

CIVIL AVIATION COMMITTEE OF THE REPUBLIC OF ARMENIA	GUIDANCE MATERIAL	ISSUE:1 REVISION:0 01/02/2024
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GUIDANCE MATERIAL ON REPORTING OF UNAPPROVED PARTS TO THE TYPE CERTIFICATE HOLDERS AND TO REGULATORY AGENCIES

1. Systems used by end users to report to type certificate holders and regulatory agencies are intended to provide widespread warning of the detection of unapproved parts so that operators of similar equipment can be made aware as soon as possible.
2. In order to obtain as much information as possible from a report of a suspected unapproved part, it is necessary include in the report all necessary information. Information required will include the description of the part and from where it was received; part numbers and, if applicable, serial numbers; particular colors, markings, dimensions and features common to the unapproved part which distinguish it from the genuine item; and the nature of any accompanying documentation.
3. The report shall be in free format but include at least all necessary information mentioned in point 2.
4. At any time a part is deemed to be suspect, it and any accompanying documentation should be quarantined immediately and held until the body responsible for processing the reports is satisfied that the evidence is no longer required or until the authenticity of the part has been established.
5. Upon detecting unapproved parts it is necessary immediately report to TC holder of the particular aircraft and applicable regulatory agencies (when applicable). Every time when operator, CAMO or Part 145 organization send such report, CAC RA should be informed and the copy of report should be sent to CAC RA.