

1. Approving Competent Authority / Country CIVIL AVIATION DEPARTMENT / MALDIVES		2. AURHORISED RELEASE CERTIFICATE CAD FORM 1				3. Form Tracking Number	
4. Approved Organisation Name and Address:						5. Work order / Contract / Invoice	
6. Item	7. Description	8. Part No	9. Eligibility*	10. Qty.	11. Serial/Batch No.	12. Status/ Work	
13. Remarks							
14. Certifies that the items identified above were manufactured in conformity to: <input type="checkbox"/> Approved design data and are in condition for safe operation <input type="checkbox"/> Non-approve design data specified in block 13				19. <input type="checkbox"/> MCAR 145.50 Release to Service <input type="checkbox"/> Other regulation specified in block 13 Certifies that unless otherwise specified in block 13, the work identified in block 12 and described in block 13, was accomplished in accordance with MCAR-145 and in respect to that work the items are considered ready for release to service.			
15. Authorised Signature		16. Approval/Authorisation Number		20. Authorised Signature		21. Certificate/ Approval Ref. No	
17. Name		18. Date (d/m/y)		22. Name		23. Date (d/m/y)	

CAD Form 1

USER/INSTALLER RESPONSIBILITIES

Note:

1. It is important to understand that the existence of the Document alone does not automatically constitute authority to install the part/component/assembly
2. Where the user/installer works in accordance with the national regulations of an Airworthiness Authority different from the Airworthiness Authority specified in block 1 it is essential that the user/installer ensures that his/her Airworthiness Authority accepts parts/components/assemblies from the Airworthiness Authority specified in block 1.
3. Statements 14 and 19 do not constitute installation certification. In all cases the aircraft maintenance record must contain an installation certification issued in accordance with the civil aviation regulations by the user/installer before the aircraft may be flown.

Use of the CAD Form 1 for maintenance

1. GENERAL

The certificate shall comply with the format attached including block numbers in that each block must be located as per the layout. The size of each block may however be varied to suit the individual application, but not to the extent that would make the certificate unrecognisable. The overall size of the certificate may be significantly increased or decreased so long as the certificate remains recognisable and legible. If in doubt consult CAD.

All printing shall be clear and legible to permit easy reading.

The certificate shall either be pre-printed or computer generated but in either case the printing of lines and characters must be clear and legible. Pre-printed wording is permitted in accordance with the attached model but no other certification statements are permitted.

Completion of the certificate shall be in English.

The details to be entered on the certificate can be either machine/computer printed or handwriting using block letters and must permit easy reading.

Abbreviations must be restricted to a minimum.

The space remaining on the reverse side of the certificate may be used by the originator for any additional information but must not include any certification statement.

The original certificate must accompany the items and correlation must be established between the certificate and the items. A copy of the certificate must be retained by the organisation that manufactured or maintained the item. Where the certificate format and data is entirely computer generated, subject to acceptance by CAD, it is permissible to retain the certificate format and data on a secure database.

Where a single certificate was used to release a number of items and those items are subsequently separated out from each other, such as through a parts distributor, then a copy of the original certificate must accompany such items and the original certificate must be retained by the organisation that received the batch of items. Failure to retain the original certificate could invalidate the release status of the items.

NOTE: There is no restriction in the number of copies of the certificate sent to the customer or retained by the originator.

The certificate that accompanies the item may be attached to the item by being placed in an envelope for durability.

2. COMPLETION OF THE RELEASE CERTIFICATE BY THE ORIGINATOR

Except as otherwise stated, there must be an entry in all blocks to make the document a valid certificate.

Block 1 Pre-printed 'Civil Aviation Department / Maldives'

Block 2 Pre-printed 'Authorised Release certificate/CAD Form 1'

Block 3 A unique number shall be pre-printed in this block for certificate control and traceability purposes except that in the case of a computer generated document, the unique number need not be pre-printed where the computer is programmed to produce the number.

Block 4 The full name and address plus mailing address if different of the approved organisation releasing the items covered by this certificate. This block may be pre-printed. Logos, etc., are permitted if the logo can be contained within the block.

Block 5 Its purpose is to reference work order/contract/invoice or any other internal organisational process such that a fast traceability system can be established.

Block 6 This block is provided for the convenience of the organisation issuing the certificate to permit easy cross- reference to the 'Remarks' Block 13 by the use of item numbers. Completion is not mandatory.

Where a number of items are to be released on the certificate, it is permissible to use a separate listing cross-referring certificate and list to each other.

Block 7 The name or description of the item shall be given. Preference shall be given to use of the Illustrated Parts Catalogue (IPC) designation.

Block 8 State the Part Number. Preference shall be given to use of the IPC number designation.

Block 9 Used to indicate the Type-Approved products for which the released items are eligible for installation. Completion of block is optional but if used, the following entries are permitted:

- (a) The specific or series aircraft, engine, propeller or auxiliary power unit model, or a reference to a readily available catalogue or manual which contains such information, for example: 'DASH8, DHC6, Do228 etc'.
- (b) 'Various', if known to be eligible for installation on more than one model of Type-Approved product, unless the originator wishes to restrict usage to a particular model installation when it shall so state.
- (c) 'Unknown', if eligibility is unknown, this category being primarily for use by maintenance organisations.

NOTE: Any information in Block 9 does not constitute authority to fit the item to a particular aircraft, engine, propeller or auxiliary power unit. The User/installer shall confirm via documents such as the Parts Catalogue, Service Bulletins, etc. that the item is eligible for the particular installation.

Block 10 State the number of items being released.

Block 11 State the item Serial Number and/or Batch Number if applicable, if neither is applicable, state 'N/A'.

Block 12 The following words in quotation marks, with their definitions, indicate the status of the item being released. One or a combination of these words shall be stated in this block:

1. OVERHAULED

The restoration of a used item by inspection, test and replacement in conformity with an approved standard (*) to extend the operational life.

2. INSPECTED/TESTED

The examination of an item to establish conformity with an approved standard (*).

3. MODIFIED

The alteration of an item in conformity with an approved standard (*).

4. REPAIRED

The restoration of an item to a serviceable condition in conformity with an approved standard (*).

5. RETREADED

The restoration of a used tyre in conformity with an approved standard (*).

6. REASSEMBLED

The reassembly of an item in conformity with an approved standard (*).

Example: A propeller after transportation.

NOTE: This provision shall only be used in respect of items which were originally fully assembled by the manufacturer in accordance with manufacturing requirements such as, but not limited to, MCAR-21.

(*) Approved Standard means a manufacturing/design/maintenance/quality standard approved by the CAD.

The above statements shall be supported by reference in Block 13 to the approved data/manual/specification used during maintenance.

Block 13 It is mandatory to state any information in this block either direct or by reference to supporting documentation that identifies particular data or limitations relating to the items being released that are necessary for the User/ installer to make the final airworthiness determination of the item. Information shall be clear, complete, and provided in a form and manner which is adequate for the purpose of making such a determination.

Each statement shall be clearly identified as to which item it relates.

If there is no statement, state 'None'.

Some examples of the information to be quoted are as follows:

- The identity and issue of maintenance documentation used as the approved standard.
- Airworthiness Directives carried out and/or found carried out, as appropriate.
- Repairs carried out and/or found carried out, as appropriate.
- Modifications carried out and/or found carried out, as appropriate.
- Replacement parts installed and/or parts found installed, as appropriate.
- Life limited parts history.
- Deviations from the customer work order.
- Identity of other regulation if not MCAR-145.
- Release statements to satisfy a foreign maintenance requirement.
- Release statements to satisfy the conditions of an international maintenance agreement

Blocks 14, 15, 16, 17 & 18: Must not be used for maintenance tasks by MCAR-145 approved maintenance organisations. These blocks are specifically reserved for the release/certification of newly manufactured items in accordance with MCAR 21 and Civil Aviation Regulations in force prior to MCAR-21 becoming fully effective.

Block 19 Contains the required release to service statement for all maintenance by MCAR 145 approved maintenance organisations. When non MCAR-145 maintenance is being released block 13 shall specify the particular national regulation. In any case the appropriate box shall be 'ticked' to validate the release.

The certification statement 'except as otherwise specified in block 13' is intended to address the following situations;

- (a) The case where the maintenance could not be completed.
- (b) The case where the maintenance deviated from the standard required by MCAR-145.
- (c) The case where the maintenance was carried out in accordance with a non MCAR-145 requirement.

Whichever case or combination of cases shall be specified in block 13.

Block 20 For the signature of the certifying staff authorised by the MCAR-145 approved maintenance organisation. This signature can be computer printed subject to CAD being satisfied that only the signatory can direct the computer and that a signature is not possible on a blank computer generated form.

Block 21 The MCAR-145 approved maintenance organisation reference number given by CAD.

Block 22 The printed name of the Block 20 signatory and personal authorisation reference.

Block 23 The date of signing the Block 19 release to service. (d/m/y). The month shall appear in letters e.g. Jan, Feb, Mar etc. The release to service shall be signed at the 'completion of maintenance'.

Please note the User Responsibility Statements are on the reverse of this certificate. These statements may be added to the front of the certificate below the bottom line by reducing the depth of the form.