[ ]  (ii) the AOC holder's operations specifications when applicable;[ ]  (iii the need for, and content of, the relevant parts of the AOC holder's operations manual when applicable.; | **CAM/SM/CMM** |
| ***TS tillägg:****”operational requirements”**Det ska specificeras vilka krav man berörs av:**[ ]  Del-ORO (om man berörs)**[ ]  Del-CAT (om man berörs)**[ ]  Del-SPA (om man berörs)**[ ]  Del-NCC (om man berörs)**[ ]  Del-NCO (om man berörs)**[ ]  Del-SPO (om man berörs)**[ ]  Del-BAO (om man berörs)**[ ]  Del-SAO (om man berörs)**[ ]  Del-ORA (om man berörs)**[ ]  Del-26 (om man berörs)**Vägledning - Vilka man berörs av beror på organisationens verksamhet:*

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Typ av operation** | **AOC** | **SPO** | **ATO/****DTO** | **NCC** | **NCO** | **BAO** | **SAO** |
| Del- | - | - | - | - | - | - | - |
| **ORO** | X | X |  | X |  |  |  |
| **CAT** | X |  |  |  |  |  |  |
| **SPA** | X | X | X | X | X |  |  |
| **NCC** |  |  | X | X |  |  |  |
| **NCO** |  |  | X |  | X |  |  |
| **SPO** | X | X | X | X |  |  |  |
| **BAO** |  |  | X |  |  | X |  |
| **SAO** |  |  | X |  |  |  | X |
| **ORA** |  |  | X |  |  |  |  |
| **26** | X | X |  | X |  |  |  |

 |  |
| AMC1 CAMO.A.305(c)**-(c)** **knowledge** of:[ ]  (i) HF principles\*;[ ]  (ii) **safety management systems** based on the **EU management system requirements**[ ]  (**including** compliance monitoring) and [ ]  ICAO Annex 19. | **CAM/SM/CMM** |
| ***TS tillägg:****\* HF kan t.ex. erhållas med* ***Initial safety training*** *enligt AMC3 CAMO.A.305(g)* |  |
| AMC1 CAMO.A.305(c)**-(d)**[ ]  5 years of relevant work experience, of which at least 2 years should be from the aeronautical industry in an appropriate position; | **CAM/SM/CMM** |
| ***TS tillägg:***

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  | Vad, var (arbetsgivare)? | När? År, månHur lång tid? | Motivering(Relevant) |
| Minst 2 år | Ska vara **relevant erfarenhet** från:* + *Arbetsuppgifter avseende fortsatt luftvärdighet\** (CAMO, MG, CAO-L) *och/eller*
	+ *Luftfartygs-*, *komponentunderhåll*(145 (MF, CAO-U, 66) *och/eller*
	+ *Övervakning* av sådana uppgifter (auditör, CMM, QM)

**och** varit i en **relevant position** inför **rollen** som CAM/NPCA, SM, CMM.*\*Obligatoriskt erfarenhet för NPCA/CAM för att erhållit tillräckliga kunskaper för rollen.**(Ska vara ifrån civil flygindustri)* |  |  |  |
|  | **och** |  |  |  |
| Resterande år | Ska vara **relevant erfarenhet** **inför rollen** som CAM/NPCA, SM eller CMM.*(Kan vara utanför civil flygindustri)* |  |  |  |
| **Summa minst 5 år:** |  |  |

  |  |
| AMC1 CAMO.A.305(c)**-(e)** ***(Alternativ 1):***[ ]  a relevant engineering degree **or***(‘Relevant engineering degree’ means an engineering degree from aeronautical, mechanical, electrical, electronic, avionics)*[ ]  an aircraft maintenance technician qualification **with additional education** that is acceptable to the competent authority. **or**[ ]  other studies that are relevant to the maintenance **and/or** continuing airworthiness of aircraft/aircraft components; | **CAM/SM/CMM** |
| AMC1 CAMO.A.305(c)**-(e)** ***(Alternativ 2):***[ ]  The above recommendation may be replaced by **5 years** of experience **in addition** to those already recommended by paragraph (d) above.These **5 years** should cover an **appropriate combination** of experience in tasks related to [ ]  aircraft maintenance **and/or** [ ]  continuing airworthiness management **and/or** [ ]  surveillance of such tasks; | **CAM/SM/CMM** |
| ***TS tillägg:******Appropriate*** *combination of experience in tasks related to:*

|  |  |  |  |
| --- | --- | --- | --- |
| Vad?(arbetsuppgift)**Aircraft maintenance** | Var?Arbetsgivare | När? | Hur lång tid? |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Aircraft maintenance |  | Summa: |  |
| Vad?(arbetsuppgift)**Continuing airworthiness management** | Var?Arbetsgivare | När? | Hur lång tid? |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Continuing airworthiness management |  | Summa: |  |
| Vad?(arbetsuppgift)**Surveillance of such tasks*** **aircraft maintenance and/or**
* **continuing airworthiness management**
 | Var?Arbetsgivare | När? | Hur lång tid? |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Surveillance of such tasks |  | Summa: |  |
| **Summa:** |  |

 |  |
| AMC1 CAMO.A.305(c)**-(e)** ***(Alternativ 3):***[ ]  For the person to be nominated in accordance with point (a)(4) or (a)(5) of point CAMO.A.305, **in the case** where the organisation holds one or more additional organisation certificates within the scope of Regulation (EU) 2018/1139 **and** [ ]  **that person has already an equivalent position** (i.e. compliance monitoring manager, safety manager) under the additional certificate(s) held, **the provisions set out in the first two paragraphs of point (e) may be replaced by the completion of** [ ]  a **specific training programme** acceptable to the competent authority to gain an adequate * + **understanding of maintenance standards** *and*
	+ **continuing airworthiness concepts and principles.**
 | **SM/CMM** |
| ***TS tillägg:****Se:* * *Guide för utveckling av ett specifikt träningsprogram för SM/CMM (Del-CAMO & Del-145)*
 |  |
| AMC1 CAMO.A.305(c)**-(f)**[ ]  **thorough knowledge** of the organisation's CAME; | **CAM/SM/CMM** |
| AMC1 CAMO.A.305(c)**-(g)** **knowledge of a relevant sample of the type(s) of aircraft** gained through a formalized training course. [ ]  These courses should be at least at a level **equivalent to Part-66 Appendix III Level 1** General Familiarisation and could be imparted by[ ]  a Part-147 organisation,[ ]  by the manufacturer, **or**[ ]  by any other organisation accepted by the competent authority.‘**Relevant sample**’ means that these courses should cover typical systems embodied in those aircraft being within the scope of approval. | **CAM/SM/CMM** |
| ***TS tillägg:*** [ ]  Formalized training course documented. |  |
| For all balloons and any other aircraft of 2 730 kg MTOM or less, the **formalised training courses** may be replaced [ ]  by a demonstration of the required knowledge by providing documented evidence, **or**[ ]  by an assessment performed by the competent authority.[ ]  This assessment should be recorded. | **CAM/SM/CMM** |
| ***TS tillägg:*** *NPCA/CAM/SM/CMM ska ha utbildning på relevanta typer av luftfartyg som motsvarar de luftfartyg som finns i tillståndets scope, har tillståndet gruppbehörighet ska utbildning finnas på minst ett luftfartyg i varje grupp. Med relevant typ menas också att struktur (duk, trä, metall), avionik (digital, analog), motor (bensin, diesel, el) ska tas med.*  |  |
| AMC1 CAMO.A.305(c)**-(h)**[ ]  **knowledge** of maintenance methods; | **CAM/SM/CMM** |
| ***TS tillägg:*** * *Se AMC4 CAMO.A.305(g)*
 | *(Se sid 8)* |

| **Grundläggande krav “NPCA/CAM/SM/CMM”** | **OK + bilaga****(N/A)** |
| --- | --- |
| AMC1 CAMO.A.305(c)**-(i)** [ ]  **knowledge** of the applicable regulations. | **CAM/SM/CMM** |
| ***TS tillägg:*** *T.ex:*[ ]  *Del-CAMO*[ ]  *Del-M*[ ]  *Del-ML (om man berörs)*[ ]  *Del-T (om man berörs)*[ ]  *Del-IS.I.OR (om man berörs) Gäller från 2026-02-22*[ ]  *Del-145*[ ]  *Del-21*[ ]  *Del-21L (om man berörs)*[ ]   *Del-26 Ytterligare luftvärdighetsspecifikationer för driften (om man berörs)*[ ]  *TSFS (LFS)*[ ]  ”Händelserapporteringsförordning” (*376/2014)*[ ]  *”Förteckningsförordningen” (2015/1018)*[ ]  *BASA inkl TIP/MAG (för respektive land/avtal) (om man berörs)**[ ]  EU-USA**[ ]  EU-Canada**[ ]  EU-Brazil**[ ]  EU-Japan**[ ]  EU-China**[ ]  EU-UK* |  |

| **Ytterligare krav** | **OK + bilaga****(N/A)** |
| --- | --- |
| AMC1 CAMO.A.305(a)(4);(a)(5) Personnel requirements*ED Decision 2020/002/R*SAFETY MANAGEMENT AND **COMPLIANCE MONITORING FUNCTION** |  |
| **(b) Compliance monitoring function****(2) The compliance monitoring manager should:**[ ]  (i) not be one of the persons referred to in point CAMO.A.305(a)(3);(ii) be able to demonstrate relevant[ ]  knowledge,[ ]  background and[ ]  appropriate experience related to the activities of the organisation,[ ]  including knowledge and [ ]  experience in compliance monitoring; | **CMM** |
| **CAMO.A.305(g)***Regulation (EU) 2022/410*The organisation shall **establish and control the competency of personnel involved in** compliance monitoring, safety management, continuing airworthiness management, airworthiness reviews or recommendations, and, if applicable, issuing permits to fly, in accordance with a procedure and to a standard agreed by the competent authority**.** **In addition** to the necessary expertise related to the job function, competency must include an understanding of **safety management and human factors principles appropriate to the person’s function and responsibilities in the organisation.** |  |
| AMC3 CAMO.A.305(g) Personnel requirements*ED Decision 2020/002/R***SAFETY TRAINING (INCLUDING HUMAN FACTORS)** |  |
| (b) **Initial safety training** should cover all the topics of the training syllabus specified in GM2 CAMO.A.305(g) either as [ ]  a dedicated course **or**[ ]  else integrated within other training.The syllabus may be adjusted to reflect the particular nature of the organisation. The syllabus may also be adjusted to suit the particular nature of work for each function within the organisation.Initial safety training **compliant with the organisation’s training standards** should be provided to personnel identified in accordance with point (a) of this AMC within 6 months of joining the organisation, but temporary staff may need to be trained shortly after joining the organization to cope with the duration of employment. Personnel being recruited from another organisation, and temporary staff should be assessed for the need to receive any additional safety training. | **CAM/SM/CMM** |
| ***TS tillägg:***[ ]  Vid nytt tillstånd ska utbildningen vara genomförd vid tillträde.[ ]  Vid befintligt tillstånd ska utbildningen vara genomförd inom 6 månader. |  |

|  |  |
| --- | --- |
| **Ytterligare krav** | **OK + bilaga****(N/A)** |
| AMC4 CAMO.A.305(g) Personnel requirements*ED Decision 2020/002/R***OTHER TRAININGS** |  |
| (a) The organisation should **assess the need** for particular training; for example, with regard to the competency standards established in | - |
| [ ]  **AMC 20-22** ‘Electrical Wiring Interconnection System’ (EWIS), | **CAM/SM/CMM** |
| [ ]  the **AMC 20-20** ‘Continuing Structural Integrity Programme’ **or** | **CAM** |
| [ ]  ‘Critical Design Configuration Control’ (CDCCL). | **CAM/SM/CMM** |
| ***TS tillägg:****Angående* ***AMC 20-20****, även:*[ ]  Part 26.370 inklusive CS och GM | **CAM** |
| (b) Guidance on **fuel tank safety training** is provided in Appendix III to AMC4 CAMO.A.305(g). | **-** |
| (c) Those **responsible for managing the compliance monitoring function** should receive training on this task. Such training should cover the requirements of[ ]  compliance monitoring,[ ]  manuals and [ ]  procedures related to the task,[ ]  audit techniques,[ ]  reporting, and[ ]  recording. | **CMM** |
| (d) Personnel involved in * **developing and amending/reviewing the AMP**,
* in **assessing its effectiveness** and/or
* **working on reliability programme**,

[ ]  should have **knowledge of** or[ ]  be **trained** on[ ]  statistical analysis and [ ]  reliability method and [ ]  the applicable methodology used in developing,[ ]  as part of the instructions for continuing airworthiness (ICA),[ ]  the manufacturer recommended maintenance programme (such as maintenance steering group logic). | **CAM** |
| ***TS tillägg:****T.ex. (om man berörs):*[ ]  MSG 3 |  |

|  |  |
| --- | --- |
| **Ytterligare krav** | **OK + bilaga****(N/A)** |
| GM3 CAMO.A.305(g) Personnel requirements*ED Decision 2020/002/R***COMPETENCY OF THE SAFETY MANAGER** |  |
| The competency of a safety manager should include, but not be limited to, the following:[ ]  (a) knowledge of ICAO standards and European requirements on safety management;[ ]  (b) an understanding of management systems, including compliance monitoring systems;[ ]  (c) an understanding of risk management;[ ]  (d) an understanding of safety investigation techniques and root cause methodologies;[ ]  (e) an understanding of HF;[ ]  (f) understanding and promotion of a positive safety culture;[ ]  (g) operational experience related to the activities of the organisation;[ ]  (h) safety management experience;[ ]  (i) interpersonal and leadership skills, and the ability to influence staff;[ ]  (j) oral and written communications skills;[ ]  (k) data management, analytical and problem-solving skills. | **SM** |

| **“NPCA employed in contracted Part-145”** | **OK + bilaga****(N/A)** |
| --- | --- |
| **CAMO.A.305 Personnel requirements***Regulation (EU) 2022/410* |  |
| **(b)(2) NPCA**For organisations also approved as air carriers licensed in accordance with Regulation (EC) No 1008/2008, the accountable manager shall in addition:(2) nominate a person responsible for the management and supervision of continuing airworthiness, **who shall not be employed** by an organisation approved in accordance with Annex II (**Part-145**) under contract to the operator, unless specifically agreed by the competent authority. | **NPCA** |
| **AMC1 CAMO.A.305(b)(2) Personnel requirements***ED Decision 2020/002/R***POST HOLDER** |  |
| (a) When the licensed air carrier intends to nominate a CAMO post holder who is also employed by a Part-145 organisation, it should **justify** why such nomination is being made and support it through a **risk assessment and/or mitigation actions**.(b) This paragraph **only applies to contracted maintenance** and therefore does not affect situations where the organisation approved under Part-145 and the air carrier licensed in accordance with Regulation (EC) No 1008/2008 are the same organisation.  | **NPCA** |
| ***TS tillägg:*** [ ]  Ansökan med motivering **och** tillhörande riskbedömning **ska** bifogas om det är aktuellt. |  |

| **Single air carrier business grouping****“CAM/(NPCA) employed in contracted Part-145”** | **OK + bilaga****(N/A)** |
| --- | --- |
| **CAMO.A.305 Personnel requirements***Regulation (EU) 2022/410* |  |
| **(ba) CAM/(NPCA)**If involved in continuing airworthiness management activities related to a contract established in accordance with point M.A.201(ea), the person or persons nominated in accordance with point (a)(3) of point CAMO.A.305 **shall not be employed** by an organisation approved in accordance with Annex II (Part-145) under contract to the CAMO, unless specifically agreed by the competent authority. |  |

**Övrig information – Regelverkets beskrivning/krav på respektive roll**

| **CAM** |
| --- |
| **CAMO.A.305 Personnel requirements***Regulation (EU) 2022/410* |
| (a)(3) nominate a person or group of persons with the **responsibility of ensuring that the organisation always complies with the applicable continuing airworthiness management, airworthiness review and permit to fly requirements of this Annex, Annex I (Part-M) and Annex Vb (Part-ML);** |
| **AMC1 CAMO.A.305(a)(3) Personnel requirements***ED Decision 2020/002/R* |
| **MANAGEMENT STRUCTURE FOR CONTINUING AIRWORTHINESS MANAGEMENT**The person or group of persons nominated under point CAMO.A.305(a)(3) with the responsibility for ensuring compliance should represent the management structure of the organisation, and be **responsible for the daily operation of the organisation, for all continuing airworthiness management functions.**Dependent on the size of the operation and the organisational set-up, the continuing airworthiness management functions may be divided under individual managers or combined in any number of ways. |
| **GM1 CAMO.A.305(a)(3) Personnel requirements***ED Decision 2020/002/R* |
| **RESPONSIBILITY FOR ENSURING COMPLIANCE**The person(s) nominated in accordance with CAMO.A.305(a)(3) are responsible, in the day-to-day continuing airworthiness management activities, **for ensuring that the organisation personnel work in accordance with the applicable procedures and regulatory requirements.**These nominated persons should demonstrate a complete understanding of the applicable regulatory requirements, and ensure that the organisation’s processes and standards accurately reflect the applicable requirements. It is their role to ensure that compliance is proactively managed, and that any early warning signs of non-compliance are documented and acted upon. |

[ ]  Personen har kunskap och förståelse om regelverkets krav för rollen.

| **SM** |
| --- |
| **CAMO.A.305 Personnel requirements***Regulation (EU) 2022/410* |
| (a)(5) nominate a person or group of persons with the r**esponsibility for managing the development, administration, and maintenance of effective safety management processes** as part of the management system; |
| **AMC1 CAMO.A.305(a)(4);(a)(5) Personnel requirements***ED Decision 2020/002/R* |
| **SAFETY MANAGEMENT** AND COMPLIANCE MONITORING FUNCTION**(a) Safety management**If more than one person is designated for the development, administration and maintenance of effective safety management processes, the accountable manager should identify the person who acts as the unique focal point, i.e. the ‘safety manager’. **The functions of the safety manager should be to:**(i) facilitate hazard identification, risk assessment and management;(ii) monitor the implementation of actions taken to mitigate risks, as listed in the safety action plan, unless action follow-up is addressed by the compliance monitoring function;(iii) provide periodic reports on safety performance to the safety review board (the functions of the safety review board are those defined in AMC1 CAMO.A.200(a)(1));(iv) ensure the maintenance of safety management documentation;(v) ensure that there is safety training available, and that it meets acceptable standards;(vi) provide advice on safety matters; and(vii) ensure the initiation and follow-up of internal occurrence investigations. |

[ ]  Personen har kunskap och förståelse om regelverkets krav för rollen.

| **CMM** |
| --- |
| **CAMO.A.305 Personnel requirements***Regulation (EU) 2022/410* |
| (a)(4) nominate a person or group of persons with the **responsibility for managing the compliance monitoring function** as part of the management system; |
| **AMC1 CAMO.A.305(a)(4);(a)(5) Personnel requirements***ED Decision 2020/002/R* |
| SAFETY MANAGEMENT AND **COMPLIANCE MONITORING FUNCTION****(b) Compliance monitoring function**If more than one person is designated for the compliance monitoring function, the accountable manager should identify the person who acts as the unique focal point, i.e. the ‘compliance monitoring manager’.**(1) The role of the compliance monitoring manager should be to ensure that:**(i) the activities of the organisation are monitored for compliance with the applicable requirements and any additional requirements as established by the organisation, and that these activities are carried out properly under the supervision of the nominated persons referred to in points CAMO.A.305(a)(3) to (a)(5).(ii) any contracted maintenance is monitored for compliance with the contract or work order;(iii) an audit plan is properly implemented, maintained, and continually reviewed and improved; and(iv) corrections and corrective actions are requested as necessary. |

[ ]  Personen har kunskap och förståelse om regelverkets krav för rollen.