

**133B. Approved Organisations-** (1) (a) In this part 'organisation' refers to an organisation or a person engaged in one or more of the following activities, namely :-

(i) design and manufacture of aircraft, aircraft components and items of equipment including materials, forging, castings, standard parts;

(ii) maintenance, overhaul, modification, repair, inspection, treatment, processing of aircraft components and items of equipment;

(iii) manufacture, storage, distribution and supply of aircraft fuel, lubricants, special products;

(iv) laboratories and tests to be carried out therein;

(v) training schools.

(b) In this part 'manual' means Quality Control Manual, Design Manual, Training Manual, required to be provided by an organisation under sub-rule (4).

(2) An organisation shall have adequate facilities including qualified and trained staff and necessary equipment for tests and inspection aids.

(3) The Director-General may, on request and on being satisfied, approve an organisation or person to operate under the system of approval. Where considered necessary, organisation or person engaged in specific activities may be required by the Director-General to operate under an approved system. For operating under an approved system, the organisation or person shall comply with such requirements as may be specified by the Director-General.

(3A) The approval granted under sub-rule (3), unless suspended or cancelled, shall remain valid for a period not exceeding one year and on being satisfied, the Director General may renew the approval for a further period of one year.

(4) (a) An approved organisation shall provide, for the use and guidance of its personnel, manuals which shall contain details of information concerning policies, procedures, practices and quality control methods relating to activities of that organization and as may be specified by the Director-General.

(b) A complete copy of the manual or such portions of the manual as the Director-General may direct shall be submitted to the appropriate regional office of the Civil Aviation Department for approval.

(c) An approved organization shall revise its manuals from time to time whenever necessary as a result of changes in its operations, aircraft equipment or practices or experience with the existing aircraft equipment or practices. Any revision of practices and procedures which affect the airworthiness or safety of the aircraft or equipment shall be subject to the prior approval of the Director-General.

(5) Copies of the manual and amendments thereto shall be furnished by the approved organization to such of its personnel as considered necessary, to the Director General and to such other person associated with the work of the organization, as the Director-General may specify.

(6) Members of the organisation shall comply with all the instructions relating to their duties as contained in the manual(s).

(7) An organisation shall ensure that provision is made for imparting necessary instructions to its personnel who are authorised to certify for proper discharge of their duties and responsibilities.

(8) An organisation shall maintain complete records of its activities and such other records as may be required by the Director-General. The records, reports, logs, drawings, shall be made available to the Director-General for inspection and check and at such times as he directs. The records shall be kept for such period as may be specified by the Director-General.

(9) An organization shall comply with such requirements as may be specified in the publication 'titled' Civil Airworthiness Requirements.

(10) Without prejudice to the provisions of any rules, the Director-General may, after giving a show cause notice to an organisation or a person and after making such enquiry as he may deem fit, cancel, suspend or endorse any authorisation or approval or issue a warning or an admonition to the organisation or the person, where he is satisfied that:-

(a) the conditions stipulated by the Director-General under this rule or under the civil airworthiness requirements are not being complied with;

(b) the organisation or the person has performed work or granted a certificate in respect of work which has not been performed in a careful or competent manner or has performed work beyond the scope of it or his approval or failed to make proper entries and certification thereof or for any other reason considered by the Director-General as sufficient to cancel, suspend or endorse an authorisation or approval granted under this rule, or to issue a warning or an admonition".;

*[Inserted by GSR No. 1202 dated 23-7-1976, and*

*Amended by (i) GSR No. 1005 dated 19-11-1983,*

*(ii) GSR No. 181(E) dated 20-03-2006, and*

*(iii) GSR No. 813(E) dated 21-11-2008]*