MINIMUM EQUIPMENT LIST (MEL) CHECKLIST

Please complete the form in BLOCK CAPITALS using black or dark blue ink.

SECTION 1 – Applicant Details

|  |  |
| --- | --- |
| Operator Name | AOC No |
|  |  |

SECTION 2 – Aircraft Details

|  |  |
| --- | --- |
| Aircraft Type | Registration Mark(s) |
|  |  |

SECTION 3 – Application Details

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Application Type | | | | |
|  | Initial MEL | | | |
|  | MEL Amendment | Operator Instigated | | Brunei DCA Instigated |
| MEL Revision No. | | | MEL Revision Date | |
|  | | |  | |
| Documents Provided | | | | |
|  | Operator’s customised MEL; | | | |
|  | TCDS State MMEL, Manufacturer’s Aircraft Flight Manual and Deviation and Dispatch Guide; | | | |
|  | Supplemental MEL | | | |

**SECTION 4 – Checklist**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | | **S** | **U** | **N/A** |
| **1** | **The MEL is based on the current MMEL date and revision number** |  |  |  |
| **2** | **Contains the ATA Table of Contents** |  |  |  |
| **3** | **Contains the Preamble** |  |  |  |
| **4** | **Contains the Definitions Section same as the MMEL** |  |  |  |
| **5** | **Contains list of effective pages and the other elements of the control page(s)** |  |  |  |
| **6** | **All items addressed in the MMEL covered in the MEL**  **If no, include explanation:** |  |  |  |
| **7** | **Items have been added**  **If so, include description:** |  |  |  |
| **8** | **Each page of the MEL can be matched to MMEL to confirm revision number and date**  **of revision** |  |  |  |
| **9** | **Describes the operations procedure for placarding:** |  |  |  |
| **10** | **Describes the procedure for recording discrepancies:** |  |  |  |
| **11** | **Describes the procedure for clearing discrepancies:** |  |  |  |
| **12** | **Are all items at least as restrictive as the MMEL:** |  |  |  |
| **13** | **Remarks or exceptions for specific relief developed:** |  |  |  |
| **14** | **Flight Crew notification procedures established** |  |  |  |
| **15** | **MEL is tailored for the equipment installed and the service bulletins implemented** |  |  |  |
| **16** | **MEL Management Programme has been established** |  |  |  |
| **17** | **MEL training programme** |  |  |  |
| **18** | **Operational and Maintenance procedures is according to the MME.**  **If not, it must provide the same level of safety:** |  |  |  |

|  |  |
| --- | --- |
| **Airworthiness recommendation received:** |  |
| **Comments from airworthiness’** | |

**SECTION 5 – Signature Block**

|  |  |
| --- | --- |
| Name of Inspecting Staff Checking | Position |
|  |  |
| Signature | Date |
|  |  |

|  |  |
| --- | --- |
| Name of Approving Inspector | Position |
|  |  |
| Signature | Date |
|  |  |