

COMPLETION OF AME LOGBOOK: MANAGERS

In the past, the AME Licensing Department has spent unnecessary time doing calculations of experience indicated incorrectly in AME logbooks. If the logbook is completed with no aircraft/engine or experience, it can only be used for the renewal of your license and not to be used for any amendments.

Please fill in logbook on monthly bases

Logbook should be signed and stamped in the appropriate place by a Supervising Inspector, a Quality Manager or Accountable Manager.

Once every two years, alternatively every time the logbook is submitted to the CAA, a summary should be done, signed by the Accountable Manager whereby he/she confirms that the experience indicated is true and correct. **Summary should be written in logbook on separate page or end of page.**

Below is an example of how the experience should be indicated in the logbook:

Period		Employer	Type of aircraft, - engine or equipment	Inspection or any other work carried out	Aircraft category		Engine category		Supervision inspector signature and stamp
From	To				A	B	C	D	
01/01/09			Manager	Managing/ Oversee operations					Signature & Stamp
	31/01/09	Com Air		Managing/ Oversee operations					
01/02/09			Manager	Managing/ Oversee operations					
	28/02/09	Com Air		Managing/ Oversee operations					
01/03/09			Manager	Managing/ Oversee operations					
	31/03/09	Com Air		Managing/ Oversee operations					
01/04/09			Manager	Managing/ Oversee operations					
	30/04/09	Com Air		Managing/ Oversee operations					
01/05/09			Manager	Managing/ Oversee operations					
	31/05/09	Com Air		Managing/ Oversee operations					
01/06/09			Manager	Managing/ Oversee operations					
	30/06/09	Com Air		Managing/ Oversee operations					
01/07/09			Manager	Managing/ Oversee operations					
	31/07/09	Com Air		Managing/ Oversee operations					
01/08/09			Manager	Managing/ Oversee operations					
	31/08/09	Com Air		Managing/ Oversee operations					
01/09/09			Manager	Managing/ Oversee operations					
	30/09/09	Com Air		Managing/ Oversee operations					
01/10/09			Manager	Managing/ Oversee operations					
	31/10/09	Com Air		Managing/ Oversee operations					
01/11/09			Manager	Managing/ Oversee operations					
	30/11/09	Com Air		Managing/ Oversee operations					
01/12/09			Manager	Managing/ Oversee operations					
	31/12/09	Com Air		Managing/ Oversee operations					
<u>SUMMARY OF EXPERIENCE FROM 1 JAN 2009 TO 31 DEC 2009</u>									
Manager				Managing/ Oversee operations					
				Managing/ Oversee operations					
ACCOUNTABLE MANAGER SIGN & STAMP									
LICENCE NR									

Example only