

**CIAC** | **Production of the MEL**  
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## GENERAL

Cayman Islands Civil Aviation Authority (CAACI) Circulars are issued to provide advice, guidance and information on standards, practices and procedures necessary to support Overseas Territory Aviation Requirements (OTARS). They are not in themselves law but may amplify a provision of the Air Navigation (Overseas Territories) Order (AN (OT) O) or provide practical guidance on meeting a requirement contained in the OTARS.

## RELATED REQUIREMENTS

This Bulletin relates to AN (OT) O Article 37 and OTAR Part 121,125 and 135.

## CHANGE INFORMATION

Re-issue

## ENQUIRIES

Enquiries regarding the content of this Circular should be addressed to:  
Manager Flight Operations at [civil.aviation@caacayman.com](mailto:civil.aviation@caacayman.com)

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## **1 Introduction**

- 1.1 Article 37 of the Air Navigation (Overseas Territories) Order [AN(OT)O] 2013, as amended, allows owners and operators of Cayman Islands registered aircraft to operate an aircraft in accordance with the alleviations of an approved Minimum Equipment List (MEL). In order to benefit from the alleviation offered by this article, it will be necessary for owners or operators to obtain an approval from the Director General of Civil Aviation of the Cayman Islands to operate their aircraft in accordance with a MEL.

## **2 Regulatory Requirements**

- 2.1 In order for an approval to be granted to operate an aircraft in accordance with a MEL, there are a number of requirements to satisfy. Firstly, there must be an approved Master Minimum Equipment List (MMEL). MMELs are produced by the aircraft manufacturer in conjunction with the Regulatory Authority of the State of Manufacture. They are normally available from that Regulatory Authority. The MEL for use on the aircraft must be derived from the MMEL for the aircraft type and may not be less restrictive than the MMEL on which it is based. In addition, the MEL must be customized for the individual aircraft and any references listed in the MMEL requiring compliance with National Air Navigation Legislation, such as Flight Data Recorders or Cockpit Voice Recorders, must be in accordance with the relevant Overseas Territories Aviation Requirements (OTARs). Where no MMEL has been produced for the aircraft in question, the operator should contact the CAACI for further guidance.
- 2.2 In order to be able to operate the aircraft in accordance with the MEL, a Technical Log must be available for the aircraft. The Technical Log must be completed by the aircraft operating crew after each flight. All defects detected by the flight crew must be entered in the Technical Log in accordance with the requirements of Article 30 of the AN(OT)O. Any defects that cannot be rectified and are allowable under the MEL, must be transferred to the Acceptable Deferred Defect (or equivalent) portion of the Technical Log and be available for review by the crew until such time as the defect is rectified.

## **3 MEL Format and Content**

- 3.1 The MEL is intended to permit operations with inoperative items of equipment for the minimum period of time necessary until repairs can be made. It is important that repairs be made at the earliest opportunity to return the aircraft to its design level of safety and reliability. In all cases, inoperative equipment must be repaired or inspected and deferred by qualified maintenance personnel.
- 3.2 The Preamble to the MEL must describe how the MEL is to be applied to the operation of the aircraft. Any operating procedures or maintenance activities developed for use in conjunction with the MEL must not conflict with either the Flight Manual Limitations, emergency procedures or with any Airworthiness Directives, all of which take precedence over the MEL and any associated procedures.

- 3.3 Suitable conditions and limitations in the form of placards, maintenance and crew operating procedures and other restrictions as may be necessary are required to be accomplished by the operator to ensure that an acceptable level of safety is maintained. These MEL procedures should be developed from guidance provided in the manufacturer's flight or maintenance manuals, manufacturer's recommendations, engineering specifications or other appropriate sources. The procedures must not be contrary to any Legislation that is applicable to aircraft on the Cayman Islands Register. The MEL should be reviewed on a regular basis in order to maintain its compliance with the MMEL and any equipment changes made to the aircraft. Any changes to the MMEL will usually require a change to the MEL.

#### **4 Application Procedure**

- 4.1 It will be necessary for owners or operators of aircraft to produce, or contract another organization to produce, a MEL from the MMEL in accordance with the CAACI MEL Policy and Procedures Manual. This Manual can be found on the CAACI website. Once the MEL has been produced, an electronic copy together with the MMEL that has been used to develop the MEL must be submitted with the application as described in the CAACI MEL Policy and Procedures Manual.
- 4.2 The MEL for aircraft that hold operational approvals such as RVSM, MNPS, RNP or ETOPS etc. must include references to these systems and the related equipment. All of these points are covered in detail in the CAACI MEL Policy and Procedures Manual.

Lastly, a MEL is not transferable with a change of aircraft operator.

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