

Part-CA0.A (whole Part)

Audit Checklist

347 audit questions across **50** sections.

Easy Access Rules for Continuing Airworthiness, version 2025-09-02 – IR per Reg (EU) 1321/2014 (Annex Vd, Part-CA0; consolidated 2024-06-12); base AMC/GM per ED Decision 2020/002/R and subsequent

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-CAO.A (whole Part) (347 questions)
Regulation: Easy Access Rules for Continuing Airworthiness, version 2025-09-02 — IR per Reg (EU) 1321/2014 (Annex Vd, Part-CAO; consolidated 2024-06-12); base AMC/GM per ED Decision 2020/002/R and subsequent
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Q1

AMC

AMC1 CAO.A.015

Is the application **submitted on EASA Form 2 or an authority-accepted equivalent?**

SOURCE VERBATIM

An application should be made on an EASA Form 2 (Appendix III to AMC1 CAO.A.015) or an equivalent form that is acceptable to the competent authority.

– EASA Part-CAO AMC1 §CAO.A.015, Easy Access Rules for Continuing Airworthiness v2025-09-02 (ED Decision 2020/002/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

- The submitted application is an EASA Form 2 or a competent-authority-accepted equivalent
- Where an equivalent form is used, evidence of competent-authority acceptance of that form
- The form is complete and current for the approval / change sought

ORGANISATION MANUAL REFERENCE:

FINDINGS / NOTES:

Does the CAO **submit draft documents early so application assessment can begin?**

SOURCE VERBATIM

Draft documents should be submitted at the earliest opportunity so that the assessment of the application can begin. The initial certification or approval of changes cannot take place until the competent authority has received the completed documents.

– EASA Part-CAO AMC1 §CAO.A.015, Easy Access Rules for Continuing Airworthiness v2025-09-02 (ED Decision 2020/002/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

- Draft documents submitted to the competent authority early in the application / change process
- Submission correspondence / timeline evidencing early provision
- Awareness that certification / change approval is gated on receipt of completed documents
- No pattern of late / incomplete submission delaying assessment

ORGANISATION MANUAL REFERENCE:

FINDINGS / NOTES:

Q1

IR

IR §CAO.A.015

Does the CAO apply for approval or changes in the form and manner required by the competent authority?

SOURCE VERBATIM

CAOs shall apply for the issuance of, or change to, a CAO approval to the competent authority in a form and manner established by that authority.

– EASA Part-CAO §CAO.A.015, Easy Access Rules for Continuing Airworthiness v2025-09-02 (IR per Reg (EU) 2019/1383)

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

- The application (initial or change) submitted to the competent authority on its established form and via the established manner (cross-reference AMC1 – EASA Form 2 or equivalent acceptable form)
- For changes: the change application made in the established form / manner
- Acknowledgement / receipt from the competent authority
- No CAO approval / change sought outside the established form and manner

ORGANISATION MANUAL REFERENCE:

FINDINGS / NOTES: