



ENGINEERING ACCEPTANCE - TECHNICAL NOTE

Subject: Maintenance Bulletins and Certification

Advice to: CCBs and TOCs

Reference: Standard: GM/RT2000 Issue: 3 Clauses 6.2 and 8

Applies when: Introducing improvements to the certificated Maintenance Plan.

Note's Purpose: To draw attention to 04/076/NC, which permits continuous improvement via Maintenance Bulletins.

Background: GM/RT2000 Issue 3 requires every amendment to the Maintenance Plan, in an area related to the vehicle's conformance, to be re-certificated.

Improvements to the Plan may be identified in service where rapid implementation would be advantageous. In the case of new vehicles, for example, the Maintenance Plan may be developed through a succession of improvements.

Non-Compliance 04/076/NC permits on-going improvements of the Maintenance Plan to be implemented by Maintenance Bulletins without each change being certificated. It requires the Bulletins to be consolidated and certificated at least annually. The approved procedure is appended to this Technical Note.

Requirements: The responsibilities of the Maintenance CCB signatory and the Train Operator (or its agent) are to ensure that:

- 1) The issue of Maintenance Bulletins is controlled and registered (TOC).
- 2) All Maintenance Bulletins are uniquely identified and registered (TOC).
- 3) The change qualifies for the application of a Maintenance Bulletin (CCB).
- 4) The change defined by the Maintenance Bulletin is scrutinized in accordance with normal procedures, validated and endorsed (CCB).
- 5) Maintenance Bulletins are consolidated into a re-certificated Maintenance Plan at least annually (TOC).
- 6) The certificated revision of the Plan identifies its consolidated Bulletins (CCB)

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TN-026 APPENDIX: PROCEDURE FOR IMPLEMENTING 04/076/NC

MAINTENANCE PLAN CHANGE IN RELATION TO GM/RT2000 ISSUE 3 CLAUSES 6.2 & 8

This procedure under Non-Compliance number 04/076/NC permits Maintenance Plans to be updated by the issue of a Maintenance Bulletin without immediate re-certification of the Maintenance Plan in a limited number of specific circumstances.

MAINTENANCE BULLETINS AND CERTIFICATION

1 Updating Maintenance Requirements

1.1 On-going improvement of maintenance plans

Changes to the certificated maintenance plan will be required as a result of operational experience, particularly early in the life of a vehicle or as a result of changes in operational conditions. On-going improvement of a maintenance plan by the issue of maintenance bulletins is permissible without the re-certification of each change provided that:

- a) the change does not extend the maintenance periodicity or the mileage interval for components or assemblies covered by mandatory requirements;
- b) the changes introduced are consolidated in the certificated maintenance plan for the vehicle in periods of not greater than 12 months;
- c) the maintenance plan is re-certificated after each consolidation;
- d) each maintenance bulletin has a unique identification number and date of issue;
- e) each maintenance bulletin is endorsed by an authorised maintenance CCB;
- f) the issue of such bulletins is controlled and a register of issue is maintained;
- g) the amendment record in the certificated maintenance plan is endorsed to identify the maintenance bulletins that have been consolidated within the revision certificated.

1.2 Re-certification of maintenance plans

Re-certification of the Maintenance Plan shall be undertaken whenever changes are made to those systems or components within the scope of Railway Group Standards. With the exception of those changes introduced by the issue of maintenance bulletins, as described in Section 1.1 above, the changes shall not be implemented prior to the re-certification being completed.

1.3 Amendments to maintenance plans not requiring re-certification

Amendments to the certificated maintenance plan, where the amendment does not relate to an area covered by Railway Group Standards, are not subject to re-certification. However, the amendments record for the maintenance plan should record that the amendments have no impact on Railway Group Standards and that the previous issue of the document is still valid for certification purposes.

1.4 Train Operator approval

Where maintenance bulletins are used, the level of prior notification and approval of the change proposed in the maintenance bulletin shall be determined by the train operator, except in the case of freight vehicles with multiple operators.

1.5 Records

The train operator, or its nominated representative, shall keep a record of all maintenance bulletins issued and the issue date of each bulletin. The record shall also indicate the date of incorporation of the bulletins into a re-certificated maintenance plan.