

**Bermuda Advisory Circular
BAC-AW-03**

**Issue: 2
Effective: 24-Oct-2016**

**INSTALLED AIRCRAFT PARTS REMOVED TO SERVICE ANOTHER
AIRCRAFT (PARTS ROBBERY)**

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 removing aircraft parts to service another aircraft (parts robbery).

RELATED REQUIREMENTS

This Circular relates to:

- [OTAR Part 39 Continued Airworthiness Requirements](#)
- [OTAR Part 43 General Maintenance Requirements](#)
- [OTAR Part 145 Aircraft Maintenance Organisation Approval](#)
- [OTAC 145-12 Aircraft Parts - OTAR Part 145.59](#)
- [BAC-AW-01 Dismantling of Aircraft Withdrawn from Service](#)

CHANGE INFORMATION

First Issue - March 2016

Second Issue - August 2016

Details of this amendment include:

- Section 2 - Added additional guidance to make it more clear when this BAC applies.
- Section 4 - Removed the requirement that the donor and recipient aircraft must be in the same operator's fleet.
- 5.2 - Added requirements for the transit and storage of parts when removed and not installed directly to the recipient aircraft.
- Appendix A - Removed Part Two for the installation of the part. A CRS will be issued by the AMO in accordance with OTAR 43 requirements.

Change bars to the right of the text indicate changes to the document at the current issue.

ENQUIRIES

Enquiries regarding the content of this Circular should be addressed to the Bermuda Civil Aviation Authority. Enquiries can be sent by email to info@bcaa.bm.

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1 INTRODUCTION

- 1.1 During the normal operation of a fleet of aircraft, a lack of readily available aircraft spares can occur requiring an operator to consider the removal of a required part from one aircraft to service another. This situation is recognised by many regulatory authorities that have accordingly developed specific regulations.
- 1.2 Regulations concerning aircraft robberies are generally developed for national aviation industries and therefore are not intended for cross international boundaries.

2 APPLICABILITY

- 2.1 When an aircraft is grounded due to the non-availability of a part it is allowable to install a serviceable part removed from another Bermuda registered aircraft, subject to the 'donor' aircraft meeting the eligibility requirements in Section 4 of this Advisory Circular.
- 2.2 This Advisory Circular is not applicable if parts removed are issued with an acceptable serviceable release certificate in accordance with EASA, FAA or TCCA regulations. It is the responsibility of the aircraft maintenance organisation to determine if they can issue such a serviceable release certificate under the respective regulations.
- 2.3 The guidance detailed in this Advisory Circular has been developed to assist operators during an AOG situation where there are no readily available spares. This guidance is not intended to be used for the dismantling of aircraft withdrawn from service. Guidance for the dismantling of aircraft withdrawn from service can be found in 'BAC-AW-01 Dismantling of Aircraft Withdrawn from Service'.

3 BERMUDA APPROVED MAINTENANCE ORGANISATIONS

- 3.1 This Bermuda Advisory Circular sets out the minimum requirements to be met for parts robbery. Procedures for the removal and installation process should be described in the contracted BCAA approved maintenance organisation exposition (MOE) or Bermuda MOE Supplement, to be approved by the BCAA.
- 3.2 The BCAA approved procedure will also enable the issuance of a Bermuda Serviceable Release Certificate. Appendix A contains an example of an acceptable Bermuda Serviceable Release Certificate.

4 ELIGIBILITY REQUIREMENTS DONOR AND RECIPIENT AIRCRAFT

- 4.1 The eligibility requirements for a part robbery (donor aircraft) are as follows:
 - (a) The aircraft must be on the Bermuda register; and
 - (b) The aircraft must be in an airworthy condition or in a controlled maintenance environment undergoing maintenance; and
 - (c) The aircraft must have a valid certificate of airworthiness.
- 4.2 The recipient aircraft of a parts robbery must be on the Bermuda register.

5 PARTS ROBBERY REQUIREMENTS

- 5.1 Serviceable aircraft parts removed from a Bermuda registered aircraft may be issued a Bermuda serviceable release certificate (see Appendix A) by an appropriately rated and Bermuda approved OTAR 145 maintenance organisation subject to compliance with the following:
- (a) The donor and recipient aircraft meet the eligibility requirements of this document outlined in paragraph 4;
 - (b) The maintenance organisation shall ensure that the part is removed from the donor aircraft in accordance with approved maintenance data by an appropriately qualified person, and using the tools specified;
 - (c) The last flight operation with the part fitted revealed no faults on that part and related system;
 - (d) The aircraft part shall be inspected for satisfactory condition including; particular damage, corrosion or leakage and compliance with any additional manufacturer's maintenance instructions and the requirements of the aircrafts maintenance programme;
 - (e) 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 Bermuda Serviceable Release Certificate shall not, in any circumstances, be issued if it is suspected that a part has been subjected to extremes of stress, temperatures or immersion which could affect its operation;
 - (f) A maintenance history record including flight hours/cycles/landings as applicable must be available for all used serialised aircraft parts including details of scheduled maintenance requirements derived from the donors aircraft maintenance programme and maintenance planning schedule;
 - (g) Compliance shall be established with any continued airworthiness instructions (ICA) for applicable modifications and repairs for the robbed part by incorporating the ICAs into the recipient's aircraft maintenance programme and maintenance planning schedule;
 - (h) Any service life limited parts shall be determined and their service life remaining should be transferred to the recipient aircraft records; and
 - (i) Compliance with applicable Airworthiness Directives shall be established and/or maintained particularly where non terminating action had previously been taken; and
 - (j) Where applicable, mandatory reporting such as CPCP and SSID records shall be transferred including any pending actions associated with a modification or supplemental inspection regime; and
 - (k) A modification status review shall be undertaken of the recipient aircraft and part to ensure eligibility for fitment; and
 - (l) The inspection and functional test section of the aircraft maintenance manual may not address sufficient verification that the used aircraft part and associated system is functioning correctly. Consideration shall be given to undertaking component/system functionality testing that ordinarily is

mitigated in the maintenance manual by simple high level part testing such as BITE in the case where a newly overhauled part is to be installed; and

- (m) Under no circumstances shall a donor aircraft be fitted with an unserviceable part in replacement for such removed to service another aircraft.

5.2 Where a part is removed and is not to be installed directly to the recipient aircraft, appropriate actions shall be carried out with regard to transit and storage in accordance with the manufacturer's recommendations. Any removed part must be issued with a Bermuda serviceable release certificate by the BCAA approved OTAR 145 maintenance organisation. The following requirements shall be followed:

- (a) Parts shall be stored in accordance with the manufacturer's recommendations;
- (b) Parts requiring lubrication shall be lubricated prior to placing it in stores, and any previously applied lubricants must be fully purged; and
- (c) 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 donor 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 OPERATOR LIAISON

- 6.1 The operator should furnish to the maintenance organisation data required of paragraph 5. The maintenance organisation should ensure suitable arrangements are in place to secure data from the operator.
- 6.2 The removal and installation of used aircraft parts will inevitably have a detrimental effect on statistical and actual aircraft system reliability. The maintenance organisation should ensure that the operator's maintenance records readily identify details of aircraft parts robbery.
- 6.3 The operator must be furnished with copies of all maintenance records and certificates relating to an aircraft parts robbery.

7 SERVICEABLE RELEASE CERTIFICATE ISSUE


- 7.1 Subject to satisfactory compliance with the requirements of this Bermuda Advisory Circular a Bermuda Serviceable Release Certificate must be issued by the Bermuda approved OTAR 145 maintenance organisation, and should contain the information as specified in Appendix A.
- 7.2 A Certificate of Release to Service is required to be issued for all maintenance actions associated with these requirements in accordance with OTAR Part 43 Subpart C.
- 7.3 The Certificate of Release to Service shall use the following statement:

"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";

In all cases enter beside the statement of release to service:

- (1) The Certifying Staff person's signature; and
- (2) the AMO approval or authorisation number; and
- (3) the date of entry.

APPENDIX A - EXAMPLE SERVICEABLE RELEASE CERTIFICATE

		SERVICEABLE RELEASE CERTIFICATE	
Certificate Number			
Aircraft type:		Registration:	Serial Number:
Component / Part:	Description	Part No.	Serial No.
Remarks: <i>include any requirements for installation such as: functional testing, adjustment, modification, life limitation, mandatory compliance, inspection, reactivation.</i>			
Maintenance manual references:			
Authorised Signature:		BCAA AMO Approval Ref. No.	Authorisation No.
Name:		Date:	