



CIVIL AVIATION AUTHORITY OF SRI LANKA
CAASL FORM 2

1. Introduction

1.3 Scope and Applicability

This procedure is applicable to IS – 145, IS part M subpart G/F organizations having their principal place of business located inside/outside Sri Lanka.

1.4 Purpose.

The purpose of this procedure is to describe how the applicant shall proceed when applying for above approval and also includes instructions for an organisation that intends to surrender an approval.

The CAASL Form 2 standard to be used for an IS 145 is provided for download in a word format on the CAASL website www.caa.lk

Block	Subject	CAASL Form 2 - Completion Instructions	Note
Check box	Application type	Tick this box for type and Initial / Change or Renewal of the Approval	
1.1	Registered name of applicant	Enter the name of the organisation as stated in the Certificate of Registration	
1a	CAASL approval Numbers	This is applicable for change and renewal	
2	Trading name (if different)	Enter the Trading name of the organisation if different from the name entered in block no.1.1	Enter “N/A” (Not applicable) if the Trading name is either not used or is the same already entered in previous block no.1.1
3.1	Primary address	Enter the address of the Principal Place of Business (PPB) as it means the head office or the registered office of the undertaking within which the principal financial functions and operational control of the activities referred to in this Regulation are exercised	The applicant should use the international standard/ format
3.2	Other Address requiring approval	List all the addresses where maintenance activities are intended to be performed under the intended approval	Note: The scope of work to be performed at each location shall be specified in the applicable MOE procedures.
4	Quality Manager Contact Details	<p>Enter the contact details of the Quality Manager :</p> <ul style="list-style-type: none"> • Name, • Telephone • Fax number • e-mail address <p>The Quality Manager is the person in the organisation who is in charge to maintain the relationship with the CAASL.</p>	The contact details of other post holder as described in the IS - 145 will not be accepted.
	Organisation's generic e-mail address	Enter the generic email address of the “Organisation”.	If not already existing the organization shall create such generic email box to ensure an

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			efficient and stable communication channel between CAASL and the approval holder/applicant
5	Scope of approval relevant to this application	<p>Basically the applicant shall summarize the requested ratings without specifying the A/C, engine/APU types e.g.:</p> <ul style="list-style-type: none"> • A1 line and base maintenance • A2 line maintenance only • B1 • C2 • C14 • Specialized activities in the course of maintenance 	The detailed scope of work is to be recorded in page 3 of the CAASL Form 2.
6	Approval from other Regulatory bodies	List any other approvals (ex. Part 21, Part 147, Part M subpart G/F etc.) already held by the applicant or for which the organization has applied for.	Enter “Not applicable” if the applicant does not hold any other EASA approval (s).
7	Name and position of the (proposed) A.M.	Enter the name and the position (e.g.: CEO) of the person the organisation is proposing to be the Accountable Manager as per IS 145.A.30 (a).	
8	Signature of the (proposed) A.M.	Enter the signature of the proposed Accountable Manager.	
9	Place	Enter the place in which the Accountable Manager office is located.	
10	Date	Enter the date in which the CAASL Form 2 is signed in block 12.	

Submission and charges

The Organisation applying for an initial approval shall complete the form using the instructions detailed in the following table.

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Ref #	submission and charges	Obtain a pay in voucher from CAASL AW section and do the payment to the Shroff. Submit the receipt to AW section.	

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AIRCRAFT	Rating A Limitation	<p>A1 rating: Quote the requested aircraft type(s) as defined in Appendix I to AMC to IS-66 as amended.</p> <p>A2 rating: Quote the requested aircraft type(s) as defined in Appendix I to AMC to IS-66 as amended.</p> <p>A3 rating: Quote the requested aircraft type(s) as defined in Appendix I to AMC to IS-66 as amended.</p> <p>A4 rating: Quote the requested Aircraft series or type(s) other than A1, A2, A3 ratings).</p> <p>Line & Base: For each aircraft type the organisation must define the type of maintenance by marking Yes or No in the column Base and/or Line maintenance activity.</p>	<p>The definition to be included within the column “Limitation” of the Form 2 is the one addressed within the column N° 3 “type rating endorsement” of the ED decision.</p> <p>When an organisation applies for an A1 rating (A319), the limitation of the Form 2 must only address the A319 and NOT the Airbus A318/A319/A320/A321.</p>
ENGINES	Rating B Limitation	<p>B1 rating: Quote the requested engine type(s) as defined in the engine TCDS.</p> <p>B2 rating: Quote requested engine manufacturer or group or type as defined by the OEM</p> <p>B3 rating: Quote the requested APU type(s) as defined by the OEM.</p>	<p>The B rating is required for maintenance of engines according to the Engine shop Maintenance Manual.</p> <p>Note: For engines on wing maintenance under the A rating refer to Appendix IV to Annex I (IS Part M).</p>

Block	Subject	CAASL Form 2 – Completion Instructions	Note
COMPONENTS	Rating C Limitation	For the Cx ratings: The requested class C rating shall be ticked.	The Cx rating is required for maintenance of components according to the Component Maintenance Manual. Note: For maintenance of fitted components under the A & B ratings refer to Appendix IV to Annex I (IS Part M).
SPECIALISED SERVICES	Rating D1 limitation Non Destructive Testing	D1 rating : The requested class NDT method(s) shall be ticked. Note: Holding the rating D1 enables the organization to issue an EASA Form 1 limited to the accomplishment of the NDT inspection.	Boroscope inspection are not considered as being listed under the D1 rating (refer to AMC 145.A.30(f) (8).
SPECIALISED ACTIVITIES		Quote specialised activities (such as NDT, painting, welding, plating, plasma spray, heat treatment, etc.) intended to be performed in the “course of maintenance” under any rating (Ax, Bx or Cx).	These activities do not need to be mentioned if contracted to another IS -145 AMO (as listed in MOE chapter 5.4).