

**SECTION 4.1.1****CRITERIA FOR ASSESSMENT OF RA-Aus MEMBERS FOR  
RA-Aus LEVEL TWO and Level FOUR MAINTENANCE  
AUTHORISATIONS****INTRODUCTION**

1. Technical maintenance is a combination of skill of hand, knowledge pertinent to the application of that skill and knowledge of the regulations. To competently examine an applicant, a combination of theory and practical tests would need to be successfully completed by the applicant. To acknowledge the wealth of technical skills held by RA-Aus members, a process of assessment has been introduced until formal qualifying courses can be put in place.
2. The assessment process begins with the applicant completing a Maintenance Authorisation Application [see Annex A], which is available from the RA-Aus Office. This completed proforma is assessed by the RA-Aus Technical Manager for:
  - a. a recognised mechanical hand skill or equivalent,
  - b. extensive recreational experience or equivalent, and
  - c. recommendations from two peers
3. Applicants must provide as much detail as possible to substantiate their claims under paras 2 a. and b. above. Suitability for acceptance will be based on the claims made in the application and the recommendation from two peers who currently hold a Level 2 Maintenance Authority or equivalent qualifications. Applicants are to complete the form at Annex A to this Section and forward the completed form to the RA-Aus Office.
4. All applicants must be financial members of RA-Aus prior to the authorisation being approved.
5. The RA-Aus Technical Manager's assessment can be challenged in writing to the RA-Aus Board within 28 days of the decision being communicated to the applicant.

SECTION 4.1.1 Annex A**NOTES ON APPLICATIONS FOR RA-Aus LEVEL TWO  
MAINTENANCE AUTHORITIES**

A Maintenance Supervisor Questionnaire is to be completed by all applicants for RA-Aus Level Two Maintenance Authorities. Three criteria are set for assessing applicants for Level Two Maintenance Authorities and determining if a person has the experience and skills necessary to qualify for the issue of a Level 2 Maintenance Authority.

RA-Aus Level 2 Maintenance Authority holders accept a high degree of responsibility for the maintenance and serviceability of recreational aircraft. They are the RA-Aus's equivalent of heavier aviation's LAME's who are required to pass significant written examinations and have at least 4 years experience in the aviation industry before being qualified. While recreational aircraft (ultralights) may be simpler than most of the aircraft on the CASA register, once airborne there is little difference to the outcome if inappropriate maintenance practices are perpetrated.

In applying for a RA-Aus Level 2 Maintenance Authority RA-Aus members must list **IN DETAIL** their formal technical training and qualifications they have in the technical trades. Fitting and Turning Certificates, TAFE Certificates etc should all be copied and forwarded with the application. Details of experience in one or more of the trades should be outlined in detail. Where this qualification is of only marginal relevance to aviation maintenance a connection should be established.

The second criterion is experience in working on recreational aircraft. Again, list **IN DETAIL** all work performed on recreational aircraft noting the nature of the work done and the aircraft types involved. More, rather than less detail should be included and the work should be able to be substantiated, if possible. Any information forwarded with the application will not be used to prosecute members who may have been undertaking maintenance work "illegally".

To assist RA-Aus in assessing an applicant, the applicant is to obtain the recommendation of two peers to the effect that they consider the applicant has the experience and responsibility to be granted a RA-Aus Level 2 Maintenance Authority. The recommendation may be from either two current holders of Level 2 Authorities or from one Level 2 and a LAME. A Form that may be signed to meet this requirement is also attached.

When issued RA-Aus Level 2 Maintenance Authorities may be unlimited or may be restricted to permitting the applicant to work on specific aircraft, specific types of aircraft, or only on specified components, for example engines. When forwarding the application and other paperwork, applicants should specify if they wish to have the Authority limited to specific aircraft types or components. Notwithstanding any such request, RA-Aus may limit Authorities at the discretion of the RA-Aus Technical Manager, in the interest of flying safety.

RA-Aus is developing courses for recreational maintenance, including engine maintenance, in the near future, these are not prerequisites for the approval of a RA-Aus Maintenance Authorisation. There is currently no compulsory training neither required for the acceptance of an application for a L2 maintenance Authorisation nor is there likely to be a training requirement. The issuing of an RA-Aus Maintenance Authorisation is primarily based on experience with recreational aircraft maintenance, similar general aviation maintenance experience, allied trade qualifications and experience and the benefit to RA-Aus members.

#### ***Level 4 (Amateur Built Inspector Applications [ABI])***

Members who hold suitable CASA issued AME Licenses or equivalents acceptable to RA-Aus may also apply for an Amateur Built Inspector Authorisation (Level 4 (ABI) Authorisation), this is made on a separate application, but the applicant for a L4 Maintenance Authorisation must hold a Level 2 Maintenance Authorisation prior to making the application or co-incident with it.

If there is a specific requirement for a L4 in a particular area, an application for a L4 (ABI) authorisation can be made by a RA-Aus member who is an experienced L2 but does not hold an AME Licence. Before an application in this instance can be assessed, the applicant must show a definite need (there are no L4s within a reasonable distance, and they MUST show full justification (including all appropriate documentation) references from local RA-Aus members holding a position of Authority (i.e. the local CFI) and the Local L3 as to why they should be considered. (Note in this case the applicant is recommended by RA-Aus but is approved by CASA).

Note: applications for L4 accreditation without full justification and at least a recommendation of the local L3 cannot be accepted. Your justification/s and references will be checked.

The form in this section (Section 4.1.1 Annex B) may be used.

**SECTION 4.1.1 Annex A**

**RA-Aus LEVEL 2 MAINTENANCE AUTHORISATION APPLICATION**

**Personal Details**

Member No: \_\_\_\_\_ Name (in full) \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Age: \_\_\_\_\_

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**Reasons for Requiring L2 Maintenance Authority**

Reasons and justification for requiring a L2 Maintenance Authority: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

State nature of approval requirement such as: the type recreational aircraft maintenance work you are requesting i.e. will be largely for private owners, or recreational flying school, or for some other organisation. In the case of Schools or Organisations, please advise the schools details, including types and numbers of aircraft they operate.

\_\_\_\_\_  
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**Formal Technical Training**

Technical Training Institution(s) Attended: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Periods of Employment in a Technical Capacity: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Highest Trade Level Attained: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Indentured Apprenticeship: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Disciplines (trades) for which qualified: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What Accreditation has been awarded for the formal training (copies of certificates to be included): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Aeronautical Experience**

Highest CASA maintenance (or other airworthiness authority) qualifications held, and periods:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Aeronautical Equipment Types worked on: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Level of Repairs undertaken on Equipment: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Recreational aircraft types on which maintenance has been conducted: \_\_\_\_\_

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Recreational aircraft, Re-design work undertaken: \_\_\_\_\_

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Recreational aircraft Components or Equipment manufactured (type & numbers):

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## Experience

Periods of Employment: (in a maintenance capacity) (please indicate the employers details) \_\_\_\_\_

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Equipment worked on during the periods of employment indicated above: \_\_\_\_\_

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Maintenance skill and supervisory level(s) achieved while in employment: \_\_\_\_\_

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Maintenance Supervisory Responsibilities held (and periods): \_\_\_\_\_

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**Workshop Facilities you have or have access to**

Location of Workshop: \_\_\_\_\_

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Workshop Floor Space: \_\_\_\_\_

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Workshop Machinery: \_\_\_\_\_

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Date Established: \_\_\_\_\_

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CASA Maintenance Accreditation (if any): \_\_\_\_\_

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**SECTION 4.1.1 Annex A**  
**(COMPULSORY)**

**RECOMMENDATION FOR ISSUE OF RA-Aus LEVEL TWO**  
**MAINTENANCE AUTHORITY**

- Two recommendations are required.
- Persons signing this form should be holders of a current CASA LAME licence or a RA-Aus Level 2 Maintenance Authority.

**Applicant:**

**Name:**.....

**Address:**.....

**First Referee**

I, the undersigned, have known the above applicant for over..... years and I am fully familiar with the applicant’s technical training, work and expertise in maintaining recreational or other aircraft. I believe the applicant has demonstrated a satisfactory standard in approach to the maintenance of recreational aircraft and is fully aware of the responsibility and professionalism needed by the holder of a RA-Aus Level 2 Maintenance Authority.

Name.....Signature.....

Company.....Contact Number.....

LAME/RA-Aus Level 2 Authority Number.....

Position.....

**Second Referee**

I, the undersigned, have known the above applicant for over..... years and I am fully familiar with the applicant’s technical training, work and expertise in maintaining recreational or other aircraft. I believe the applicant has demonstrated a satisfactory standard in approach to the maintenance of recreational aircraft and is fully aware of the responsibility and professionalism needed by the holder of a RA-Aus Level 2 Maintenance Authority.

Name.....Signature.....

Company.....Contact Number.....

LAME/RA-Aus Level 2 Authority Number.....

Position.....

**SECTION 4.1.1 Annex B**

**RA-Aus AMATEUR BUILT AIRCRAFT INSPECTOR AUTHORISATION  
(L4 ABI) APPLICATION**

**Personal Details**

Q1. RA-Aus Member No: \_\_\_\_\_

Q2. Name (in full) \_\_\_\_\_

Q3. Address: \_\_\_\_\_  
\_\_\_\_\_

Q4. Phone: \_\_\_\_\_ Q5. Fax: \_\_\_\_\_

Q6. Email: \_\_\_\_\_ Q7. Mobile: \_\_\_\_\_

Q8. Date of Birth: \_\_\_\_\_

Q9. Do you have a current RA-Aus L2 Maintenance Authorisation? [Y] Go to Q 10 [N].  
An application for a L2 can be made, co-incident with this application. Application  
cannot precede, thank you for your time and interest.

Note: Only the holders of a FULL L2 (without restrictions) can be considered for a L4 (ABI) Authorisation.

Q10. Are there any restrictions on your L2 Maintenance Authorisation? [Y]. [N] (Go to  
Q11). Please list  
them. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Q11. Do you have a current LAME Licence? [Y] Go to Q13 [N] Go to Q14.

Q12. LAME License No: \_\_\_\_\_ Endorsements: \_\_\_\_\_  
\_\_\_\_\_

(Include a copy of your current AME licence- including the endorsement page/s)

NOTE: A L4 (ABI) is not permitted to perform a Pre-flight Final Inspection on any aircraft that they have an  
interest in regardless of how minor that interest is. (This may be considered a real or perceived conflict of  
interest).

Q13. What are your reasons for requiring L4 ABI Maintenance Authority? (*Compulsory*).  
List the reasons and full justification for requiring a L4 (ABI) Maintenance Authority: \_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_







**RECOMMENDATION FOR ISSUE OF RA-Aus LEVEL FOUR  
MAINTENANCE AUTHORITY (ABI) mandatory for applicants  
who do not hold a current CASA LAME Licence.**

It is recommended that all applicants complete this part of the application but it is only mandatory for non LAMEs.

- Two recommendations are required.
- Persons signing this form should be holders of a current CASA LAME licence, or RA-Aus Full Level 2 Maintenance Authority Holder, A RA-Aus L3 (Regional Technical Officer), or RA-Aus Level 4 Maintenance Authority Holder or a member of the RA-Aus Board, or the RA-Aus Operations manager, or Assistant Operations Manager, or the CFI of a RA-Aus Flying School.

**Applicant:**

Name:.....

Address:.....

**First Referee**

I, the undersigned, have known the above applicant for over..... years and I am fully familiar with the applicant’s technical knowledge, work and expertise in maintaining recreational or other aircraft. I believe the applicant has demonstrated a satisfactory standard in approach to the maintenance of recreational aircraft and is fully aware of the responsibility and professionalism needed by the holder of a RA-Aus Level 4 Maintenance Authority.

Name.....Signature.....

Company.....Contact Number.....

Position.....

**Second Referee**

I, the undersigned, have known the above applicant for over..... years and I am fully familiar with the applicant’s technical knowledge, work and expertise in maintaining recreational or other aircraft. I believe the applicant has demonstrated a satisfactory standard in approach to the maintenance of recreational aircraft and is fully aware of the responsibility and professionalism needed by the holder of a RA-Aus Level 4 Maintenance Authority.

Name.....Signature.....

Company.....Contact Number.....

Position.....

Note: All applications must be accompanied by proof of the applicant's claims (copies of certificates, training documents, log books, maintenance diaries etc), applications without this will be returned to applicant.

### **Terms and Conditions**

**An accredited RA-Aus Inspector is responsible for the performance and certification of the pre-flight final inspection required by Section 3.3.1 of the RA-Aus Technical Manual on amateur built aircraft constructed in accordance with Paragraphs 1.2 and 1.5 of the CAO 95.55 dated 06 June 2006 and as directed by the RA-Aus Technical Manager.**

The accredited Inspector is entitled to charge the aircraft owner for his time to complete the inspection.

The accredited Inspector is not required to take responsibility for the airworthiness of the subject aircraft.

The accredited Inspector has the discretionary authority to nominate an appropriate test period of time for the subject aircraft to be complete, for the issue of unrestricted registration.

These conditions could be subject to change from time to time as directed by the Civil Aviation Safety Authority or Recreational Aviation Australia Inc.

Print Name: \_\_\_\_\_

Signature of Applicant indicating acceptance of these conditions:

\_\_\_\_\_ Date: \_\_\_\_\_