



**Bermuda Advisory Circular
BAC-AW-01**

**Issue: 1
Effective: 25-Jan-2016**

DISMANTLING OF AIRCRAFT WITHDRAWN FROM SERVICE

GENERAL

Bermuda Advisory Circulars are issued to provide advice, guidance and information on standards, practices and procedures necessary to support Overseas Territory Aviation Requirements.

PURPOSE

This Bermuda Advisory Circular provides guidance on dismantling aircraft registered in Bermuda that are withdrawn from service.

RELATED REQUIREMENTS

This Circular relates to:

- OTAR Parts 21 Certification of Aircraft
- OTAR Part 39 Continued Airworthiness Requirements
- OTAR Part 43 General Maintenance Requirements
- OTAR Part 145 Aircraft Maintenance Organisation Approval
- OTAC 145-12 Aircraft Parts

CHANGE INFORMATION

This is the first issue of this Circular.

ENQUIRIES

Enquiries regarding the content of this Circular should be addressed to the Bermuda Department of Civil Aviation. Enquiries can be sent by email to bdcaenquiries@gov.bm.

Table of Contents

1 INTRODUCTION..... 3

2 APPLICABILITY 3

3 ELIGIBILITY REQUIREMENTS..... 3

4 PROCESS..... 4

5 DISPOSITION OF PARTS..... 6

6 RECORDS 6

APPENDIX A - EXAMPLE SERVICEABLE RELEASE CERTIFICATE..... 7

1 INTRODUCTION

- 1.1 Aircraft withdrawn from service are often used as a source of spare parts, a process often referred to as "dismantling" or "parting out". This Advisory Circular provides information and guidance to operators, maintenance organisations, continuing airworthiness management organisations, and individuals involved in the dismantling of aircraft registered in Bermuda.

2 APPLICABILITY

- 2.1 Any dismantling of aircraft registered in Bermuda shall be performed in accordance with the guidance in this Advisory Circular.
- 2.2 Only a maintenance organisation approved under Option 1 of OTAR Part 145 shall undertake the dismantling of aircraft. The organisation must have procedures for dismantling aircraft that are approved by their respective NAA and acceptable to the BDCA.
- 2.3 The Bermuda approved OTAR 39 CAMO should monitor the maintenance activity and ensure an appropriate contract is in place for the dismantling work to be performed. In addition the CAMO should be responsible for communicating the dismantling plan to the Bermuda Department of Civil Aviation and provide the information in Section 6.1.
- 2.4 Immediately following dismantling of aircraft registered in Bermuda the aircraft shall be deregistered.

3 ELIGIBILITY REQUIREMENTS

- 3.1 The eligibility requirements for an aircraft to be dismantled are as follows:
- (a) The aircraft must be on the Bermuda register;
 - (b) The aircraft must be in an airworthy condition; and
 - (c) The aircraft must have a valid Certificate of Airworthiness.
- 3.2 The Eligibility requirements for a recipient aircraft of parts removed from a dismantled aircraft are as follows:
- (a) The aircraft must be on the Bermuda register; and
 - (b) The aircraft must be part of the same operator's fleet as the dismantled aircraft.
- 3.3 The above eligibility requirements for a recipient aircraft are not applicable if the parts removed are issued with an internationally-accepted serviceable

release certificate in accordance with EASA, FAA or TCCA regulations. It is up to the aircraft maintenance organisation to determine if they can issue such a serviceable release certificate under the respective regulations.

3.4 Serviceable aircraft parts removed from the aircraft may be issued with an acceptable serviceable release certificate by an appropriately rated BDCA approved OTAR 145 maintenance organisation subject to compliance with the following:

- (a) Compliance with applicable airworthiness directives shall be established and all applicable airworthiness directives must be complied with.
- (b) The aircraft records shall be reviewed for any unusual events that could affect the serviceability of the part such as involvement in accidents, incidents, heavy landings or lightning strikes. A serviceable release certificate shall not, in any circumstances, be issued if it is suspected that a part has been subjected to extremes of stress, temperature or immersion, which could affect its operation.
- (c) A maintenance history record to include flight hours/cycles/landings as applicable shall be available for all used serialised and life limited parts including details of scheduled maintenance requirements derived from the aircraft maintenance programme and maintenance planning schedule.
- (d) Compliance shall be established with any continued airworthiness instructions for applicable modifications (changes) and repairs for any components/parts.
- (e) Where applicable, mandatory reporting such as CPCP and SSID records shall be included in the records.
- (f) The flight hours/cycles/landings as applicable of any service life limited parts including time since overhaul shall be established.
- (g) Compliance with any certification maintenance requirements (CMR) or airworthiness limitations (AWL) shall be established.

4 PROCESS

4.1 Prior to the dismantling of any aircraft registered in Bermuda the dismantling plan must be acceptable to the BDCA. The Owner/operator of the aircraft or the Bermuda approved CAMO is responsible for informing the BDCA of any plans to dismantle an aircraft registered in Bermuda at least 90 days prior to the start of the work. The CAMO must provide the BDCA with the following:

- (a) Letter detailing the plan for dismantling to include:
 - i. Name of maintenance organisation(s) that will be carrying out the dismantling.
 - ii. Location of the dismantling.

- iii. The extent of the dismantling including a list of parts to be removed.
 - iv. The type of serviceable release certificate that the parts will be issued.
 - v. Timeline for dismantling and deregistration.
- (b) Details of the disposition of the engines, APU and landing gear assemblies (i.e. whether they will be removed and stored complete, scrapped, or details of any dismantling).
- (c) A copy of the dismantling contract between the owner/operator and maintenance organisation(s).
- (d) Copy of the maintenance organisation's procedures for aircraft dismantling.
- (e) The CAMO should establish a procedure for monitoring the dismantling of any aircraft and provide a copy of the procedure to the BDCA.
- (f) An aircraft airworthiness status report completed by the CAMO using BDCA Form AW-201 and including the following attachments-
- i. Status report of any applicable airframe, engine, propeller and equipment airworthiness directives.
 - ii. Status report of all component life limitations.
 - iii. Status report of all component design changes and repairs.
 - iv. Status report of maintenance required by the approved maintenance programme including the dates of the last scheduled maintenance check.
- 4.2 The removal process of all parts should be controlled in a manner as close as possible to that adopted for routine maintenance tasks on in-service aircraft. The following requirements shall be complied with by the AMO performing the dismantling:
- (a) Any aircraft dismantling shall be under controlled conditions and the dismantling process shall be carried out using a structured plan.
 - (b) Adequate access to tooling and equipment shall be provided.
 - (c) The organisation shall ensure that an appropriately qualified person removes any parts from the aircraft in accordance with the approved maintenance data, and using the tools specified.
 - (d) A protected and enclosed quarantine storage area for the parts being removed shall be provided in the immediate vicinity of the work area.
 - (e) An assessment for condition and eventual return to service of each removed part shall be conducted by an appropriately rated and approved maintenance organisation. The extent of the work necessary before the

part is returned to service may range from a simple external visual inspection to a complete overhaul.

- 4.3 After the completion of the dismantling work, the BDCA must be immediately informed so that the aircraft can be deregistered.
- 4.4 Any parts, structures and components that have been deemed scrapped, and any parts not included in the list of parts in Sec 4.1(a)iii, must be scrapped in accordance with [OTAC 145-12](#) Section 5. In addition the BDCA may request the airframe data plate to be mailed to their Bermuda office as evidence that the aircraft structure has been scrapped and/or request photographic evidence.

5 DISPOSITION OF PARTS

- 5.1 Each part removed from the aircraft, and eligible for a serviceable release certificate, shall be issued with a serviceable release certificate acceptable to the BDCA. An example of a serviceable release certificate acceptable to the BDCA is found in Appendix A.
- 5.2 Each part removed from the aircraft shall have its maintenance status aligned with any receiving aircraft, for example structural components may need to have CPCP inspections and maintenance tasks accomplished to ensure they do not exceed a maintenance periodicity when installed.
- 5.3 Parts requiring lubrication shall be lubricated prior to placing it in stores, and any previously applied lubricants must be fully purged.
- 5.4 Parts to be placed into long term storage shall be preserved in accordance with the Component Maintenance Manual.
- 5.5 Parts that are removed unserviceable shall be sent to an approved maintenance organisation, with appropriate component ratings, for return to service.
- 5.6 Any parts removed that have a storage life, shall have the storage life applied. The storage life of any parts should start from the date of the aircraft's last flight. The storage conditions of the part shall be taken into account when determining whether a part has exceeded its storage life, because the manufacturer's storage lives are normally based on the premise that the part is stored in ideal conditions.

6 RECORDS

- 6.1 The owner/operator shall retain all maintenance and continued airworthiness records of the aircraft in accordance with OTAR Part 39.75 requirements.

APPENDIX A - EXAMPLE SERVICEABLE RELEASE CERTIFICATE

 GOVERNMENT OF BERMUDA Ministry of Tourism Development and Transport Department of Civil Aviation		<h2>SERVICEABLE RELEASE CERTIFICATE</h2>	
Certificate Number			
Part One: Removal	Aircraft type:	Registration:	Serial Number:
Component / Part:	Description	Part No.	Serial No.
Remarks: include any requirements for installation such as: functional testing, adjustment, modification, life limitation, mandatory compliance, inspection, reactivation.			
Maintenance manual references:			
	Authorised Signature:	BDCA AMO Approval Ref. No.	Authorisation No.
	Name:	Date:	
Part Two: Installation	Aircraft type:	Registration:	Serial Number:
The component/part has been installed taking account of any special instructions identified above, installation instructions of the applicable maintenance manual or approved data have been complied with, the aircraft records have been updated in respect of this installation.		Maintenance manual references:	
Bermuda DCA Release to Service "The work recorded has been carried out in accordance with the Air Navigation (Overseas Territories) Order as amended and in respect of that work the aircraft or component is fit for release to service"			
	Authorised Signature:	BDCA AMO Approval Ref. No.	Authorisation No.
	Name:	Date:	