

# **Certification Authorities for Transport Airplane Products (CATA) Charter**

## **1. Purpose**

The Intent of this Operational Working Group called Certification Authorities for Transport Airplanes (CATA) is to provide ongoing support for the safety mission of airworthiness authorities who have the primary state of design responsibility for transport airplanes.

The participating airworthiness authorities in this group currently include: the European Aviation Safety Agency (EASA), the Federal Aviation Administration (FAA), Transport Canada Civil Aviation (TCCA), and the Agência Nacional de Aviação Civil (ANAC). This group supports the safety mission of the participating airworthiness authorities by working technical and product type issues, while ensuring a shared visibility and linkage to the higher collective body, the Certification Management Team (CMT). This group will exist as an extension of and work cooperatively with the CMT through the active participation of member airworthiness authorities

## **2. Objectives**

The objectives of the group are to:

- Consider/address topics at the request of the CMT and/or recommendations by group member countries;
- Report group activities and working status to the CMT as required;
- 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 consistent 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 group provides a forum for resolving issues and sharing information by:

- Consistently and effectively supporting current bilateral and other international agreements;
- Identifying regulations and policies, including interpretation of these regulations and policies, where differences among national authorities may lead to conflict in the certification and validation approval processes; and
- Promoting efficient use of authority resources for certification and Continued Operational Safety (COS).

## **3. Scope and Boundaries**

The responsibilities of the group relate directly to the responsibility of each of the member authorities. These responsibilities generally include the design approval and COS of civil aviation products.

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The 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. Any task proposed by the group that impacts the Implementation Procedures for Airworthiness (IPA), Technical Implementation Procedures (TIP) For Airworthiness and Environmental Certification or equivalent applicable bilateral agreement must be coordinated with the CMT. Coordination between this group and the CMT will be through the CMT Secretariat as described in the CMT Charter.

### **4. Organization, Administration and Roles**

#### **4.1 General**

- The group will meet at least twice per year with the participating airworthiness authorities. At least one of these meetings will be face-to-face. The group may elect to add additional day(s) to meet with industry at the conclusion of their meeting.
- The group may schedule additional virtual meetings (i.e., via telephone or video conference) to review progress, amend direction if needed, and/or prioritize tasks.
- The group meeting lead will be the management representative of the host airworthiness authority.
- The host airworthiness authority will provide a meeting conference room, arrange for logistics, lead agenda development, and publish meeting minutes as described in more detail below.
- The host airworthiness authority will rotate with every meeting, unless prior arrangements are made.
- As authorized by the CMT, the group will establish and support technical teams as needed to address tasks within the scope of this charter.
- The group will prepare an annual accomplishment summary and distribute to participating airworthiness authorities and CMT.

#### **4.2 Membership**

- Each authority will provide at least one member, but not more than two, as the representative(s) for the Working Group. Subject matter experts may support the Working Group representatives, as needed.

#### **4.3 Agenda Development**

- The host airworthiness authority will coordinate the development of the agenda with representatives of each member authority; including item subject, objective and discussion lead.
- Each airworthiness authority will provide at least one, but not more than two representatives to lead the development of the CATA agenda.

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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 and organizational activities in their Agency at each meeting.
- The host airworthiness authority will distribute the final agenda at least one month prior to the scheduled meeting date.

### 4.4 Meeting Presentations & Supporting Material

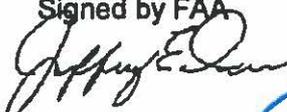
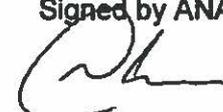
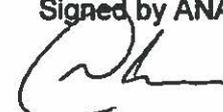
- Agenda representatives will coordinate with subject matter experts to ensure material necessary for the meeting is developed and made available a minimum of two weeks prior to the meeting.
- Individuals responsible for presenting an item on the authority-only agenda will coordinate with representatives 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.

### 4.5 Meeting Minutes & Annual Report

- 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.
- An Annual Report highlighting important discussions, decisions and issues will be provided 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.

Signed by FAA 	Signed by EASA 	Signed by TCCA 	Signed by ANAC 
Date: Nov. 25, 2015	Date: May 02, 2016	Date:	Date: Feb 19, 2015

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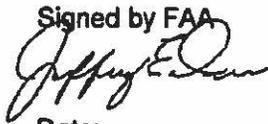
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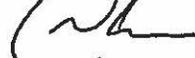


Date:

April 26/16

Signed by TCCA

Signed by ANAC



Date:  
Feb 19, 2015