

## Matching of Aircraft Maintenance License holders to HKIE Membership

### Matching Table and Requirements between Aircraft Maintenance Licenses to Membership of the HKIE

<p><b>Associate Membership</b></p> <p>Requirements:</p> <p>a) Higher Diploma + 3 years* experience or  b) Higher Certificate + 4 years** experience, and  c) Pass an assessment interview.</p> <p>* one year exemption of pre-qualification experience is possible  ** Two years exemption of pre-qualification experience is possible</p>	<p><b>Category A &amp; B Type Licensed holders (Note 1): Requirements to become Associate Members</b></p> <p>Requirements:</p> <p>a) Two years of experience after securing the license in supervising and /or technical administration role</p> <p>Note 1 : Please refer to appendix I &amp; II for category A &amp; B license requirements</p>
<p><b>Corporate Membership</b></p> <p>Requirements:</p> <p>a) Accredited engineering degree in a relevant discipline, and;  b) 4 to 6 years experience depending upon training formation, and;  c) Pass a professional assessment.</p>	<p><b>Category B &amp; C Type Licensed holders (Note 2): Requirements to become Corporate Members</b></p> <p>Requirements:</p> <p>a) Accredited engineering degree in a relevant discipline, and;  b) 6 years postgraduate experience in air craft maintenance including at least two years responsible experience, and;  c) fulfill minimum Continuing Professional Development (CPD) requirements as specified by HKIE for pre-Corporate member stage.  d) topping up of requirements to become Corporate Members by way of CPD (Appendix A).</p> <p>Note 2 : Please refer to appendix III for category C license requirements</p>

**The following conditions are applicable to all applicants:**

1. The applicants are allowed to apply for one of the following Disciplines, namely, Control, Automation & Instrumentation, Electronics, Mechanical and Manufacturing, Industrial & Systems Disciplines and the corresponding Discipline Advisory Panel will conduct assessment in matching an application to the proposed Discipline.
2. Each Discipline Advisory Panel reserves the right to conduct any additional assessments as it thinks fit.

3. Any change of licensing conditions for Aircraft Maintenance Licenses by the Civil Aviation Department may affect the above matching requirements and the HKIE reserves every right to adjust the above without further notice.

Appendix I: Type License Holder of Catalogue A i.e. Line Maintenance Certifying Mechanic

Requirements

- License holder must hold a basic license in any one of the following
  - A1 : aeroplanes turbine
  - A2 : aeroplanes piston
  - A3 : helicopters turbine
  - A4 : helicopters piston
- Other requirements for a license holder
  - age 21 or above
  - meets the knowledge requirements as stated in HKAR-66 Section II, Appendix I
  - meets the experience requirements as 3 years for self starter and 1 year after completed the training of HKAR-147 approved organization\*.
  - be able to read, write and communicate in English
  - passed the examination held by HKCAD

Certification privileges for catalogue A type license holder

The license holder is permitted to issue certificate of release to service (CRS) following minor scheduled line station maintenance and simple defect rectification within the limits of tasks specifically endorsed on the authorization. The certification privileges are restricted to work that the license holder has personally performed. Category A is sub-divided into sub-categories relative to combinations of aeroplanes, helicopters, turbine and piston engines.

Remarks :

\* HKAR-147 approved organization is a training organization approved by HKCAD in accordance with HKAR-147 requirements.

Appendix II : Type License Holder of Catalogue B i.e. Line Maintenance Certifying Engineer

Requirements

- License holder must hold a basic license in any one of the following
  - B1 : mechanical
  - B2 : avionic
  - B3 : simple light aeroplane maintenance engineer
- Other requirements for a license holder
  - age 21 or above
  - meets the knowledge requirements as stated in HKAR-66 Section II, Appendix I
  - meets the experience requirements as 5 years for self starter and 2 years after completed the training of HKAR-147 approved organization.
  - be able to read, write and communicate in English
  - passed the examination held by HKCAD

Certification privileges for catalogue B type license holder

Catalogue B1 type license holder

The license holder is permitted to issue certificate of release to service (CRS) following line maintenance, including aircraft structure, power-plants, mechanical and electrical systems plus replacement of avionic line replaceable units, requiring simple tests to prove serviceability.

Catalogue B2 type license holder

The license holder is permitted to issue certificate of release to service (CRS) following line maintenance on avionic and electric power systems.

Catalogue B3 type license holder

The license holder is permitted to issue certificate of release to service (CRS) following maintenance of simple light aeroplanes, including aircraft structure, power-plants, mechanical and electrical systems plus replacement of avionic line replaceable units, requiring simple tests to prove serviceability.

Appendix III : Type License Holder of Catalogue C i.e. Certifying Engineers

Requirements

- License holder must hold a basic license
- Other requirements for a license holder
  - age 21 or above
  - meets the knowledge requirements as stated in HKAR-66 Section II, Appendix I
  - meets the experience requirements as 8 years for self starter and 5 years after completed the training of HKAR-147 approved organization<sup>#</sup>.
  - be able to read, write and communicate in English
  - passed the examination held by HKCAD
- Category C certifying engineers with a mechanical background should meet the category B1 basic knowledge levels. Category C certifying engineers with an avionic background should meet the category B2 basic knowledge level.

Certification privileges for catalogue C type license holder

The license holder is permitted to issue certificate of release to service (CRS) following base maintenance.

Remarks :

**# Must include 3 years as a category B**

## **Appendix A:**

### **Top up CPD requirements for licensed holders**

#### **General Guideline on the One Day Training Course for the Top up CPD**

##### **Morning Section for Type B Licensed Engineers (9.30a.m.-12.30p.m.)**

###### **I) Responsibility to Others and Personal Relationship (B only)**

Introduction of the general personal management skill, conflict management, negotiation, management responsibility, teamwork and leadership.

###### **II) Ability to Communicate (B only)**

Introduction of the general communication skill with respect to the internal staff, top management as well as suppliers and customers.

###### **III) Understanding of Typical Engineering Processes (B only)**

Introduction of the engineering processing including research, analysis/investigation, project planning, design, construction/prototyping, manufacture, operation, maintenance, etc.

###### **IV) General Management, Project Management and Time Management (B only)**

Introduction of the project/program management techniques, time scheduling, risk management, value engineering, resource management, information management, technology management, budget control, etc.

##### **Afternoon Section for Type B and C Licensed Engineers (2.00p.m.-5.00p.m.)**

###### **I) Rules of Conduct (B&C)**

Introduction of the rules of conduct with reference to the HKIE handbook on “Rules of Conduct” as well as the “Ethics in Practice”

###### **II) Organizational Abilities (B&C)**

Introduction of the activities scheduling, empowerment, motivation, communication, problem solving, etc.

###### **III) Need to develop/Keep abreast (B&C)**

Introduction of the concept of continuous improvement and self development skill.

###### **IV) Quality and Reliability (B&C)**

Introduction of the concept on quality and reliability for design and manufacturing.

###### **V) Environmental Protection (B&C)**

Introduction of the legal requirement and international standards on environmental, safety and health. Environmental management principles and techniques. Workplace risk assessment, quality control of noise, air and lighting at workplace.

**Assessment for the Candidates (5.00p.m.-5.30p.m.)**

A simple short quiz (multiple choice) will be provided by the endorsed training organizations. For type B licensed engineers, assessment will include both sections. For type C licensed engineers, assessment will only include afternoon section.

**Exemptions**

If a candidate has already received similar CPD for all the above subjects in the Morning Section and/or Afternoon Section, he/she can submit the appropriate records endorsed by a Corporate Member of the HKIE for assessment by the corresponding Discipline of the HKIE for exemption purpose.

**CPD Opportunities**

Manufacturing, Industrial and Systems Discipline will take the lead to organize the top up CPD for the licensed holders with the Control, Automation & Instrumentation, Electronics and Mechanical Disciplines.

## **Appendix B: Application Procedures for licensed holders to HKIE Membership**

For Category A & B Type licensed holders who would like to apply for Associate Members, applicants should submit their application form together with the following documents:-

1. Training and Experience reports covering the periods in securing experience towards Category A or B license plus at least two years after securing the license.

For Category B & C Type licensed holders who would like to apply for Corporate Members, applicants should submit their application form together with the following documents:-

1. Training and Experience reports covering the periods in securing experience towards Category B or C license plus at least six years after graduation (post-degree).
2. CPD record fulfilling the minimum CPD requirements for pre-Corporate member stage, i.e. a minimum average of 45 hours (7.5 days) per year for the 6 years immediately prior to their application for Professional Assessment is required. Detailed CPD requirements can be found in Membership Booklet “M3 Routes to Membership”.
3. CPD record fulfilling the top up CPD requirements for licensed holders to become Corporate Members as set out in Appendix A.