



**Civil Aviation Authority**

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**PART 21 SUBPART G PRODUCTION ORGANISATION APPROVAL COMPLIANCE CHECK LIST**

Survey Ref:

|                                 |                        |
|---------------------------------|------------------------|
| <b>Applicant Name:</b>          | <b>Approval Ref:</b>   |
| <b>Address:</b>                 |                        |
|                                 |                        |
|                                 |                        |
| <b>Sites Assessed:</b>          |                        |
| <b>Contact Names:</b>           | <b>Tel No:</b>         |
| <b>Contact email addresses:</b> |                        |
| <b>POATL Name:</b>              |                        |
| <b>POAT Names:</b>              |                        |
| <b>Exposition Title:</b>        | <b>Exposition Ref:</b> |

**Compiled By:**

**Signed:**

**Date:**

**Additional Information:**

Also may be used by the CAA to record short notes about the organisation sites, personnel and details of opening and closing meetings and list of attendees etc.



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Note:

Once completed to be passed to the POATL and will be included as part of the applicant's compliance record.

This checklist is required to be completed by the applicant initially as part of their readiness report.

| “New” Part 21                                | “Old” Part 21 | Means of compliance  |                      | Remarks | CAA to complete |                 |
|----------------------------------------------|---------------|----------------------|----------------------|---------|-----------------|-----------------|
|                                              |               | Ref to POE paragraph | Associate procedures |         | Remarks         | Compliant (Y/N) |
| SCOPE                                        |               |                      |                      |         |                 |                 |
| 21.A.131                                     | 21.A.131      |                      |                      |         |                 |                 |
| ELIGIBILITY                                  |               |                      |                      |         |                 |                 |
| 21.A.133(a)                                  | 21.A.133(a)   |                      |                      |         |                 |                 |
| 21.A.133(b)                                  | 21.A.133(b)   |                      |                      |         |                 |                 |
| 21.A.133(c)                                  | 21.A.133(c)   |                      |                      |         |                 |                 |
|                                              |               |                      |                      |         |                 |                 |
|                                              |               |                      |                      |         |                 |                 |
| APPLICATION                                  |               |                      |                      |         |                 |                 |
| 21.A.134                                     | 21.A.134      |                      |                      |         |                 |                 |
| MEANS OF COMPLIANCE                          |               |                      |                      |         |                 |                 |
| 21.A.134A(a)                                 | -             |                      |                      |         |                 |                 |
| 21.A.134A(b)                                 | -             |                      |                      |         |                 |                 |
| ISSUANCE OF PRODUCTION ORGANISATION APPROVAL |               |                      |                      |         |                 |                 |
| 21.A.135                                     | 21.A.135      |                      |                      |         |                 |                 |
| PRODUCTION MANAGEMENT SYSTEM                 |               |                      |                      |         |                 |                 |
| 21.A.139(a)                                  | 21.A.139(a)   |                      |                      |         |                 |                 |



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| “New” Part 21        | “Old” Part 21        | Means of compliance  |                      | Remarks | CAA to complete |                 |
|----------------------|----------------------|----------------------|----------------------|---------|-----------------|-----------------|
|                      |                      | Ref to POE paragraph | Associate procedures |         | Remarks         | Compliant (Y/N) |
| 21.A.139(b)(1)       | -                    |                      |                      |         |                 |                 |
| 21.A.139(b)(2)       | -                    |                      |                      |         |                 |                 |
| 21.A.139(c)(1)       | -                    |                      |                      |         |                 |                 |
| 21.A.139(c)(2)       | -                    |                      |                      |         |                 |                 |
| 21.A.139(c)(3)       | -                    |                      |                      |         |                 |                 |
| 21.A.139(c)(4)(i)    | -                    |                      |                      |         |                 |                 |
| 21.A.139(c)(4)(ii)   | -                    |                      |                      |         |                 |                 |
| 21.A.139(c)(4)(iii)  | -                    |                      |                      |         |                 |                 |
| 21.A.139(c)(5)(i)    | -                    |                      |                      |         |                 |                 |
| 21.A.139(c)(5)(ii)   | -                    |                      |                      |         |                 |                 |
| 21.A.139(c)(6)       | -                    |                      |                      |         |                 |                 |
| 21.A.139(d)(1)       | 21.A.139(a)          |                      |                      |         |                 |                 |
| 21.A.139(d)(2)(i)    | 21.A.139(b)(1)(i)    |                      |                      |         |                 |                 |
| 21.A.139(d)(2)(ii)   | 21.A.139(b)(1)(ii)   |                      |                      |         |                 |                 |
| 21.A.139(d)(2)(iii)  | 21.A.139(b)(1)(iii)  |                      |                      |         |                 |                 |
| 21.A.139(d)(2)(iv)   | 21.A.139(b)(1)(iv)   |                      |                      |         |                 |                 |
| 21.A.139(d)(2)(v)    | 21.A.139(b)(1)(v)    |                      |                      |         |                 |                 |
| 21.A.139(d)(2)(vi)   | 21.A.139(b)(1)(vi)   |                      |                      |         |                 |                 |
| 21.A.139(d)(2)(vii)  | 21.A.139(b)(1)(vii)  |                      |                      |         |                 |                 |
| 21.A.139(d)(2)(viii) | 21.A.139(b)(1)(viii) |                      |                      |         |                 |                 |



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| “New” Part 21                             | “Old” Part 21                      | Means of compliance  |                      | Remarks | CAA to complete |                 |
|-------------------------------------------|------------------------------------|----------------------|----------------------|---------|-----------------|-----------------|
|                                           |                                    | Ref to POE paragraph | Associate procedures |         | Remarks         | Compliant (Y/N) |
| 21.A.139(d)(2)(ix)                        | 21.A.139(b)(1)(ix)                 |                      |                      |         |                 |                 |
| 21.A.139(d)(2)(x)                         | 21.A.139(b)(1)(x)                  |                      |                      |         |                 |                 |
| 21.A.139(d)(2)(xi)                        | 21.A.139(b)(1)(xi)                 |                      |                      |         |                 |                 |
| 21.A.139(d)(2)(xii)                       | 21.A.139(b)(1)(xii)                |                      |                      |         |                 |                 |
| 21.A.139(d)(2)(xiii)                      | 21.A.139(b)(1)(xiii)               |                      |                      |         |                 |                 |
| 21.A.139(d)(2)(xiv)                       | 21.A.139(b)(1)(xiv)                |                      |                      |         |                 |                 |
| 21.A.139(d)(2)(xv)                        | 21.A.139(b)(1)(xv)                 |                      |                      |         |                 |                 |
| 21.A.139(d)(2)(xvi)                       | 21.A.139(b)(1)(xvi)                |                      |                      |         |                 |                 |
| 21.A.139(d)(2)(xvii)                      | 21.A.139(b)(1)(xvii)               |                      |                      |         |                 |                 |
| 21.A.139(d)(3)                            | 21.A.139(b)(1)<br>(Critical parts) |                      |                      |         |                 |                 |
| 21.A.139(e)                               | 21.A.139(b)(2)                     |                      |                      |         |                 |                 |
| 21.A.139(f)                               | -                                  |                      |                      |         |                 |                 |
| <b>PRODUCTION ORGANISATION EXPOSITION</b> |                                    |                      |                      |         |                 |                 |
| 21.A.143(a)                               | 21.A.143(a)                        |                      |                      |         |                 |                 |
| 21.A.143(a)(1)                            | 21.A.143(a)(1)                     |                      |                      |         |                 |                 |
| 21.A.143(a)(2)                            | 21.A.143(a)(2)                     |                      |                      |         |                 |                 |
| 21.A.143(a)(3)                            | 21.A.143(a)(3)                     |                      |                      |         |                 |                 |
| 21.A.143(a)(4)                            | 21.A.143(a)(4)                     |                      |                      |         |                 |                 |
| 21.A.143(a)(5)                            | 21.A.143(a)(5)                     |                      |                      |         |                 |                 |
| 21.A.143(a)(6)                            | 21.A.143(a)(6)                     |                      |                      |         |                 |                 |



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| “New” Part 21      | “Old” Part 21     | Means of compliance  |                      | Remarks | CAA to complete |                 |
|--------------------|-------------------|----------------------|----------------------|---------|-----------------|-----------------|
|                    |                   | Ref to POE paragraph | Associate procedures |         | Remarks         | Compliant (Y/N) |
| 21.A.143(a)(7)     | 21.A.143(a)(7)    |                      |                      |         |                 |                 |
| 21.A.143(a)(8)     | 21.A.143(a)(8)    |                      |                      |         |                 |                 |
| 21.A.143(a)(9)     | 21.A.143(a)(9)    |                      |                      |         |                 |                 |
| 21.A.143(a)(10)    | 21.A.143(a)(10)   |                      |                      |         |                 |                 |
| 21.A.143(a)(11)    | 21.A.143(a)(11)   |                      |                      |         |                 |                 |
| 21.A.143(a)(12)    | 21.A.143(a)(12)   |                      |                      |         |                 |                 |
| 21.A.143(a)(13)    | 21.A.143(a)(13)   |                      |                      |         |                 |                 |
| 21.A.143(b)        | -                 |                      |                      |         |                 |                 |
| 21.A.143(c)        | 21.A.143(b)       |                      |                      |         |                 |                 |
| RESOURCES          |                   |                      |                      |         |                 |                 |
| 21.A.145(a)        | 21.A.145(a)       |                      |                      |         |                 |                 |
| 21.A.145(b)(1)     | 21.A.145(b)(1)    |                      |                      |         |                 |                 |
| 21.A.145(b)(2)     | 21.A.145(b)(2)    |                      |                      |         |                 |                 |
| 21.A.145(b)(3)     | 21.A.145(b)(3)    |                      |                      |         |                 |                 |
| 21.A.145(c)(1)     | 21.A.145(c)(1)    |                      |                      |         |                 |                 |
| 21.A.145(c)(2)     | 21.A.145(c)(2)    |                      |                      |         |                 |                 |
| 21.A.145(c)(3)     | 21.A.145(c)(3)    |                      |                      |         |                 |                 |
| 21.A.145(c)(4)(i)  | GM 21.A.145(c)(2) |                      |                      |         |                 |                 |
| 21.A.145(c)(4)(ii) | 21.A.145(c)(2)    |                      |                      |         |                 |                 |
| 21.A.145(d)(1)     | 21.A.145(d)(1)    |                      |                      |         |                 |                 |



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| “New” Part 21                                                                                                                                                                                                                                                                                          | “Old” Part 21  | Means of compliance  |                      | Remarks | CAA to complete |                 |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|----------------------|----------------------|---------|-----------------|-----------------|
|                                                                                                                                                                                                                                                                                                        |                | Ref to POE paragraph | Associate procedures |         | Remarks         | Compliant (Y/N) |
| 21.A.145(d)(2)                                                                                                                                                                                                                                                                                         | 21.A.145(d)(3) |                      |                      |         |                 |                 |
| <div>Note:</div> <div>The requirements in the “old” regulatory paragraph 21.A.145(d)(2) “the production organisation maintains a record of all certifying staff which shall include details of the scope of their authorisation;” are now laid down 21.A.5(e) under record-keeping requirements.</div> |                |                      |                      |         |                 |                 |
| CHANGES IN THE PRODUCTION MANAGEMENT SYSTEM                                                                                                                                                                                                                                                            |                |                      |                      |         |                 |                 |
| 21.A.147(a)                                                                                                                                                                                                                                                                                            | 21.A.147(a)    |                      |                      |         |                 |                 |
| 21.A.147(b)                                                                                                                                                                                                                                                                                            | 21.A.147(b)    |                      |                      |         |                 |                 |
|                                                                                                                                                                                                                                                                                                        |                |                      |                      |         |                 |                 |
| CHANGES OF LOCATION                                                                                                                                                                                                                                                                                    |                |                      |                      |         |                 |                 |
| 21.A.148                                                                                                                                                                                                                                                                                               | 21.A.148       |                      |                      |         |                 |                 |
| TRANSFERABILITY                                                                                                                                                                                                                                                                                        |                |                      |                      |         |                 |                 |
| 21.A.149                                                                                                                                                                                                                                                                                               | 21.A.149       |                      |                      |         |                 |                 |
| TERMS OF APPROVAL                                                                                                                                                                                                                                                                                      |                |                      |                      |         |                 |                 |
| 21.A.151                                                                                                                                                                                                                                                                                               | 21.A.151       |                      |                      |         |                 |                 |
| CHANGES TO THE TERMS OF APPROVAL                                                                                                                                                                                                                                                                       |                |                      |                      |         |                 |                 |
| 21.A.153                                                                                                                                                                                                                                                                                               | 21.A.153       |                      |                      |         |                 |                 |
| (21.A.157 INVESTIGATIONS)                                                                                                                                                                                                                                                                              |                |                      |                      |         |                 |                 |
| <div>Note:</div> <div>The requirements in the “old” regulatory paragraph 21.A.157 are now laid down in 21.A.8 under Access and Investigation requirements.</div>                                                                                                                                       |                |                      |                      |         |                 |                 |
| FINDINGS AND OBSERVATIONS                                                                                                                                                                                                                                                                              |                |                      |                      |         |                 |                 |
| 21.A.158(a)(1)                                                                                                                                                                                                                                                                                         | -              |                      |                      |         |                 |                 |



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| “New” Part 21                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | “Old” Part 21                    | Means of compliance  |                      | Remarks | CAA to complete |                 |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|----------------------|----------------------|---------|-----------------|-----------------|
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                  | Ref to POE paragraph | Associate procedures |         | Remarks         | Compliant (Y/N) |
| 21.A.158(a)(2)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | -                                |                      |                      |         |                 |                 |
| 21.A.158(a)(3)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | 21.A.158(c)(1)<br>21.A.158(c)(2) |                      |                      |         |                 |                 |
| 21.A.158(b)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 21.A.158(c)(1)<br>21.A.158(c)(2) |                      |                      |         |                 |                 |
| 21.A.158(c)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | -                                |                      |                      |         |                 |                 |
| Note:<br>The requirements in the “old” regulatory paragraphs 21.A.158(a)(1) and 21.A.158(a)(2) are now laid down in 21.B.225(b) and 21.B.225(c) under Procedures for Competent Authorities concerning Findings and corrective actions; observations.<br>The requirements in the “old” regulatory paragraph 21.A.158(d) are now laid down in 21.B.225(d) under Procedures for Competent Authorities concerning Findings and corrective actions; observations.<br>The requirements in the “old” regulatory paragraphs 21.A.158(b) and 21.A.158(c)(3) concerning Level 3 findings are removed from the Regulation. |                                  |                      |                      |         |                 |                 |
| <b>DURATION AND CONTINUED VALIDITY</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                  |                      |                      |         |                 |                 |
| 21.A.159(a)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 21.A.159(a)                      |                      |                      |         |                 |                 |
| 21.A.159(b)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 21.A.159(b)                      |                      |                      |         |                 |                 |
| <b>PRIVILEGES</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                  |                      |                      |         |                 |                 |
| 21.A.163(a)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 21.A.163(a)                      |                      |                      |         |                 |                 |
| 21.A.163(b)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 21.A.163(b)                      |                      |                      |         |                 |                 |
| 21.A.163(c)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 21.A.163(c)                      |                      |                      |         |                 |                 |
| 21.A.163(d)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 21.A.163(d)                      |                      |                      |         |                 |                 |
| 21.A.163(e)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 21.A.163(e)                      |                      |                      |         |                 |                 |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                  |                      |                      |         |                 |                 |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                  |                      |                      |         |                 |                 |



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| “New” Part 21             | “Old” Part 21  | Means of compliance  |                      | Remarks | CAA to complete |                 |
|---------------------------|----------------|----------------------|----------------------|---------|-----------------|-----------------|
|                           |                | Ref to POE paragraph | Associate procedures |         | Remarks         | Compliant (Y/N) |
| OBLIGATIONS OF THE HOLDER |                |                      |                      |         |                 |                 |
| 21.A.165(a)               | 21.A.165(a)    |                      |                      |         |                 |                 |
| 21.A.165(b)               | 21.A.165(b)    |                      |                      |         |                 |                 |
| 21.A.165(c)(1)            | 21.A.165(c)(1) |                      |                      |         |                 |                 |
| 21.A.165(c)(2)            | 21.A.165(c)(2) |                      |                      |         |                 |                 |
| 21.A.165(c)(3)            | 21.A.165(c)(3) |                      |                      |         |                 |                 |
| 21.A.165(c)(4)            | 21.A.165(c)(4) |                      |                      |         |                 |                 |
| 21.A.165(d)               | 21.A.165(d)    |                      |                      |         |                 |                 |
| 21.A.165(e)               | 21.A.165(e)    |                      |                      |         |                 |                 |
| 21.A.165(f)               | 21.A.165(f)    |                      |                      |         |                 |                 |
| 21.A.165(g)               | 21.A.165(g)    |                      |                      |         |                 |                 |
| 21.A.165(h)               | 21.A.165(h)    |                      |                      |         |                 |                 |
|                           |                |                      |                      |         |                 |                 |
| REPORTING SYSTEM          |                |                      |                      |         |                 |                 |
| 21.A.3A(b)(1)             | 21.A.165(e)    |                      |                      |         |                 |                 |
| 21.A.3A(a)                | 21.A.3A(a)     |                      |                      |         |                 |                 |
| 21.A.3A(b)(1)             | 21.A.3A(b)(1)  |                      |                      |         |                 |                 |
| 21.A.3A(b)(2)             | 21.A.3A(b)(2)  |                      |                      |         |                 |                 |
| 21.A.3A(c)(1)             | 21.A.3A(c)(1)  |                      |                      |         |                 |                 |
| 21.A.3A(c)(2)             | 21.A.3A(c)(2)  |                      |                      |         |                 |                 |

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| “New” Part 21                   | “Old” Part 21                       | Means of compliance  |                      | Remarks | CAA to complete |                 |
|---------------------------------|-------------------------------------|----------------------|----------------------|---------|-----------------|-----------------|
|                                 |                                     | Ref to POE paragraph | Associate procedures |         | Remarks         | Compliant (Y/N) |
|                                 |                                     |                      |                      |         |                 |                 |
|                                 |                                     |                      |                      |         |                 |                 |
|                                 |                                     |                      |                      |         |                 |                 |
|                                 |                                     |                      |                      |         |                 |                 |
|                                 |                                     |                      |                      |         |                 |                 |
|                                 |                                     |                      |                      |         |                 |                 |
|                                 |                                     |                      |                      |         |                 |                 |
| <b>RECORD-KEEPING</b>           |                                     |                      |                      |         |                 |                 |
| 21.A.5(b)                       | 21.A.165(d)<br>21.A.165(h)          |                      |                      |         |                 |                 |
| 21.A.5(c)(1)                    | 21.A.729(a)                         |                      |                      |         |                 |                 |
| 21.A.5(c)(2)                    | 21.A.729(b)                         |                      |                      |         |                 |                 |
| 21.A.5(d)(1)                    | -                                   |                      |                      |         |                 |                 |
| 21.A.5(d)(2)                    | -                                   |                      |                      |         |                 |                 |
| 21.A.5(d)(3)                    | -                                   |                      |                      |         |                 |                 |
| 21.A.5(e)(1)                    | 21.A.145(d)(2)                      |                      |                      |         |                 |                 |
| 21.A.5(e)(2)                    | -                                   |                      |                      |         |                 |                 |
| <b>ACCESS AND INVESTIGATION</b> |                                     |                      |                      |         |                 |                 |
| 21.A.8(a)                       | 21.A.157<br>21.A.165(h)<br>21.A.721 |                      |                      |         |                 |                 |
| 21.A.8(b)                       | 21.A.157                            |                      |                      |         |                 |                 |



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|-----------------|----------------|----------------------|----------------------|---------|-----------------|-----------------|
|                 |                | Ref to POE paragraph | Associate procedures |         | Remarks         | Compliant (Y/N) |
| PERMIT TO FLY   |                |                      |                      |         |                 |                 |
| 21.A.701(a)     | 21.A.701(a)    |                      |                      |         |                 |                 |
| 21.A.701(b)     | 21.A.701(b)    |                      |                      |         |                 |                 |
| 21.A.708(a)     | 21.A.708(a)    |                      |                      |         |                 |                 |
| 21.A.708(b)     | 21.A.708(b)    |                      |                      |         |                 |                 |
| 21.A.708(c)     | 21.A.708(c)    |                      |                      |         |                 |                 |
| 21.A.708(d)     | 21.A.708(d)    |                      |                      |         |                 |                 |
| 21.A.710(b)     | 21.A.710(b)    |                      |                      |         |                 |                 |
| 21.A.710(c)     | 21.A.710(c)    |                      |                      |         |                 |                 |
| 21.A.711(c)     | 21.A.711(c)    |                      |                      |         |                 |                 |
| 21.A.711(e)     | 21.A.711(e)    |                      |                      |         |                 |                 |
| 21.A.711(f)     | 21.A.711(f)    |                      |                      |         |                 |                 |
| 21.A.711(g)     | 21.A.711(g)    |                      |                      |         |                 |                 |
| 21.A.713(a)     | 21.A.713(a)    |                      |                      |         |                 |                 |
| 21.A.713(b)     | 21.A.713(b)    |                      |                      |         |                 |                 |
| 21.A.715        | 21.A.715       |                      |                      |         |                 |                 |
| 21.A.719(a)     | 21.A.719(a)    |                      |                      |         |                 |                 |
| 21.A.723(a)(1)  | 21.A.723(a)(1) |                      |                      |         |                 |                 |
| 21.A.723(a)(2)  | -              |                      |                      |         |                 |                 |
| 21.A.723(a)(2A) | 21.A.723(a)(2) |                      |                      |         |                 |                 |



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| “New” Part 21                                                                                                                                                                                                                                                                                                          | “Old” Part 21               | Means of compliance  |                      | Remarks | CAA to complete |                 |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|----------------------|----------------------|---------|-----------------|-----------------|
|                                                                                                                                                                                                                                                                                                                        |                             | Ref to POE paragraph | Associate procedures |         | Remarks         | Compliant (Y/N) |
| 21.A.723(a)(3)                                                                                                                                                                                                                                                                                                         | 21.A.723(a)(3)              |                      |                      |         |                 |                 |
|                                                                                                                                                                                                                                                                                                                        |                             |                      |                      |         |                 |                 |
| 21.A.725                                                                                                                                                                                                                                                                                                               | 21.A.725                    |                      |                      |         |                 |                 |
| 21.A.727                                                                                                                                                                                                                                                                                                               | 21.A.727                    |                      |                      |         |                 |                 |
| Note:<br>The requirements in the “old” regulatory paragraph 21.A.721 are now laid down in 21.A.8 under Access and Investigation requirements.<br>The requirements in the “old” regulatory paragraphs 21.A.729(a) and 21.A.729(b) are now laid down in 21.A.5(c)(1) and 21.A.5(c)(2) under Record-keeping requirements. |                             |                      |                      |         |                 |                 |
|                                                                                                                                                                                                                                                                                                                        | APPENDIXES                  |                      |                      |         |                 |                 |
| Appendix I – CAA Form 1                                                                                                                                                                                                                                                                                                | Appendix I – CAA Form 1     |                      |                      |         |                 |                 |
| Appendix IV – CAA Form 20b                                                                                                                                                                                                                                                                                             | Appendix IV – CAA Form 20b  |                      |                      |         |                 |                 |
| Appendix VIII – CAA Form 52                                                                                                                                                                                                                                                                                            | Appendix VIII – CAA Form 52 |                      |                      |         |                 |                 |
| Appendix IX – CAA Form 53                                                                                                                                                                                                                                                                                              | Appendix IX – CAA Form 53   |                      |                      |         |                 |                 |