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CIVIL AVIATION AUTHORITY OF NEPAL

Head Office, Babar Mahal, Kathmandu, Nepal

Ref. No.: 110/703/79/80

Date:

01 June 2023



CAA Nepal would like to bring to your attention the importance of complying with the NCAR Part M requirements (NCAR Part M M.A. 306 and subsequent AMC M.A.306(a)), concerning the fulfillment of the Operators Technical Log System.

As we all are aware, the Operators Technical Log System plays a critical role in the monitoring and recording of technical data related to the operation of your aircraft fleet. It serves as an essential tool for tracking maintenance activities, aircraft performance, and ensuring compliance with airworthiness standards. All Operators are requested to comply as per the following to record flight hours and cycle to ensure correct recording and performing airworthiness standards.

- **Accuracy and Completeness:** The Technical Log System should accurately record all relevant technical information, including defects, maintenance actions, and operational data.
- **Timeliness:** Entries in the Technical Log System should be made promptly after the occurrence of any event or maintenance action.
- **Entries shall be made for each take-off and landing with flight hour and cycles.** CAMO shall records Flight Hours and Cycles based on take-off and landing.
- **Each sector flown to be logged for Take-off time and landing time in Technical Log Page and the same procedure for logging hours / Cycles to be defined in Operation Manual Part A.**
- **Revised operation Part A Manual on method of recording flight hour / cycles and get approval from CAA Nepal within a week.**
- **Accessibility:** The Technical Log System should be readily accessible to authorized personnel, including maintenance staff, flight crew, and CAA Nepal.
- **Retention and Archiving:** Records within the Technical Log System should be retained for the specified period as required by NCAR Part M regulations and should be stored in a manner that ensures their integrity and availability.

It is requested to review your Technical Log System and addressing any identified gaps or deficiencies promptly. Failure to comply with NCAR Part M may result in regulatory penalties, disruptions to your operations, and potential safety risks.

Thanking You,

Er. Prabhakar Chandra Mallik
For Chief
Flight Safety Standards Department

CC:

Director General, CAA Nepal
Deputy Director General, ASSRD
Chief, FSSD
Chief, FOD

Sir, This is for your kind information,
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