[CAMO LOGO]

Mauritius Department of Civil Aviation
Continuing Airworthiness Management Exposition Supplement - Template

[NAME OF THE CAMO]

Mauritius Department of Civil Aviation

Continuing Airworthiness Management Exposition Supplement

[Local authority] Part CAMO approval _____
[Local authority] CAME identification _____

MCAR Part CAMO approval Nº MU-CAMO.__

[Main Address]

Revision Nº Date

This supplement has been approved by the Mauritius Department of Civil Aviation	
Signature DCA Inspector	
Date	

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1. Record of revisions

DCA CAME Supplement revision number	Revision date
1	

2. Introduction

This supplement in conjunction with the latest revision of the [local authority] approved CAME defines the organization and procedures upon which compliance with the Civil Aviation Regulations of Mauritius is based and shall form the basis of acceptance by the Mauritius Department of Civil Aviation to perform continuing management airworthiness functions on aircraft registered in Mauritius or on components, engines, propellers or APUs installed on aircraft registered in Mauritius and under the regulatory control of the Mauritius Department of Civil Aviation.

This supplement is a required document that bridges the differences between the local authority approved CAME and the requirements under DCA Part CAMO, demonstrating compliance with those special conditions applicable for DCA Mauritius. Consequently, the specific procedures contained in this document acts as a supplement for those included in the [local authority] approved CAME, complementing or replacing it, as applicable

Compliance with this approved supplement together with the [local authority] CAME forms the basis of the DCA Part CAMO approval. This supplement forms part of the applicant's obligations for DCA Part CAMO approval as specified in the applicable certificate.

Whenever there is an amendment to the [local authority] approved CAME, the Compliance Monitoring department shall send a soft copy of the revised and approved exposition by email to the Mauritius Department of Civil Aviation.

The supplement shall be amended as necessary to remain in compliance with the requirements of the Mauritius Department of Civil Aviation Regulations. To maintain the MCAR Part CAMO approval, this supplement and any subsequent amendment shall be approved by the Mauritius Department of Civil Aviation.

3. Organization address and contact details

Main Facility

Postal address

Telephone
Fax
E-mail
Website

4. Corporate commitment by the Accountable Manager

This exposition and any associated referenced manuals define the organization and procedures upon which the Department of Civil Aviation of Mauritius (DCA) MCAR Part CAMO approval is based as required by MCAR Part CAMO. These procedures are approved by the undersigned and must be complied with, as applicable, when functions are managed under the terms of the MCAR Part CAMO approval.

It is accepted that these procedures do not override the necessity of complying with any new or amended regulation published by the DCA from time to time where these new or amended regulations are in conflict with these procedures.

It is understood that the DCA will approve this organization whilst the DCA is satisfied that the procedures are being followed and work standards maintained. It is further understood that the DCA reserves the right to suspend, limit or revoke the MCAR Part CAMO approval of the organization if the DCA has evidence that procedures are not followed or standards not upheld.

Signature

For and on behalf of [NAME OF CAMO]

Date

5. Safety and Quality policy

Safety is one of [CAMO NAME] core business functions. We are committed to developing, implementing, maintaining and constantly improving strategies and processes to ensure that all our aviation activities take place under a balanced allocation of organizational resources, aimed at achieving the highest level of safety performance and meeting national and international standards, as far as reasonably practicable.

All levels of management and all employees within [CAMO NAME] are accountable for the delivery of this highest level of safety performance, starting with our Chief Executive Officer.

[CAMO NAME] is committed to:

- **Support** the management of safety through the provision of all appropriate resources that will result in an organizational culture that fosters safe practices, encourage effective safety reporting and communication, and actively manages safety with the same attention to results of the other management systems of the organizations.
- **Enforce** the management of safety as a primary responsibility of all managers and employees.
- **Clearly** define for all staff, managers and employees alike, their accountabilities and responsibilities for the delivery of the organization's safety performance and the performance of the safety management system.
- **Establish and operate** hazard identification and risk management processes, including a hazard reporting system, in order to eliminate or mitigate the safety risks of the consequences of hazards resulting from the operations or activities to a point which is a low as reasonably practicable (ALARP).
- **Ensure** that no action will be taken against any employee ho discloses a safety concern through the hazard reporting system, unless such disclosure indicates, beyond any reasonable doubt, an illegal act, gross negligence, or a deliberate or willful disregard of regulations or procedures.
- **Comply** with and, whenever possible, exceed, legislative and regulatory requirements and standards.
- **Ensure** that sufficient skilled and trained human resources are available to implement safety strategies and processes.
- **Ensure** that all staff are provided with adequate and appropriate aviation safety information and training, are competent in safety matters, and are allocated only tasks commensurate with their skills.
- **Establish and measure** the safety performance against realistic safety performance indicators and safety performance targets.
- **Continually improve and review** the safety performance through management processes that ensure that relevant safety action is taken and is effective.
- **Ensure** externally supplied systems and services to support the operations are delivered meeting the safety performance standards.
- **Ensure** that Human Factors and Human Limitations are taken into account as part of safety issues.

6. Management personnel

The management personnel shown below are nominated by the organization and have been accepted by the Mauritius Department of Civil Aviation (DCA).

These nominated persons are responsible for ensuring that the organization is in compliance with the Mauritius Department of Civil Aviation approval requirements.

Accountable Manager	**[NAME]**
CAMO Manager	**[NAME]**
Airworthiness Review Staff	**[NAME]**
Compliance Manager	**[NAME]**
Safety Manager	**[NAME]**

In case there is any change or transfer to the management personnel, Mauritius Department of Civil Aviation will be notified.

If the Accountable Manager changes, the corporate commitment statement within this supplement must be signed immediately by who supersedes the title. The statement, together with the notification will be sent to Mauritius Department of Civil Aviation.

7. Scope of work and locations

Below is a list of aircraft registered in Mauritius to be managed by [CAMO NAME] as well as the locations involved in such activities,

Aircraft type/series/group	Airworthiness Review authorized (Y/N)	Permit to Fly authorized (Y/N)	Subcontracted organization

Locations	Functions

8. Notification Procedure to the Mauritius DCA regarding changes to the organization's activities, approval, location and personnel

In accordance with the Mauritius Department of Civil Aviation requirements, the Compliance Monitoring Manager or in his absence, his deputy, is responsible for notifying the Mauritius Department of Civil Aviation as soon as practicable of any of the changes listed below:

- The name of the organization
- The location of the organization
- Additional locations of the organization
- The Accountable Manager
- Any of the senior persons specified in this CAME Supplement
- The contract signed with operator
- The facilities, equipment, tools, material, procedures, staff and scope of work that could affect the Mauritius Department of Civil Aviation approval

The purpose of this notification is to enable the Mauritius Department of Civil Aviation to determine continued compliance and amend, if necessary, the DCA CAMO approval certificate.

9. Supplement amendment procedures

The Compliance Monitoring Manager is responsible for the issuance and administration of this supplement including the submission of proposed amendments to the Mauritius Department of Civil Aviation for approval.

Whenever the [local authority] CAME is amended, the Compliance Monitoring Manager shall ensure that the changes affecting the Mauritius Department of Civil Aviation supplement are also addressed simultaneously for the Mauritius Department of Civil Aviation approval.

10. Continued validity of approval

The Mauritius DCA approval is valid as stated in the certificate and while remains in compliance with the Civil Aviation Regulations and its associated MCAR's, taking into account the provisions related to the handling of findings as specified under point CAMO.B.350.

In addition, continuation of approval is subject to DCA granted access to the organization as specified in point CAMO.A.140 and the certificate is not being surrendered or revoked.

For air carriers licensed in accordance with the Civil Aviation Regulations, termination, suspension or revocation of the Air Operator Certificate automatically invalidates the CAMO organization certificate in relation to the aircraft registrations specified in the related AOC, unless otherwise explicitly stated by the DCA Mauritius.

Upon revocation or surrender, the organization certificate shall be returned to the Authority without delay.

11. Audit by the Mauritius Department of Civil Aviation

The Mauritius Department of Civil Aviation reserves the right to audit the organization's facility and related locations at any time during the validity period of the approval.

The organization shall grant the DCA with the required access to the facility and locations to determine continued compliance with all applicable requirements.

12. Recommendation for ARC issuance and renewal

Airworthiness Review Staff are responsible for performing both the documental and the physical survey part of the Airworthiness Review Certificate (ARC).

Issuance and renewal of ARC must be completed in accordance with the requirements of MCAR CAMO.A.901, considering the scope of the organization and the controlled environment.

In case the ARC is issued by the Authority, it will be performed upon a satisfactory assessment and based on a recommendation made by [CAMO NAME], who will send the recommendation together with the application from the owner or operator for the applicable aircraft.

13. Application for Permit to Fly

Application for Permit to Fly will be performed in accordance with the requirements of MCAR Part 21 Subpart P.

To this end, CAMO will use the DCA Application Form for Permit to Fly and the DCA Form 18B Flight conditions for Permit to Fly. Both documents are found at the DCA official website,

https://civil-aviation.govmu.org/Pages/Regulatory/AIRWORTHINESS3.aspx

14. Approval of Aircraft Maintenance Programme

As noted on MCAR M.A.302, the maintenance of each aircraft shall be organized in accordance with an Aircraft Maintenance Programme (AMP), and such document -as well as any subsequent amendments- shall be approved by the DCA Mauritius.

To this end, [CAMO NAME] will prepare the AMP based on the requirements of M.A.302 and Appendix I to AMC M.A.302 and AMC M.B.301(b) and deliver it to DCA Mauritius to apply for its approval.

15. Official communications

All electronical correspondence to the DCA Mauritius will be addressed to the Director of Civil Aviation by the official email, it is civil-aviation@govmu.org

On the same way, the mentioned email address is the only official source to receive mails, data or documents from DCA Mauritius.

16. Contracted operators

The table below summarizes all the operators who has a valid contract with [CAMO NAME],

Operator name **Organization or aircraft owner**	
Contract Identification and expiration date	
Category of operation CAT, NCC, NCO, SPO	
Aircraft type and model	
Aircraft registration 3B-___	

[Add one table per operator]

17. Operator procedures and paperwork

On the implementation of its continuing airworthiness management functions, [CAMO NAME] follows the operator procedures as defined in the contract (maintenance support agreement) and identified on section 16. of this DCA CAME Supplement.

Records issuance, filling and storage, as well as any other applicable procedure is defined and included on the contract mentioned above.

18. Occurrence report

As part of its management system, [CAMO NAME] has implemented an occurrence reporting system that meet the requirements of MCAR CAMO.A.160.

Consequently, occurrence reporting follows the requirements noted on MCAR Part MOR[1].

Note 1: MCAR Part MOR Mandatory Occurrence Report is found at DCA Mauritius official website,

https://civil-aviation.govmu.org/Pages/Regulatory/MANDATORYOR.aspx

19. Reporting defects to the DCA, operator and manufacturer

Without prejudice to the section 18 this Supplement, in case of any incident, malfunction, technical defect, exceedance of technical limitations, occurrence that would highlight inaccurate, incomplete or ambiguous information contained in data established by the manufacturer, irregular circumstance that has or may have endangered the safe operation of the aircraft and that has not resulted in an accident or serious incident, [CAMO NAME] will report it to the DCA Mauritius, to the operator and to the organization responsible for the design of the aircraft, engine, propeller or STC (Design Approval Holder) in compliance with MCAR CAMO.A.160.

END OF DOCUMENT