

Maintenance Organisation Exposition Supplement – BCAA



**OTAR Part 145 Option 1 Supplement
for KLM UK Engineering Limited**

Bermuda OTAR 145 Approval Reference: BDA/AMO/275

UK CAA Approval Reference: UK.145.00127

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1 Preamble

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1.2 List of Effective Pages

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1.3 Record of Revisions

Revision	Revision Date	Description of Change
10	January 2024	BCAA AMO Supplement Template Update
11	October 2024	BCAA AMO Supplement Template Update

BCAA Approval

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2 Organisation Approval

2.1 Introduction

This supplement is provided to meet the requirements of the Overseas Territories Aviation Requirement (OTAR) Part 145 Option 1 Approval issued by the Bermuda Civil Aviation Authority (BCAA), and supplements the approved UK CAA Maintenance Organisation Exposition (MOE) (Reference No. KLMUK/UKCAAMOE04-01C)

KLM UK Engineering Limited shall perform and certify maintenance on Bermuda registered aircraft in accordance with the procedures defined in the approved UK CAA MOE together with this supplement.

This supplement shall be reviewed annually and amended as necessary so that it remains an up-to-date description of the organisation.

A copy of KLM UK Engineering Limited's approved UK CAA MOE together with this supplement shall be supplied to the BCAA in the English language in order to demonstrate compliance with OTAR Part 145.9(a).

2.2 Accountable Manager's Statement

This supplement in conjunction with the UK CAA MOE defines the organisation and procedures upon which this OTAR 145 approval is based.

These procedures are approved by the undersigned and must be complied with, as applicable, in order to ensure that all maintenance activities are carried out to an approved standard acceptable to the Governor.

It is accepted that these procedures do not override the necessity of complying with any new or amended OTAR or AN(OT)O requirements where these new or amended requirements are in conflict with these procedures.

It is understood that the BCAA will approve this organisation whilst it is satisfied that the procedures are being followed. It is further understood that the BCAA reserves the right to suspend, vary or revoke the OTAR Part 145 approval if it has evidence that procedures are not followed, and the standards not upheld.

Signed:



Date: 1st October 2024.

Name: Mr Wayne Easlea

Title: Accountable Manager

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2.3 Scope of Approval

The OTAR Part 145 approval and scope is based on the valid UK CAA approval reference UK.145.00127 and any additional aircraft listed below.

The scope of the BCAA approval does not differ from the full scope of UK CAA approval.

2.4 Duration of Approval

The BCAA approval may be granted or renewed for a maximum period of 24 months from the date of issue, provided that the UK CAA approval reference UK.145.00127 remains valid.

Should the BCAA revoke or suspend the approval, KLM UK Engineering Limited shall return the approval certificate to the BCAA.

2.5 Renewal of Approval

KLM UK Engineering Limited shall make an application to the BCAA for the renewal of the maintenance organisation approval not less than 30 days before the approval expires.

The BCAA shall perform a survey for the purpose of the approval certificate renewal.

2.6 Notification of Ceasing Maintenance

Should KLM UK Engineering Limited cease to provide maintenance services under the BCAA approval, it will notify the BCAA in writing within 30 days of the date of cessation. The notification shall include a request for revocation of the maintenance organisation approval.

2.7 Continued Compliance

KLM UK Engineering Limited shall ensure that at least one complete and current copy of approved UK CAA MOE and this supplement are located at each approved location.

KLM UK Engineering Limited shall ensure that applicable sections of the UK CAA MOE and this supplement are available to personnel who require the documents in order to carry out their duties.

Pursuant to OTAR 145.27(b)(5)(i) and OTAR 145.7(a)(3), KLM UK Engineering Limited shall establish an audit programme that refers to and establishes compliance with:

- (i) OTAR Part 145 Subparts A, B and C; and
- (ii) the applicable requirements of OTAR 145 Subpart D as identified in this Supplement.
and
- (iii) OTAR Part 43.

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The foregoing requirements shall be demonstrated through a product audit of a Bermuda registered aircraft, where possible.

Nominated post holders, whose responsibilities include ensuring that the organisation is in compliance with the requirements of OTAR Part 145 and Part 43, shall have adequate knowledge of applicable OTARs. The BCAA website, www.bcaa.bm shall be accessed regularly for updated information.

KLM UK Engineering Limited shall determine that each aircraft or component released to service by it is in an airworthy condition.

2.8 Changes to the Approved Maintenance Organisation

Pursuant to OTAR 145.55(a), KLM UK Engineering Limited shall ensure that its UK CAA MOE is amended so as to remain a current description of the organisation, its approved capability and supporting procedures.

Pursuant to 145.55(b), KLM UK Engineering Limited shall ensure this supplement is current and meets the applicable requirements of OTAR Part 145.

The procedures for managing amendments are specified in UK CAA MOE Part 1.11 – Exposition Amendment Procedures.

Pursuant to 145.55(c), KLM UK Engineering Limited shall provide the BCAA with a copy of each amendment to its UK CAA MOE as soon as practicable after the domestic authority has approved such amendments.

Pursuant to 145.55(d), KLM UK Engineering Limited shall notify the BCAA of any proposal to carry out any of the following changes before such change takes place to enable the BCAA to determine continued compliance with OTAR Part 145:

1. The Accountable Manager or any of the nominated senior persons specified in the Exposition/Manual; or
2. The name of the organisation; or
3. The scope of maintenance ratings; or
4. The locations at which maintenance is performed; or
5. The procedure for authorising persons to certify maintenance.

2.9 Safety Management Systems

KLM UK Engineering Limited has established a safety management system for the proactive management of safety, that integrates the management of operations and technical systems with financial and human resource management, which reflects quality assurance principles.

The safety management system for KLM UK Engineering Limited is in compliance with OTAR Part 145 Subpart B and has been documented in the UK CAA MOE.

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2.10 Certifying Staff

Pursuant to OTAR 43.101(a), KLM UK Engineering Limited shall ensure certifying staff receive initial and continuation training in each 2-year period to ensure they have up to date knowledge of the organisation procedures, including the contents of this supplement and the OTARs referenced herein.

Pursuant to OTAR 43.51(c), if type specific training was not completed within the last thirty-six (36) months, the certifying staff should receive type specific continuation training within the last thirty-six (36) months.

Pursuant to OTAR 43.101(c), KLM UK Engineering Limited shall issue a certification authorisation to certifying staff releasing Bermuda registered aircraft, specifying the privileges to certify maintenance within the scope of approval of OTAR Part 145 BDA/AMO/275. In this context, a certification authorisation is a document detailing the scope and privileges of the authorisation, granted to and held by the certifying staff.

3 Maintenance Practices

3.1 Independent Inspections

KLM UK Engineering Limited shall ensure that Independent Inspections are performed before certifying an aircraft for release to service after the initial assembly, subsequent disturbance or adjustment of the following items:

- (1) an engine control system; or
- (2) a flight control system; or
- (3) a vital point; or
- (4) any task identified in the aircraft maintenance programme requiring such

inspections

as detailed in OTAR Part 43 Subpart C, 43.111(a).

KLM UK Engineering Limited shall ensure that only suitably qualified persons shall perform independent inspections.

Pursuant to 43.111(d), KLM UK Engineering Limited shall ensure that the authorised person certifying for the independent inspection enters in the maintenance records:

- (1) a statement that indicates that the disturbed aircraft control system or critical task performed is in compliance with the approved maintenance data including, where appropriate, safety locking and the system has full and free movement and operates in the correct sense; and
- (2) beside that statement:
 - (i) their signature; and
 - (ii) their authorisation number; and
 - (iii) the date and time of entry

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3.2 Major and Minor Repairs

KLM UK Engineering Limited confirm all repairs are performed in accordance with the requirements of OTAR Part 21 Subpart M.

Where the repair has not been performed in accordance with a type certificate holder's approved repair scheme the repair should be approved by the BCAA.

3.3 Major and Minor Modifications (Design Change)

KLM UK Engineering Limited shall confirm all modifications are performed in accordance with OTAR Part 21 Subpart C and approved by the BCAA.

Where the change has not been performed in accordance with a type certificate holder's approved Service Bulletin or equivalent document the change should be approved by the BCAA.

3.4 Materials

All components fitted or installed on Bermuda registered aircraft by KLM UK Engineering Limited shall be supported by a suitable serviceable release certificate in accordance with OTAR Part 21 Subpart K and detailed below.

Type of Part / Material	Document to be expected
<p>Standard Parts (Those parts that are in conformity with a specification that:</p> <p>(a) is established, published and maintained by an organisation setting consensus standards or by a government agency, and</p> <p>(b) includes design, manufacturing, test and acceptance criteria and identification requirements)</p> <p>Materials (Raw materials and/or consumables)</p>	<p>When the part/material is purchased directly from the manufacturer, the Certificate of Conformity issued by the manufacturer;</p> <p>Alternatively, when the part/material is purchased through a third party supplier (e.g. distributor, operator, maintenance organisation, etc.) the documentation accompanying the part/materials shall contain:</p> <ul style="list-style-type: none"> • Conformity certification to the part/material applicable standard/specification, and; • identification of the manufacturing source, and; • Identification of the supplier source. The information above may be included in one single Certificate of Conformity (C of C) issued by the supplier (containing cross reference to the manufacturer C of C) or be composed by more documents, such as for example the C of C issued by the manufacturer plus a statement from the supplier source. In any case, the manufacturer C of C shall be made available upon request.

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Type of Part / Material	Document to be expected
Aircraft parts	<ul style="list-style-type: none"> • EASA Form 1 (or equivalent), new or used • UK CAA Form 1, new or used • FAA Form 8130-3, new or used • TCCA Form One (or equivalent), new or used • ANAC Form F-100-01 (former Form SEGV00 003), only with status “new”

Where items are fabricated as part of a modification or repair, KLM UK Engineering Limited shall ensure:

- The items are installed in accordance with an approved modification pursuant to OTAR Part 21.73,
- The items are fabricated in accordance with approved data,
- The items are fabricated by an organisation appropriately approved. This may be an organisation approved according to:
 - FAR Part 21 Subpart G, EASA Part-21 Subpart G, UK CAA Part 21 Subpart G or TCCA CAR 561 production organisation approvals (subject to POA – DOA agreement);
 - an organisation approved according to EASA Part-145, which has the privilege to fabricate items in their MOE under the provisions of 145.A.42(b)(iii);
 - an organisation approved according to FAR Part 145, which has the privilege to fabricate items in their RSM under the provisions of 21.9(6);
 - an organisation approved according to CAR 573, which has the privilege to fabricate items in their MPM under the provisions of 571.06(4).

3.5 Parts Robbery Procedure

KLM UK Engineering Limited shall issue a Serviceable label to all serviceable aircraft parts removed from a Bermuda registered aircraft subject to compliance with the following:

- a) The donor and recipient aircraft meet the eligibility requirements of BCAA Advisory Circular BAC-AW-03 paragraph 4.
- b) KLM UK Engineering Limited shall ensure that the part is removed from the donor aircraft, in accordance with approved maintenance data, by an appropriately qualified person, and using the tools and equipment specified.
- c) The last flight operation with the part fitted revealed no faults on that part or the related aircraft system;

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- d) The aircraft part shall be inspected for, satisfactory condition including, damage, corrosion or leakage and compliance with any additional manufacturer's maintenance instructions and the requirements of the aircraft's maintenance programme.
- e) The aircraft records shall be reviewed for any unusual events that could affect the serviceability of the part, such as involvement in accidents, incidents, heavy landings or lightning strikes. A serviceable label shall not be issued, if it is suspected that a part has been subjected to extremes of stress, temperatures or immersion which could affect its operation;
- f) A maintenance history record including flight hours/cycles/landings as applicable must be available for all used serialised aircraft parts including details of scheduled maintenance requirements derived from the donors aircraft maintenance programme and maintenance planning schedule; g) Compliance shall be established with any continued airworthiness.
- g) Compliance shall be established with any continued airworthiness instructions (ICA) for applicable modifications and repairs for the robbed part by incorporating the ICAs into the recipient's aircraft maintenance programme and maintenance planning schedule;
- h) Any service life limited parts shall be determined and their service life remaining should be transferred to the recipient aircraft records; and i) Compliance with applicable Airworthiness Directives shall be established and/or maintained particularly where non-terminating action had previously been taken;
- j) Where applicable, mandatory reporting such as CPCP and SSID records shall be transferred including any pending actions associated with a modification or supplemental inspection regime; and
- k) A modification status review shall be undertaken of the recipient aircraft and part to ensure eligibility for fitment;
- l) The inspection and functional test section of the aircraft maintenance manual may not address sufficient verification that the used aircraft part and associated system is functioning correctly. Consideration shall be given to undertaking component/system functionality testing that ordinarily mitigated in the maintenance manual by simple high level part testing such as BITE in the case where a newly overhauled part is to be installed; Bermuda Advisory Circular BAC-AW-03.
- m) Under no circumstances shall a donor aircraft be fitted with an unserviceable part in replacement for such removed to service another aircraft. The aircraft maintenance organisation shall document the removal of the part in the donor aircraft's Technical Log.

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Storage of Removed Components (Robbery)

Parts removed under this process are not intended for Storage however, where a part is removed and cannot to be installed directly to the recipient aircraft, appropriate actions shall be carried out with regard to transit and storage in accordance with the manufacturer's recommendations. The following requirements shall be followed:

- (a) Parts shall be stored in accordance with the manufacturer's recommendations.
- (b) Parts requiring lubrication shall be lubricated prior to placing it in stores, and any previously applied lubricants must be fully purged; and
- (c) Any parts removed that have a storage life, shall have the storage life applied. The storage life of any parts should start from the date of the donor aircraft's last flight. The storage conditions of the part shall be taken into account when determining whether a part has exceeded its storage life, because the manufacturer's storage lives are normally based on the premise that the part is stored in ideal conditions.

Operator Liaison (Robbery)

The Operator should furnish to the maintenance organisation data required of paragraph 5. KLM UK Engineering Limited shall ensure suitable arrangements are in place to secure necessary data from the Operator.

The removal and installation of used aircraft parts will inevitably have a detrimental effect on statistical and actual aircraft system reliability. KLM UK Engineering Limited ensure that the operator's maintenance records readily identify details of aircraft parts robbery as per the requirements of the interface agreement.

The operator must be furnished with copies of all maintenance records and certificates relating to an aircraft parts robbery.

3.6 Certificate of Release to Service

KLM UK Engineering Limited shall issue a Certificate of Release to Service (CRS) for Bermuda registered aircraft listed in the approved scope of work in accordance with OTAR Part 43 Subpart C, stating:

"The work recorded has been carried out in accordance with the Air Navigation (Overseas Territories) Order as amended and in respect of that work the aircraft or component is fit for release to service".

Subject to the scope of approval and associated procedures, KLM UK Engineering Limited may issue an OTAA Form 71 in accordance with OTAR Part 43.105(b) for:

- (i) the certification of release to service of engines, propellers, APU's and components that have undergone maintenance, or
- (ii) aircraft engines, propellers, APUs or components removed serviceable from a Bermuda registered aircraft in accordance with the procedures below.

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CERTIFICATE OF RELEASE TO SERVICE (Robbery)

KLM UK Engineering Limited shall issue a Certificate of Release to Service (Workpackage / Technical Log release) to the aircraft for all maintenance actions associated with these requirements in accordance with OTAR Part 43.105(a).

Parts Removed from Aircraft Permanently Withdrawn from Service

Serviceable aircraft components or engines removed from a Territory registered aircraft that has been withdrawn from service may be issued an OTAR 145.59 Release Certificate in accordance with the organisation's procedures defined in the maintenance exposition. The OTAR 145.59 Release Certificate shall be in the form of that given in Appendix C.

Note: Where a component, engine, major assembly or complete aircraft is to be permanently removed from aviation use, it should be scrapped and disposed of in a manner acceptable to the Governor to prevent any unauthorised return to service.

1. Purpose and Use

- 1.1 The primary purpose of the Certificate is to declare the airworthiness of maintenance work undertaken on products, parts and appliances (hereafter referred to as 'item(s)').
- 1.2 Correlation must be established between the Certificate and the item(s). The originator must retain a Certificate in a form that allows verification of the original data.
- 1.3 The Certificate is acceptable to some airworthiness authorities but may be dependent on the existence of bilateral agreements and/or the policy of the airworthiness authority. The 'approved design data* mentioned in this Certificate then means approved by the airworthiness authority of the importing country.
- 1.4 The Certificate is not a delivery or shipping note.
- 1.5 Aircraft are not to be released using the Certificate.
- 1.6 The Certificate does not constitute approval to install the item on a particular aircraft, engine, or propeller but helps the end user determine the component airworthiness approval status.
- 1.7 The certificate shall not be used as a dual release document in conjunction with another NAAs maintenance requirements.
- 1.8 Another NAA's release certificate shall not be used as a dual release for an OTAR 145 release.

2. General Format

- 2.1 The certificate template Shall be in the format given below to ensure standardisation across the OTs.
- 2.2 The Certificate must be in *landscape* format.
- 2.3 The User/installer responsibility statement shall be placed at the bottom the of the form.
- 2.4 A l printing shall be clear and legible to permit easy reading.
- 2.5 The Certificate may either be pre-printed, or computer generated but in either case the printing of lines and characters must be clear and legible and in accordance with the defined format.
- 2.6 The Certificate shall be in English, and if appropriate, in one or more other languages.
- 2.7 The details to be entered on the Certificate may be either machine/computer printed or hand written using block letters and must permit easy reading.
- 2.8 Limit the use of abbreviations to a minimum, to aid clarity.

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3 - Copies

3.1 There is no restriction on the number of copies of the Certificate sent to the customer or retained by the originator.

4 - Error(s) on a Certificate

4.1 If an end-user finds an error(s) on a Certificate, he/she must identify it/them in writing to the originator. The originator may issue a new Certificate only if the error(s) can be verified and corrected.

4.2 The new Certificate must have a new tracking number, signature and date.

4.3 The request for a new Certificate may be honoured without re verification of the item(s) condition. The new Certificate is not a statement of current condition and should refer to the previous Certificate in block 13 by the following statement: ' This Certificate corrects the error(s) in block(s) [enter block(s) corrected] of the Certificate [enter original tracking number] dated [enter original issuance date] and does not cover conformity/condition/lease to service' . Both Certificates should be retained according to the retention period associated with the first.

5 - Completion of the Certificate by the Originator

Block 1 - Approving UK Overseas Territory State

Specify the name and country of the OTAA under whose jurisdiction this Certificate is issued.

Block 2 - Certificate header

' OTAR 145.59 RELEASE CERTIFICATE'

Block 3 - Form Tracking Number

Enter the unique number established by the numbering system 'procedure of the organisation identified in block 4; this may include alphanumeric characters.

Block 4 - Organisation Name and Address

Enter the full name and address of the approved organisation releasing the work covered by this Certificate. Logos, etc., are permitted if the logo can be contained within the block.

Block 5 - Work Order/Contract/invoice

To facilitate customer traceability of the item(s), enter the work order number, contract number, invoice number, or similar reference number.

Block 6 - Item

Enter line-item numbers when there is more than one line item. This block permits easy cross-referencing to the Remarks in block 13.

Block 7 - Description

Enter the name or description of the item. Preference should be given to the term used in the instructions for continued airworthiness or maintenance data (e.g. Illustrated Parts Catalogue, Aircraft Maintenance Manual, Service Bulletin, Component Maintenance Manual).

Block 8 - Part Number

Enter the part number as it appears on the item or tag/packaging. In case of an engine or propeller the type designation may be used.

Block 9 - Quantity

State the quantity of items.

Block 10 - Serial Number

If the item is required by regulations to be identified with a serial number, enter it here. Additionally, any other serial number not required by regulation may also be entered. If there is no serial number identified on the item, enter '*N/A*'.

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Block 11 - Status/Work

The following describes the permissible entries for block 11. Enter only one of these terms where more than one may be applicable, use the one that most accurately describes the majority of the work performed and/or the status of the article.

Overhauled: Means a process that ensures the item is in complete conformity with all the applicable service tolerances specified in the type certificate holders, or equipment manufacturer's instructions for continued airworthiness, or in the data which is approved or accepted by the OTAA. The item will be at least disassembled, cleaned, inspected, repaired as necessary, reassembled and tested in accordance with the above specified data.

Repaired: Rectification of defect(s) using an applicable standard (*).

Inspected/Tosted: Examination, measurement, etc. in accordance with an applicable standard (*) (e.g. visual inspection, functional testing, bench testing etc.).

Mortified: Alteration of an item to conform to an applicable standard (*).

(*) Applicable standard means a maintenance/quality standard, method, technique or practice approved by or acceptable to the OTAA. The applicable standard should be described in block 13.

Block 12 - Maintenance Documentation Reference

Specify the documentation used in maintaining or overhauling the component or Engine, including the revision status and reference.

Block 13 - Remarks

Describe the work identified in Block 11, either directly or by reference to supporting documentation, necessary for the user or installer to determine the airworthiness of item(s) in relation to the work being certified. If necessary, a separate sheet may be used and referenced from the main OTAA Form 71 expanding on the information provided on the form. Each statement must clearly identify which item(s) in Block 6 it relates to. Examples of information to be entered in block 13 are:

- (i) Compliance with airworthiness directives or service bulletins.
- (i) Repairs carried out.
- (Hi) Modifications carried out.
- (iv) Replacement parts installed.
- (v) Life limited parts status
- (vi) Deviations from the customer work order
- (viii) Information needed to support shipment with shortages or re assembly after delivery.

Block 14

For all maintenance carried out by maintenance organisations approved in accordance with OTAR Part 145, the certification statement ' unless otherwise specified in block 13" is intended to address the following cases:

- (i) Where the maintenance could not be completed.
- (ii) Where the maintenance deviated from the standard required by OTAR Part 145.

Block 15a - Authorised Signature

This space shall be completed with the signature of the authorised person. Only persons specifically authorised under the rule sand policies of the OTAA and as specified in the organisation's procedures are permitted to sign this bock. To aid recognition, a unique number identifying the authorised person may be added in the absence of other instructions within the organisation's MOE and procedures.

Block 15b - Certificate/Approval Number

Enter the OTAR 145 Certificate/Approval number/reference. This number or reference is issued by the OTAA.

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Block 15c - Name

Enter the name of the person signing block 15a in a legible form

Block 15d - Date

Enter the date on which block 15a is signed, the date shall be in the format DD 2-digit day, MMM first 3 letters of the month, YYYY-4 digit year.

3.7 Special Flight Permits

KLM UK Engineering Limited shall issue a Special Flight Permit Release Certificate for Bermuda registered aircraft listed in the approved scope of work in accordance with OTAR Part 43 Subpart D, confirming that.

- (1) any maintenance disturbance has been carried out in conformance with instructions and standards promulgated by the aircraft manufacturer and any prescribed by the BCAA; and
- (2) the aircraft is configured to the conditions prescribed on the Special Flight Permit certificate; and
- (3) the aircraft and its records have been reviewed and the aircraft is considered to be fit for the intended flight; and
- (4) any required Aircraft Airworthiness Review has been satisfactorily completed.

For an aircraft registered in the Territory, as specified in OTAR Part 21.705 and OTAR Part 43.155(b), the organisation or person issuing a Special Flight Permit Release Certificate shall be first satisfied that:

- (a) the associated documentation is in place and that all applicable maintenance and continuing airworthiness requirements for the intended flight has been evaluated as satisfactory by an OTAR Part 39 approved organisation, or a person authorised by the Governor; and
- (b) the aircraft has been physically inspected and any maintenance disturbance has been carried out in conformance with OTAR Part 145, instructions and standards promulgated by the aircraft manufacturer and any prescribed by the Governor; and
- (c) the aircraft is configured to the conditions prescribed on the Special Flight Permit certificate.

On successful completion of the evaluation, a Special Flight Permit Release Certificate (SFPRC) shall be issued to certify that the aircraft is fit for flight. The certificate shall be issued for a specific period.

A Special Flight Permit Release Certificate may only be issued by an individual within a OTAR Part 145 Organisation who is authorised in accordance with OTAR Part 43.153(b) and listed below for this purpose.

A list of Certifying staff authorised to issue a Special Flight Permit Release Certificate are held within Q-Pulse and are those are authorised to issue a CRS for that specific aircraft type.

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Maintenance Organisation Exposition Supplement – BCAA**4 Mandatory Occurrence Reporting**

KLM UK Engineering Limited has established a Mandatory Occurrence Reporting system in compliance with OTAR Part 13 (UK CAA MOE Part 2.18 – Reporting of Defects to the Competent Authority / Operator / Manufacturer) and will report to the operator, BCAA and type certificate holder (as appropriate) any condition affecting the safety of the operator's aircraft.

Reports will be submitted on [Safety Occurrence Report Form SO-005](#) to occurrences@bcaa.bm.

Note: Further guidance on the process is available on the BCAA website: <https://www.bcaa.bm/mandatory-occurrence-reporting>

5 Communication with BCAA

The focal point for communicating with the BCAA within the approved maintenance organisation is Mr Mark Karl Francis, Compliance Monitoring Manager.

The person identified above, or their nominee is responsible for submitting any amendment to this supplement to BCAA for approval.

BCAA Contacts:

Bermuda:

Address:	Contact:
P.O. Box GE 218 St. George's GE BX Bermuda	Office: +1 (441) 2931640 Fax: +1 (441) 2932417 Email: airworthiness@bcaa.bm

United Kingdom:

Address:	Contact:
Farnborough Airport Ively Road Farnborough Hampshire GU14 6XA United Kingdom	Office: +44 (0) 1252 942170 Email: ukoffice@bcaa.bm

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6 Appendices


- A: Certificate of Release to Service form Base Maintenance (UK11B)
- B: Bermuda Special Flight Permit Release Certificate (UKE2660bcaa)
- C: OTAR 145.59 Release Certificate (Form 71)

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6B: Bermuda Special Flight Permit Release Certificate (UKE2660bcaa)



 <p>Bermuda Civil Aviation Authority – Special Flight Permit Release Certificate</p>	
Aircraft Type:	
Registration:	
Serial No:	
<p>I confirm that the aircraft documentation has been satisfactorily reviewed by the OTAR Part 39 approved organisation or authorised individual. Approval/Authorisation Ref.....</p> <p>In addition, it is hereby certified that all applicable maintenance actions including any required by the conditions on the Special Flight Permit have been carried out in conformance with the requirements of OTAR Part 43.155.</p> <p>The aircraft is therefore fit for flight under the identified conditions and restrictions.</p> <p>This certificate is valid from..... until.....</p> <p>Scheduled Maintenance Inspections / Work Order References:-</p>	
Licence / Authorisation No	Date
Signed
Name (Print)
Organisation	KLM UK Engineering Limited
BCAA Flight Permit Authorisation Ref ¹
Organisation Approval Number	BDA/AMO/275

1. The period of validity shall not exceed 14 days.
2. The Certificate shall only be issued to an aircraft that is to be flown under the authorisation of a Permit to Fly issued by the BCAA.
3. The Certificate shall be issued in duplicate and one copy kept elsewhere than in the aircraft.
4. If the airworthiness condition of the aircraft is affected during the period of validity the Certificate shall be re issued.
5. Provided by the BCAA.

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6C: OTAR 145.59 Release Certificate (Form 71)

1. Approving UK Overseas Territory State		2. OTAR 145.59 RELEASE CERTIFICATE			3. Form Tracking Number	
4. Organisation Name and Address				5. Work Order/Contract/Invoice		
6. Item	7. Description	8. Part No.	9. Qty.	10. Serial No.	11. Status/Work	
12. Maintenance Documentation Reference						
13. Remarks						
14. OTAR Part-145 Release to Service Certifies that unless otherwise specified in block 13, the work recorded has been carried out in accordance with the Air Navigation (Overseas Territories) Order as amended and in respect of that work the engine or component is fit for release to service				15a. Authorised Signature		15b. Certificate/Approval Ref No
				15c. Name		15d. Date (dd mm yyyy)
USER/INSTALLER RESPONSIBILITIES 1. This certificate does not automatically constitute authority to install the item(s) 2. Component(s), Engine(s) is (are) intended for installation in OT Registered aircraft only 3. Statement in block 14 does not constitute an installation certification. In all cases the aircraft maintenance record must contain an installation certification issued in accordance with the national regulations by the user/installer before the aircraft may be flown.						

OTAA Form 71