

Part-145 (whole Part)

Audit Checklist

1360 audit questions across **200** sections.

Easy Access Rules for Continuing Airworthiness, version 2025-09-02 – IR per Reg (EU) 1321/2014 (consolidated 2024-06-12, amended by Reg (EU) 2021/1963); base AMC/GM per ED Decision 2022/011/R; overlay AMC/GM per ED Decision 2026/002/R (Issue 2 Am 8) where the EAR has not yet integrated the electric/hydrogen propulsion extension

HOW TO USE THIS CHECKLIST

Each question has three boxes the auditor fills in during the audit:

1. **Compliance** — the binary headline: Compliant / Non-compliant.
2. **Classification** — where the gap is, four-state grid: Documented / Implemented matrix.
3. **Finding level** — severity: L1 / L2 / O (Level 1 / Level 2 / Observation).

Severity is the auditor's call on the day, against the real finding — no severity is pre-suggested per question.



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Product: Part-145 (whole Part) (1360 questions)

Regulation: Easy Access Rules for Continuing Airworthiness, version 2025-09-02 — IR per Reg (EU) 1321/2014 (consolidated 2024-06-12, amended by Reg (EU) 2021/1963); base AMC/GM per ED Decision 2022/011/R; overlay AMC/GM per ED Decision 2026/002/R (Issue 2 Am 8) where the EAR has not yet integrated the electric/hydrogen propulsion extension

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Q1

GM

GM1 145.A.10 §(a)

Where the organisation is a single-person Part-145 approved organisation seeking small-organisation accommodations, does it limit its terms of approval to those specified in point (m) of Appendix II of Part-145 — namely Class A2 (base/line maintenance of aeroplanes ≤5 700 kg MTOM with piston engines only), Class A3 (base/line maintenance of single-engined helicopters ≤3 175 kg MTOM), Class A4 (aircraft other than A1/A2/A3), Class B2 (piston engines with maximum output <450 HP), Class C (Components), and Class D1 (Non-destructive testing)?

SOURCE VERBATIM

SMALL ORGANISATIONS

This Guidance Material (GM) provides guidance on how the following small organisations satisfy the intent of Part-145:

(a) Organisations that only employ only one person, who carries out the certification function and other functions, and that are approved under Part-145 may use the alternatives provided below limited to the following terms of approval specified in point (m) of Appendix II of Part-145.:

Class A2 Base and line maintenance of aeroplanes of 5 700 kg maximum take-off mass (MTOM) or less (with piston engines only)

Class A3 Base and line maintenance of single-engined helicopters of 3 175 kg MTOM or less

Class A4 Aircraft other than A1, A2 and A3 aircraft

Class B2 Piston engines with maximum output of less than 450 HP

Class C Components

Class D1 Non-destructive testing

— EASA Part-145 GM1 §145.A.10 §(a), Annex III to ED Decision 2026/002/R (AMC and GM to Part-145, Issue 2 Am 8) — overlay; underlying GM ED Decision 2022/011/R as carried in EAR v2025-09-02

COMPLIANCE

☐ Compliant ☐ Non-compliant

CLASSIFICATION (FOUR-STATE)

- ☐ Documented and Implemented
- ☐ Documented Not Implemented
- ☐ Not Documented but Implemented
- ☐ Not Documented and Not Implemented

FINDING LEVEL

☐ L1 ☐ L2 ☐ O
L1 = Level 1 · L2 = Level 2 · O = Observation

SUGGESTED EVIDENCE TO REQUEST

- EASA Form 3 (organisation approval certificate) showing the terms of approval are limited to the Class A2 / A3 / A4 / B2 / C / D1 list.
- MOE section recording the organisation as a single-person Part-145 organisation operating under small-organisation accommodations.
- Cross-reference in the MOE or scope-of-work statement to point (m) of Appendix II of Part-145 (the regulatory anchor for these alternatives).
- Any competent-authority correspondence accepting the small-organisation accommodation.

ORGANISATION MANUAL REFERENCE:

FINDINGS / NOTES:

Where the organisation is a single-person Part-145 organisation, does the single full-time person meet the Part-66 requirements for certifying staff and hold the combined position of accountable manager, safety manager, maintenance engineer, certifying staff and — if airworthiness reviews are within scope — airworthiness review staff?

SOURCE VERBATIM

145.A.30(b): The minimum requirement is for one full-time person who meets the Part-66 requirements for certifying staff and holds the position of 'accountable manager, safety manager, maintenance engineer and is also certifying staff and, if applicable, airworthiness review staff'.

Note: 'Full-time' for the purpose of Part-145 means not less than 35 hrs per week except during vacation periods.

— EASA Part-145 GM1 §145.A.10 §(a) ¶145.A.30(b) sent.1, Easy Access Rules for Continuing Airworthiness v2025-09-02 (ED Decision 2022/011/R)

COMPLIANCE

☐ Compliant ☐ Non-compliant

CLASSIFICATION (FOUR-STATE)

- ☐ Documented and Implemented
☐ Documented Not Implemented
☐ Not Documented but Implemented
☐ Not Documented and Not Implemented

FINDING LEVEL

☐ L1 ☐ L2 ☐ O

L1 = Level 1 · L2 = Level 2 · O =
Observation

SUGGESTED EVIDENCE TO REQUEST

- Part-66 licence(s) of the nominated person, valid and appropriate to the scope of work.
- MOE nomination chapter showing the single person holds the combined positions and identifying the person by name.
- Working-time evidence demonstrating "full-time" employment (not less than 35 hours per week save during vacation periods — see the GM1 note).
- Competent-authority acceptance of the combined-role nomination.

ORGANISATION MANUAL REFERENCE:**FINDINGS / NOTES:**

Does the organisation ensure that no person other than the single nominated person issues a certificate of release to service, and that no maintenance is released during that person's absence?

SOURCE VERBATIM

No other person may issue a certificate of release to service and therefore if that person is absent, no maintenance may be released during such absence.

— EASA Part-145 GM1 §145.A.10 §(a) ¶145.A.30(b) sent.2, Easy Access Rules for Continuing Airworthiness v2025-09-02 (ED Decision 2022/011/R)

COMPLIANCE

☐ Compliant ☐ Non-compliant

CLASSIFICATION (FOUR-STATE)

- ☐ Documented and Implemented
☐ Documented Not Implemented
☐ Not Documented but Implemented
☐ Not Documented and Not Implemented

FINDING LEVEL

☐ L1 ☐ L2 ☐ O

L1 = Level 1 · L2 = Level 2 · O =
Observation

SUGGESTED EVIDENCE TO REQUEST

- MOE procedure restricting CRS issuance to the single nominated person.
- Work-control records over a sample period confirming that on dates the nominated person was absent (e.g., during vacation), no CRS was issued by any other party.
- Customer-communication or work-planning evidence showing maintenance is not scheduled during the nominated person's planned absences, OR the organisation has demonstrably ceased CRS-relevant activity during such absences.

ORGANISATION MANUAL REFERENCE:**FINDINGS / NOTES:**