

Reporting of Suspected Unapproved Parts

June 14, 2010 First Issue (KOKU-KU-KI-168)

June 30, 2011 Amended (KOKU-KU-KI-282)

December 19, 2018 Amended (KOKU-KU-KI-1041)

Airworthiness Division
Aviation Safety and Security Department
Japan Civil Aviation Bureau
Ministry of Land, Infrastructure, Transport and Tourism

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JCAB Circular

Director of the Airworthiness Division
Aviation Safety and Security Department
Japan Civil Aviation Bureau
Ministry of Land, Infrastructure, Transport and Tourism

Subject: Reporting of Suspected Unapproved Parts

1. Purpose

This JCAB Circular is intended to prevent domestic distribution of components and parts (hereinafter referred to as “parts”) that are suspected of being unapproved and affecting airworthiness in accordance with “Authenticity and serviceability of aircraft parts” in Part II, Chapter 9 of the Airworthiness Manual (Doc 9760, 1st edition) volume 2 of Annex 8 to the Convention on International Civil Aviation, as well as to ask for a report of suspected unapproved parts to the Japan Civil Aviation Bureau (JCAB) according to the procedures stipulated in this JCAB Circular, if found.

The JCAB collects information of suspected unapproved parts widely, whether or not they are made in Japan or abroad; if subsequent investigation finds that the parts are actually unapproved, the JCAB, where necessary, discloses information not only of parts that have been directly certified by the JCAB or parts that have been certified by an organization approved by the JCAB, but also of parts that have been certified by Contracting States to Convention of International Civil Aviation Organization or parts that have been certified by an organization approved by the Contracting States.

Note:

When suspected unapproved parts are found, even if they have already been identified as unapproved parts by other Contracting States, the JCAB requests reporting in accordance with this JCAB Circular because JCAB must widely notify the fact to relevant persons in Japan that parts have been distributed throughout Japan.

2. Definitions

2.1 The term “an approved parts” is one whose design and manufacturing process have been found to be acceptable by the State of Design, etc. and that has been found to be in a condition for “safe operation” and that are accompanied by an appropriate certificate of quality. Standard parts such as fasteners, screws, and bolts, are considered as approved parts, when referenced in the type design of the particular aircraft.

2.2 The term “unapproved parts” refers to parts that do not conform to the foregoing approved parts, and the following items are typically applicable:

- a) Parts that are directly provided by a supplier that has not obtained a Direct Shipment Authorization from the designer, manufacturer, etc.
- b) Parts that are returned to service and shipped by an unauthorized individual or organization.
- c) Parts that are maintained by a method other than those approved by the State of Design (generally, AMM, CMM, SB, AD, etc.).
- d) Parts that are shipped in excess of the life limit or storage period
- e) Parts that are intentionally falsified and shipped

3. Measures to Prevent Use of Unapproved Parts

In order to prevent use of unapproved parts, air carriers, aerial work service operators, private aircraft users, approved organizations, etc. must fully confirm the information described in a certificate of quality attached to the part, such as work order, work status, work standards, life limit, and time in service.

However, if a manufacturer of parts intentionally falsifies the certificate of quality, the certificate may also be unreliable. Therefore, attention should be paid to the following items, and audits for supplies should be conducted when selecting suppliers.

- a) To ensure a continual correlation between parts ordered and parts received.
- b) To alert to any unauthorized alterations to supporting documentation and to any inability of the supplier to supply the required documentation. c) To be aware if a quoted price for the part is significantly lower than that quoted by other suppliers.
- d) To be aware that delivery times are significantly shorter than those quoted by other suppliers.
- e) To be aware of parts packing methods used by approved parts manufacturers, maintenance organizations and distributors, and to be able to detect deviations from these methods.

4. Response When Suspected Unapproved Parts Are Found

If suspected unapproved parts are found, the parts must be promptly isolated so as not to be installed by mistake. In principle, this matter must, within seven days after discovery, be reported via fax and phone to the address specified in Section 7 using the report format specified in Section 6.

5. Reporters

The following persons must report suspected unapproved parts.

- (1) Air carriers or maintenance personnel belonging to the air carrier
- (2) Aerial work service operators or maintenance personnel belonging to the aerial work service operator
- (3) Private aircraft users or maintenance personnel
- (4) Manufacturers or repair stations of aircraft, engines, propellers, components, parts, emergency equipment, etc.
- (5) Designated Airworthiness Inspectors
- (6) Maintenance personnel belonging to an approved organization
- (7) Airworthiness Engineers and Air Carrier Airworthiness Engineers

6. Report Format and Report Content

Necessary information must be provided in the Form 6-014 specified in Appendix 1, and the form must be sent to the JCAB together with photos of the unapproved parts. In the report, the procurement channel, characteristics of the unapproved parts (difference from approved parts), and other necessary information must be clarified.

Note:

The report format is available from the Aeronautical Safety Information Managing and Sharing System.

7. Report to the JCAB

If suspected unapproved parts are found, report must be made to the JCAB based on the following categories. However, reporting based on this circular may be omitted in case of discovering suspected unapproved parts as a result of investigation based on the report under Article 111-(4) of the Civil Aeronautics Law (CAL), Circular No.2-001 "General Policy for Approved Organizations", Circular No.6-001 "Report and communication about a failure related to an aircraft", or Circular No.6-002 "Service Difficulty Reporting Procedure" and sufficiently coordinated with the JCAB (limited to the case the reporter of each reporting system such as Article 111-(4) of the CAL and person or organization of discovering suspected unapproved parts are the same).

7-1 Report from specified Japanese air carriers

Report must be made to the Chief Airworthiness Engineer of the Airworthiness Division, the Aviation Safety and Security Department, Japan Civil Aviation Bureau.

7-2 Report from air carriers other than specified Japanese air carriers and from aerial work service operators

Report must be made to the Chief Airworthiness Engineer of the Air Traffic Services and Safety Department of the Regional Civil Aviation Bureau responsible for the region.

7-3 Report from private aircraft users

Report must be made to the Chief Airworthiness Engineer or the Chief Airworthiness Engineer (stationed in the region) of the Air Traffic Services and Safety Department of the Regional Civil Aviation Bureau responsible for the region.

7-4 Other

Report must be made to the Chief Airworthiness Engineer of the Airworthiness Division, the Aviation Safety and Security Department, Japan Civil Aviation Bureau.

7-5 Contact list

- (1) Airworthiness Division, Aviation Safety and Security Department, Japan Civil Aviation Bureau, Ministry of Land, Infrastructure, Transport and Tourism
2-1-3 Kasumigaseki, Chiyoda-ku, Tokyo 100-8918
Tel.: 03-5253-8735 Fax: 03-5253-1661

- (2) Chief Airworthiness Engineer of the Air Traffic Services and Safety Department, East Japan Civil Aviation Bureau
Kudan Common Government Office Bldg. No. 2
1-1-15 Kudan Minami, Chiyoda-ku, Tokyo 102-0074
Tel.: 03-5275-9325 Fax: 03-5216-5571

- (3) Chief Air carrier Airworthiness Engineer of the Air Traffic Services and Safety Department, East Japan Civil Aviation Bureau
Kudan Common Government Office Bldg. No. 2
1-1-15 Kudan Minami, Chiyoda-ku, Tokyo 102-0074
Tel.: 03-5275-9327 Fax: 03-5216-5571

- (4) Chief Airworthiness Engineer of the Air Traffic Services and Safety Department, West Japan Civil Aviation Bureau
Osaka Common Government Office Bldg. No. 2 Annex
4-1-67 Otemae, Chuo-ku, Osaka City, Osaka 540-0008
Tel.: 06-6949-6235 Fax: 06-6945-6313

- (5) Chief Air Carrier Airworthiness Engineer of the Air Traffic Services and Safety Department, West Japan Civil Aviation Bureau
Osaka Common Government Office Bldg. No. 2 Annex
4-1-67 Otemae, Chuo-ku, Osaka City, Osaka 540-0008
Tel.: 06-6949-6233 Fax: 06-6945-6313

- (6) Chief Airworthiness Engineer of the East Japan Civil Aviation Bureau (Stationed in Ota Ward)

Tokyo International Airport Office
3-3-1 Haneda Airport, Ota-ku, Tokyo 144-0041
Tel.: 03-5757-1547 Fax: 03-5757-1548

- (7) Chief Airworthiness Engineer of the East Japan Civil Aviation Bureau (Stationed in Narita City)

Narita Airport Office
133 Aza Komemae, Furugome, Narita City, Chiba 282-8602
Tel.: 0476-30-2177 Fax: 0476-32-6455

- (8) Chief Airworthiness Engineer of the East Japan Civil Aviation Bureau (Stationed in Natori City)

Sendai Airport Office
Aza Minamihara, Shimomasuda, Natori City, Miyagi 989-2401
Tel.: 022-383-1381 Fax: 022-383-1382

- (9) Chief Airworthiness Engineer of the West Japan Civil Aviation Bureau (Stationed in Toyoyama Town)

Prefectural Nagoya Airport Administration Bldg.
Toyoba, Toyoyama-cho, Nishikasugai District, Aichi 480-0202
Tel.: 0568-29-1986 Fax: 0568-29-1990

- (10) Chief Airworthiness Engineer of the West Japan Civil Aviation Bureau (Stationed in Yao City)

Yao Airport Office
2-12 Kuko, Yao City, Osaka 581-0043
Tel.: 072-992-7983 Fax: 072-993-2240

8. Disclosure of Information on Unapproved Parts

Information on suspected unapproved parts in Japan is available by clicking “Aircraft Safety” and “JCAB Circular Information Management” and selecting Circular Number 6-014 on the Aeronautical Safety Information Managing and Sharing System (ASIMS). The personal information of reporters will remain confidential.

Available from

<https://www.asims.mlit.go.jp/>

9. Information on Unapproved Parts in Foreign Countries

United States <https://www.faa.gov/aircraft/safety/programs/sups/>

10. Reference Information

Refer to the following for the systems concerning certificate of quality (authorized release certificate) in foreign countries.

- Refer to the latest version of Order 8130.21 for the details of the systems in the United States.
- Refer to the latest version of Commission Regulation (EC) No. 1702/2003 and No. 2042/2003 for the details of the systems in Europe.

Supplementary Provision

1. This JCAB Circular shall apply from June 14, 2010.

Supplementary Provision (June 30, 2011)

1. This JCAB Circular shall apply from July 1, 2011.

Supplementary Provision (December 19, 2018)

1. This JCAB Circular shall apply from December 19, 2018.

Contact the following for inquiries, opinions, etc. concerning this JCAB Circular.

Airworthiness Engineer

Airworthiness Division, Aviation Safety and Security Department

Japan Civil Aviation Bureau, Ministry of Land, Infrastructure, Transport and Tourism

2-1-3 Kasumigaseki, Chiyoda-ku, Tokyo 100-8918

Tel.: 03-5253-8735

Fax: 03-5253-1661