



# Advisory Circular

**Subject: Documentation Required for the Installation of Parts onto Canadian Registered Aircraft**

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## **1.0 Introduction**

- (1) This Advisory Circular (AC) is provided for information and guidance purposes. It describes an example of an acceptable means, but not the only means, of demonstrating compliance with regulations and standards. This AC on its own does not change, create, amend or permit deviations from regulatory requirements, nor does it establish minimum standards.

### **1.1 Purpose**

- (1) The purpose of this AC is to provide information and guidance on the certification required for the installation of parts on a Canadian registered aircraft or on a component intended for installation thereon.

### **1.2 Applicability**

- (1) This document applies to the aviation industry, Transport Canada Civil Aviation (TCCA) personnel and delegates.

### **1.3 Description of changes**

- (1) The major changes made to this AC are:
- (a) Sections 2.0, 4.0, 5.0 and Appendix A have been amended to include reference to the Technical Arrangement on Maintenance (TA-M) between the United Kingdom Civil Aviation Authority and Transport Canada Civil Aviation.

## **2.0 References and requirements**

### **2.1 Reference documents**

- (1) It is intended that the following reference materials be used in conjunction with this document:
- (a) Part V, Subpart 21 of the *Canadian Aviation Regulations* (CARs) — Approval of the Type Design or A Change to the Type Design of an Aeronautical Product
  - (b) Part V, Subpart 61 of the CARs — Manufacture of Aeronautical Products
  - (c) Part V, Subpart 71 of the CARs — Aircraft Maintenance Requirements
  - (d) Standard 561 of the CARs — Approved Manufacturers
  - (e) Standard 571 of the CARs — Maintenance
  - (f) Chapter 563 of the Airworthiness Manual (AWM) — Distribution of Aeronautical Products
  - (g) Advisory Circular (AC) 507-001 — Special Certificate of Airworthiness – Limited
  - (h) AC 571-002 — Maintenance Implementation Procedures – Bilateral Aviation Safety Agreement Between Canada and United States
  - (i) AC 571-006 — Electronic Signatures and Electronic Exchange of the Authorized Release Certificate – Form One
  - (j) AC 573-006 — Maintenance and Operations in Accordance with the Technical Arrangement – Maintenance Between Canada and the United Kingdom
  - (k) Exemption From Subsection 571.07(1), Paragraphs 571.08(1)(b) and 571.08(1)(c) and Section 571.13 of the CARs and From Sections 571.07, 571.08 and 571.13 of Standard 571– Maintenance of the Airworthiness Manual. (NCR-021-2017, signed 2017-12-22)

- (l) Aircraft Maintenance & Manufacturing Policy Letter #8 (MPL-8) — Distribution of Aeronautical Products; and
- (m) International Agreements and Arrangements — <https://www.tc.gc.ca/en/services/aviation/aircraft-airworthiness/international-agreements-arrangements.html>.

## 2.2 Cancelled documents

- (1) By default, it is understood that the publication of a new issue of a document automatically renders any earlier issues of the same document null and void.

## 2.3 Definitions and abbreviations

- (1) The following **definitions** are used in this document:
  - (a) **Aeronautical Part:** means an aircraft engine or propeller, or a subassembly, appliance, component or sub-component to be installed thereon or to be installed on an aircraft. Known hereafter as “part”.
  - (b) **Authorized Release Certificate:** An airworthiness certification document, such as a TCCA Form One, whose purpose is to detail an aeronautical part which has been manufactured or maintained by an approved organization, the data to which it conforms or was maintained to and who manufactured or performed the maintenance on it.
  - (c) **Certificate of Conformity:** A document whose purpose is to attest to a new part’s compliance to a number of possible references or consensus standards such as Army/Navy (AN), Military Standards (MS) or National Aerospace Standards (NAS). May also be called a Certificate of Conformance or Certificate of Compliance.
  - (d) **Commercial Part:** in respect of an aircraft, means a part:
    - (i) That is not specifically designed or produced for use as an aeronautical product;
    - (ii) That is made to a specification or catalogue description and marked under an identification scheme of the maker; and
    - (iii) Whose failure does not adversely affect the continued safe flight and take-off and landing of the aircraft.
  - (e) **Distributor:** An organization engaged in the distribution of certified aeronautical parts.
  - (f) **Eligible:** The determination that a part meets all the requirements in the CARs for installation.
  - (g) **Used Part:** An aeronautical part which has been subject of a maintenance activity and certified by a maintenance release or equivalent certification.
  - (h) **Standard Part:** in respect of an aircraft, means a part manufactured in conformity with a specification that:
    - (i) Is established, published and maintained by an organization setting consensus standards or by a government agency; and
    - (ii) Includes design, manufacturing, test, acceptance criteria and identification requirements.
  - (i) **Statement of Conformity:** A signed statement by an approved manufacturer issued on a company document, other than an Authorized Release Certificate (ARC), such as an inspection release note, tag, or other shipping document, which certifies that the new part identified conforms to its approved type design and is in a condition for safe operation.

- (j) **Traceability:** The ability to trace a part's history and or origin back to the manufacturer or maintainer who last certified it.
- (2) The following **abbreviations** are used in this document:
- (a) **AC:** Advisory Circular
  - (b) **AMO:** Approved Maintenance Organization
  - (c) **ANAC:** National Civil Aviation Agency – Brazil
  - (d) **ARC:** Authorized Release Certificate
  - (e) **CAAC:** Civil Aviation Administration of China
  - (f) **CAAI:** Civil Aviation Administration of Israel
  - (g) **CAANZ:** Civil Aviation Authority of New Zealand
  - (h) **CAAS:** Civil Aviation Authority of Singapore
  - (i) **CAD HK:** Civil Aviation Department of Hong Kong
  - (j) **CARs:** *Canadian Aviation Regulations*
  - (k) **CAR (JCAB):** Civil Aeronautics Regulations of Japan
  - (l) **C of C:** Certificate of Conformity
  - (m) **EASA:** European Union Aviation Safety Agency
  - (n) **EU:** European Union
  - (o) **FAA:** Federal Aviation Administration
  - (p) **JCAB:** Civil Aviation Bureau, Ministry of Land, Infrastructure, Transport and Tourism  
Japan
  - (q) **MOU:** Memorandum of Understanding
  - (r) **PAH:** Production Approval Holder (FAA)
  - (s) **PMA:** Part Manufacturing Approval
  - (t) **POA:** Production Organisation Approval
  - (u) **S of C:** Statement of Conformity
  - (v) **TA-M:** Technical Arrangement – Maintenance
  - (w) **TCCA:** Transport Canada Civil Aviation
  - (x) **TSO:** Technical Standard Order
  - (y) **UK:** United Kingdom
  - (z) **UK CAA:** United Kingdom Civil Aviation Authority; and
  - (aa) **US:** United States.

### 3.0 Background

- (1) With the growing diversity of the world economy, the aviation industry has become a global marketplace. As a result, there are more choices and challenges when purchasing new and used parts. Whether aeronautical parts are procured domestically or abroad, they must meet the applicable standards of airworthiness prior to installation on a Canadian registered aircraft or on a component intended for installation thereon.

- (2) The responsibility for ensuring that a new or used part is eligible for installation onto a Canadian registered aircraft or on a component intended for installation thereon has always been the responsibility of the installer. While the primary focus of this AC is to describe the applicable document standards, installers should be aware that the four elements listed below must be satisfied before a part can be considered eligible for installation:
- (a) **Effectivity:** The correct part (i.e. proper configuration, mod level, etc.) has been requested and received.
  - (b) **Condition:** The part is new or repaired as required and is in a safe condition for operation.
  - (c) **Traceability:** The origin of the part is evident and traceable via acceptable documentation received, to the persons or organization responsible for certifying the condition or conformity of the part.
  - (d) **Documentation:** The supporting documentation meets the applicable requirements in Subpart 571 and Standard 571 of the CARs and, if applicable, the appropriate bilateral agreement or technical arrangement.

#### 4.0 New parts

- (1) The following subsections address new parts. Appendix A highlights what documentation is required for the installation of new parts (excluding standard and commercial parts) onto Canadian registered aircraft or on a component intended for installation thereon.
- (2) A new part may be obtained from a foreign manufacturer holding a type design recognized in Canada and be certified in accordance with the laws of the state of manufacture.
- (3) New parts sourced from countries where TCCA has entered into an international agreement should be consulted to confirm what documentation is required for installation. For additional information please consult the relevant international agreement at:  
<https://www.tc.gc.ca/en/services/aviation/aircraft-airworthiness/international-agreements-arrangements.html>

#### 4.1 Standard and commercial parts

- (1) New standard parts should not be certified with an Authorized Release Certificate (ARC) as these parts are manufactured to consensus standards, not to a type design. Documentation for this type of part should establish compliance as well as traceability to the supplier and ultimately the manufacturer of the standard part.
  - (a) The installer may have a document which provides a Certificate of Conformity (C of C) with the name of the manufacturer and the standard to which the standard part complies; or
  - (b) The installer may have a document with a distributors release certificate.
- (2) New commercial parts do not require an ARC or a C of C. Parts of this type, such as an automotive voltage regulator that has a part number which appears in the aircraft illustrated parts catalogue, may be purchased in the original packaging from any retailer.
  - (a) It is recommended that the installer have a record of where the item was purchased; or
  - (b) The installer may have a distributor release document.

#### 4.2 Parts sourced from a Canadian approved Manufacturer or Distributor

- (1) New parts (excluding standard and commercial parts) received from a CAR 561 Approved Manufacturer should be accompanied by an ARC such as the TCCA Form One issued as per Standard 561 Appendix A or a Statement of Conformity (S of C) as described in subsection 561.10 (1) of the CARs.
- (2) The TCCA “Form One” is a template and not a form, thus minor variations may exist between issuing organizations but it must always bear an approved manufacturer’s certification. Only CAR 561 Approved Manufacturers can issue an ARC for a new part produced under their manufacturing approval.
  - (a) The installer should have a TCCA Form One or an S of C issued by the approved manufacturer.
- (3) New parts (excluding standard and commercial parts) received from an approved Canadian Distributor should be accompanied by a signed distributor release document or an ARC or S of C from the approved manufacturer. Distributors are required to provide the original certification of product conformity or certified true copies of the certification document when requested by the installer.
  - (a) The installer should have an ARC or an S of C issued by the approved manufacturer; or
  - (b) The installer should have a distributor release certificate.
- (4) New parts manufactured under a Part Design Approval (PDA) under subpart 521 of the CARs requires a CAR 561 Approved Manufacturer to manufacture and certify the parts:
  - (a) The installer should have a TCCA Form One or an S of C.

**Note:** Splitting of bulk shipments for new parts (excluding standard and commercial parts) which are certified by an approved manufacturer with an ARC is acceptable under the CARs. A single ARC may be reproduced in the form of certified true copies and utilized for the shipment of multiple items.

#### 4.3 Parts sourced from a FAA approved Manufacturer or United States (US) Distributor

- (1) New parts (excluding standard and commercial parts) received from a Federal Aviation Administration (FAA) Production Approval Holder (PAH), a Parts Manufacturing Approval (PMA) holder or US Distributor should be accompanied with an ARC or an S of C.
  - (a) The installer should have a FAA Form 8130-3 or an S of C issued by the PAH or PMA holder; or
  - (b) The installer should have a certified true copy of the original signed FAA Form 8130-3 or an S of C issued by the PAH or PMA holder from a US distributor.

**Notes:** The name, address of the company and FAA approval number of Production Certificate, PMA or TSO authorization must be identified on the applicable signed company certification or reference to original documentation.

Persons other than the PAH must have authorization from the PAH to direct ship parts that are intended for installation in an aeronautical product. If a part is received without the direct shipment authorization, the FAA considers these parts to be unapproved parts. Request a copy of the authorization with the part’s accompanying documentation.

US Distributors are not “approved” by the FAA. However they may participate in a voluntary industry accreditation program as described in FAA AC 00-56 (latest version).

#### 4.4 Parts sourced from the European Union (EU)

- (1) New parts (excluding standard and commercial parts) received from an EU member state Production Organisation Approval (POA) should have a European Union Aviation Safety Agency (EASA) ARC issued by the POA.
  - (a) The installer should have an EASA Form 1.

#### 4.5 JCAB PMA parts

- (1) New PMA parts manufactured under a Civil Aviation Bureau, Ministry of Land, Infrastructure, Transport and Tourism, Japan (JCAB) are acceptable to TCCA provided;
  - (a) The part is produced by a JCAB Approved Production Organization (APO) under a licensing agreement with the holder of the JCAB approved type design
  - (b) The part forms part of the JCAB approved type design that has been recognized by TCCA; and
  - (c) The part has the identical part number as identified in the JCAB approved type design with the additional marking JCAB-PMA.
- (2) Where the JCAB PMA part is acceptable:
  - (a) The installer should have a JCAB Form 18.

#### 4.6 Parts sourced from the United Kingdom (UK)

- (1) New parts (excluding standard and commercial parts) received from a United Kingdom Civil Aviation Authority (UK CAA) POA should have a UK CAA ARC issued by the POA.
  - (a) The installer should have a CAA Form 1.

#### 4.7 Parts sourced from organizations located elsewhere in the world

- (1) New parts (excluding standard and commercial parts) sourced from foreign countries must meet the requirement of the applicable Bilateral Agreement, Memoranda of Understanding (MOU) or a Technical Arrangement in force at the time of purchase.
  - (a) The installer should have documentation that meets the requirements of the international agreement.  
<https://www.tc.gc.ca/en/services/aviation/aircraft-airworthiness/international-agreements-arrangements.html>
- (2) New parts (excluding standard and commercial parts) sourced from foreign countries where a Type Design has been recognized by TCCA under Subpart 521 of the CARs, but no agreement or technical arrangement exists, must be obtained from the approved manufacturer holding the type design, the part number identified in the Type Certificate holders illustrated parts catalogue (IPC) and be certified by the approved manufacturer.
  - (a) The installer should have an ARC or an S of C issued by the approved manufacturer.

#### 5.0 Used parts

- (1) The following subsections address used parts. Appendix A highlights what documentation is required for the installation of used parts onto Canadian registered aircraft or on a component intended for installation thereon.

- (2) Parts made in accordance with section 571.06 of the CARs, known as made for repair parts, are not eligible for distribution and sale. They may only be used by the person or organization that made them specifically for the intended repair.

### 5.1 Parts sourced from a CAR 573 Approved Maintenance Organization (AMO)

- (1) Used parts certified by a CAR 573 AMO should have an ARC issued by the AMO that maintained the part;
- (a) The installer should have a TCCA Form One; or
- (b) An AMO generated release tag containing all applicable information from the TCCA Form One.

### 5.2 Parts sourced from an FAA Part 145 repair station

- (1) Used Parts certified by FAA-certificated Part 145 repair stations located in the US are accepted in accordance with the latest version of the FAA-TCCA Maintenance Implementation Procedures (MIP) and the special conditions therein. Parts should be accompanied by an ARC.
- (a) The installer should have a FAA Form 8130-3.
- (2) Used parts certified by FAA certificated Part 145 repair stations located outside of the US are acceptable provided that the repair station has been authorized by TCCA. Parts should be accompanied by an ARC. For repair stations that have been authorized by TCCA, please consult the following link: <https://wwwapps.tc.gc.ca/saf-sec-sur/2/CAS-SAC/aoas.aspx?typ=8&l=eng,eng>. For additional information relevant to the MIP, please consult AC 571-002.
- (a) The installer should have a FAA Form 8130-3 from a TCCA authorized FAA Part 145 repair station.

**Note:** Used parts certified by certificated Part 145 repair stations outside the US prior to the TCCA authorization date cannot be installed on aeronautical products under TCCA regulatory control.

- (3) TCCA will accept, on import into Canada, “rebuilt engines” for which the US is the State of Design and are appropriately certified by an ARC as allowed by the latest revision of the Implementation Procedures of Airworthiness (IPA) between the FAA and TCCA.
- (a) The installer should have a signed FAA Form 8130-3; and
- (b) The signed FAA Form 8130-3 should reflect the actual total accumulated air time on the engine. The Total Time Since New (TTSN) is not “0 hours”.

**Note:** Other components “rebuilt” by production organizations are not acceptable for installation on Canadian registered aircraft. Therefore, close attention should be given to the status of work performed indicated on the ARC to determine eligibility.

### 5.3 Parts sourced from an EASA Part-145 AMO

- (1) Under the terms of the current TCCA-EASA agreement, used parts certified by an EASA Part-145 AMO require a TCCA approval in accordance with the Maintenance Annex Guidance (MAG) between EASA and TCCA. A dual release is required on the ARC.
- (a) The installer should have a signed EASA Form 1 with a Canadian approval number indicated in block 12.

**Note:** Under revision 2 of the MAG, TCCA also accepts a triple release, i.e. FAA, TCCA and EASA, on an EASA Form 1, as long as the TCCA approval number is indicated in block 12.

#### 5.4 Parts sourced from an ANAC Part-145 AMO

(1) Under the terms of the current Technical Arrangement on Maintenance (TA-M) between the National Civil Aviation Agency – Brazil (ANAC) (formerly Departamento de Aviação Civil – DAC) and TCCA, an ANAC Part-145 AMO maintaining and certifying parts require TCCA recognition. A dual release is required on the ARC.

(a) The installer should have an F-100-01C (SEGVÔO 003) Form with a Canadian approval number indicated in block 12.

#### 5.5 Parts sourced from a Japan Civil Aviation Law (CAL) Article 20 component rated AMO

(1) Under the terms of the Technical Arrangement — Maintenance (TA-M) between JCAB and TCCA, JCAB component rated AMOs maintaining and certifying used parts require TCCA recognition. A dual release on the ARC is not required in this case. Refer to the JCAB website for Component rated AMOs with TCCA recognition at the following link:  
[http://www.mlit.go.jp/en/koku/koku\\_fr11\\_000002.html](http://www.mlit.go.jp/en/koku/koku_fr11_000002.html) to validate the date of the AMOs approval.

(a) The installer should have a signed CAR (JCAB) Form 18.

**Note:** JCAB Component rated AMOs located outside the territorial boundaries of Japan are not recognized under the Technical Arrangement — Maintenance (TA-M).

#### 5.6 Parts sourced from a UK CAA Part 145 AMO

(1) Under the terms of the Technical Arrangement – Maintenance (TA-M) between the UK CAA and TCCA, used parts certified by a UK CAA Part 145 AMO are acceptable. Parts should be accompanied by a UK CAA ARC.

(a) The installer should have a signed CAA Form 1.

**Note:** Prior to January 1<sup>st</sup> 2021, an EASA Form 1 with a dual release issued by a UK CAA AMO remains valid indefinitely.

As of January 1<sup>st</sup> 2021, UK CAA ARCs (CAA Form 1) for civil aeronautical products will be acceptable without requiring a dual release.

#### 5.7 Parts sourced from maintenance organizations located elsewhere in the world

(1) Used parts sourced from a foreign country must meet the requirements of an applicable agreement in force at the time of purchase through a Bilateral Agreement, Memoranda of Understanding (MOU) or a Technical Arrangement.

(a) The installer should have documentation that meets the requirements of the international agreement.

<https://www.tc.gc.ca/en/services/aviation/aircraft-airworthiness/international-agreements-arrangements.html>

## **6.0 Aircraft operating pursuant to a special certificate of airworthiness (C of A) – limited flight authority**

- (1) Persons intending to install new or used parts onto Canadian registered aircraft operating pursuant to a Special C of A-Limited flight authority should:
  - (a) Comply with the requirements in Subpart 571 of the CARs and follow the guidance in this AC; or
  - (b) Comply with exemption NCR-021-2017. Guidance can be found in AC 507-001.

## **7.0 Certified true copies & electronically generated documents**

- (1) Transport Canada recognizes that reproduction of original documentation in the form of certified true copies may be necessary when splitting bulk shipments of parts or if an organization chooses to electronically produce, sign and archive their documents. Such documents may be accepted as originals when receiving parts from a CAR 561 Approved Manufacturer or equivalent who employ electronic document strategies.
- (2) When in doubt, it may be necessary to verify the authenticity of the document by contacting the certifying organization prior to accepting and installing the part. Please refer to AC 571-006 for further guidance on electronic signatures on computer generated ARCs and its electronic exchange.

## **8.0 Information management**

- (1) Not applicable.

## **9.0 Document history**

- (1) AC 571-024, Issue 3, RDIMS 15250550 (E), 15171449 (F), dated 2019-07-26 – Documentation required for the installation of Parts onto Canadian Registered Aircraft.
- (2) AC 571-024, Issue 2, RDIMS 14711552 (E), 14711554 (F), dated 2019-01-02 – Documentation required for the installation of Parts onto Canadian Registered Aircraft.
- (3) AC 571-024, Issue 1, RDIMS 7968876 (E), 8710854 (F), dated 2015-02-20 – Documentation required for the installation of parts onto Canadian Registered Aircraft.

## 10.0 Contact Us

For more information, please contact:

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We invite suggestions for amendment to this document. Submit your comments to:

Civil Aviation Communications Centre  
E-mail: [services@tc.gc.ca](mailto:services@tc.gc.ca)

### ***Original signed by***

Félix Meunier  
Director, Standards Branch  
Civil Aviation

## Appendix A – Documentation required for the installation of parts onto Canadian registered aircraft Matrix.

PARTS ORIGINATING FROM	REQUIRED CERTIFICATION FOR NEW PARTS	REQUIRED CERTIFICATION FOR USED PARTS
Canada (TCCA)	<i>A TCCA Form One or an S of C or a distributor release certificate</i>	<i>A TCCA Form One</i>
United States of America (FAA)	<i>A FAA Form 8130-3 or an S of C</i>	<i>An FAA Form 8130-3</i>
Outside the US (FAA)	<i>See Note 1</i>	<i>An FAA Form 8130-3 See Note 2</i>
European Union (EASA)	<i>An EASA Form 1</i>	<i>An EASA Form 1 with a TCCA approval number in block 12</i>
United Kingdom (UK CAA)	<i>A CAA Form 1</i>	<i>A CAA Form 1</i>
United Kingdom (EASA) <i>See Note 3</i>	<i>An EASA Form 1</i>	<i>An EASA Form 1 with a TCCA approval number in block 12</i>
Brazil (ANAC)	<i>See Note 1</i>	<i>An ANAC Form F-100-01C (SEGVÔO 003) with a TCCA approval number in block 12</i>
Japan (JCAB)	<i>A CAR (JCAB) Form 18 See Note 1</i>	<i>A CAR (JCAB) Form 18</i>
Hong Kong (CAD HK)	<i>See Note 1</i>	<i>A CAD Form One with a statement referencing the TA-M on the form</i>
Singapore (CAAS)	<i>See Note 1</i>	<i>A CAAS Form CAAS(AW)95 with a statement referencing the TA-M on the form</i>
New Zealand (CAANZ)	<i>See Note 1</i>	<i>A CAA Form One with a statement referencing the TA-M on the form</i>
Israel (CAAI)	<i>A CAAI Form 8130-3</i>	<i>A CAAI Form 8130-3</i>
China (CAAC)	<i>A CAAC AAC-038</i>	<i>NOT ACCEPTABLE</i>
Other Country	<i>Refer to the applicable bilateral agreement of technical arrangement. See Note 1</i>	<i>Refer to the applicable bilateral agreement of technical arrangement.</i>

### Notes:

1. A new part is acceptable provided it has been obtained from a foreign manufacturer with a recognized type design in Canada and that new part is certified by an ARC or S of C.
2. If a certificated Part 145 repair station is located outside the US, a TCCA authorization is required.
3. Prior to January 1<sup>st</sup> 2021, an EASA Form 1 with a dual release issued by a UK CAA AMO remains valid indefinitely.