

Certification Authorities for Propulsion Products (CAPP) Charter

1. Purpose

The Certification Authorities for Propulsion Products (CAPP) mission is to strive for harmonization among authorities on the certification and validation of propulsion products. On pursuing this mission, CAPP would propose development of harmonized regulations, policies and industry standards, interpretation of certification requirements, and facilitating their adoption. The CAPP improves and provides ongoing support for the safety mission of airworthiness authorities who have the primary state of design responsibility for engines, propellers, and auxiliary power units (APUs). It also supports the safety mission of the participating airworthiness authorities by working jointly on technical issues related to propulsion products. The CAPP shares visibility within and between the authorities, and with the industry community. This group reports directly to the CMT Secretariat (CMTS).

The participating airworthiness authorities in this group currently include the Subject Matter Experts (SMEs) from European Union Aviation Safety Agency (EASA), the Federal Aviation Administration (FAA), Transport Canada Civil Aviation (TCCA), and the Agência Nacional de Aviação Civil (ANAC).

2. Objectives

In order to achieve its mission, the objectives of the CAPP are to:

- Consider/address topics at the request of the CMT/CMTS and/or recommendations by group member countries;
- Reduce duplication of effort among authorities by maximizing reliance on decisions made by the certifying authority to the maximum extent practical;
- Work toward identifying rule and policy harmonization opportunities, as well as ensuring consistent and common interpretation of existing rules and policy; and
- Provide early awareness of emerging safety concerns applicable to a broad segment of the industry through appropriate communications.

The CAPP provides a forum for resolving issues and sharing information by:

- Consistently and effectively supporting current bilateral agreements and implementation procedures;
- Identifying regulations and policies, including interpretation of these regulations and policies, where differences among national authorities may lead to impasse in the certification and validation approval processes; and



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- Promoting efficient use of authority resources for certification and Continued Operational Safety (COS).

3. Scope and Boundaries

The responsibilities of the CAPP relate directly to the responsibility of each of the member authorities. These responsibilities generally include the design approval and COS of civil aviation products. The group is responsible to identify and prioritize joint harmonization issues and decide on the revision and issuance of new policy, guidance material, means of compliance and other interpretative documentations. Every new task should be submitted to CMTS for approval.

Rulemaking and policy processes and procedures are outside the scope of the group and are constrained by the provisions contained in applicable bilateral agreements and other international agreements, including ICAO Annex 8, Airworthiness of Aircraft. However, when an issue arises that indicates necessity of revision of regulations or Implementation Procedures for Airworthiness (IPA), Technical Implementation Procedures (TIP), it should be elevated to the CMTS.

4. Organization, Administration and Roles

4.1 General

- The CAPP will meet face-to-face at least once per year. The CAPP may elect to add additional day(s) to meet with industry at the conclusion of their meeting.
- During CAG meetings with industry, the CAG may ask for individual industry participant's views on potential work topics, priorities, and needs. The CAG may also ask individual industry participants to submit data or other relevant information to further the work of the CAG.
- The CAPP meeting lead will be a representative of the host CAA with authority for making decisions. The host CAA will provide a meeting conference room, arrange for logistics, arrange virtual meeting links, lead agenda development, and publish meeting minutes as described in more detail below.
- The host CAA will rotate with every meeting unless other arrangements are made.
- Issues as they arise will be resolved on a consensus based format among the members of the group.
- The group is responsible to jointly resolve issues at the lowest level and will report any impasse or concerns directly to the CMTS.



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- The group will maintain a website accessible to all members (e.g. CMT's SharePoint or FAA Huddle site).
- The CAPP may inform the industry of the CMTS approved decisions.
- After CMTS acceptance of CAPP decisions, each authority should implement the decision through its internal process. (Industry may provide input to the authorities during each authority's internal process, or as the decision is used on a project specific basis). If any of the Authorities receives comments from industry or other members of the public to its decisions, the Authority may bring the comments to the CAPP to determine whether the comments might justify re-evaluating the decision. The CAPP must obtain CMTS approval using the CMT Task Request Form to re-open its completed task and to commit resources to perform additional work

4.2 Membership

- Each authority will provide at least one member, but not more than two, as the representative(s) for the CAPP. Additional SMEs may support the CAPP representatives, as needed.
- The CAPP may invite other CAAs to attend as observers in the spirit of outreach with specific goal to further enhance international collaboration standardization internationally. CAPP observers are limited to other CAAs. Such invitations will be agreed by the CMT, by written procedure, before invitations are sent. CAPP members extending invitations to observers will notify the other CAPP members.

4.3 Activity/Tasks

- The group will identify the technical issues of concern on propulsion products, and prioritize them for harmonization affecting the four authorities of CAPP
- New tasks should be submitted to the CMTS for approval.
- In case of impasse, the group should seek CMTS decision (stop or continue the task).
- The group will document final dispositions and decisions for issues addressed.
- The group must obtain CMTS approval of final dispositions and decisions.
- For some tasks, the CAPP may decide to endorse the output of external entities, such as industry standard groups.

4.4 CAPP Annual Meeting

- The host airworthiness authority will coordinate the development of the agenda with representatives of each member authority; including item subject, objective and discussion lead.



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- Each airworthiness authority will review the agenda prior to each meeting to determine if potential conflicts exist.
- The agenda representatives will coordinate the proposed agenda internally within their respective organizations.
- As a standing agenda item, each airworthiness authority will present a short status report on the rulemaking/policy and organizational activities in their authorities at each meeting.
- The host airworthiness authority will distribute the final agenda at least one month prior to the scheduled meeting date.
- Agenda representatives will coordinate with subject matter experts to ensure material necessary for the meeting is developed and made available a minimum of two weeks prior to the meeting.
- Individuals responsible for presenting an item on the authority-only agenda will coordinate with representatives responsible for the same subject matter from the other participating airworthiness authorities prior to the meeting.
- Alignment or misalignment among the airworthiness authorities will be highlighted.
- Convey a coordinated proposal to management where appropriate.
- The host airworthiness authority will prepare meeting minutes in coordination with agenda representatives, and distribute final minutes within 30 days of the close of the meeting.
- The minutes will include significant discussion points, agreements, actions, and next steps.

4.5 Report Out and Look Ahead

- The group will submit an Annual Report of activity using the CMTS provided format, including highlighting important discussions, decisions and issues to the CMT Secretariat in advance of the CMT annual meeting.

5. Resources and Support

Each participating airworthiness authority is responsible for providing the necessary resources to support the meetings and the on-going activities resulting from and in support of the meetings.



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1/17/23

Signed by EASA
Grégory Lièvre
Manager, Certification Director's Office

Date

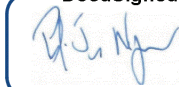

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Signed by FAA
Victor Wicklund
Acting Director, Policy & Innovation Division
Aircraft Certification Service

Date

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February 9, 2023

Signed by TCCA
Philippe Ngassam
Director, National Aircraft Certification
Transport Canada Civil Aviation

Date


Signed by ANAC
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Manager, Aeronautical Product Certification
Agência Nacional de Aviação Civil

2/9/23

Date