



Date: 2-11-2025

CIRCULAR NO. (2025-03) تعميم رقم

SUBJECT: Disposal of Scrap Aircraft Parts and Materials**1. PURPOSE**

Those responsible for the disposal of scrapped aircraft parts and materials should consider the possibility of such parts and materials being misrepresented and sold as serviceable at a later date. Caution should be exercised to ensure that scrapped aircraft parts and materials are disposed of in a controlled manner that does not allow them to be returned to service.

This Circular establishes the requirements and procedures for the disposal, mutilation, and record-keeping of scrapped aircraft parts and materials to prevent their re-entry into the aviation system.

2. SCOPE

This circular applies to all DGCA Approved Maintenance Organizations (AMO) Operators (AOC holders) and suppliers involved in the disposal of aircraft parts.

3. POLICY

Scrapped aircraft parts must be rendered permanently unusable for aviation purposes. Disposal processes must ensure that such parts cannot be restored or misrepresented as serviceable.

4. PROCEDURES

- Identify scrapped parts and mark them clearly as 'SCRAP – NOT FOR FLIGHT USE.'
- Store scrapped parts separately from serviceable and repairable parts.
- Mutilate parts by cutting, crushing, drilling, or other approved methods to make them unusable.
- Maintain a Scrap Disposal Log including part number, serial number, reason for scrapping, disposal date, and authorized personnel.
- Ensure compliance with environmental regulations and DGCA-approved methods of disposal.

5. ACTION REQUIRED

1. All AMOs and Operators shall notify the DGCA by means acceptable to the DGCA a statement of Scrap Disposal Declaration for every disposal batch.
2. Submit the completed statement to airworthiness@dgca.gov.kw & safety@dgca.gov.kw within 7 days of Disposal process.
3. Retain the deposited aircraft parts and materials records for a minimum of two (2) years.
4. Ensure the disposal process is witnessed by a DGCA/ASD Airworthiness Inspector or Part – 145 Qualified Personnel.

President of Civil Aviation

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