

A stylized paper airplane icon in shades of blue is shown flying over a dashed line that represents a flight path, curving upwards and then downwards.

CIVIL AVIATION DIRECTIVE – 8101

GENERAL⁺ PROVISIONS

CAAM PART 21 SUBPART A

CIVIL AVIATION AUTHORITY OF MALAYSIA

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Introduction

In exercise of the powers conferred by section 24O of the Civil Aviation Act 1969 (Act 3), the Chief Executive Officer makes this Civil Aviation Directives (CAD) 8101– General Provisions (CAAM Part 21 Subpart A), pursuant to Regulation 21, 23, 24 and 193 of the Malaysian Civil Aviation Regulations (MCAIR) 2016.

This CAD provides the procedures, requirements and mandatory obligations pertaining to general provisions for CAAM Part 21 for any matters in relation thereto.

This Civil Aviation Directive 8101 – General Provision (CAAM Part 21 Subpart A) is published by the Chief Executive Officer under section 24O of the Civil Aviation Act 1969 [Act 3] and come into operation on 15th November 2022.

Non-compliance with this CAD

Any person who contravenes any provision in this CAD commits an offence and shall on conviction be liable to the punishment under section 24O of the Civil Aviation Act 1969 [Act 3].



(Datuk Captain Chester Voo Chee Soon)
Chief Executive Officer
Civil Aviation Authority of Malaysia



Civil Aviation Directive Components and Editorial practices

This Civil Aviation Directive is made up of the following components and are defined as follows:

Standards: Usually preceded by words such as “*shall*” or “*must*”, are any specification for physical characteristics, configuration, performance, personnel or procedure, where uniform application is necessary for the safety or regularity of air navigation and to which Operators must conform. In the event of impossibility of compliance, notification to the CAAM is compulsory.

Recommended Practices: Usually preceded by the words such as “*should*” or “*may*”, are any specification for physical characteristics, configuration, performance, personnel or procedure, where the uniform application is desirable in the interest of safety, regularity or efficiency of air navigation, and to which Operators will endeavour to conform.

Definitions: Terms used in the Standards and Recommended Practices which are not self-explanatory in that they do not have accepted dictionary meanings. A definition does not have an independent status but is an essential part of each Standard and Recommended Practice in which the term is used, since a change in the meaning of the term would affect the specification.

Tables and Figures: These add to or illustrate a Standard or Recommended Practice and which are referred to therein, form part of the associated Standard or Recommended Practice and have the same status.

Notes: Included in the text, where appropriate, Notes give factual information or references bearing on the Standards or Recommended Practices in question but not constituting part of the Standards or Recommended Practices;

Attachments: Material supplementary to the Standards and Recommended Practices or included as a guide to their application.

It is to be noted that some Standards in this Civil Aviation Directive incorporates, by reference, other specifications having the status of Recommended Practices. In such cases, the text of the Recommended Practice becomes part of the Standard.

The units of measurement used in this document are in accordance with the International System of Units (SI) as specified in CAD 5. Where CAD 5 permits the use of non-SI alternative units, these are shown in parentheses following the basic units. Where two sets of units are quoted it must not be assumed that the pairs of values are equal and interchangeable. It may, however, be inferred that an equivalent level of safety is achieved when either set of units is used exclusively.

Any reference to a portion of this document, which is identified by a number and/or title, includes all subdivisions of that portion.

Throughout this Civil Aviation Directive, the use of the male gender should be understood to include male and female persons



Record of Revisions

Revisions to this CAD shall be made by authorised personnel only. After inserting the revision, enter the required data in the revision sheet below. The *Initials* has to be signed off by the personnel responsible for the change.

Rev No.	Revision Date	Revision Details	Initials
ISS01/REV01	15 th November 2022	Refer to summary of changes	CAAM



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Summary of Changes

ISS/REV no.	Item no.	Revision Details
ISS01/REV01	Para 2.2 a)	Note amended to refer to CAD 1900
	Para 2.2 b)	Requirement amended to refer to CAD 1900
	Para 5	Added requirement on record keeping
	Para 6	Added requirement on manuals
	Para 7	Added requirements on Instruction for Continued Airworthiness



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1 General

1.1 Citation

1.1.1 These Directives are the Civil Aviation Directives 8101 – General Provisions (CAAM Part 21 Subpart A), Issue 01/Revision 01, and comes into operation on 15th November 2022.

1.1.2 This CAD 8101 – General Provisions (CAAM Part 21 Subpart A), Issue 01/Revision 01 will remain current until withdrawn or superseded.

1.2 Applicability

1.2.1 This CAD shall be applicable to—

- a) an applicant for a certificate of approval under regulation 21 of the MCAR; or
- b) a holder of a certificate of approval issued under regulation 21 of the MCAR.
- c) an applicant for a Type Certificate under regulation 23 of the MCAR;
- d) a holder of a Type Certificate issued under regulation 21 of the MCAR;
- e) an applicant for an aeronautical product approval under regulation 23 of the MCAR;
- f) a holder of an aeronautical product approval under regulation 23 of the MCAR;
- g) an applicant for Supplemental Type Certificate under regulation 24 of the MCAR;
- h) a holder of Supplemental Type Certificate under regulation 24 of the MCAR;
- i) an applicant for major modification or repair design approval under regulation 24 of the MCAR; or
- j) a holder of major modification or repair design approval under regulation 24 of the MCAR.

1.3 Revocation

1.3.1 This CAD revokes Civil Aviation Directives 8101 – General Provisions (CAAM Part 21 Subpart A) (CAD 8101) Issue 01/Revision 00, dated 1st May 2021.

1.4 Definition

1.4.1 In this CAD, unless the context otherwise requires:

Airworthiness directive means a document issued or adopted by CAAM which mandates actions to be performed on an aircraft to restore an acceptable level of safety, when evidence shows that the safety level of this aircraft may otherwise be compromised;

CAAM means Civil Aviation Authority Malaysia

CAD means Civil Aviation Directive

Certificate of Approval means a certificate of approval issued under Regulation 21 of the MCAR; and

MCAR means Civil Aviation Regulations.

2 Failures, Malfunction and Defects [21.3A]

2.1 System for Collection, Investigation and Analysis of Data.

- a) The holder of a type certificate, supplemental type certificate, aeronautical product approval, major repair design approval or any other relevant approval deemed to have been issued under Regulation 21, 23 and 24 of the MCAR 2016 shall have a system for collecting, investigating and analysing reports of and information related to failures, malfunctions, defects or other occurrences which cause or might cause adverse effects on the continuing airworthiness of the product, part or appliance covered by the certificate of approval
- b) Information about this system shall be made available to all known operators or owners of the product, part or appliance.

2.2 Reporting to CAAM

- a) The holder of a type certificate, supplemental type certificate, aeronautical product approval, major repair design approval or any other relevant approval deemed to have been issued under Regulation 21, 23 and 24 of the MCAR 2016 shall report to CAAM any failure, malfunction, defect or other occurrence of which it is aware related to a product, part, or appliance covered by the certificate of approval and which has resulted in or may result in an unsafe condition.

Note: The term 'unsafe condition' is provided under CAD 1900 - Safety Reporting System and CAGM 8503 - Mandatory Occurrence Reporting – Airworthiness Aspect.

- b) These reports shall be made in accordance with CAD 1900 as soon as practicable and in any case dispatched not later than 48 hours after the identification of the possible unsafe condition, unless exceptional circumstances prevent this.

2.3 Investigation of Reported Occurrences

- a) When an occurrence reported under paragraph 2.2 of this CAD results from a deficiency in the design, or a manufacturing deficiency, the designer or the manufacturer as appropriate, shall investigate the reason for the deficiency and report to CAAM the results of its investigation and any action it is taking or proposes to take to correct that deficiency.
- b) If CAAM finds that an action is required to correct the deficiency, the designer, or the manufacturer as appropriate, shall submit the relevant data to CAAM.

3 Airworthiness Directives [21.3b]

3.1 An airworthiness directive shall be issued when:

- a) an unsafe condition has been determined by CAAM to exist in an aircraft, as a result of a deficiency in the aircraft, or an engine, propeller, part or appliance installed on this aircraft; and
 - b) that condition is likely to exist or develop in other aircraft.
- 3.2 When an airworthiness directive has to be issued to correct the unsafe condition referred to in paragraph 3.1 of this CAD, or to require the performance of an inspection, the holder of the certificate of approval issued under regulation 21 of MCAR 2016, shall:
- a) propose the appropriate corrective action or required inspections, or both, and submit details of these proposals to CAAM for approval; and
 - b) following the approval by CAAM, the proposals referred to under paragraph 3.2(a) of this CAD shall be made available to all known operators or owners of the product, part or appliance and, on request, to any person required to comply with the airworthiness directive, appropriate descriptive data and accomplishment instructions.
- 3.3 An airworthiness directive shall contain at least the following information:
- a) an identification of the unsafe condition;
 - b) an identification of the affected aircraft;
 - c) the action(s) required;
 - d) the compliance time for the required action(s);
 - e) the date of entry into force.

4 Coordination Between Design and Production [21.4]

- 4.1 The holder of a certificate of approval under regulation 21 of the MCAR pertaining to design organisation shall collaborate with the holder of a certificate of approval under regulation 21 of the MCAR pertaining to production organisation as necessary to ensure—
- a) the satisfactory coordination of design and production required by CAD 8201 as appropriate; and
 - b) the proper support of the continued airworthiness of the product, part or appliance.

5 Record Keeping [21.5]

- 5.1 All relevant design information, drawings and test reports, including inspection records for the product or article tested for the purpose of certification, shall be held by the holder of a type certificate, restricted type certificate, supplemental type certificate, modification design or repair design approval or of an Technical Standard Order (TSO) authorisation at the disposal of CAAM and shall be retained in order to provide the information necessary to ensure the continued airworthiness, continued

validity of the operational suitability data and the compliance with the applicable environmental protection requirements of the product or the article.

6 Manuals [21.6]

6.1 The holder of a type certificate, restricted type certificate, or supplemental type certificate shall produce, maintain and update master copies of all manuals or variations in the manuals required by the applicable type certification basis, the applicable operational suitability data certification basis and the environmental protection requirements for the product or article, and provide copies, on request, to CAAM.

7 Instruction for Continued Airworthiness [21.7]

7.1 The holder of a type certificate, restricted type certificate, supplemental type certificate, modification design or repair design approval shall develop or reference the instructions which are necessary for ensuring that the airworthiness standard related to the aircraft type and any associated part is maintained throughout the operational life of the aircraft, when demonstrating compliance with the applicable type-certification basis established.

7.2 At least one set of complete instructions for continued airworthiness shall be provided by the holder of:

- a) a type certificate or restricted type certificate to each known owner of one or more products upon its delivery or upon the issuance of the first certificate of airworthiness or restricted certificate of airworthiness for the affected aircraft, whichever occurs later,
- b) a supplemental type certificate or modification design approval to all known operators of the product affected by the change upon the release to service of the modified product,
- c) a repair design approval to all known operators of the product affected by the repair upon the release to service of the product in which the repair design is embodied. The repaired product, part or appliance may be released into service before the related instructions for continued airworthiness have been completed, but this shall be for a limited service period, and in agreement with the CAAM.

Thereafter, those design approval holders shall make those instructions available on request to any other person required to comply with those instructions.

7.3 By way of derogation from paragraph 7.2, the type-certificate holder or restricted type-certificate holder may delay the availability of a part of the instructions for continued airworthiness, dealing with long lead accomplishment instructions of a scheduled nature, until after the product or modified product has entered into service, but shall



make those instructions available before the use of this data is required for the product or modified product.

- 7.4 The design approval holder, who is required to provide instructions for continued airworthiness in accordance with paragraph 7.2, shall also make available changes to those instructions to all known operators of the product affected by the change and, on request, to any other person required to comply with those changes. That design approval holder shall demonstrate to CAAM, on request, the adequacy of the process of making changes to the instructions for continued airworthiness available in accordance with this paragraph.



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