

Appendix 12

to the list of basic requirements
to the provision of the state services
“Issuance of licences to
Aviation personnel”
Form

Individual logbook of aircraft maintenance personnel

1. Date	2. Location	3. A/C or Comp. Type	4.A/C Reg. or Comp. S/n	5. Type of maintenance (rating)	6. Privilege used	7. Task type							8. Type of activity				9. ATA	10. Operation performed	11. Time Duration	12. Maintenance record ref.	13. Remarks	
						FOT	SGH	R/I	MEL	TS	MOD	R E P	I N S P	Training	Perform	Supervise	CRS	31	shop visit for repair	16	EASA Form 1 nr. XXXXXX	
2/1/13	XX work shop	FDR	123456	C13	component cert. staff						X		X		31	shop visit for repair		32	RH MLG WHEEL change	1	ATL page 12	
1/1/13	Moscow SVO	A320 (CFM 56)	EU-CAO	A1-line	B1			X					X		32		X					

Identification / ID		Option	Description / Notes / Description/ Remarks
1. Date	-		Date when maintenance was performed
2. Location	-		Location where maintenance was performed
3. A/C or comp. type	-		Type of aircraft or component
4. A/C Reg. or comp. s/n	-		State and aircraft registration marks or component serial number
5. Type of maintenance (rating)	-		Determine maintenance rating Different options correspond to different ratings for aircraft maintenance organizations
6. Privilege used	-		When a person holds various privileges, this block is intended to identify the used privileges of certifying and supporting personnel from the rating defined in the previous column (e.g., certifying personnel in categories A or B1 or B2 or C, components or engines, or certifying personnel in nondestructive testing methods)
7. Task type	Define a task using the following terms as being more applicable to the task at hand. More than one term may be selected (TS and R/I)		
	FOT	Functional / performance test	
	SGH	Service and ground support	
	R/I	Removal/installation	

	MEL	List of minimum equipment			
	TS	Failure and fault finding			
	MOD	Modification			
	REP	Repair			
	INSP	Inspection			
8. Type of activity	Define the activity using the following term as being the most applicable to the tasks performed				
Training	The person who records the task in his/her individual logbook when undergoing training				
Perform	The maintenance entered on the line was performed by the owner of the individual journal				
Supervise	The maintenance entered in the line was performed under the supervision of the individual log owner				
CRS	The owner of the individual logbook was issued a clearance for operation after the maintenance entered in line				
9. ATA	-	Enter the ATA chapter that best describes the most important task performed. More than one ATA chapters can be selected			
10. Operation performed	-	This field is used to provide an itemized reference to the completed task			
11. Time (hrs)	-	Enter the total time (in hours) that the individual log holder spent performing the activity recorded in the row			
12. Maintenance record ref.	-	Enter the exact reference from the maintenance records where the activity mentioned in this individual log was recorded			
13. Remarks	-	This field is for the use of any additional comments – those that could not be entered in the other fields			