

CHAPTER 37 APPROVE FAR § 91.30 MINIMUM EQUIPMENT LIST/REVISION

Section 1 Background

1. WPMS ACTIVITY CODES

A. *Maintenance*: 3418/3419

B. *Avionics*: 418/5419

3. OBJECTIVE. This chapter describes the process used to evaluate and approve a FAR § 91.30 Minimum Equipment List/Revision.

5. GENERAL

A. Certain kinds of operations, such as night flight, instrument flight rules (IFR), or operation in icing conditions require specific equipment that is not essential under all operating conditions. Other equipment, such as entertainment systems and galley equipment, may be installed for convenience. If some deviation from the type certificated configuration were not permitted, the aircraft could not be flown unless all such equipment were operable.

(1) Most aircraft have some redundancy of systems and equipment to provide schedule reliability and the necessary level of safety.

(2) Certain controlled conditions are allowed to compensate for the failure or deactivation of specific instruments or equipment. These controlled conditions include the following:

- Restrictions for certain flight operations
- Changes to in-flight operational procedures
- Temporary deactivation of components

B. A Minimum Equipment List allows an operator to continue a flight or series of flights, with certain instruments or equipment inoperative, to a place where repairs can be made. For the operator to be able to use the Minimum Equipment List, the procedural requirements for the equipment loss must first be met.

C. The Master Minimum Equipment List serves as a guideline in the development of a Minimum Equipment List. Master Minimum Equipment Lists are developed by

Flight Operations Evaluation Boards.

7. AIRCRAFT SYSTEMS. The Master Minimum Equipment List addresses specific aircraft systems to ensure that airworthiness is not degraded. The Minimum Equipment List must provide definitive guidance to the maintenance and operations personnel as to which equipment may be inoperative for a particular operation. The operator's Minimum Equipment List may be more restrictive than the Master Minimum Equipment List. Under no circumstances may the operator's list be less restrictive.

A. The Minimum Equipment List is designed to reflect the actual aircraft operated. Therefore, the operator, in developing the Minimum Equipment List, may leave off items from the Master Minimum Equipment List due to aircraft configuration or personal preference. The operator cannot add items that are not already on the Master Minimum Equipment List.

B. Placards, alternate operating procedures, and instructions for the isolation of malfunctions must be technically correct.

9. PROCEDURAL REQUIREMENTS. Not all FAR Part 91 operators are required to have a maintenance program or any form of operations manual. However, all operators seeking to develop and use a Minimum Equipment List must have some form of instructions and/or procedures stating how the Minimum Equipment List is to be used. These instructions or procedures should include a method for recording a description of the inoperable instruments and equipment.

A. Both the Preamble and the Notes and Definitions from the Master Minimum Equipment List must be incorporated into the Minimum Equipment List.

B. Changes to a Minimum Equipment List may affect the operator's procedures. Any revisions must be approved by the FAA prior to implementation.

Section 2 Procedures

1. PREREQUISITES AND COORDINATION REQUIREMENTS

A. Prerequisites

- Knowledge of FAR Parts 91
- Knowledge of Master Minimum Equipment List Preamble

B. *Coordination.* This task requires close coordination between airworthiness, avionics, and operations inspectors. Coordination may also be required with the Flight Operations Evaluation Board, Flight Operations Policy Board, and regional specialists.

3. REFERENCES, FORMS, AND JOB AIDS

A. References

- Master Minimum Equipment List for subject aircraft
- Master Minimum Equipment List Policy Book (Aviation Safety Analysis System)

B. *Forms.* None.

C. *Job Aids.* None.

5. PROCEDURES

A. *Receive Operator's Minimum Equipment List Request.* Provide the operator with a copy of the appropriate Master Minimum Equipment List. Discuss the purpose and function of the Minimum Equipment List with the operator. Advise the operator as to acceptable formats for the specific Minimum Equipment List.

B. *Receive the Operator's Minimum Equipment List.* Coordinate with other inspectors assigned to the task. Ensure that any additional documentation required for the evaluation is provided.

C. Evaluate Minimum Equipment List

(1) Ensure the operator's proposed Minimum Equipment List contains only items that are included on the Master Minimum Equipment List.

(2) Ensure that the information in the "Number Installed" column of the Minimum Equipment List represents the number of equipment items actually installed in the aircraft.

(3) Ensure that the "Remarks or Exceptions" column includes the following:

- All restrictions and special provisions of the Master Minimum Equipment List
- All maintenance procedures required (identified by an "M") and all operations procedures (identified by an "O")
- A specific reference to any document containing maintenance procedures

(4) Review all procedures described in the "Remarks and Exceptions" column for completeness.

(5) Ensure that both the Preamble and the Notes and Definitions from the Master Minimum Equipment List are used in their entirety, without modification.

(6) Ensure that all abbreviations and symbols used in the document are defined.

C. *Analyze Results.* If deficiencies are discovered during the review and a meeting is necessary, coordination with assigned inspectors. Brief the operator on the findings and discuss how to resolve any deficiencies.

7. TASK OUTCOMES

A. File WPMS Transmittal Form

B. When the operator has met the requirements for a Minimum Equipment List, send an authorization letter along with the list itself. Indicate approval on each page of the Minimum Equipment List by affixing the following:

- The office designator for the Flight Standards District Office
- The date of approval
- The inspector's signature

9. **FUTURE ACTIVITIES.** Routine surveillance.