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Clarifications regarding when an organisation must provide a FORM 2 application.

MAA-NOR has received various inquiries regarding when it is required to provide a FORM 2-Application for EMAR 145 and/or EMAR M Subpart G Approval. This MAIB is written to give the regulated community guidance on when a FORM 2 is required.

The general MAA-NOR policy is that a FORM 2 is required either when an organisation applies for an initial approval or when an approved organisation applies for a change which impacts the FORM 3- Maintenance Organisation Approval Certificate or FORM 14 - Continuing Airworthiness Management Organisation Approval certificate resulting in a new issue of the certificate.

With this general policy in mind, the following changes require a FORM 2 application:

1. For initial application according to EMAR M and EMAR 145
2. For 145 approved organisations (see FORM 3 for reference) where applying for approval of:
 - Change of name.
 - Change of maintenance organisation address (only the one defined on the certificate).
 - Change of Maintenance organisation approval schedule.
 - Change of MOE reference (This does not include new issues or revisions, but only if the organisation changes the main document reference defined on the certificate).
3. For EMAR M approved organisations (see EMAR Form 14 for reference) where applying for approval of:
 - Change of name.
 - Change of maintenance organisation address (only the one defined on the certificate).
 - Change of continuing airworthiness management organisation approval schedule.
 - Change of CAME reference. (This does not include new issues or revisions, but only if the organisation changes the main document reference defined on the certificate).

A FORM 2 application may be required for other specific cases where deemed necessary by MAA-NOR.

All other changes must be applied to MAA-NOR in accordance with the privileges and approval defined in the approved organisation exposition.