



REPUBLIC OF BOTSWANA
CIVIL AVIATION AUTHORITY OF BOTSWANA
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CABY
18-2014

**CIVIL
AVIATION
BYE-LAW**

APPROVED MAINTENANCE ORGANISATIONS CERTIFICATE & OPERATIONS SPECIFICATIONS

Document No.: CABY 18/2014
17th December 2014



PREAMBLE: This Bye-Law is made by the Civil Aviation Authority of Botswana with the approval of the Minister of Transport and Communications under Section 8 (2) of the Civil Aviation Act, 2011.

CITATION: This Bye Law may be cited as the Civil Aviation Authority of Botswana (Approved Maintenance Organisations Certificate and Operations Specifications) Bye Law.

1. PURPOSE

The purpose of this Civil Aviation Bye-Law (18-2014) is to clarify the requirements for Operations Specifications.

2. APPLICABILITY

This Bye Law shall apply to all Approved Maintenance Organizations.

3. EFFECTIVITY

This Civil Aviation Bye-Law (18-2014) shall become effective immediately.

4. REFERENCES

- Civil Aviation (Approved Maintenance Organisations) Regulations, Regulation 7

5. REQUIREMENTS

5.1 Throughout the Civil Aviation (Approved Maintenance Organisations) Regulations the term "specific operating provisions" is replaced by the term "operations specifications".

Note: The Operations Specifications are part of an operator's certificate (air operator certificate, approved training organization certificate, approved maintenance organization certificate, etc.) that is used to administer safety standards and define the provisions and limitations within which the operator may conduct business operations. Operations specifications are issued by the Authority and considered a legal, contractual agreement between the Authority and the operator.

5.2 COMPLIANCE WITH THE REQUIREMENTS OF THE CERTIFICATE

- (a) No person shall operate a maintenance organization providing maintenance for the aircraft of other organizations without, or in violation of, an Approved Maintenance Organisation (AMO) certificate and operations specifications.
- (b) No organization shall maintain an aircraft unless it has written authorization from the Civil Aviation Authority of Botswana (the Authority) to maintain such aircraft.

5.3 FORMAT OF THE CERTIFICATE & OPERATIONS SPECIFICATIONS

- (a) An AMO certificate shall consist of two documents:
 - (i) A one page certificate signed by the Authority; and
 - (ii) A multi-page Operations Specifications signed by the Accountable Manager and the Authority containing the terms, conditions, and authorizations.
- (b) No person shall operate as an AMO without, or in violation of, a maintenance organization certificate issued by the Authority.
- (c) An AMO may perform maintenance, preventive maintenance, or modifications on an aircraft, airframe, aircraft engine, propeller, appliance, component, or part thereof only for which it has ratings and within the limitations placed in its specific operating limitations.

- (d) The AMO certificate (see appendix 1) shall contain:
- (i) The certificate number specifically assigned to the AMO;
 - (ii) The name and location (main place of business) of the AMO;
 - (iii) The date of issue and period of validity;
 - (iv) The ratings issued to the AMO; and
 - (v) Authority signature.
- (e) The AMO Operations Specifications (see appendix 2) shall contain:
- (i) The certificate number specifically assigned to the AMO;
 - (ii) The class or limited ratings issued in detail, including special approvals and limitations issued;
 - (iii) The date issued or revised;
 - (iv) Accountable manager;
 - (v) and Authority signatures.
- (f) The certificate issued to each AMO shall be available in the premises for inspection by the public and the Authority.



Appendix 1



REPUBLIC OF BOTSWANA
 CIVIL AVIATION AUTHORITY OF BOTSWANA

**Approved Maintenance
 Organization Certificate**

Number:

This certificate is issued to

Whose business address is

Upon finding that its organization complies in all respects with the requirements of the Civil Aviation (Approved Maintenance Organization) Regulations of 2012, as amended relating to the establishment of an Approved Maintenance Organization and is empowered to operate an Approved Maintenance Organization.

With the following ratings:

The Operations Specifications (Ops Specs) is attached hereto as part of the approval issued to the above organization and shall be treated as part of the legal requirements. The organization shall only exercise the privileges as stipulated in its operations specifications.

This certificate shall continue in effect until (Date) unless cancelled, suspended, or revoked.

_____ For/Civil
 Aviation Authority of Botswana Name & Title in Block Letters Date of Issue

This certificate is not transferrable.



Appendix 2

	Section/division	AIRWORTHINESS	Form Number: CAAB FORM XYZ
	NOTICE		
	This document is issued as a supplement to the display certificate issued to this AMO. The authorizations contained within this document represent the complete authorizations granted to this AMO. No other maintenance functions are authorized. This document must be presented upon the request of the authorities of any State.		
	Physical address	Plot 61920, Letsema Office Park, Gaborone, Botswana	
Postal address:	P.O Box 250, Gaborone	Website: www.caab.co.bw	
OPERATIONS SPECIFICATIONS FOR AIRCRAFT MAINTENANCE ORGANISATIONS			

Name of Organization			
Approval Number			
PART A	TABLE OF CONTENTS, LIST OF EFFECTIVE PAGES, AND RATINGS AUTHORITY		
Table of Contents	List of effective Pages	Authorized	Unauthorized
Table of Contents, LEP's & Rating authority	Page 1		
Definitions and abbreviations	Page 2		
Airframe Ratings	Page 3		
Power plant Ratings	Page 4		
Propeller Ratings	Page 5		
Radio Ratings	Page 6		
Instruments Ratings	Page 7		
Computer systems Ratings	Page 8		
Accessory Ratings	Page 9		
Special Processes	Page 10		
Exemption and deviation Authority	Page 11		
Satellite Facilities & Line station Ratings	Page 12		
(a)	These operations specifications are issued as part of this Approved Maintenance Organization Certificate, and are in effect as of the Effective Date.		
(b)	The signatures below indicates acceptance of these operations specifications by the AMO, and confirmation to abide and comply with the limitations imposed by them. The Chief Executive Officer of CAAB reserves the right to amend, revoke and alter these Specifications at any given time should circumstances warrant such.		
I hereby accept the conditions and limitations set forth in this approval as stated and contained in this paragraph.			
SIGNATURE OF AMO REPRESENTATIVE		NAME IN BLOCK LETTERS	
DATE		DATE	
JOB TITLE		DATE	



PART B	Definitions and Abbreviations
<p>Unless otherwise defined in these operation specifications provisions, all words, phrases, definitions, and abbreviations have identical meanings to those used in the Botswana Civil Aviation Regulations and Botswana Civil Aviation Act, as amended. Additionally, the definitions listed below are applicable to operations conducted in accordance with these operations specifications provisions.</p>	
AMO	Aircraft Maintenance Organization
CAAB	Civil Aviation Authority of Botswana
BCARs	Botswana Civil Aviation Regulations
MPM	Maintenance Procedure Manual
Certificate Holder	In these operation specifications provisions the term “certificate holder” shall mean the holder of an aircraft maintenance organization certificate, issued in terms of Civil Aviation Regulations of 2012 as amended.
Rating	Means an authorization entered on or associated with an AMO approval and forming part of such approval, stating special conditions, privileges or limitations relating to such approval.
Limited Rating	Specialized maintenance requiring equipment and skills not ordinarily found in an approved maintenance organization with ratings as specified in BCARs AMO regulation 11
Maintenance	Means all work done in accordance with manufacturers’ recommendations and approved maintenance schedules and include inspection, adjustment, replacement, rectification, repair, modification, overhaul, manufacturing and testing.
Exemption Authority	An authorization that permits an alternate means of compliance with BCARs. The deviation authority must meet the procedural requirements of BCARs (AMO) Reg. Part VII.
Limitation	A restriction imposed on the corresponding rating based on the AMO capability.
Capability List	A document compiled by the AMO and approved by the CAAB, which details a comprehensive list of all the components/equipment that the AMO is capable of maintaining.
Special processes (Specialized Services)	A set of interrelated or interacting activities which transforms inputs into outputs. Examples are: NDT, Electro Plating, Plasma Spraying, etc.
Satellite Facility	means any facility used for the performance of maintenance under BCARs approval but is located at another location than the principal place of business (main base) but is an integral part of the organization
Line Station	For the purpose of this document, means any maintenance facility that is utilized to perform any action that is mandatory, or is required to be performed on an aircraft for the purposes of a turn around, or a route check, or a transit check and is limited to defects rectification repairable by replacement of line replaceable units.



PART C		AIRFRAME RATINGS		
CLASS	MANUFACTURER	MAKE/MODEL	LIMITATIONS	

I hereby accept the conditions and limitations set forth in this approval as stated and contained in this paragraph.

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SIGNATURE OF AMO REPRESENTATIVE	NAME IN BLOCK LETTERS	DATE
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JOB TITLE

I hereby approve the Operations Specifications contained in this paragraph.

Date approval is effective:								Revision Number:	Original
	y	y	y	y	m	m	d		

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SIGNATURE OF DIRECTOR FLIGHT SAFETY OR HIS/HER DESIGNATE	NAME IN BLOCK LETTERS	DATE
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PART D	POWER PLANT RATINGS			
CLASS	MANUFACTURER	MAKE/MODEL	LIMITATIONS	CAPABILITY LIST

I hereby accept the conditions and limitations set forth in this approval as stated and contained in this paragraph.

SIGNATURE OF AMO REPRESENTATIVE	NAME IN BLOCK LETTERS	DATE

JOB TITLE

I hereby approve the Operations Specifications contained in this paragraph.

Date approval is effective:							Revision Number:	Original
	y	y	y	y	m	m		

SIGNATURE OF DIRECTOR FLIGHT SAFETY OR HIS/HER DESIGNATE	NAME IN BLOCK LETTERS	DATE



PART E	PROPELLER RATINGS
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CLASS	MANUFACTURER	MAKE/MODEL	LIMITATIONS

I hereby accept the conditions and limitations set forth in this approval as stated and contained in this paragraph.

SIGNATURE OF AMO REPRESENTATIVE	NAME IN BLOCK LETTERS	DATE
JOB TITLE		

I hereby approve the Operations Specifications contained in this paragraph.

Date approval is effective:	<table border="1" style="width:100%; border-collapse: collapse;"> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td style="text-align: center;">y</td><td style="text-align: center;">y</td><td style="text-align: center;">y</td><td style="text-align: center;">y</td><td style="text-align: center;">m</td><td style="text-align: center;">m</td><td style="text-align: center;">d</td><td style="text-align: center;">d</td></tr> </table>									y	y	y	y	m	m	d	d	Revision Number:	Original
y	y	y	y	m	m	d	d												

SIGNATURE OF DIRECTOR FLIGHT SAFETY OR HIS/HER DESIGNATE	NAME IN BLOCK LETTERS	DATE



RADIO RATINGS

CLASS	MANUFACTURER	MAKE/MODEL	LIMITATIONS	CAPABILITY LIST

I hereby accept the conditions and limitations set forth in this approval as stated and contained in this paragraph.

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SIGNATURE OF AMO REPRESENTATIVE	NAME IN BLOCK LETTERS	DATE
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JOB TITLE

I hereby approve the Operations Specifications contained in this paragraph.

Date approval is effective:									Revision Number:	Original
	y	y	y	y	m	m	d	d		

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SIGNATURE OF DIRECTOR FLIGHT SAFETY OR HIS/HER DESIGNATE	NAME IN BLOCK LETTERS	DATE
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PART G		INSTRUMENTS RATINGS	
CLASS	MANUFACTURER	MAKE/MODEL	LIMITATIONS

I hereby accept the conditions and limitations set forth in this approval as stated and contained in this paragraph.

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SIGNATURE OF AMO REPRESENTATIVE	NAME IN BLOCK LETTERS	DATE
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JOB TITLE

I hereby approve the Operations Specifications contained in this paragraph.

Date approval is effective:									Revision Number:	Original
	y	y	y	y	m	m	d	d		

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SIGNATURE OF DIRECTOR FLIGHT SAFETY OR HIS/HER DESIGNATE	NAME IN BLOCK LETTERS	DATE
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PART H	COMPUTER SYSTEMS RATINGS
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CLASS	MANUFACTURER	MAKE/MODEL	LIMITATIONS

I hereby accept the conditions and limitations set forth in this approval as stated and contained in this paragraph.

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SIGNATURE OF AMO REPRESENTATIVE	NAME IN BLOCK LETTERS	DATE
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JOB TITLE _____

I hereby approve the Operations Specifications contained in this paragraph.

Date approval is effective:	<table border="1" style="width: 100%; height: 20px;"> <tr> <td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td> </tr> </table>													Revision Number:	Original

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SIGNATURE OF DIRECTOR FLIGHT SAFETY OR HIS/HER DESIGNATE	NAME IN BLOCK LETTERS	DATE
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PART I	ACCESSORY RATINGS								
CLASS	MANUFACTURER	MAKE/MODEL	LIMITATIONS	CAPABILITY LIST					
<p>I hereby accept the conditions and limitations set forth in this approval as stated and contained in this paragraph.</p>									
SIGNATURE OF AMO REPRESENTATIVE		NAME IN BLOCK LETTERS		DATE					
JOB TITLE									
<p>I hereby approve the Operations Specifications contained in this paragraph.</p>									
Date approval is effective:				Revision Number:	Original				
y	y	y	y	m	m	d	d		
SIGNATURE OF DIRECTOR FLIGHT SAFETY OR HIS/HER DESIGNATE		NAME IN BLOCK LETTERS			DATE				



PART J	SPECIAL PROCESSES
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PROCESS	DESCRIPTION	REFERENCE STANDARD	LIMITATIONS

I hereby accept the conditions and limitations set forth in this approval as stated and contained in this paragraph.

SIGNATURE OF AMO REPRESENTATIVE	NAME IN BLOCK LETTERS	DATE

JOB TITLE

I hereby approve the Operations Specifications contained in this paragraph.

Date approval is effective:									Revision Number:	Original
	y	y	y	y	m	m	d	d		

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SIGNATURE OF DIRECTOR FLIGHT SAFETY OR HIS/HER DESIGNATE	NAME IN BLOCK LETTERS	DATE
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PART K **EXEMPTION & DEVIATION AUTHORITY**

The certificate holder is authorized to perform operations in accordance with the provisions, conditions, and/or limitations set forth in the following deviations listed in the table below.

DEVIATION REFERENCE	DATE OF DEVIATION	DATE OF TERMINATION	REMARKS/REFERENCE

I hereby accept the conditions and limitations set forth in this approval as stated and contained in this paragraph.

SIGNATURE OF AMO REPRESENTATIVE	NAME IN BLOCK LETTERS	DATE
JOB TITLE		

I hereby approve the Operations Specifications contained in this paragraph.

Date approval is effective:										Revision Number:	Original
	y	y	y	y	m	m	d	d			

SIGNATURE OF DIRECTOR FLIGHT SAFETY OR HIS/HER DESIGNATE	NAME IN BLOCK LETTERS	DATE



PART L	SATELLITE FACILITIES & LINE STATION RATINGS
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PHYSICAL LOCATION (Address)	CLASS /CLASS	MANUFACTURER	MAKE/MODEL	LIMITATIONS	EXPIRY DATE
					As per Approval Certificates

I hereby accept the conditions and limitations set forth in this approval as stated and contained in this paragraph.

SIGNATURE OF AMO REPRESENTATIVE	NAME IN BLOCK LETTERS	DATE

JOB TITLE

I hereby approve the Operations Specifications contained in this paragraph.

Date approval is effective:									Revision Number:	Original
	y	y	y	y	m	m	d	d		

SIGNATURE OF DIRECTOR FLIGHT SAFETY OR HIS/HER DESIGNATE	NAME IN BLOCK LETTERS	DATE



6. GUIDANCE

This Bye-Law shall be read together with the Civil Aviation (Approved Maintenance Organisations) Regulations.

Approved on this 22nd Day of MAY 2018

Onkokame K. Mokaila
Minister
Ministry of Transport and Communications

Made on this 22nd Day of MAY 2018

Puseletso G. Moshabesha
Chief Executive Officer
Civil Aviation Authority of Botswana