

Internal Audit

Based Off SAS EP DCTs

About this Internal Audit: An internal audit involves much more than reviewing your manual against Part 145 CFRs. It involves a much more detailed understanding of how New Part 145 documentation is now designed with Element Design Data Collection Tools (ED DCT) and how a repair station is evaluated over time with Element Performance Data Collection Tools (EP DCT). For a basic understanding of the use of DCTs and how they fit into the scheme of Safety Assurance Systems (aka SAS) begin by going to ***FSIMS Volume 10 Safety Assurance System Policy and Procedures, Chapter 1 General, Section 1 Safety Assurance***
http://fsims.faa.gov/PICDetail.aspx?docId=8900.1,Vol.10,Ch1,Sec1_SAS

DCTs use for Internal Audits:

New Part 145 manuals, Repair Station Quality Control Manuals (aka RSQCM) and Repair Station Training Program manuals (aka RSTP) are initially evaluated with the use of the ED DCTs.

Your FSDO will use will use EP DCTs to evaluate the performance of the repair station and its' use of their own manuals/procedures.

Your FSDO will use these tools and it makes sense for you to do the same in preparation for audits.

SAS & DCTs:

We will break down info from FSIMMS to provide you with a basic understanding to equip you to use the DCTs as a tool for auditing. Go to <http://fsims.faa.gov> to search, find and download DCTs.

Table of DCTs

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*Some DCTs may not apply to your company. For example, DCT 4.5.5 & 4.5.6 are for companies that contract out maintenance functions. Another example, DCT 4.2.7 is for companies who do work for Air Carriers/Air Operators.

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Based Off SAS EP DCTs

Safety Attributes provide a foundation for the DCTs.
There are Six Identified Safety Attributes

Safety Attributes	Description
Responsibility	A clearly identifiable, qualified, and knowledgeable person who is accountable for the quality of a process.
Authority	A clearly identifiable, qualified, and knowledgeable person who has the authority to set up and change a process.
Procedures	Written or unwritten methods, regulatory or non-regulatory, which a certificate holder/applicant uses to accomplish a particular process. (Found in manuals and attached procedures, an example would be a procedure for calibrating tooling and equipment.)
Controls	Checks and restraints designed into a process to ensure a desired result. Step to assure procedures are working check list in process inspection double inspection. (An example of a Capabilities Self Evaluation or perhaps a sign off on an in-process check point.)
Process Measures	Used to validate a process and identify problems or potential problems in order to correct them. (An example an Internal Audit or perhaps a vendor audit or corrective action report)
Interfaces	Interactions between processes that must be managed in order to ensure desired outcomes. (An example of interactions may be manuals or forms.)

Every DCT question is based on one of the Safety Attributes listed in this table.

The **foundation of DCTs** are derived from the six safety attributes identified above.

1. ED DCTs are used to design your manuals and procedures
2. Your manual(s) and repair station operations are evaluated using these DCTs.
3. You should know where these quality attributes can be found in your Repair Station system.
4. We will use EP DCTs to evaluate your manual(s), your procedures and your performance.

How to read DCTs

Over the next few pages you will identify important parts of the Element Design DCTs (ED DCT) and Element Performance DCTs (EP DCT).

1. Remember, ED DCTs are used to build, write or create a new manual and procedures taking into to consideration how they are influenced by the six safety attributes.
2. On the other hand, EP DCTs are used to evaluate how your system is operating. Always be mindful of the presence of the six safety attributes.

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Based Off SAS EP DCTs

In the following pages, you will find an outline for an Internal Audit Schedule and all the EP DCTs we listed in the front part of this presentation.

Go to <http://fsims.faa.gov> search for the appropriate EP DCTs in a Word.doc version. Keep in mind, not all the DCTs may apply for some of you. For example, your scope of DCTs may not include “contracting out maintenance functions”. Also, you will want to learn the process of going out to FSIMS and downloading the EP DCTs for yourself, to ensure you have the most recent versions. One of the best ways is to search for the EP DCTs is to go fsims.faa.gov and use the Quick Search Tool. We have listed the ones to search for on the first page of this document.

About the schedule. You will want to set up a schedule for working through the EP DCTs that makes sense for you, over the course of the year.

The length of the EP DCTs vary, adjust accordingly.

The Internal Audit should expose areas where you need to up your game. Look for trends and perform a root cause analysis, run the problem the “Fishbone Diagram” or ask the “5 Whys”. Some problems may be fixed with a simple action. Others may involve opening a Corrective Action Report.

Build the Schedule the way that makes sense and works for you. Here is one I like.

January	February	March	April	May	June	July	August	Sept	Oct.	Nov	Dec
1.4.4 Quality Control											
1.4.1 Personnel Records											
4.1.4 Training & Qualification											
4.2.6 Technical Data											
1.4.3 Manuals											
1.4.2 Certificate Requirements											
4.4.6 Record Systems											
4.5.4 Housing & Facilities											
4.7.3 Tools & Equipment											
4.7.4 Parts & Materials											
4.3.7 Work Away											
4.2.7 Air Carrier											
4.5.5 Contract Cert.											
4.5.6 Contract Non											

What to do with your Internal Audit Findings? Some findings in your audit may be a quick fix. Like a reference being off, form missing or an obvious problem that can be fixed on the spot. Others are more serious and require a corrective action. Your Repair Station manual should have a Corrective Action Program to guide the user to the root cause and corrective action. Also, Blue Tuna has training that might be helpful, like The 5 Whys and the Fishbone Diagram.

Unscoped DCT Report (Standard DCT)

 **MLF Label:**4.5.4Housing and Facilities(Released)
DCT Type:ED DCT
Specialty:Airworthiness 
Peer Group:F-Part 145 Within US
DCT Revision:5.0on05/27/2016(Released)

Summary Information

 **Purpose (Certificate Holder Responsibility):** To provide housing, facilities, equipment, materials, and personnel during the performance of maintenance, preventive maintenance, and alterations consistent with its ratings.

 **Objective (FAA Responsibility):** Determine if the CH will be able to; (1) Comply with regulations; (2) Provide housing, facilities, equipment, materials, and personnel for the performance of maintenance, preventive maintenance, and alterations consistent with its ratings.

Questions	Answers	References
4.5.4 Housing and Facilities		
<p>1. Is the individual with responsibility clearly identifiable and required to have the knowledge and qualifications necessary to plan, organize, direct and control activities for this element? </p> <p>NOTE: </p> <p>Safety Attribute:Management Responsibility,Question Type:Output Validation,Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") ,Rev.4.005/24/2016,QID:00010624,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<p></p> <p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Applicable</p>	

Questions	Answers	References
<p>2. Is the individual with authority clearly identifiable, and required to have the knowledge and qualifications necessary to direct, control, or change procedures, and make key decisions, such as safety risk acceptance, associated with this element?</p> <p>NOTE:</p> <p>Safety Attribute: Management Authority, Question Type: Output Validation, Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") ,Rev.4.005/24/2016,QID:00010630,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Applicable</p>	
<p>3. Are there process measurements that provide for the continuous monitoring and measuring of safety performance related to this element, to identify deficiencies or hazards?</p> <p>NOTE: </p> <p>Safety Attribute: Process Measurement, Question Type: Output Validation, Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") ,Rev.4.005/24/2016,QID:00010622,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Applicable</p>	
<p>4. Does the manual describe the Repair Station's housing, facilities, and operation, including a generic overview of the equipment and any facilities used for:</p> <p>#1 Spray painting; </p> <p>#2 Avionics;</p> <p>#3 Engine or airframe repair; and</p> <p>#4 Any other work that would have special requirements?</p> <p>NOTE: </p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145") ,Rev.2.006/18/2014,QID:00006498,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Applicable</p>	<p>AC-145-9; </p> <p>145.103;</p> <p>145.209(c)</p>

Unscoped DCT Report (Standard DCT)

 **MLF Label:**4.5.4Housing and Facilities(Released)
DCT Type:EP DCT
Specialty:Airworthiness
Peer Group:F-Part 145 Within US
DCT Revision:10.0on09/14/2016(Released)

Summary Information

Purpose (Certificate Holder Responsibility): To provide housing, facilities, equipment, materials, and personnel during the performance of maintenance, preventive maintenance, and alterations consistent with its ratings.



Objective (FAA Responsibility): Determine; (1) If the CH followed the accepted or approved process; (2) If the CH provided housing, facilities, equipment, materials, and personnel during the performance of maintenance, preventive maintenance, and alterations consistent with its ratings.



Questions	Answers	References
4.5.4Housing and Facilities		



Questions	Answers	References
<p> 1. Best describe how the Repair Station followed the procedures to control leased or rented equipment.</p> <p>NOTE:</p> <p></p> <p>Safety Attribute:Procedures,Question Type:Process Observation,Scoping Attribute: (FAR PART = "145") AND (REPAIR STATION EQUIPMENT = "LEASED/RENTED EQUIPMENT") ,Rev.3.006/18/2014,QID:00016670,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Consistently followed the procedures <input type="radio"/> Some steps were missed or not followed <input type="radio"/> Procedures were not consistently followed or adequate <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>AC-145-9 </p>
<p>2. Best describe how the procedures were followed to ensure that line maintenance locations had adequate:</p> <p>#1Facilities;</p> <p>#2Equipment;</p> <p>#3Trained personnel; and</p> <p>#4Technical data.</p> <p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Process Observation,Scoping Attribute: (FAR PART = "145") AND (OPSPEC = "D107")</p>	<ul style="list-style-type: none"> <input type="radio"/> Consistently followed the procedures <input type="radio"/> Some steps were missed or not followed <input type="radio"/> Procedures were not consistently followed or adequate <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 8; D107 </p>

Questions	Answers	References
<p>,Rev.3.003/20/2015,QID:00016688,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>		
<p> 3. Was the individual with responsibility qualified, knowledgeable and accountable, and did they effectively manage the planning, organizing, directing, and control of this element?</p> <p>NOTE:</p> <p>Safety Attribute:Management Responsibility,Question Type:Output Validation,Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") ,Rev.6.007/12/2016,QID:00010687,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes, as documented to the FAA <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p></p>
<p>4. Verify that the satellite facilities had inspection personnel designated and available at the satellite facility when airworthiness or return to service determinations were made.</p> <p>NOTE:</p> <p></p> <p>Safety Attribute:Management Responsibility,Question Type:Output Validation,Scoping Attribute: (FAR PART = "145") AND (LOCATIONS = "SATELLITE REPAIR STATION") ,Rev.2.002/13/2014,QID:00016680,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> The inspection personnel were available <input type="radio"/> The inspection personnel were not available <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p></p> <p>8900.1 Vol 2 Ch 11 Sec 2; 145.107(b)</p>

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Based Off SAS EP DCTs

Following are the EP DCTs in a pdf format. These are here simply for you to review in one file for convenience. When you are ready to use the EP DCTs go to FSIMS and download the latest versions that are applicable to your company.

<http://fsims.faa.gov>

Unscoped DCT Report (Standard DCT)

MLF Label: 1.4.1 Personnel Records (Released)

DCT Type: EP DCT In

Specialty: Airworthiness

Peer Group: F-Part 145 Within US

DCT Revision: 10.0 on 07/13/2016 (Released)

Summary Information

Purpose (Certificate Holder Responsibility):

To have personnel records of the accountable persons available and maintained on a roster.

Objective (FAA Responsibility):

Determine; (1) If the CH followed the accepted or approved process; (2) If the CH had personnel records of the accountable persons available and maintained on a roster.



Questions	Answers	References
1.4.1 Personnel Records		

Questions	Answers	References
<p>1. Best describe how the personnel followed the procedures to:</p> <p>#1 Apply for additional repairmen and maintaining the certificates; and</p> <p>#2 Surrender repairman certificates when required by 14 CFR Part 65.</p> <p>NOTE: Per the requirements of 14 CFR part 65.81(a), A Certificated mechanic may not supervise the maintenance, preventive maintenance, or alteration of, or approve and return to service major repairs to, and major alterations of, propellers, and any repair to, or alteration of, instruments unless the work was performed under the authority of a repairman certificate. Inspectors should ensure certified mechanics who also hold a repairman certificate surrender it when required by of 14 CFR part 65.</p> <p>Safety Attribute: Procedures, Question Type: Process Observation, Scoping Attribute: (FAR PART = "145") AND (PERSONNEL = "REPAIRMEN"), Rev. 5.008/13/2015, QID: 00011890, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Consistently followed the procedures <input type="radio"/> Some steps were missed or not followed <input type="radio"/> Procedures were not consistently followed or adequate <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>AC-145-9; 65.81(a)</p>
<p>2. Was the individual with responsibility qualified, knowledgeable and accountable, and did they effectively manage the planning, organizing, directing, and control of this element?</p> <p>NOTE:</p> <p>Safety Attribute: Management Responsibility, Question Type: Output Validation, Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes, as documented to the FAA <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	

Questions	Answers	References
<p>(FAR PART = "145") ,Rev.6.007/12/2016,QID:00010687,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>		
<p>3. Was the individual with authority qualified and knowledgeable and effectively directing, controlling, or changing procedures, and making key determinations including safety risk acceptance decisions?</p> <p>NOTE:</p> <p>Safety Attribute:Management Authority,Question Type:Output Validation,Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") ,Rev.6.007/12/2016,QID:00010688,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Observable</p> <p><input type="radio"/> Not Applicable</p>	
<p>4. Did the certificate holder continuously monitor and measure the safety performance of this element to identify deficiencies and implement necessary action(s)?</p> <p>NOTE:</p> <p>Safety Attribute:Process Measurement,Question Type:Output Validation,Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") ,Rev.6.007/12/2016,QID:00010685,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Observable</p> <p><input type="radio"/> Not Applicable</p>	
<p>5. Did the certificate holder follow policies, procedures, instructions, and information for this element?</p>	<p><input type="radio"/> Yes</p>	

Questions	Answers	References
<p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Output Validation,Scoping Attribute:(FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") ,Rev.6.007/12/2016,QID:00010682,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	
<p>6. Did the Repair Station have a sufficient number of personnel with the training or knowledge, and experience to:</p> <p>#1 Plan and perform the work under the Repair Station certificate and OpSpecs;</p> <p>#2 Supervise the work performed;</p> <p>#3 Ensure that all Repair Station work was performed per 14 CFR Part 43; and</p> <p>#4 Inspect the work performed?</p> <p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Output Validation,Scoping Attribute:(FAR PART = "145") ,Rev.4.012/11/2014,QID:00011867,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 13; AC-145-9; 145.151(b); 145.151(c)</p>

Questions	Answers	References
<p>7. Did the current rosters include:</p> <p>#1 Management and supervisory personnel;</p> <p>#2 Inspection personnel; and</p> <p>#3 Personnel authorized to sign a maintenance release for approving a maintained or altered article for return to service?</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145"), Rev. 4.012/11/2014, QID: 00011872, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 13; AC-145-9; 145.161(a)</p>
<p>8. Verify that the work performed was:</p> <p>#1 Inspected by personnel on the roster; and</p> <p>#2 Approved to return to service by personnel on the roster.</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145"), Rev. 4.012/11/2014, QID: 00011876, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> The records were accurate <input type="radio"/> The records contained discrepancies <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 13; AC-145-9; 145.161(a)</p>

Questions	Answers	References
<p>9. Verify that each individual on the management, supervisory, and inspection personnel rosters had a current summary of employment, including:</p> <p>#1 Present title;</p> <p>#2 Total years of experience and the type of maintenance work performed;</p> <p>#3 Past relevant employment with the names of employers and periods of employment;</p> <p>#4 Scope of present employment; and</p> <p>#5 Type of mechanic or repairman certificate held and the ratings on that certificate, if applicable.</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145"), Rev. 4.012/11/2014, QID: 00011879, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> The records were accurate <input type="radio"/> The records contained discrepancies <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 13; AC-145-9; 145.161(a)</p>
<p>10. Were the required changes to the management, supervisory, and inspection personnel rosters made within 5 business days?</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145"), Rev. 4.012/11/2014, QID: 00011885, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>AC-145-9; 145.161(b)</p>

Questions	Answers	References
<p>11. Verify that the following personnel were certificated under 14 CFR Part 65:</p> <ul style="list-style-type: none"> #1 Individuals authorized to approve articles for return to service; #2 Repairmen; and #3 Supervisory personnel. <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145"), Rev. 4.012/11/2014, QID: 00011886, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> The records were accurate <input type="radio"/> The records contained discrepancies <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 13; AC-145-9; 145.153(b); 145.157(a); 65.101(a); 65.81(a)</p>
<p>12. Were the certificate holder's controls for this element effective in achieving the intended results?</p> <p>NOTE: Controls associated with this element may include, but are not limited to, hardware, software, special procedures or procedural steps, checklists, or supervisory practices.</p> <p>Safety Attribute: Controls, Question Type: Output Validation, Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") , Rev. 6.007/12/2016, QID: 00010684, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	
<p>13. Were the certificate holder's interfaces effective for this element?</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes 	

Questions	Answers	References
<p>NOTE:</p> <p>Safety Attribute: Interfaces, Question Type: Output Validation, Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145"), Rev. 6.007/12/2016, QID: 00010686, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	

Response Details List EP & ED DCTs (Both OP and AW) (Released , 1.0)	
1	Unclear procedure(s)
2	Conflicting procedure(s)
3	Used workaround(s)
4	Skipped process step(s)
5	Personnel failed to follow process (procedures, guidance, etc)
6	Procedures/guidance not available
7	Procedures/guidance not current
8	Inconsistent procedure(s)
9	Undocumented procedure(s)
10	Minor typographical error(s) (i.e. record entries)
11	Information missing

12	Communication failure(s)
13	Personnel failed to perform task
14	Process failed to meet desired outcome
15	Process oversight failure
16	Equipment/tools not available
17	Equipment/tools not adequate
18	Equipment/tools not calibrated
19	Facilities not adequate
20	Other
Response Details List N/O Response Detail (Released , 1.0)	
1	Personnel (i.e. key certificate holder personnel not present/available)
2	Equipment (i.e. equipment not present/available/in serviceable condition)
3	Event did not occur (i.e. the drunk passenger did not show up for the flight...)
4	Time Constraints (i.e. resources/workload)
5	Weather (i.e. weather needed for observation not present or weather made observation impossible)
6	Other
Response Details List N/A Response Detail (Released , 1.0)	
1	Operator not authorized by OpSpecs
2	Equipment not equipped/authorized
3	Not applicable due to exemption, deviation, or exception
4	Not authorized by regulation
5	Not authorized by Order

6	Not authorized by Notice
7	Not authorized/recommended by Advisory Circular
8	Not authorized by Policy Letter, Legal Interpretation, or other guidance
9	Other

Unscoped DCT Report (Standard DCT)

MLF Label:1.4.2Certificate Requirements(Released)

DCT Type:EP DCT

Specialty:Airworthiness

Peer Group:F-Part 145 Within US

DCT Revision:10.0on07/13/2016(Released)

Summary Information

Purpose (Certificate Holder Responsibility):

To keep OpSpecs, organizational charts, and capability lists up to date and available.

Objective (FAA Responsibility):

Determine; (1) If the CH followed the accepted or approved process; (2) If the CH kept OpSpecs, organizational charts, and capability lists up to date and available.



Questions	Answers	References
1.4.2 Certificate Requirements		

Questions	Answers	References
<p>1. Best describe how the procedures were followed to revise the capability list.</p> <p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Process Observation,Scoping Attribute:(FAR PART = "145") AND (OTHER CERTIFICATES OR APPROVALS = "CAPABILITY LIST"),Rev.4.003/19/2015,QID:00011902,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Consistently followed the procedures <input type="radio"/> Some steps were missed or not followed <input type="radio"/> Procedures were not consistently followed or adequate <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 4; AC-145-9; 145.209(d)</p>
<p>2. Best describe how the procedures were followed to perform self-evaluations for each capability.</p> <p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Process Observation,Scoping Attribute:(FAR PART = "145") AND (OTHER CERTIFICATES OR APPROVALS = "CAPABILITY LIST"),Rev.3.003/19/2015,QID:00011903,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Consistently followed the procedures <input type="radio"/> Some steps were missed or not followed <input type="radio"/> Procedures were not consistently followed or adequate <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 4; AC-145-9; 145.209(d)</p>

Questions	Answers	References
<p>3. Best describe how the procedures were followed to perform work per the: #1 Repair Station ratings; and #2 Limitations of the OpSpecs.</p> <p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Process Observation,Scoping Attribute: (FAR PART = "145") ,Rev.3.003/19/2015,QID:00011904,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Consistently followed the procedures <input type="radio"/> Some steps were missed or not followed <input type="radio"/> Procedures were not consistently followed or adequate <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 4; AC-145-9; 145.201(a)</p>
<p>4. Was the individual with responsibility qualified, knowledgeable and accountable, and did they effectively manage the planning, organizing, directing, and control of this element?</p> <p>NOTE:</p> <p>Safety Attribute:Management Responsibility,Question Type:Output Validation,Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") ,Rev.6.007/12/2016,QID:00010687,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes, as documented to the FAA <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	
<p>5. Was the individual with authority qualified and knowledgeable and effectively directing, controlling, or changing procedures, and making key determinations including safety risk acceptance decisions?</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No 	

Questions	Answers	References
<p>NOTE:</p> <p>Safety Attribute:Management Authority,Question Type:Output Validation,Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") ,Rev.6.007/12/2016,QID:00010688,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	
<p>6. Did the certificate holder continuously monitor and measure the safety performance of this element to identify deficiencies and implement necessary action(s)?</p> <p>NOTE:</p> <p>Safety Attribute:Process Measurement,Question Type:Output Validation,Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") ,Rev.6.007/12/2016,QID:00010685,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	
<p>7. Did the certificate holder follow policies, procedures, instructions, and information for this element?</p> <p>NOTE:</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	

Questions	Answers	References
<p>Safety Attribute:Procedures,Question Type:Output Validation,Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") ,Rev.6.007/12/2016,QID:00010682,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>		
<p>8. Were the certificate and OpSpecs: #1 Current; #2 Signed by the appropriate FAA personnel; and #3 Available on the premises for inspection by the public and the FAA?</p> <p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Output Validation,Scoping Attribute: (FAR PART = "145") ,Rev.4.003/19/2015,QID:00011893,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 4; 145.5(b)</p>
<p>9. Did the capability list identify each article by make and model or other nomenclature, and was it in a format acceptable to the FAA?</p> <p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Output Validation,Scoping Attribute: (FAR PART = "145") AND (OTHER CERTIFICATES OR APPROVALS = "CAPABILITY LIST") ,Rev.3.003/19/2015,QID:00011897,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 4; 145.215(b)</p>

Questions	Answers	References
<p>10. Did the Repair Station have copies matching those at the CHDO of their: #1 Certificate; and #2 OpSpecs?</p> <p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Output Validation,Scoping Attribute: (FAR PART = "145") ,Rev.3.003/19/2015,QID:00011898,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 4; 145.5(b)</p>
<p>11. Did the capability list match the CHDO's copy?</p> <p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Output Validation,Scoping Attribute: (FAR PART = "145") AND (OTHER CERTIFICATES OR APPROVALS = "CAPABILITY LIST") ,Rev.3.003/19/2015,QID:00011901,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 4; AC-145-9; 145.215(d)</p>
<p>12. Did the Repair Station certify in writing that all HAZMAT employees were trained?</p> <p>NOTE:</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 2 Ch 2 Sec 6; 145.53(c)</p>

Questions	Answers	References
<p>Safety Attribute:Procedures,Question Type:Output Validation,Scoping Attribute: (FAR PART = "145") AND (HAZMAT = "HAZMAT EMPLOYER") ,Rev.3.006/18/2014,QID:00011907,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>		
<p>13. Verify that the anti-drug and alcohol misuse prevention program records are maintained and available for inspection.</p> <p>NOTE:Although the FAA Drug Abatement Division inspects and enforces activities for these programs, inspectors must verify the information in OpSpec A449 and verify that the anti-drug and alcohol misuse prevention program records are maintained and available for inspection.</p> <p>Safety Attribute:Procedures,Question Type:Output Validation,Scoping Attribute: (FAR PART = "145") AND (OPSPEC = "A449") ,Rev.4.003/19/2015,QID:00011908,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> The records were available for inspection; <input type="radio"/> The records were not available for inspection. <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 4; A449</p>
<p>14. Were the certificate holder's controls for this element effective in achieving the intended results?</p> <p>NOTE:Controls associated with this element may include, but are not limited to, hardware, software, special procedures or procedural steps, checklists, or supervisory practices.</p> <p>Safety Attribute:Controls,Question Type:Output Validation,Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145")</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	

Questions	Answers	References
,Rev.6.007/12/2016,QID:00010684,Response Details:EP & ED DCTs (Both OP and AW),Status:Released		
<p>15. Were the certificate holder's interfaces effective for this element?</p> <p>NOTE:</p> <p>Safety Attribute:Interfaces,Question Type:Output Validation,Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") ,Rev.6.007/12/2016,QID:00010686,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Observable</p> <p><input type="radio"/> Not Applicable</p>	

Response Details List EP & ED DCTs (Both OP and AW) (Released , 1.0)	
1	Unclear procedure(s)
2	Conflicting procedure(s)
3	Used workaround(s)
4	Skipped process step(s)
5	Personnel failed to follow process (procedures, guidance, etc)
6	Procedures/guidance not available
7	Procedures/guidance not current
8	Inconsistent procedure(s)
9	Undocumented procedure(s)

10	Minor typographical error(s) (i.e. record entries)
11	Information missing
12	Communication failure(s)
13	Personnel failed to perform task
14	Process failed to meet desired outcome
15	Process oversight failure
16	Equipment/tools not available
17	Equipment/tools not adequate
18	Equipment/tools not calibrated
19	Facilities not adequate
20	Other
Response Details List N/O Response Detail (Released , 1.0)	
1	Personnel (i.e. key certificate holder personnel not present/available)
2	Equipment (i.e. equipment not present/available/in serviceable condition)
3	Event did not occur (i.e. the drunk passenger did not show up for the flight...)
4	Time Constraints (i.e. resources/workload)
5	Weather (i.e. weather needed for observation not present or weather made observation impossible)
6	Other
Response Details List N/A Response Detail (Released , 1.0)	
1	Operator not authorized by OpSpecs
2	Equipment not equipped/authorized
3	Not applicable due to exemption, deviation, or exception

4	Not authorized by regulation
5	Not authorized by Order
6	Not authorized by Notice
7	Not authorized/recommended by Advisory Circular
8	Not authorized by Policy Letter, Legal Interpretation, or other guidance
9	Other

Unscoped DCT Report (Standard DCT)

MLF Label:1.4.3Manuals(Released)
DCT Type:EP DCT
Specialty:Airworthiness
Peer Group:F-Part 145 Within US
DCT Revision:9.0on07/13/2016(Released)

Summary Information

Purpose (Certificate Holder Responsibility): To provide manuals required by personnel to perform their duties.

Objective (FAA Responsibility): Determine; (1) If the CH followed the accepted or approved process; (2) If the CH provided manuals required by personnel to perform their duties.



	Questions	Answers	References
1.4.3 Manuals			

Questions	Answers	References
<p>1. Best describe how the procedures were followed to revise the: #1 Repair Station Manual; and #2 Quality Control Manual.</p> <p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Process Observation,Scoping Attribute: (FAR PART = "145") ,Rev.2.006/18/2014,QID:00011920,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Consistently followed the procedures <input type="radio"/> Some steps were missed or not followed <input type="radio"/> Procedures were not consistently followed or adequate <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>145.209(j); 145.211(c)</p>
<p>2. Best describe how the procedures were followed to ensure that current applicable sections of an air carrier's maintenance programs or manuals were present and available.</p> <p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Process Observation,Scoping Attribute: (FAR PART = "145") AND (OTHER CERTIFICATES OR APPROVALS = "PERFORMS AIR CARRIER MAINTENANCE") ,Rev.3.003/20/2015,QID:00011934,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Consistently followed the procedures <input type="radio"/> Some steps were missed or not followed <input type="radio"/> Procedures were not consistently followed or adequate <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 7; AC-145-9</p>

Questions	Answers	References
<p>3. Best describe how the procedures were followed to ensure that the Repair Station had current applicable sections of an Operator's inspection program when performing an inspection.</p> <p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Process Observation,Scoping Attribute: (FAR PART = "145") AND (OTHER CERTIFICATES OR APPROVALS = "PERFORMS AIR CARRIER MAINTENANCE") ,Rev.4.003/20/2015,QID:00011935,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Consistently followed the procedures <input type="radio"/> Some steps were missed or not followed <input type="radio"/> Procedures were not consistently followed or adequate <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 7; AC-145-9; 145.205</p>
<p>4. Best describe how personnel were aware of:</p> <p>#1 Manual revisions;</p> <p>#2 Manual content changes; and</p> <p>#3 The currency of the electronic media before use.</p> <p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Process Observation,Scoping Attribute: (FAR PART = "145") AND (OPSPEC = "A025") ,Rev.4.003/20/2015,QID:00011941,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Personnel were consistently aware <input type="radio"/> Some personnel were unaware of some items <input type="radio"/> Personnel were consistently unaware <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 7; AC-145-9</p>

Questions	Answers	References
<p>5. Best describe how the procedures were followed to ensure that current applicable sections of an air carrier's maintenance programs or manuals were present and available.</p> <p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Process Observation,Scoping Attribute: (FAR PART = "145") AND (OTHER CERTIFICATES OR APPROVALS = "PERFORMS AIR CARRIER MAINTENANCE") ,Rev.3.003/20/2015,QID:00011949,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Consistently followed the procedures <input type="radio"/> Some steps were missed or not followed <input type="radio"/> Procedures were not consistently followed, adequate or available <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 7; AC-145-9</p>
<p>6. Was the individual with responsibility qualified, knowledgeable and accountable, and did they effectively manage the planning, organizing, directing, and control of this element?</p> <p>NOTE:</p> <p>Safety Attribute:Management Responsibility,Question Type:Output Validation,Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") ,Rev.6.007/12/2016,QID:00010687,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes, as documented to the FAA <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	

Questions	Answers	References
<p>7. Was the individual with authority qualified and knowledgeable and effectively directing, controlling, or changing procedures, and making key determinations including safety risk acceptance decisions?</p> <p>NOTE:</p> <p>Safety Attribute:Management Authority,Question Type:Output Validation,Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") ,Rev.6.007/12/2016,QID:00010688,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	
<p>8. Did the certificate holder continuously monitor and measure the safety performance of this element to identify deficiencies and implement necessary action(s)?</p> <p>NOTE:</p> <p>Safety Attribute:Process Measurement,Question Type:Output Validation,Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") ,Rev.6.007/12/2016,QID:00010685,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	
<p>9. Do the procedures require all current applicable parts of an Operator's approved inspection program at the time inspections are performed?</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable 	<p>8900.1 Vol 6 Ch 9 Sec 7; AC-145-9; 145.205(a);</p>

Questions	Answers	References
<p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Output Validation,Scoping Attribute: (FAR PART = "145") AND (OTHER CERTIFICATES OR APPROVALS = "PERFORMS AIR CARRIER MAINTENANCE"),Rev.3.003/20/2015,QID:00001302,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<p><input type="radio"/> Not Applicable</p>	<p>145.205(b); 145.205(c)</p>
<p>10. Did the certificate holder follow policies, procedures, instructions, and information for this element?</p> <p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Output Validation,Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") ,Rev.6.007/12/2016,QID:00010682,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Observable</p> <p><input type="radio"/> Not Applicable</p>	
<p>11. Did the revision levels match the CHDO copies for the: #1 Repair Station Manual; and #2 Quality Control Manual?</p> <p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Output Validation,Scoping Attribute:</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Observable</p> <p><input type="radio"/> Not Applicable</p>	<p>8900.1 Vol 6 Ch 9 Sec 7; AC-145-9; 145.207(b); 145.207(e); 145.211(a); 145.211(d)</p>

Questions	Answers	References
(FAR PART = "145") ,Rev.4.003/20/2015,QID:00011923,Response Details:EP & ED DCTs (Both OP and AW),Status:Released		
<p>12. Did the personnel have access throughout the facility to current copies of the: #1 Repair Station Manual; and #2 Quality Control Manual?</p> <p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Output Validation,Scoping Attribute: (FAR PART = "145") ,Rev.3.003/20/2015,QID:00011926,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 7; AC-145-9; 145.207(b); 145.207(c); 145.211(a)</p>
<p>13. Verify that the inspection and maintenance forms in use were the same as those found in the Quality Control Manual.</p> <p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Output Validation,Scoping Attribute: (FAR PART = "145") ,Rev.3.003/20/2015,QID:00011929,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> The records were accurate <input type="radio"/> The records contained discrepancies <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 7; AC-145-9; 145.211(c)</p>
<p>14. Did the organizational chart show the current management positions that have authority to act on behalf of the Repair Station?</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No 	<p>8900.1 Vol 6 Ch 9 Sec 7; AC-145-9; 145.209(a)</p>

Questions	Answers	References
<p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Output Validation,Scoping Attribute:(FAR PART = "145"),Rev.2.003/20/2015,QID:00011930,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	
<p>15. Was the technical data current when referenced in the: #1 Repair Station Manual; and #2 Quality Control Manual?</p> <p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Output Validation,Scoping Attribute:(FAR PART = "145"),Rev.3.003/20/2015,QID:00011931,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 7; AC-145-9</p>
<p>16. Verify that the electronic media for Repair Station manuals were: #1 Only revised by authorized personnel; #2 Protected by passwords; #3 Accessible by employees; and #4 Authorized by OpSpec A025.</p>	<ul style="list-style-type: none"> <input type="radio"/> The records were accurate <input type="radio"/> The records contained discrepancies <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 7; AC-145-9</p>

Questions	Answers	References
<p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Output Validation,Scoping Attribute: (FAR PART = "145") AND (OPSPEC = "A025") ,Rev.4.003/20/2015,QID:00011936,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>		
<p>17. Was the organizational chart:</p> <p>#1 Current;</p> <p>#2 Identical to the CHDO's copy; and</p> <p>#3 Indicative of the duties in the Repair Station Manual?</p> <p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Output Validation,Scoping Attribute: (FAR PART = "145") ,Rev.4.003/20/2015,QID:00011945,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Observable</p> <p><input type="radio"/> Not Applicable</p>	<p>8900.1 Vol 6 Ch 9 Sec 7; AC-145-9; 145.209(a)</p>
<p>18. Were the certificate holder's controls for this element effective in achieving the intended results?</p> <p>NOTE:Controls associated with this element may include, but are not limited to, hardware, software, special procedures or procedural steps, checklists, or supervisory practices.</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Observable</p> <p><input type="radio"/> Not Applicable</p>	

Questions	Answers	References
<p>Safety Attribute:Controls,Question Type:Output Validation,Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") ,Rev.6.007/12/2016,QID:00010684,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>		
<p>19. Were the certificate holder's interfaces effective for this element?</p> <p>NOTE:</p> <p>Safety Attribute:Interfaces,Question Type:Output Validation,Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") ,Rev.6.007/12/2016,QID:00010686,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Observable</p> <p><input type="radio"/> Not Applicable</p>	

Response Details List EP & ED DCTs (Both OP and AW) (Released , 1.0)	
1	Unclear procedure(s)
2	Conflicting procedure(s)
3	Used workaround(s)
4	Skipped process step(s)
5	Personnel failed to follow process (procedures, guidance, etc)
6	Procedures/guidance not available
7	Procedures/guidance not current

8	Inconsistent procedure(s)
9	Undocumented procedure(s)
10	Minor typographical error(s) (i.e. record entries)
11	Information missing
12	Communication failure(s)
13	Personnel failed to perform task
14	Process failed to meet desired outcome
15	Process oversight failure
16	Equipment/tools not available
17	Equipment/tools not adequate
18	Equipment/tools not calibrated
19	Facilities not adequate
20	Other
Response Details List N/O Response Detail (Released , 1.0)	
1	Personnel (i.e. key certificate holder personnel not present/available)
2	Equipment (i.e. equipment not present/available/in serviceable condition)
3	Event did not occur (i.e. the drunk passenger did not show up for the flight...)
4	Time Constraints (i.e. resources/workload)
5	Weather (i.e. weather needed for observation not present or weather made observation impossible)
6	Other
Response Details List N/A Response Detail (Released , 1.0)	
1	Operator not authorized by OpSpecs

2	Equipment not equipped/authorized
3	Not applicable due to exemption, deviation, or exception
4	Not authorized by regulation
5	Not authorized by Order
6	Not authorized by Notice
7	Not authorized/recommended by Advisory Circular
8	Not authorized by Policy Letter, Legal Interpretation, or other guidance
9	Other

Unscoped DCT Report (Standard DCT)

MLF Label:1.4.4Quality Control System(Released)

DCT Type:EP DCT

Specialty:Airworthiness

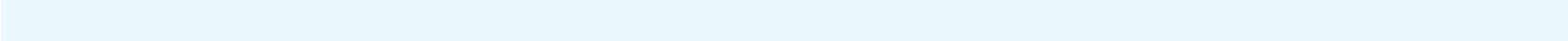
Peer Group:F-Part 145 Within US

DCT Revision:12.0on09/13/2016(Released)

Summary Information

Purpose (Certificate Holder Responsibility): To provide quality control of maintenance or alterations performed.

Objective (FAA Responsibility): Determine; (1) If the CH followed the accepted or approved process; (2) If the CH provided quality control of maintenance or alterations performed.



Questions	Answers	References
1.4.4Quality Control System		

Questions	Answers	References
<p>1. Best describe how the personnel followed the quality control procedures when performing maintenance, preventive maintenance, or alterations.</p> <p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Process Observation,Scoping Attribute: (FAR PART = "145") ,Rev.2.006/18/2014,QID:00011982,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Consistently followed the procedures <input type="radio"/> Some steps were missed or not followed <input type="radio"/> Procedures were not consistently followed or adequate <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>145.211(b)</p>
<p>2. Best describe how the quality control system procedures were followed to:</p> <p>#1Qualify and survaillance of non certificated people performing maintenance, preventive maintenance, or alterations;</p> <p>#2Calibrate measuring and test equipment used to maintain articles;</p> <p>#3Maintain traceability of LLP;</p> <p>#4Identify parts as acceptable or not acceptable; and</p> <p>#5Detect and report suspected unapproved parts.</p> <p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Process Observation,Scoping</p>	<ul style="list-style-type: none"> <input type="radio"/> Consistently followed the procedures <input type="radio"/> Some steps were missed or not followed <input type="radio"/> Procedures were not consistently followed or adequate <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 11; AC-145-9; 145.211(c)</p>

Questions	Answers	References
<p>Attribute: (FAR PART = "145") ,Rev.4.003/20/2015,QID:00011983,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>		
<p>3. Was the individual with responsibility qualified, knowledgeable and accountable, and did they effectively manage the planning, organizing, directing, and control of this element?</p> <p>NOTE:</p> <p>Safety Attribute:Management Responsibility,Question Type:Output Validation,Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") ,Rev.6.007/12/2016,QID:00010687,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes, as documented to the FAA <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	
<p>4. Was the individual with authority qualified and knowledgeable and effectively directing, controlling, or changing procedures, and making key determinations including safety risk acceptance decisions?</p> <p>NOTE:</p> <p>Safety Attribute:Management Authority,Question Type:Output Validation,Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") ,Rev.6.007/12/2016,QID:00010688,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	

Questions	Answers	References
<p>5. Did the certificate holder continuously monitor and measure the safety performance of this element to identify deficiencies and implement necessary action(s)?</p> <p>NOTE:</p> <p>Safety Attribute:Process Measurement,Question Type:Output Validation,Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") ,Rev.6.007/12/2016,QID:00010685,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	
<p>6. Did the certificate holder follow policies, procedures, instructions, and information for this element?</p> <p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Output Validation,Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") ,Rev.6.007/12/2016,QID:00010682,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	
<p>7. Did the repair station's personnel follow the quality control system to:</p> <p>#1Inspect incoming raw materials to ensure acceptable quality;</p> <p>#2Perform preliminary inspections;</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>AC-145-9; 145.211(b); 145.211(c)</p>

Questions	Answers	References
<p>#3Perform hidden damage inspections on articles that had been involved in an accident;</p> <p>#4Perform in-process inspections;</p> <p>#5Perform final inspections; and</p> <p>#6Perform return to service inspections of all articles that are maintained?</p> <p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Output Validation,Scoping Attribute:(FAR PART = "145") ,Rev.3.006/18/2014,QID:00011950,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>		
<p>8. Did the Repair Station's personnel follow procedures to take corrective action on deficiencies?</p> <p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Output Validation,Scoping Attribute:(FAR PART = "145") ,Rev.1.009/20/2012,QID:00011957,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Observable</p> <p><input type="radio"/> Not Applicable</p>	<p>AC-145-9; 145.211(c)</p>
<p>9. Verify the Repair Station:</p> <p>#1Established and maintained the proficiency of inspection personnel;</p>	<p><input type="radio"/> The records showed compliance</p>	<p>8900.1 Vol 2 Ch 11 Sec 4; AC-145-</p>

Questions	Answers	References
<p>#2 Established and maintained current technical data; and #3 Kept records with the parts.</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145"), Rev. 3.006/18/2014, QID: 00011958, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> The records did not show compliance <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>9; 145.155(a); 145.211(c)</p>
<p>10. Was somebody designated by title to issue stamps, badges, and authorizations?</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145"), Rev. 1.009/20/2012, QID: 00011963, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>AC-145-9</p>
<p>11. Did the Repair Station personnel follow procedures to return stamps, badges, or authorizations revoked by the responsible manager after the termination or reassignment of employees?</p> <p>NOTE:</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>AC-145-9</p>

Questions	Answers	References
<p>Safety Attribute:Procedures,Question Type:Output Validation,Scoping Attribute:(FAR PART = "145"),Rev.1.009/20/2012,QID:00011964,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>		
<p>12. Verify that the approval for return to service forms: #1Met the requirements of 43.9 and 43.11; #2Included or referenced a list of approved parts; and #3Were signed by authorized personnel.</p> <p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Output Validation,Scoping Attribute:(FAR PART = "145"),Rev.2.006/18/2014,QID:00011965,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> The records were accurate <input type="radio"/> The records contained discrepancies <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>AC-145-9; 43.11; 43.9</p>
<p>13. Did the Repair Station's personnel follow procedures to: #1Classify repairs or alterations as major or minor; #2Record major and minor repairs and alterations; and #3Complete FAA Form 337?</p> <p>NOTE:</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>AC-145-9</p>

Questions	Answers	References
<p>Safety Attribute:Procedures,Question Type:Output Validation,Scoping Attribute:(FAR PART = "145") ,Rev.2.006/18/2014,QID:00011969,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>		
<p>14. Verify that all maintenance processes were documented, e.g., forms, routers, and task cards.</p> <p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Output Validation,Scoping Attribute:(FAR PART = "145") ,Rev.1.009/20/2012,QID:00011973,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> The records were accurate <input type="radio"/> The records contained discrepancies <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>AC-145-9</p>
<p>15. Verify that detailed forms and checklists were used for inspections, such as:</p> <ul style="list-style-type: none"> #1Annual; #2100-Hour; #3Progressive; #4Engine overhaul; or #5Other approved inspection programs. <p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Output Validation,Scoping Attribute:</p>	<ul style="list-style-type: none"> <input type="radio"/> The records were accurate <input type="radio"/> The records contained discrepancies <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>AC-145-9</p>

Questions	Answers	References
(FAR PART = "145") ,Rev.2.006/18/2014,QID:00011974,Response Details:EP & ED DCTs (Both OP and AW),Status:Released		
<p>16. Did the Repair Station's personnel follow procedures to inspect each article per the Repair Station's quality system or the air carrier's CAMP program?</p> <p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Output Validation,Scoping Attribute:(FAR PART = "145") ,Rev.2.002/12/2014,QID:00011980,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	145.213
<p>17. Was the Quality Control Manual updated in response to noted deficiencies?</p> <p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Output Validation,Scoping Attribute:(FAR PART = "145") ,Rev.2.010/22/2015,QID:00011981,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	AC-145-9
<p>18. Were the certificate holder's controls for this element effective in achieving the intended results?</p> <p>NOTE:Controls associated with this element may include, but are not limited to, hardware, software, special procedures or procedural steps, checklists, or</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	

Questions	Answers	References
supervisory practices. Safety Attribute:Controls,Question Type:Output Validation,Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") ,Rev.6.007/12/2016,QID:00010684,Response Details:EP & ED DCTs (Both OP and AW),Status:Released		
19. Were the certificate holder's interfaces effective for this element? NOTE: Safety Attribute:Interfaces,Question Type:Output Validation,Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") ,Rev.6.007/12/2016,QID:00010686,Response Details:EP & ED DCTs (Both OP and AW),Status:Released	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable	

Response Details List EP & ED DCTs (Both OP and AW) (Released , 1.0)	
1	Unclear procedure(s)
2	Conflicting procedure(s)
3	Used workaround(s)
4	Skipped process step(s)
5	Personnel failed to follow process (procedures, guidance, etc)
6	Procedures/guidance not available

7	Procedures/guidance not current
8	Inconsistent procedure(s)
9	Undocumented procedure(s)
10	Minor typographical error(s) (i.e. record entries)
11	Information missing
12	Communication failure(s)
13	Personnel failed to perform task
14	Process failed to meet desired outcome
15	Process oversight failure
16	Equipment/tools not available
17	Equipment/tools not adequate
18	Equipment/tools not calibrated
19	Facilities not adequate
20	Other
Response Details List N/O Response Detail (Released , 1.0)	
1	Personnel (i.e. key certificate holder personnel not present/available)
2	Equipment (i.e. equipment not present/available/in serviceable condition)
3	Event did not occur (i.e. the drunk passenger did not show up for the flight...)
4	Time Constraints (i.e. resources/workload)
5	Weather (i.e. weather needed for observation not present or weather made observation impossible)
6	Other
Response Details List N/A Response Detail (Released , 1.0)	

1	Operator not authorized by OpSpecs
2	Equipment not equipped/authorized
3	Not applicable due to exemption, deviation, or exception
4	Not authorized by regulation
5	Not authorized by Order
6	Not authorized by Notice
7	Not authorized/recommended by Advisory Circular
8	Not authorized by Policy Letter, Legal Interpretation, or other guidance
9	Other

Unscoped DCT Report (Standard DCT)

MLF Label: 4.1.4 Training and Qualification (Released)

DCT Type: EP DCT

Specialty: Airworthiness

Peer Group: F-Part 145 Within US

DCT Revision: 9.0 on 07/14/2016 (Released)

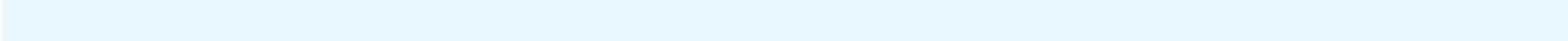
Summary Information

Purpose (Certificate Holder Responsibility):

To train all maintenance personnel.

Objective (FAA Responsibility):

Determine if the CH will be able to; (1) Comply with regulations; (2) Train persons performing maintenance and inspections.



Questions	Answers	References
4.1.4 Training and Qualification		

Questions	Answers	References
<p>1. Best describe how the training program procedures were followed to ensure that employees were able to perform assigned tasks.</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Process Observation, Scoping Attribute: (FAR PART = "145"), Rev. 1.009/20/2012, QID: 00014316, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Consistently followed the procedures <input type="radio"/> Some steps were missed or not followed <input type="radio"/> Procedures were not consistently followed or adequate <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>AC-145-10</p>
<p>2. Best describe how the procedures were followed to evaluate noncertificated employees performing maintenance functions based on:</p> <p>#1 Training;</p> <p>#2 Knowledge;</p> <p>#3 Experience; and</p> <p>#4 Practical tests.</p> <p>NOTE: The results of this determination must be documented in each noncertificated employee's training record.</p> <p>Safety Attribute: Procedures, Question Type: Process Observation, Scoping</p>	<ul style="list-style-type: none"> <input type="radio"/> Consistently followed the procedures <input type="radio"/> Some steps were missed or not followed <input type="radio"/> Procedures were not consistently followed or adequate <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 13; AC-145-9; 145.151(d)</p>

Questions	Answers	References
<p>Attribute: (FAR PART = "145") , Rev. 3.004/14/2015, QID: 00014317, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>		
<p>3. Best describe how the procedures were followed to measure the supervisory and inspection personnel's ability to understand the limitations of the certificate and OpSpecs.</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Process Observation, Scoping Attribute: (FAR PART = "145") , Rev. 1.009/20/2012, QID: 00014344, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Consistently followed the procedures <input type="radio"/> Some steps were missed or not followed <input type="radio"/> Procedures were not consistently followed or adequate <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>AC-145-9</p>
<p>4. Best describe how the procedures were followed to ensure that certificated supervisors overseeing work were thoroughly familiar with the necessary inspection methods, techniques, practices, aids, equipment, and tools.</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Process Observation, Scoping Attribute: (FAR PART = "145") , Rev. 1.009/20/2012, QID: 00014345, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Consistently followed the procedures <input type="radio"/> Some steps were missed or not followed <input type="radio"/> Procedures were not consistently followed or adequate <input type="radio"/> Not Observable 	<p>AC-145-9</p>

Questions	Answers	References
<p>5. Best describe how the personnel that perform inspections to determine article airworthiness were:</p> <p>#1 Thoroughly familiar with the applicable regulations, inspection methods, and tools; and</p> <p>#2 Proficient in all types of inspection equipment and visual inspection aids appropriate for the articles being inspected.</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Process Observation, Scoping Attribute: (FAR PART = "145"), Rev. 3.004/14/2015, QID: 00014346, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Not Applicable <input type="radio"/> Personnel were consistently familiar and proficient <input type="radio"/> Some personnel were not fully familiar and proficient <input type="radio"/> Many personnel were not fully familiar and proficient <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 13; AC-145-9; 145.155(a)</p>
<p>6. Best describe how the procedures were followed to determine the ability to read, write, and understand English for the following personnel:</p> <p>#1 Supervisors;</p> <p>#2 Inspectors; and</p> <p>#3 Personnel with return to service authority.</p> <p>NOTE:</p>	<ul style="list-style-type: none"> <input type="radio"/> Consistently followed the procedures <input type="radio"/> Some steps were missed or not followed <input type="radio"/> Procedures were not consistently followed or adequate 	<p>8900.1 Vol 6 Ch 9 Sec 13; AC-145-9; 145.153(c); 145.155(b); 145.157(c)</p>

Questions	Answers	References
<p>Safety Attribute: Procedures, Question Type: Process Observation, Scoping Attribute: (FAR PART = "145"), Rev. 3.004/14/2015, QID: 00014349, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	
<p>7. Best describe how the personnel followed the procedures to revise the training program.</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Process Observation, Scoping Attribute: (FAR PART = "145"), Rev. 1.009/20/2012, QID: 00014358, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Consistently followed the procedures <input type="radio"/> Some steps were missed or not followed <input type="radio"/> Procedures were not consistently followed or adequate <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>AC-145-10; AC-145-9; 145.209(e)</p>
<p>8. Best describe how the procedures were followed to train inspection personnel.</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Process Observation, Scoping Attribute: (FAR PART = "145"), Rev. 1.009/20/2012, QID: 00014369, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Consistently followed the procedures <input type="radio"/> Some steps were missed or not followed <input type="radio"/> Procedures were not consistently followed or adequate <input type="radio"/> Not Observable 	<p>145.163(b)</p>

Questions	Answers	References
	<input type="radio"/> Not Applicable	
<p>9. Was the individual with responsibility qualified, knowledgeable and accountable, and did they effectively manage the planning, organizing, directing, and control of this element?</p> <p>NOTE:</p> <p>Safety Attribute: Management Responsibility, Question Type: Output Validation, Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") , Rev. 6.007/12/2016, QID: 00010687, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<input type="radio"/> Yes, as documented to the FAA <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable	
<p>10. Was the individual with authority qualified and knowledgeable and effectively directing, controlling, or changing procedures, and making key determinations including safety risk acceptance decisions?</p> <p>NOTE:</p> <p>Safety Attribute: Management Authority, Question Type: Output Validation, Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") , Rev. 6.007/12/2016, QID: 00010688, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable	
<p>11. Did the certificate holder continuously monitor and measure the safety performance of this element to identify deficiencies and implement necessary action(s)?</p>	<input type="radio"/> Yes	

Questions	Answers	References
<p>NOTE:</p> <p>Safety Attribute: Process Measurement, Question Type: Output Validation, Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") , Rev. 6.007/12/2016, QID: 00010685, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	
<p>12. Did the certificate holder follow policies, procedures, instructions, and information for this element?</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") , Rev. 6.007/12/2016, QID: 00010682, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	
<p>13. Verify:</p> <p>#1 The repair station is operating in accordance with a current training program approved by the CHDO;</p> <p>#2 That both initial and recurrent training was conducted in accordance with the approved training program;</p> <p>#3 That each employee assigned to perform maintenance, preventive maintenance, alternations, and inspections has received training, which was</p>	<ul style="list-style-type: none"> <input type="radio"/> The records were accurate <input type="radio"/> The records contained discrepancies <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 14</p>

Questions	Answers	References
<p>documented in the repair station's training records, commensurate to the employee's job description;</p> <p>#4 The repair station training was documented and records are maintained in accordance with the Repair Station Manual/Quality Control Manual (RSM/QCM) procedures. These training records must be retained for a minimum of 2 years;</p> <p>#5 Any revisions to the repair station's approved training program were submitted in accordance with RSM procedures;</p> <p>#6 The repair station has documented on-the-job training;</p> <p>#7 The repair station notified the CHDO and PI for approval prior to revising its training program; and</p> <p>#8 Who is responsible, by title, for the training program and the retention of the records.</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145"), Rev. 3.004/14/2015, QID: 00014322, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>		
<p>14. Verify that the training records included:</p> <p>#1 The employee's name and job description;</p> <p>#2 Training requirements determined by the needs assessment;</p> <p>#3 FAA certificates applicable to the qualifications;</p>	<ul style="list-style-type: none"> <input type="radio"/> The records were accurate <input type="radio"/> The records contained discrepancies 	<p>AC-145-10</p>

Questions	Answers	References
<p>#4 Other certificates, diplomas, and degrees; #5 Authorizations and qualifications; #6 Proof of training course completion; and #7 Proof of on-the-job training.</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145") , Rev. 2.006/19/2014, QID: 00014331, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	
<p>15. Verify that the Repair Station personnel received:</p> <p>#1 Initial technical skills training for new tasks; #2 Recurrent technical training for specific tasks or functions to ensure currency in existing or added capabilities; #3 Specialized technical training or advanced training in specific tasks or functions to ensure that all employees performing maintenance remained capable of performing assigned tasks; and #4 Remedial technical training to correct demonstrated lack of skills or knowledge deficiencies.</p> <p>NOTE:</p>	<ul style="list-style-type: none"> <input type="radio"/> The records were accurate <input type="radio"/> The records contained discrepancies <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 3 Ch 55 Sec 1; AC-145-10</p>

Questions	Answers	References
<p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145") , Rev. 3.004/20/2016, QID: 00014339, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>		
<p>16. Did the observed training course provide a thorough understanding of the:</p> <p>#1 Certificate holders training program and applicable sections of its maintenance manual for which the Repair Station performs work;</p> <p>#2 Inspection methods, practices, and techniques; and</p> <p>#3 Equipment, aids, tools, and technical data used to determine the airworthiness of the articles upon which maintenance is performed?</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145") AND (OTHER CERTIFICATES OR APPROVALS = "PERFORMS AIR CARRIER MAINTENANCE") , Rev. 3.004/20/2016, QID: 00014353, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 3 Ch 55 Sec 1; AC-145-9; 145.205</p>
<p>17. Was the training program consistent with the Repair Station's ratings and OpSpecs?</p> <p>NOTE:</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>AC-145-10; AC-145-9</p>

Questions	Answers	References
<p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145") , Rev. 1.009/20/2012, QID: 00014357, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>		
<p>18. When revising their training program, did the Repair Station: #1 Notify the CHDO; and #2 Obtain approval from the CHDO?</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145") , Rev. 2.006/19/2014, QID: 00014359, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>AC-145-10; AC-145-9; 145.209(e)</p>
<p>19. Were the training program revisions recorded and implemented?</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145") , Rev. 1.009/20/2012, QID: 00014362, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>AC-145-9</p>
<p>20. Was the text of the revised training program identified?</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No 	<p>AC-145-9</p>

Questions	Answers	References
<p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145"), Rev. 1.009/20/2012, QID: 00014363, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	
<p>21. Was someone designated to revise the training program and submit revisions to the FAA?</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145"), Rev. 1.009/20/2012, QID: 00014364, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	AC-145-9
<p>22. Verify that the personnel received HAZMAT training per 49 CFR Part 172 Subpart H and the requirements of:</p> <p>#1 The Repair Station; and</p> <p>#2 Any Operator for which the Repair Station was contracted to perform work.</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145"), Rev. 2.006/19/2014, QID: 00014365, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> The records were accurate <input type="radio"/> The records contained discrepancies <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	145.165(a)

Questions	Answers	References
<p>23. Verify that all Repair Station employees who performed or directly supervised job functions involving HAZMAT for or on behalf of a 14 CFR Part 121 or 135 Operator were trained per the Operator's FAA-approved HAZMAT training program.</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145") , Rev. 1.009/20/2012, QID: 00014368, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> The records were accurate <input type="radio"/> The records contained discrepancies <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>145.165(b)</p>
<p>24. Verify that the instructors were evaluated on their qualifications in their subject areas, including formal training and experience, and the ability to impart information on their subject matter.</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145") , Rev. 1.009/20/2012, QID: 00014370, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> The records were accurate <input type="radio"/> The records contained discrepancies <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>AC-145-10</p>
<p>25. Were the training media and instructor performance adequate to support the training needs per the ratings and work performed?</p> <p>NOTE:</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>AC-145-9</p>

Questions	Answers	References
<p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145"), Rev. 1.009/20/2012, QID: 00014371, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>		
<p>26. Did the observed HAZMAT training provide a thorough understanding of HAZMAT requirements per 49 CFR Part 172 Subpart H and meet the requirements of:</p> <p>#1 The Repair Station; and</p> <p>#2 Any Operator for which the Repair Station is contracted to perform work?</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145"), Rev. 2.006/19/2014, QID: 00014372, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Observable</p> <p><input type="radio"/> Not Applicable</p>	<p>AC-145-9; 145.165</p>
<p>27. Were the certificate holder's controls for this element effective in achieving the intended results?</p> <p>NOTE: Controls associated with this element may include, but are not limited to, hardware, software, special procedures or procedural steps, checklists, or supervisory practices.</p> <p>Safety Attribute: Controls, Question Type: Output Validation, Scoping Attribute:</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Observable</p> <p><input type="radio"/> Not Applicable</p>	

Questions	Answers	References
(FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") ,Rev.6.007/12/2016,QID:00010684,Response Details:EP & ED DCTs (Both OP and AW),Status:Released		
<p>28. Were the certificate holder's interfaces effective for this element?</p> <p>NOTE:</p> <p>Safety Attribute: Interfaces, Question Type: Output Validation, Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") ,Rev.6.007/12/2016,QID:00010686,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Observable</p> <p><input type="radio"/> Not Applicable</p>	

Response Details List EP & ED DCTs (Both OP and AW) (Released , 1.0)	
1	Unclear procedure(s)
2	Conflicting procedure(s)
3	Used workaround(s)
4	Skipped process step(s)
5	Personnel failed to follow process (procedures, guidance, etc)
6	Procedures/guidance not available
7	Procedures/guidance not current
8	Inconsistent procedure(s)

9	Undocumented procedure(s)
10	Minor typographical error(s) (i.e. record entries)
11	Information missing
12	Communication failure(s)
13	Personnel failed to perform task
14	Process failed to meet desired outcome
15	Process oversight failure
16	Equipment/tools not available
17	Equipment/tools not adequate
18	Equipment/tools not calibrated
19	Facilities not adequate
20	Other
Response Details List N/O Response Detail (Released , 1.0)	
1	Personnel (i.e. key certificate holder personnel not present/available)
2	Equipment (i.e. equipment not present/available/in serviceable condition)
3	Event did not occur (i.e. the drunk passenger did not show up for the flight...)
4	Time Constraints (i.e. resources/workload)
5	Weather (i.e. weather needed for observation not present or weather made observation impossible)
6	Other
Response Details List N/A Response Detail (Released , 1.0)	
1	Operator not authorized by OpSpecs
2	Equipment not equipped/authorized

3	Not applicable due to exemption, deviation, or exception
4	Not authorized by regulation
5	Not authorized by Order
6	Not authorized by Notice
7	Not authorized/recommended by Advisory Circular
8	Not authorized by Policy Letter, Legal Interpretation, or other guidance
9	Other

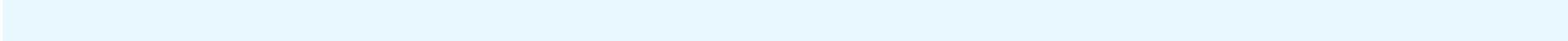
Unscoped DCT Report (Standard DCT)

MLF Label: 4.2.6 Technical Data (Released)
DCT Type: EP DCT
Specialty: Airworthiness
Peer Group: F-Part 145 Within US
DCT Revision: 11.0 on 07/14/2016 (Released)

Summary Information

Purpose (Certificate Holder Responsibility): To provide current technical data.

Objective (FAA Responsibility): Determine; (1) If the CH followed the accepted or approved process; (2) If the CH had current technical data available.



	Questions	Answers	References
4.2.6 Technical Data			

Questions	Answers	References
<p>1. Was the individual with responsibility qualified, knowledgeable and accountable, and did they effectively manage the planning, organizing, directing, and control of this element?</p> <p>NOTE:</p> <p>Safety Attribute: Management Responsibility, Question Type: Output Validation, Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") , Rev. 6.007/12/2016, QID: 00010687, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<p><input type="radio"/> Yes, as documented to the FAA</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Observable</p> <p><input type="radio"/> Not Applicable</p>	
<p>2. Was the technical data maintained in English?</p> <p>NOTE:</p> <p>Safety Attribute: Management Responsibility, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145") , Rev. 3.003/20/2015, QID: 00015237, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Observable</p> <p><input type="radio"/> Not Applicable</p>	8900.1 Vol 6 Ch 9 Sec 10
<p>3. Was the technical data, when part of a record, retained for at least 2 years?</p> <p>NOTE:</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Observable</p> <p><input type="radio"/> Not Applicable</p>	8900.1 Vol 6 Ch 9 Sec 10; 145.219(c)

Questions	Answers	References
<p>Safety Attribute: Management Responsibility, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145") , Rev. 3.003/20/2015, QID: 00015238, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>		
<p>4. Was the individual with authority qualified and knowledgeable and effectively directing, controlling, or changing procedures, and making key determinations including safety risk acceptance decisions? RSQCM 10.2</p> <p>NOTE:</p> <p>Safety Attribute: Management Authority, Question Type: Output Validation, Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") , Rev. 6.007/12/2016, QID: 00010688, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	
<p>5. Did Repair Station personnel follow technical data procedures for:</p> <ul style="list-style-type: none"> #1 Revising; #2 Maintaining; and #3 Control and Distribution? <p>NOTE:</p> <p>Safety Attribute: Management Authority, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145")</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>145.109(d); 145.211(c)</p>

Questions	Answers	References
<p>, Rev. 2.002/13/2014, QID: 00015215, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>		
<p>6. Did the certificate holder continuously monitor and measure the safety performance of this element to identify deficiencies and implement necessary action(s)?</p> <p>NOTE:</p> <p>Safety Attribute: Process Measurement, Question Type: Output Validation, Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145"), Rev. 6.007/12/2016, QID: 00010685, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Observable</p> <p><input type="radio"/> Not Applicable</p>	
<p>7. Did the certificate holder follow policies, procedures, instructions, and information for this element?</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145"), Rev. 6.007/12/2016, QID: 00010682, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Observable</p> <p><input type="radio"/> Not Applicable</p>	
<p>8. Did the Repair Station make accessible and use current documents and data relevant to the work being done, such as:</p> <p>#1ADs;</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p>	<p>8900.1 Vol 6 Ch 9 Sec 10; 145.109(d)</p>

Questions	Answers	References
<p>#2 ICA;</p> <p>#3 Maintenance manuals;</p> <p>#4 Overhaul manuals;</p> <p>#5 Standard practice manuals;</p> <p>#6 Service bulletins; or</p> <p>#7 Other applicable data acceptable to or approved by the FAA?</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145"), Rev. 3.002/01/2016, QID: 00015206, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<p><input type="radio"/> Not Observable</p> <p><input type="radio"/> Not Applicable</p>	
<p>9. Was the technical data appropriate for the scope of maintenance performed?</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145"), Rev. 2.003/20/2015, QID: 00015214, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Observable</p> <p><input type="radio"/> Not Applicable</p>	<p>8900.1 Vol 6 Ch 9 Sec 10</p>

Questions	Answers	References
<p>10. Was the technical data provided by an air carrier for major repairs and alterations FAA approved?</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145") AND (OTHER CERTIFICATES OR APPROVALS = "PERFORMS AIR CARRIER MAINTENANCE") ,Rev.3.003/20/2015,QID:00015241,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 10; AC-145-9; 121.379(b)</p>
<p>11. Were the certificate holder's controls for this element effective in achieving the intended results?</p> <p>NOTE: Controls associated with this element may include, but are not limited to, hardware, software, special procedures or procedural steps, checklists, or supervisory practices.</p> <p>Safety Attribute: Controls, Question Type: Output Validation, Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") ,Rev.6.007/12/2016,QID:00010684,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	
<p>12. Was the software for component testing:</p> <p>#1 Current;</p> <p>#2 Secured to prevent inadvertent changes; and</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No 	<p>8900.1 Vol 3 Ch 15 Sec 1; 8900.1 Vol 6 Ch 11 Sec 17; 8900.1 Vol 6</p>

Questions	Answers	References
<p>#3 Distributed per the established procedures?</p> <p>NOTE:</p> <p>Safety Attribute: Controls, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145") AND (TECHNICAL DATA = "COMPONENT TESTING SOFTWARE") , Rev. 4.004/16/2015, QID: 00015219, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<p><input type="radio"/> Not Observable</p> <p><input type="radio"/> Not Applicable</p>	<p>Ch 9 Sec 10; AC-145-9; 145.109(b)</p>
<p>13. Was the electronic tech data:</p> <p>#1 Retrievable under normal conditions;</p> <p>#2 Protected from unauthorized modification;</p> <p>#3 Able to be retrieved, printed, and viewed by FAA or NTSB; and</p> <p>#4 Able to be revised?</p> <p>#5 Able to provide user information and training on its use;</p> <p>#6 Clearly identifiable and viewable by the user; and</p> <p>#7 Current in print form, and were archived versions available?</p> <p>NOTE:</p> <p>Safety Attribute: Controls, Question Type: Output Validation, Scoping Attribute:</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Observable</p> <p><input type="radio"/> Not Applicable</p>	<p>AC-120-78</p>

Questions	Answers	References
(FAR PART = "145") ,Rev.3.006/17/2014,QID:00015223,Response Details:EP & ED DCTs (Both OP and AW),Status:Released		
<p>14. Were the technical documents approved prior to their distribution?</p> <p>NOTE:</p> <p>Safety Attribute:Controls,Question Type:Output Validation,Scoping Attribute:(FAR PART = "145") AND (TECHNICAL DATA = "ISSUED IN THE FORM OF CONTROLLED DOCUMENTS") ,Rev.2.002/13/2014,QID:00015231,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Observable</p> <p><input type="radio"/> Not Applicable</p>	AC-145-9
<p>15. Were the changes to the technical documents identified?</p> <p>NOTE:</p> <p>Safety Attribute:Controls,Question Type:Output Validation,Scoping Attribute:(FAR PART = "145") AND (TECHNICAL DATA = "ISSUED IN THE FORM OF CONTROLLED DOCUMENTS") ,Rev.3.003/20/2015,QID:00015232,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Observable</p> <p><input type="radio"/> Not Applicable</p>	8900.1 Vol 6 Ch 9 Sec 10; AC-145-9
<p>16. Were the technical documents of external origin readily identifiable and controlled?</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p>	AC-145-9

Questions	Answers	References
<p>NOTE:</p> <p>Safety Attribute: Controls, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145") AND (TECHNICAL DATA = "ISSUED IN THE FORM OF CONTROLLED DOCUMENTS") , Rev. 2.002/13/2014, QID: 00015233, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	
<p>17. Were procedures followed to prevent the use of obsolete documents?</p> <p>NOTE:</p> <p>Safety Attribute: Controls, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145") AND (TECHNICAL DATA = "ISSUED IN THE FORM OF CONTROLLED DOCUMENTS") , Rev. 2.002/13/2014, QID: 00015234, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	AC-145-9
<p>18. Were the master library materials and revisions distributed to the shop library or individuals in a timely manner?</p> <p>NOTE:</p> <p>Safety Attribute: Controls, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145") AND (TECHNICAL DATA = "MASTER LIBRARY")</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	AC-145-9

Questions	Answers	References
,Rev.2.002/13/2014,QID:00015235,Response Details:EP & ED DCTs (Both OP and AW),Status:Released		
<p>19. Were the relevant versions of the applicable documents available at the point of use?</p> <p>NOTE:</p> <p>Safety Attribute:Controls,Question Type:Output Validation,Scoping Attribute:(FAR PART = "145") AND (TECHNICAL DATA = "ISSUED IN THE FORM OF CONTROLLED DOCUMENTS")</p> <p>,Rev.2.002/13/2014,QID:00015236,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Observable</p> <p><input type="radio"/> Not Applicable</p>	AC-145-9
<p>20. Were the technical documents approved or accepted prior to their distribution?</p> <p>NOTE:</p> <p>Safety Attribute:Controls,Question Type:Output Validation,Scoping Attribute:(FAR PART = "145") ,Rev.2.002/13/2014,QID:00015240,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Observable</p> <p><input type="radio"/> Not Applicable</p>	AC-145-9
21. Were the certificate holder's interfaces effective for this element?	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p>	

Questions	Answers	References
<p>NOTE:</p> <p>Safety Attribute: Interfaces, Question Type: Output Validation, Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145"), Rev. 6.007/12/2016, QID: 00010686, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<p><input type="radio"/> Not Observable</p> <p><input type="radio"/> Not Applicable</p>	

Response Details List EP & ED DCTs (Both OP and AW) (Released , 1.0)	
1	Unclear procedure(s)
2	Conflicting procedure(s)
3	Used workaround(s)
4	Skipped process step(s)
5	Personnel failed to follow process (procedures, guidance, etc)
6	Procedures/guidance not available
7	Procedures/guidance not current
8	Inconsistent procedure(s)
9	Undocumented procedure(s)
10	Minor typographical error(s) (i.e. record entries)
11	Information missing
12	Communication failure(s)
13	Personnel failed to perform task

14	Process failed to meet desired outcome
15	Process oversight failure
16	Equipment/tools not available
17	Equipment/tools not adequate
18	Equipment/tools not calibrated
19	Facilities not adequate
20	Other
Response Details List N/O Response Detail (Released , 1.0)	
1	Personnel (i.e. key certificate holder personnel not present/available)
2	Equipment (i.e. equipment not present/available/in serviceable condition)
3	Event did not occur (i.e. the drunk passenger did not show up for the flight...)
4	Time Constraints (i.e. resources/workload)
5	Weather (i.e. weather needed for observation not present or weather made observation impossible)
6	Other
Response Details List N/A Response Detail (Released , 1.0)	
1	Operator not authorized by OpSpecs
2	Equipment not equipped/authorized
3	Not applicable due to exemption, deviation, or exception
4	Not authorized by regulation
5	Not authorized by Order
6	Not authorized by Notice
7	Not authorized/recommended by Advisory Circular

8	Not authorized by Policy Letter, Legal Interpretation, or other guidance
9	Other

Unscoped DCT Report (Standard DCT)

MLF Label: 4.2.7 Air Carrier and Air Operator Requirements (Released)

DCT Type: EP DCT

Specialty: Airworthiness

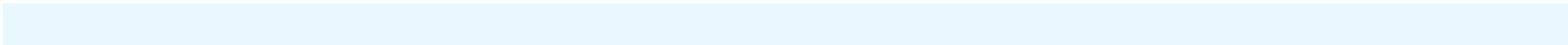
Peer Group: F-Part 145 Within US

DCT Revision: 14.0 on 07/14/2016 (Released)

Summary Information

Purpose (Certificate Holder Responsibility): To maintain aircraft meeting CH policies and procedures.

Objective (FAA Responsibility): Determine; (1) If the CH followed the accepted or approved process; (2) Perform maintenance meeting CH policies and procedures.



Questions	Answers	References
4.2.7 Air Carrier and Air Operator Requirements		

Questions	Answers	References
<p>1. Best describe how the procedures were followed to perform work for air carriers and commercial Operators per their maintenance program.</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Process Observation, Scoping Attribute: (FAR PART = "145") AND (OTHER CERTIFICATES OR APPROVALS = "PERFORMS AIR CARRIER MAINTENANCE") , Rev. 3.003/20/2015, QID: 00015242, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Consistently followed the procedures <input type="radio"/> Some steps were missed or not followed <input type="radio"/> Procedures were not consistently followed or adequate <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 18; 145.205(a)</p>
<p>2. Best describe how the air carrier maintenance RII procedures were followed to ensure that:</p> <p>#1 A person was designated (by title) to maintain a current list of RII inspectors;</p> <p>#2 Air carrier information was available to inspection personnel when the work was performed; and</p> <p>#3 Maintenance and inspection personnel were separated in the organizational chart.</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Process Observation, Scoping</p>	<ul style="list-style-type: none"> <input type="radio"/> Consistently followed the procedures <input type="radio"/> Some steps were missed or not followed <input type="radio"/> Procedures were not consistently followed or adequate <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 18; AC-145-9; 145.205(a)</p>

Questions	Answers	References
<p>Attribute: (FAR PART = "145") AND (OTHER CERTIFICATES OR APPROVALS = "PERFORMS AIR CARRIER ESSENTIAL MAINTENANCE") ,Rev.4.003/20/2015,QID:00015251,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>		
<p>3. Best describe how the procedures were followed to: #1 Perform line maintenance for 14 CFR Part 121, 135, or 129 Operators per their manual and approved maintenance program; and #2 Perform maintenance with the necessary equipment, trained personnel, and technical data.</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Process Observation, Scoping Attribute: (FAR PART = "145") AND (OPSPEC = "D107") ,Rev.2.003/20/2015,QID:00015258,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Consistently followed the procedures <input type="radio"/> Some steps were missed or not followed <input type="radio"/> Procedures were not consistently followed or adequate <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 18; AC-145-9; D107; 145.205(d)</p>
<p>4. Was the individual with responsibility qualified, knowledgeable and accountable, and did they effectively manage the planning, organizing, directing, and control of this element?</p> <p>NOTE:</p> <p>Safety Attribute: Management Responsibility, Question Type: Output</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes, as documented to the FAA <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	

Questions	Answers	References
<p>Validation, Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") , Rev. 6.007/12/2016, QID: 00010687, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>		
<p>5. Was the individual with authority qualified and knowledgeable and effectively directing, controlling, or changing procedures, and making key determinations including safety risk acceptance decisions?</p> <p>NOTE:</p> <p>Safety Attribute: Management Authority, Question Type: Output Validation, Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") , Rev. 6.007/12/2016, QID: 00010688, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	
<p>6. Did the certificate holder continuously monitor and measure the safety performance of this element to identify deficiencies and implement necessary action(s)?</p> <p>NOTE:</p> <p>Safety Attribute: Process Measurement, Question Type: Output Validation, Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") , Rev. 6.007/12/2016, QID: 00010685, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	

Questions	Answers	References
<p>7. Did the certificate holder follow policies, procedures, instructions, and information for this element?</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") , Rev. 6.007/12/2016, QID: 00010682, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Observable</p> <p><input type="radio"/> Not Applicable</p>	
<p>8. Did the Repair Station adequately ensure the eight elements of the composite repair facility work program met the following requirements:</p> <p>#1 Organization: A sufficient organization that successfully produced airworthy composite repairs;</p> <p>#2 Training Program: Provided composite repair training that covered all employees, including management personnel;</p> <p>#3 Facilities: The necessary general physical condition for proper housekeeping, storage, safety, management of consumables, and the necessary space conditions of the composite repair work they performed;</p> <p>#4 Repair Technical Data: Composite repair technical data, that included procedures and processes for the repairs, access to the appropriate Structural Repair Manuals (SRM), and followed the implementation processes required to perform the composite repair work;</p> <p>#5 Repair Procedures: An effective Quality Control Program that ensured the repairs were properly completed, documented and the followed throughout the composite repair work process;</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Observable</p> <p><input type="radio"/> Not Applicable</p>	<p>8900.1 Vol 6 Ch 11 Sec 28</p>

Questions	Answers	References
<p>#6 Repair Records: Recorded a permanent repair record using the procedures, processes, specifications, and/or method that documented the repair and documented the technical data that was used for the composite repair work;</p> <p>#7 Equipment, Tooling, and Calibration: A control and process that met all required standards and quality control procedures for the equipment, tooling, autoclave, material testing equipment, and/or calibration procedures that were used and was the process consistent with the technical data employed for the accomplished composite repair work; and</p> <p>#8 Material Handling: A control and process for purchasing, receiving, and handling procedures for each material that was used in the composite repair work?</p> <p>NOTE: These eight bullet points comprise a systematic process that can be utilized in evaluating any composite repair facility, regardless of its size and complexity. When assessing a repair facility's ability to perform composite repairs, inspectors are encouraged to use the On-Line Job Aid For Evaluating A Repair Facility Conducting Composite Repairs found in FAA Order 8900.1, Volume 6, Chapter 11, Section 28, to adequately evaluate a repair facility conducting composite repairs.</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145") AND (OTHER CERTIFICATES OR APPROVALS = "PERFORMS AIR CARRIER MAINTENANCE") ,Rev.3.009/23/2014,QID:00013178,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>		

Questions	Answers	References
<p>9. Did the Repair Station acknowledge receipt of notification in writing from 14 CFR Part 121 or 135 Operator's policies and OpSpec authorizations permitting or prohibiting the carrying of HAZMAT before performing work for, or on behalf of, that Operator?</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145") AND (OTHER CERTIFICATES OR APPROVALS = "PERFORMS AIR CARRIER MAINTENANCE") ,Rev.1.009/20/2012,QID:00015243,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Observable</p> <p><input type="radio"/> Not Applicable</p>	<p>121.1005(e); 135.505(e); 145.206(a)</p>
<p>10. Was the air carrier technical data that was in use:</p> <p>#1 Current; and</p> <p>#2 Available to all personnel?</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145") AND (OTHER CERTIFICATES OR APPROVALS = "PERFORMS AIR CARRIER MAINTENANCE") ,Rev.4.009/25/2014,QID:00015244,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Observable</p> <p><input type="radio"/> Not Applicable</p>	<p>8900.1 Vol 6 Ch 9 Sec 7; AC-145-9; 145.109(d)</p>

Questions	Answers	References
<p>11. Was a properly trained person designated (by title) to:</p> <p>#1 Keep a file of the air carrier's procedures, including the necessary technical data; and</p> <p>#2 Review and amend purchase orders to ensure complete and correct instructions?</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145") AND (OTHER CERTIFICATES OR APPROVALS = "PERFORMS AIR CARRIER MAINTENANCE") , Rev. 3.003/20/2015, QID: 00015247, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 18; AC-145-9</p>
<p>12. Verify that the personnel were trained on air carrier maintenance procedures.</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145") AND (OTHER CERTIFICATES OR APPROVALS = "PERFORMS AIR CARRIER MAINTENANCE") , Rev. 3.003/20/2015, QID: 00015250, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> The records were accurate <input type="radio"/> The records contained discrepancies <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 18; AC-145-9; 145.163(b)</p>

Questions	Answers	References
<p>13. Verify that the RII inspectors were:</p> <p>#1 Trained in the air carrier's RII procedures including how to perform and record the inspection; and</p> <p>#2 Qualified and authorized by the air carrier.</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145") AND (OTHER CERTIFICATES OR APPROVALS = "PERFORMS AIR CARRIER ESSENTIAL MAINTENANCE") , Rev. 4.003/20/2015, QID: 00015255, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> The records were accurate <input type="radio"/> The records contained discrepancies <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 18</p>
<p>14. Verify that the Repair Station requested from the Operator:</p> <p>#1 Any maintenance duty time requirements;</p> <p>#2 Any special maintenance or alteration instructions per engineering orders, build lists, or other methods, techniques, and practices in the Operator's manual per 43.13(c); and</p> <p>#3 Recordkeeping requirements, including who is responsible for maintaining the files.</p> <p>NOTE:</p>	<ul style="list-style-type: none"> <input type="radio"/> The records showed the information was requested <input type="radio"/> The records did not show the information was requested <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>AC-145-9; 43.13(c)</p>

Questions	Answers	References
<p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145") AND (OTHER CERTIFICATES OR APPROVALS = "PERFORMS AIR CARRIER MAINTENANCE") ,Rev.2.006/19/2014,QID:00015261,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>		
<p>15. Were the following available for aircraft inspections: #1 Necessary equipment; #2 Trained personnel; and #3 Technical data? #4 Was the Repair Station in compliance with air carrier transfer requirements through special instructions on the work order or traveler?</p> <p>NOTE: Examples of aircraft inspections are Non-Destructive Inspection (NDI) or aging aircraft requirements.</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145") AND (OTHER CERTIFICATES OR APPROVALS = "PERFORMS AIR CARRIER MAINTENANCE") ,Rev.2.002/13/2014,QID:00015265,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<p><input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable</p>	<p>145.205(a)</p>
<p>16. Were the certificate holder's controls for this element effective in achieving the intended results?</p>	<p><input type="radio"/> Yes <input type="radio"/> No</p>	

Questions	Answers	References
<p>NOTE: Controls associated with this element may include, but are not limited to, hardware, software, special procedures or procedural steps, checklists, or supervisory practices.</p> <p>Safety Attribute: Controls, Question Type: Output Validation, Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") , Rev. 6.007/12/2016, QID: 00010684, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	
<p>17. Were the certificate holder's interfaces effective for this element?</p> <p>NOTE:</p> <p>Safety Attribute: Interfaces, Question Type: Output Validation, Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") , Rev. 6.007/12/2016, QID: 00010686, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	

Response Details List EP & ED DCTs (Both OP and AW) (Released , 1.0)	
1	Unclear procedure(s)
2	Conflicting procedure(s)
3	Used workaround(s)

4.2.7 Air Carrier and Air Operator Requirements, Performance Assessment, AW, Peer Group F-Part 145 Within US, Revision: 14.0 on 07/14/2016

4	Skipped process step(s)
5	Personnel failed to follow process (procedures, guidance, etc)
6	Procedures/guidance not available
7	Procedures/guidance not current
8	Inconsistent procedure(s)
9	Undocumented procedure(s)
10	Minor typographical error(s) (i.e. record entries)
11	Information missing
12	Communication failure(s)
13	Personnel failed to perform task
14	Process failed to meet desired outcome
15	Process oversight failure
16	Equipment/tools not available
17	Equipment/tools not adequate
18	Equipment/tools not calibrated
19	Facilities not adequate
20	Other
Response Details List N/O Response Detail (Released , 1.0)	
1	Personnel (i.e. key certificate holder personnel not present/available)
2	Equipment (i.e. equipment not present/available/in serviceable condition)
3	Event did not occur (i.e. the drunk passenger did not show up for the flight...)
4	Time Constraints (i.e. resources/workload)

4.2.7 Air Carrier and Air Operator Requirements, Performance Assessment, AW, Peer Group F-Part 145 Within US, Revision: 14.0 on 07/14/2016

5	Weather (i.e. weather needed for observation not present or weather made observation impossible)
6	Other
Response Details List N/A Response Detail (Released , 1.0)	
1	Operator not authorized by OpSpecs
2	Equipment not equipped/authorized
3	Not applicable due to exemption, deviation, or exception
4	Not authorized by regulation
5	Not authorized by Order
6	Not authorized by Notice
7	Not authorized/recommended by Advisory Circular
8	Not authorized by Policy Letter, Legal Interpretation, or other guidance
9	Other

Unscoped DCT Report (Standard DCT)

MLF Label:4.3.7Work Away from Station(Released)

DCT Type:EP DCT

Specialty:Airworthiness

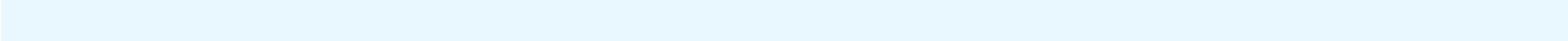
Peer Group:F-Part 145 Within US

DCT Revision:11.0on09/14/2016(Released)

Summary Information

Purpose (Certificate Holder Responsibility): To perform work away from the station for a temporary and recurring basis.

Objective (FAA Responsibility): Determine; (1) If the CH followed the accepted or approved process; (2) If the CH performed work away from the station on a temporary and recurring basis.



Questions	Answers	References
4.3.7Work Away from Station		

Questions	Answers	References
<p>1. Best describe how the procedures were followed to perform work at locations other than the fixed location with appropriate equipment, tools, materials, and technical data.</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Process Observation, Scoping Attribute: (LOCATIONS = "OTHER THAN FIXED LOCATION") , Rev. 2.003/20/2015, QID: 00015812, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Consistently followed the procedures <input type="radio"/> Some steps were missed or not followed <input type="radio"/> Procedures were not consistently followed or adequate <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 16; 145.203; 145.209(f)</p>
<p>2. Best describe how the procedures were followed to notify the CHDO when special circumstances arose to obtain FAA approval for work at another location.</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Process Observation, Scoping Attribute: (LOCATIONS = "OTHER THAN FIXED LOCATION") AND IF NOT (OPSPEC = "D100") , Rev. 3.003/20/2015, QID: 00015816, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Consistently followed the procedures <input type="radio"/> Some steps were missed or not followed <input type="radio"/> Procedures were not consistently followed or adequate <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 16; AC-145-9; 145.203(a); 145.209(f)</p>
<p>3. Best describe how personnel at the fixed location communicated with maintenance personnel at the other location.</p>	<ul style="list-style-type: none"> <input type="radio"/> Consistently communicated clearly and completely 	<p>8900.1 Vol 6 Ch 9 Sec 16</p>

Questions	Answers	References
<p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Process Observation,Scoping Attribute: (LOCATIONS = "OTHER THAN FIXED LOCATION") ,Rev.3.007/26/2016,QID:00015817,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Some communication was missed or inadequate <input type="radio"/> Communications were not consistently conveyed or adequate <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	
<p>4. Best describe how the procedures were followed for performing work at other locations on a recurring basis to:</p> <p>#1Prepare and meet conditions before performing any work;</p> <p>#2Designate someone (by title) as responsible for supervising the maintenance;</p> <p>#3Designate someone (by title) to determine that the location was appropriate for the work; and</p> <p>#4Determine when and how the articles were inspected.</p> <p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Process Observation,Scoping Attribute: (LOCATIONS = "OTHER THAN FIXED LOCATION") AND (OPSPEC = "D100") ,Rev.4.007/26/2016,QID:00015818,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Consistently followed the procedures <input type="radio"/> Some steps were missed or not followed <input type="radio"/> Procedures were not consistently followed or adequate <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 16; AC-145-9; 145.203(b); 145.209(f)</p>

Questions	Answers	References
<p>5. Was the individual with responsibility qualified, knowledgeable and accountable, and did they effectively manage the planning, organizing, directing, and control of this element?</p> <p>NOTE:</p> <p>Safety Attribute: Management Responsibility, Question Type: Output Validation, Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145"), Rev. 6.007/12/2016, QID: 00010687, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes, as documented to the FAA <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	
<p>6. Was the individual with authority qualified and knowledgeable and effectively directing, controlling, or changing procedures, and making key determinations including safety risk acceptance decisions?</p> <p>NOTE:</p> <p>Safety Attribute: Management Authority, Question Type: Output Validation, Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145"), Rev. 6.007/12/2016, QID: 00010688, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	
<p>7. Did the certificate holder continuously monitor and measure the safety performance of this element to identify deficiencies and implement necessary action(s)?</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable 	

Questions	Answers	References
<p>NOTE:</p> <p>Safety Attribute: Process Measurement, Question Type: Output Validation, Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145"), Rev. 6.007/12/2016, QID: 00010685, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<p><input type="radio"/> Not Applicable</p>	
<p>8. Did the certificate holder follow policies, procedures, instructions, and information for this element?</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145"), Rev. 6.007/12/2016, QID: 00010682, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Observable</p> <p><input type="radio"/> Not Applicable</p>	
<p>9. Verify that the records of work performed at other locations:</p> <p>#1 Had the same forms as those used by the Repair Station; and</p> <p>#2 Were transported and stored in the appropriate location.</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping</p>	<p><input type="radio"/> The records were accurate</p> <p><input type="radio"/> The records contained discrepancies</p> <p><input type="radio"/> Not Observable</p> <p><input type="radio"/> Not Applicable</p>	<p>8900.1 Vol 6 Ch 9 Sec 16; AC-145-9</p>

Questions	Answers	References
<p>Attribute: (LOCATIONS = "OTHER THAN FIXED LOCATION") ,Rev.4.003/20/2015,QID:00015813,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>		
<p>10. Verify the Repair Station had: #1 Applicable sections of the manual available at remote sites; and #2 Adequate tools, equipment, and current technical data available at remote sites.</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (LOCATIONS = "OTHER THAN FIXED LOCATION") AND (OPSPEC = "D100") ,Rev.4.007/26/2016,QID:00015823,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Consistently followed the procedures <input type="radio"/> Some steps were missed or not followed <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 16</p>
<p>11. Were the maintenance, preventive maintenance, and alterations at other locations performed: #1 Per 14 CFR Part 43; #2 Only on articles for which the Repair Station was rated; and #3 Within the limitations of the OpSpecs?</p> <p>NOTE:</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 16; AC-145-9; 145.203(a); 145.203(b); 145.209(f)</p>

Questions	Answers	References
<p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (LOCATIONS = "OTHER THAN FIXED LOCATION") , Rev. 3.003/20/2015, QID: 00015826, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>		
<p>12. Were the certificate holder's controls for this element effective in achieving the intended results?</p> <p>NOTE: Controls associated with this element may include, but are not limited to, hardware, software, special procedures or procedural steps, checklists, or supervisory practices.</p> <p>Safety Attribute: Controls, Question Type: Output Validation, Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") , Rev. 6.007/12/2016, QID: 00010684, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	
<p>13. Were the certificate holder's interfaces effective for this element?</p> <p>NOTE:</p> <p>Safety Attribute: Interfaces, Question Type: Output Validation, Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") , Rev. 6.007/12/2016, QID: 00010686, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	

Response Details List EP & ED DCTs (Both OP and AW) (Released , 1.0)	
1	Unclear procedure(s)
2	Conflicting procedure(s)
3	Used workaround(s)
4	Skipped process step(s)
5	Personnel failed to follow process (procedures, guidance, etc)
6	Procedures/guidance not available
7	Procedures/guidance not current
8	Inconsistent procedure(s)
9	Undocumented procedure(s)
10	Minor typographical error(s) (i.e. record entries)
11	Information missing
12	Communication failure(s)
13	Personnel failed to perform task
14	Process failed to meet desired outcome
15	Process oversight failure
16	Equipment/tools not available
17	Equipment/tools not adequate
18	Equipment/tools not calibrated
19	Facilities not adequate

20	Other
Response Details List N/O Response Detail (Released , 1.0)	
1	Personnel (i.e. key certificate holder personnel not present/available)
2	Equipment (i.e. equipment not present/available/in serviceable condition)
3	Event did not occur (i.e. the drunk passenger did not show up for the flight...)
4	Time Constraints (i.e. resources/workload)
5	Weather (i.e. weather needed for observation not present or weather made observation impossible)
6	Other
Response Details List N/A Response Detail (Released , 1.0)	
1	Operator not authorized by OpSpecs
2	Equipment not equipped/authorized
3	Not applicable due to exemption, deviation, or exception
4	Not authorized by regulation
5	Not authorized by Order
6	Not authorized by Notice
7	Not authorized/recommended by Advisory Circular
8	Not authorized by Policy Letter, Legal Interpretation, or other guidance
9	Other

Unscoped DCT Report (Standard DCT)

MLF Label:4.4.6Record Systems(Released)
DCT Type:EP DCT
Specialty:Airworthiness
Peer Group:F-Part 145 Within US
DCT Revision:10.0on09/14/2016(Released)

Summary Information

Purpose (Certificate Holder Responsibility): To record/document maintenance and alterations on aircraft and/or parts thereof.

Objective (FAA Responsibility): Determine; (1) If the CH followed the accepted or approved process; (2) If the CH recorded/documented the maintenance and alterations on aircraft and parts thereof; (3) If CH performed periodic verification of the records/documents per the requirements of the RSM and/or QCM.



Questions	Answers	References
4.4.6Record Systems		

Questions	Answers	References
<p>1. Best describe how the procedures were followed to complete form and record entries.</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Process Observation, Scoping Attribute: (FAR PART = "145"), Rev. 2.003/19/2015, QID: 00016291, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Consistently followed the procedures <input type="radio"/> Some steps were missed or not followed <input type="radio"/> Procedures were not consistently followed or adequate <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 6; AC-145-9; 145.219</p>
<p>2. Best describe how the Repair Station followed the procedures to check all records for completeness and accuracy.</p> <p>NOTE: All records include records of maintenance, inspection, and engineering.</p> <p>Safety Attribute: Procedures, Question Type: Process Observation, Scoping Attribute: (FAR PART = "145"), Rev. 2.003/19/2015, QID: 00016339, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Consistently followed the procedures <input type="radio"/> Some steps were missed or not followed <input type="radio"/> Procedures were not consistently followed or adequate <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 6; AC-145-9</p>

Questions	Answers	References
<p>3. Best describe how the procedures were followed to transmit electronic records to customers and Operators.</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Process Observation, Scoping Attribute: (FAR PART = "145") AND (OPSPEC = "A025") , Rev. 1.009/20/2012, QID: 00016342, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Consistently followed the procedures <input type="radio"/> Some steps were missed or not followed <input type="radio"/> Procedures were not consistently followed or adequate <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>AC-145-9; AC-120-78</p>
<p>4. Best describe how the procedures were followed when electronic signatures were used.</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Process Observation, Scoping Attribute: (FAR PART = "145") AND (OPSPEC = "A025") , Rev. 1.009/20/2012, QID: 00016343, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Consistently followed the procedures <input type="radio"/> Some steps were missed or not followed <input type="radio"/> Procedures were not consistently followed or adequate <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>AC-145-9; AC-120-78</p>

Questions	Answers	References
<p>5. Best describe how the procedures were followed to process records such as those for special inspections such as hydrostatic tests?</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Process Observation, Scoping Attribute: (FAR PART = "145"), Rev. 1.009/20/2012, QID: 00016344, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Consistently followed the procedures <input type="radio"/> Some steps were missed or not followed <input type="radio"/> Procedures were not consistently followed or adequate <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>AC-145-9</p>
<p>6. Was the individual with responsibility qualified, knowledgeable and accountable, and did they effectively manage the planning, organizing, directing, and control of this element?</p> <p>NOTE:</p> <p>Safety Attribute: Management Responsibility, Question Type: Output Validation, Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") , Rev. 6.007/12/2016, QID: 00010687, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes, as documented to the FAA <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	
<p>7. Was the individual with authority qualified and knowledgeable and effectively directing, controlling, or changing procedures, and making key determinations including safety risk acceptance decisions?</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No 	

Questions	Answers	References
<p>NOTE:</p> <p>Safety Attribute: Management Authority, Question Type: Output Validation, Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") , Rev. 6.007/12/2016, QID: 00010688, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	
<p>8. Did the certificate holder continuously monitor and measure the safety performance of this element to identify deficiencies and implement necessary action(s)?</p> <p>NOTE:</p> <p>Safety Attribute: Process Measurement, Question Type: Output Validation, Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") , Rev. 6.007/12/2016, QID: 00010685, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	
<p>9. Did the certificate holder follow policies, procedures, instructions, and information for this element?</p> <p>NOTE:</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	

Questions	Answers	References
<p>Safety Attribute:Procedures,Question Type:Output Validation,Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") ,Rev.6.007/12/2016,QID:00010682,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>		
<p>10. Verify that the work orders (i.e., work orders, work packages, etc.) included the records required by the Repair Station's procedures.</p> <p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Output Validation,Scoping Attribute: (FAR PART = "145") ,Rev.2.003/19/2015,QID:00016290,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Work records were complete <input type="radio"/> Work records were missing <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 6; AC-145-9; 145.219</p>
<p>11. Verify that the maintenance record entries were:</p> <ul style="list-style-type: none"> #1Recorded in English; #2In compliance with 14 CFR Part 43; #3Retained in a format acceptable to the FAA; #4Provided to the Owner or Operator of the article on which the maintenance, preventive maintenance, or alteration was performed; #5Retained for 2 years from the date the article was approved for return to service; and #6Available for inspection by the FAA or NTSB. <p>NOTE:</p>	<ul style="list-style-type: none"> <input type="radio"/> The records were accurate <input type="radio"/> The records contained discrepancies <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 6; AC-145-9; 145.209(i); 145.219</p>

Questions	Answers	References
<p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: FAR PART = "145" , Rev. 4.003/19/2015, QID: 00016292, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>		
<p>12. Verify that the maintenance records entries were accurate and complete and included the:</p> <ul style="list-style-type: none"> #1 Description of the work performed; #2 Date the work was completed; #3 Name of the person who performed the work; #4 Signature; #5 Certificate number; and #6 Certificate type of the person who approved the work for return to service. <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145") , Rev. 4.003/19/2015, QID: 00016299, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> The records were accurate <input type="radio"/> The records contained discrepancies <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 6; AC-145-9; 43.11</p>
<p>13. Verify that the inspection records (e.g., annual, 100 hour, etc.) included:</p> <ul style="list-style-type: none"> #1 The inspection type and a brief description; #2 The inspection date and the aircraft's total time in service; and 	<ul style="list-style-type: none"> <input type="radio"/> The inspection records were accurate 	<p>8900.1 Vol 6 Ch 9 Sec 6; AC-145-9; 43.11</p>

Questions	Answers	References
<p>#3 The signature, certificate number, and kind of certificate held by the person who approved or disapproved for return to service the aircraft, airframe, aircraft engine, propeller, appliance, component part, or any portions of them.</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145") , Rev. 4.003/19/2015, QID: 00016306, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> The inspection records contained discrepancies <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	
<p>14. Verify that the inspection records (e.g., annual, 100 hour, etc.) included a statement such as "I certify that this aircraft has been inspected per (insert type) inspection and was determined to be in airworthy condition." if aircraft were found to be airworthy and approved for return to service.</p> <p>NOTE: Progressive inspection records are exempted.</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145") , Rev. 3.003/19/2015, QID: 00016310, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> The inspection records were accurate <input type="radio"/> The inspection records contained discrepancies <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 6; AC-145-9; 43.11(a)</p>
<p>15. Verify that the inspection records (e.g., annual, 100 hour, etc.) included a statement such as "I certify that this aircraft has been inspected per (insert type) inspection and a list of discrepancies and unairworthy items dated (date) has been provided for the aircraft Owner or Operator." if aircraft were not approved for</p>	<ul style="list-style-type: none"> <input type="radio"/> The inspection records were accurate 	<p>8900.1 Vol 6 Ch 9 Sec 6; 43.11(a)</p>

Questions	Answers	References
<p>return to service because of needed maintenance, noncompliance with applicable specifications, ADs, or other approved data.</p> <p>NOTE: Progressive inspection records are exempted.</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145"), Rev. 3.003/19/2015, QID: 00016311, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> The inspection records contained discrepancies <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	
<p>16. Verify that the progressive inspection records (e.g., annual, 100 hour, etc.) included a statement such as "I certify that per a progressive inspection program, a routine inspection of (identify whether aircraft or components) and a detailed inspection of (identify components) were performed and the (aircraft or components) are (approved or disapproved) for return to service.", and if disapproved, an additional entry such as "and a list of discrepancies and unairworthy items dated (date) has been provided to the aircraft Owner or Operator."</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145"), Rev. 3.003/19/2015, QID: 00016312, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> The inspection records were accurate <input type="radio"/> The inspection records contained discrepancies <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 6; AC-145-9; 43.11(a)</p>

Questions	Answers	References
<p>17. Verify that the records for inspections per programs provided for in 14 CFR Part 91 or 125 or 135.411(a)(1) included an identification of the inspection program, the part of the inspection program accomplished, and a statement that the inspection was performed per that program's inspections and procedures.</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145") , Rev. 3.003/19/2015, QID: 00016313, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> The inspection records were accurate <input type="radio"/> The inspection records contained discrepancies <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 6; AC-145-9; 43.11(a)</p>
<p>18. Verify that the articles were inspected and results were documented per the quality control system.</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145") , Rev. 3.003/19/2015, QID: 00016314, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> The records were accurate <input type="radio"/> The records contained discrepancies <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 6; AC-145-9; 145.211(c); 43.11</p>
<p>19. Verify that the articles were inspected per the procedures of the Operator's maintenance program.</p> <p>NOTE:</p>	<ul style="list-style-type: none"> <input type="radio"/> The records were accurate <input type="radio"/> The records contained discrepancies 	<p>8900.1 Vol 6 Ch 9 Sec 6; AC-145-9; 145.205; 43.9(b)</p>

Questions	Answers	References
<p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145") AND (OTHER CERTIFICATES OR APPROVALS = "PERFORMS AIR CARRIER MAINTENANCE") , Rev. 3.003/19/2015, QID: 00016315, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	
<p>20. Verify that the major repairs or major alterations were:</p> <ul style="list-style-type: none"> #1 Performed with current and approved technical data; #2 Approved for return to service by personnel authorized per 14 CFR Part 65; and #3 Documented per 14 CFR Part 43 Appendix B or the Operator's approved maintenance programs. <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145") , Rev. 3.003/19/2015, QID: 00016316, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> The records were accurate <input type="radio"/> The records contained discrepancies <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 6; AC-145-9; 43 Appendix B</p>
<p>21. Were the completed FAA Form 337s used to document major alterations submitted to the FAA Aircraft Registration Branch in Oklahoma City, Oklahoma, within 48 hours?</p> <p>NOTE:</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 6; AC-145-9; 43 Appendix B</p>

Questions	Answers	References
<p>Safety Attribute:Procedures,Question Type:Output Validation,Scoping Attribute: (FAR PART = "145") AND (RECORDS = "FORM 337") ,Rev.2.003/19/2015,QID:00016320,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>		
<p>22. Was a signed copy of a completed FAA Form 337 provided to aircraft owners?</p> <p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Output Validation,Scoping Attribute: (FAR PART = "145") AND (RECORDS = "FORM 337") ,Rev.2.003/19/2015,QID:00016321,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 6; AC-145-9; 43 Appendix B</p>
<p>23. Verify that the AD records were accurate and included the:</p> <p>#1AD number;</p> <p>#2Revision date;</p> <p>#3Method of compliance; and</p> <p>#4Next date and time recurring action is due (if applicable).</p> <p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Output Validation,Scoping Attribute: (FAR PART = "145") AND (RECORDS = "PERFORMS AIRWORTHINESS</p>	<ul style="list-style-type: none"> <input type="radio"/> The records were accurate <input type="radio"/> The records contained discrepancies <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 6; AC-145-9; AC-39-7; 145.219; 43.5(a)</p>

Questions	Answers	References
<p>DIRECTIVES"), Rev. 4.003/19/2015, QID:00016322, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p> <p>24. Verify that the SDRs were submitted to the FAA within 96 hours and included (as available) the:</p> <ul style="list-style-type: none"> #1 Aircraft registration number; #2 Type, make, and model of the article; #3 Date of the discovery of the failure, malfunction, or defect; #4 Nature of the failure, malfunction, or defect; #5 Time since last overhaul (if applicable); #6 Apparent cause of the failure, malfunction, or defect; and #7 Other pertinent information that is necessary for more complete identification, determination of seriousness, or corrective action. <p>NOTE: The SDR must include as much information as is available.</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145"), Rev. 2.006/18/2014, QID:00016327, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> The records were accurate <input type="radio"/> The records contained discrepancies <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>145.221</p>
<p>25. Verify that the LLPs records included the:</p> <ul style="list-style-type: none"> #1 Part number; #2 Serial number; and #3 Current life status. 	<ul style="list-style-type: none"> <input type="radio"/> The records were accurate <input type="radio"/> The records contained discrepancies 	<p>8900.1 Vol 6 Ch 9 Sec 6; AC-145-9; 145.219; 43.10(c)</p>

Questions	Answers	References
<p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145") AND (OTHER CERTIFICATES OR APPROVALS = "LIFE LIMITED PARTS") , Rev. 3.003/19/2015, QID: 00016335, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	
<p>26. Were the electronic recordkeeping procedures current per OpSpec A025?</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145") AND (OPSPEC = "A025") , Rev. 1.009/20/2012, QID: 00016340, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>AC-145-9; AC-120-78; A025</p>
<p>27. Did the Repair Station audit the electronic recordkeeping system every 60 days?</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145") AND (OPSPEC = "A025")</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>AC-145-9; AC-120-78</p>

Questions	Answers	References
<p>, Rev. 1.009/20/2012, QID: 00016341, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>		
<p>28. Verify that the maintenance record entries were completed per the Repair Station Manual and Quality Control Manual.</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145"), Rev. 3.003/19/2015, QID: 00016345, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> The records were accurate <input type="radio"/> The records contained discrepancies <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 6; AC-145-9; 145.209(i); 145.219</p>
<p>29. Verify that the major repairs or major alterations were accomplished per the Repair Station Manual and Quality Control Manual.</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145"), Rev. 2.003/19/2015, QID: 00016346, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> The records were accurate <input type="radio"/> The records contained discrepancies <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 6; AC-145-9; 43 Appendix B</p>
<p>30. Verify that the maintenance records documenting the results of inspections (e.g., annual, 100 hour, etc.) met the requirements of the Repair Station Manual and Quality Control Manual.</p>	<ul style="list-style-type: none"> <input type="radio"/> The inspection records were accurate 	<p>8900.1 Vol 6 Ch 9 Sec 6; AC-145-9; 145.213</p>

Questions	Answers	References
<p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145"), Rev. 2.003/19/2015, QID: 00016347, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> The inspection records contained discrepancies <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	
<p>31. Verify that the articles were inspected per the procedures of the Repair Station's Repair Station Manual and Quality Control Manual.</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145"), Rev. 2.003/19/2015, QID: 00016348, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> The records were accurate <input type="radio"/> The records contained discrepancies <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 6; AC-145-9; 145.205; 145.213</p>
<p>32. Verify that when SDRs are reported on behalf of a 121 certificate holder;</p> <p>#1 The 121 certificate holder is notified; and</p> <p>#2 A copy of the SDR is provided to the 121 certificate holder</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145") AND (OTHER CERTIFICATES OR APPROVALS = "PERFORMS AIR CARRIER MAINTENANCE")</p>	<ul style="list-style-type: none"> <input type="radio"/> The records were accurate <input type="radio"/> The records contained discrepancies <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 2 Ch 11 Sec 4; 145.221(e)</p>

Questions	Answers	References
<p>,Rev.1.007/27/2016,QID:00050380,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p> <p>33. Were the certificate holder's controls for this element effective in achieving the intended results?</p> <p>NOTE:Controls associated with this element may include, but are not limited to, hardware, software, special procedures or procedural steps, checklists, or supervisory practices.</p> <p>Safety Attribute:Controls,Question Type:Output Validation,Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") ,Rev.6.007/12/2016,QID:00010684,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Observable</p> <p><input type="radio"/> Not Applicable</p>	
<p>34. Were the certificate holder's interfaces effective for this element?</p> <p>NOTE:</p> <p>Safety Attribute:Interfaces,Question Type:Output Validation,Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") ,Rev.6.007/12/2016,QID:00010686,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Observable</p> <p><input type="radio"/> Not Applicable</p>	

Response Details List EP & ED DCTs (Both OP and AW) (Released , 1.0)	
1	Unclear procedure(s)
2	Conflicting procedure(s)
3	Used workaround(s)
4	Skipped process step(s)
5	Personnel failed to follow process (procedures, guidance, etc)
6	Procedures/guidance not available
7	Procedures/guidance not current
8	Inconsistent procedure(s)
9	Undocumented procedure(s)
10	Minor typographical error(s) (i.e. record entries)
11	Information missing
12	Communication failure(s)
13	Personnel failed to perform task
14	Process failed to meet desired outcome
15	Process oversight failure
16	Equipment/tools not available
17	Equipment/tools not adequate
18	Equipment/tools not calibrated
19	Facilities not adequate
20	Other
Response Details List N/O Response Detail (Released , 1.0)	

1	Personnel (i.e. key certificate holder personnel not present/available)
2	Equipment (i.e. equipment not present/available/in serviceable condition)
3	Event did not occur (i.e. the drunk passenger did not show up for the flight...)
4	Time Constraints (i.e. resources/workload)
5	Weather (i.e. weather needed for observation not present or weather made observation impossible)
6	Other
Response Details List N/A Response Detail (Released , 1.0)	
1	Operator not authorized by OpSpecs
2	Equipment not equipped/authorized
3	Not applicable due to exemption, deviation, or exception
4	Not authorized by regulation
5	Not authorized by Order
6	Not authorized by Notice
7	Not authorized/recommended by Advisory Circular
8	Not authorized by Policy Letter, Legal Interpretation, or other guidance
9	Other

Unscoped DCT Report (Standard DCT)

MLF Label:4.5.4Housing and Facilities(Released)

DCT Type:EP DCT

Specialty:Airworthiness

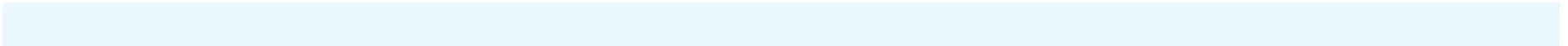
Peer Group:F-Part 145 Within US

DCT Revision:10.0on09/14/2016(Released)

Summary Information

Purpose (Certificate Holder Responsibility): To provide housing, facilities, equipment, materials, and personnel during the performance of maintenance, preventive maintenance, and alterations consistent with its ratings.

Objective (FAA Responsibility): Determine; (1) If the CH followed the accepted or approved process; (2) If the CH provided housing, facilities, equipment, materials, and personnel during the performance of maintenance, preventive maintenance, and alterations consistent with its ratings.



Questions	Answers	References
4.5.4Housing and Facilities		

Questions	Answers	References
<p>1. Best describe how the Repair Station followed the procedures to control leased or rented equipment.</p> <p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Process Observation,Scoping Attribute: (FAR PART = "145") AND (REPAIR STATION EQUIPMENT = "LEASED/RENTED EQUIPMENT") ,Rev.3.006/18/2014,QID:00016670,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Consistently followed the procedures <input type="radio"/> Some steps were missed or not followed <input type="radio"/> Procedures were not consistently followed or adequate <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>AC-145-9</p>
<p>2. Best describe how the procedures were followed to ensure that line maintenance locations had adequate:</p> <p>#1Facilities;</p> <p>#2Equipment;</p> <p>#3Trained personnel; and</p> <p>#4Technical data.</p> <p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Process Observation,Scoping Attribute: (FAR PART = "145") AND (OPSPEC = "D107")</p>	<ul style="list-style-type: none"> <input type="radio"/> Consistently followed the procedures <input type="radio"/> Some steps were missed or not followed <input type="radio"/> Procedures were not consistently followed or adequate <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 8; D107</p>

Questions	Answers	References
<p>,Rev.3.003/20/2015,QID:00016688,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>		
<p>3. Was the individual with responsibility qualified, knowledgeable and accountable, and did they effectively manage the planning, organizing, directing, and control of this element?</p> <p>NOTE:</p> <p>Safety Attribute:Management Responsibility,Question Type:Output Validation,Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") ,Rev.6.007/12/2016,QID:00010687,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes, as documented to the FAA <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	
<p>4. Verify that the satellite facilities had inspection personnel designated and available at the satellite facility when airworthiness or return to service determinations were made.</p> <p>NOTE:</p> <p>Safety Attribute:Management Responsibility,Question Type:Output Validation,Scoping Attribute: (FAR PART = "145") AND (LOCATIONS = "SATELLITE REPAIR STATION") ,Rev.2.002/13/2014,QID:00016680,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> The inspection personnel were available <input type="radio"/> The inspection personnel were not available <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 2 Ch 11 Sec 2; 145.107(b)</p>

Questions	Answers	References
<p>5. Verify that the satellite facilities had inspection personnel designated and available by telephone, radio, or other electronic means in other circumstances when away from the premises.</p> <p>NOTE:</p> <p>Safety Attribute:Management Responsibility,Question Type:Output Validation,Scoping Attribute: (FAR PART = "145") AND (LOCATIONS = "SATELLITE REPAIR STATION") ,Rev.2.002/13/2014,QID:00016681,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> The inspection personnel were available <input type="radio"/> The inspection personnel were not available <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 2 Ch 11 Sec 5; 145.107(b)</p>
<p>6. Was the individual with authority qualified and knowledgeable and effectively directing, controlling, or changing procedures, and making key determinations including safety risk acceptance decisions?</p> <p>NOTE:</p> <p>Safety Attribute:Management Authority,Question Type:Output Validation,Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") ,Rev.6.007/12/2016,QID:00010688,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	
<p>7. Did the certificate holder continuously monitor and measure the safety performance of this element to identify deficiencies and implement necessary action(s)?</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No 	

Questions	Answers	References
<p>NOTE:</p> <p>Safety Attribute:Process Measurement,Question Type:Output Validation,Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") ,Rev.6.007/12/2016,QID:00010685,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	
<p>8. Did the certificate holder follow policies, procedures, instructions, and information for this element?</p> <p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Output Validation,Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") ,Rev.6.007/12/2016,QID:00010682,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	
<p>9. Did the Repair Station provide housing consistent with its ratings for its:</p> <ul style="list-style-type: none"> #1Facilities; #2Equipment; #3Materials; and #4Personnel? 	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 8; 145.103(a)</p>

Questions	Answers	References
<p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Output Validation,Scoping Attribute: (FAR PART = "145") ,Rev.3.003/20/2015,QID:00016652,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>		
<p>10. Did the floor plan drawing match the floor plan of the facility?</p> <p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Output Validation,Scoping Attribute: (FAR PART = "145") ,Rev.1.009/20/2012,QID:00016657,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>AC-145-9</p>
<p>11. Did the Repair Station make any changes to its housing or facilities, including location, which could have a significant effect on its ability to perform per the Repair Station:</p> <p>#1Certificate; or</p> <p>#2OpSpecs?</p> <p>NOTE:</p>	<ul style="list-style-type: none"> <input type="radio"/> No <input type="radio"/> Yes <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 2 Ch 11 Sec 2; 8900.1 Vol 2 Ch 11 Sec 5; 8900.1 Vol 6 Ch 9 Sec 8; AC-145-9; 145.105(a); 145.105(b); 145.5(a)</p>

Questions	Answers	References
<p>Safety Attribute:Procedures,Question Type:Output Validation,Scoping Attribute: (FAR PART = "145") ,Rev.4.007/26/2016,QID:00016658,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>		
<p>12. Did the Repair Station provide facilities to properly perform work, including:</p> <p>#1 Sufficient work space and areas for the proper segregation and protection of articles;</p> <p>#2 Segregated work areas for environmentally hazardous or sensitive operations such as painting, cleaning, welding, avionics work, electronic work, and machining;</p> <p>#3 Sufficient space to segregate articles and materials stocked for installation from those articles undergoing maintenance, preventive maintenance, or alteration; and</p> <p>#4 Sufficient ventilation, lighting, and control of temperature, humidity, and other climatic conditions?</p> <p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Output Validation,Scoping Attribute: (FAR PART = "145") ,Rev.2.006/18/2014,QID:00016661,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Observable</p> <p><input type="radio"/> Not Applicable</p>	<p>AC-145-9; 145.103(a)</p>
<p>13. Did the Repair Station provide suitable racks, hoists, trays, stands, and other segregation means for the storage and protection of all articles undergoing maintenance, preventive maintenance, or alteration?</p>	<p><input type="radio"/> Yes</p>	<p>AC-145-9; 145.103(a)</p>

Questions	Answers	References
<p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Output Validation,Scoping Attribute: (FAR PART = "145") ,Rev.1.009/20/2012,QID:00016666,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	
<p>14. Did the Repair Station provide suitable permanent housing to enclose the largest type and model of aircraft listed on its OpSpecs?</p> <p>NOTE:For work performed at another location, Repair Stations must provide suitable facilities that are acceptable to the FAA and allow the work to be accomplished per the requirements of 14 CFR Part 43.</p> <p>Safety Attribute:Procedures,Question Type:Output Validation,Scoping Attribute: (FAR PART = "145") AND (REPAIR STATION RATINGS = "AIRFRAME ANY") ,Rev.1.009/20/2012,QID:00016667,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>AC-145-9; 145.103(b)</p>
<p>15. Were suitable facilities provided that are acceptable to the FAA and meet 145.103(a) for items where work was performed outside of the Repair Station's housing?</p> <p>NOTE:</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 8; 145.103(a); 145.103(c)</p>

Questions	Answers	References
<p>Safety Attribute:Procedures,Question Type:Output Validation,Scoping Attribute: (FAR PART = "145") AND (OTHER CERTIFICATES OR APPROVALS = "PERFORM MAINTENANCE OUTSIDE OF HOUSING") ,Rev.4.004/14/2015,QID:00016668,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>		
<p>16. Did the Repair Station maintain all shops in a clean and orderly manner?</p> <p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Output Validation,Scoping Attribute: (FAR PART = "145") ,Rev.2.003/20/2015,QID:00016669,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Observable</p> <p><input type="radio"/> Not Applicable</p>	<p>8900.1 Vol 6 Ch 9 Sec 8; AC-145-9; 145.103(a)</p>
<p>17. Did the Repair Station control, segregate, and secure non-conforming articles?</p> <p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Output Validation,Scoping Attribute: FAR PART = "145" AND APPROVALS = "PERFORMS AIR CARRIER MAINTENANCE" ,Rev.2.002/13/2014,QID:00016671,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Observable</p> <p><input type="radio"/> Not Applicable</p>	<p>145.205(a)</p>

Questions	Answers	References
<p>18. Did the Repair Station have approved storage for each type of HAZMAT?</p> <p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Output Validation,Scoping Attribute: (FAR PART = "145") ,Rev.2.003/20/2015,QID:00016672,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Observable</p> <p><input type="radio"/> Not Applicable</p>	<p>8900.1 Vol 6 Ch 9 Sec 8; AC-145-9; 145.103(a)</p>
<p>19. Did the Repair Station have managerial control of all satellite facilities?</p> <p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Output Validation,Scoping Attribute: (FAR PART = "145") AND (LOCATIONS = "SATELLITE REPAIR STATION") ,Rev.3.007/26/2016,QID:00016673,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Observable</p> <p><input type="radio"/> Not Applicable</p>	<p>8900.1 Vol 2 Ch 11 Sec 5; 8900.1 Vol 6 Ch 9 Sec 8; 145.107(a); 145.107(b)</p>
<p>20. Did each satellite facility:</p> <p>#1Have its own certificate;</p> <p>#2Hold only ratings that the parent Repair Station holds;</p> <p>#3Meet the requirements for each rating it holds;</p> <p>#4Have an acceptable Repair Station Manual; and</p> <p>#5Have an acceptable Quality Control Manual?</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Observable</p> <p><input type="radio"/> Not Applicable</p>	<p>8900.1 Vol 6 Ch 9 Sec 8; AC-145-9; 145.107(a)</p>

Questions	Answers	References
<p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Output Validation,Scoping Attribute: (FAR PART = "145") AND (LOCATIONS = "SATELLITE REPAIR STATION") ,Rev.3.003/20/2015,QID:00016674,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>		
<p>21. Did all additional fixed locations have: #1Authorization by OpSpec A101; and #2Current facility information in VIS?</p> <p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Output Validation,Scoping Attribute: (FAR PART = "145") AND (OPSPEC = "A101") ,Rev.4.003/20/2015,QID:00016682,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Observable</p> <p><input type="radio"/> Not Applicable</p>	<p>8900.1 Vol 6 Ch 9 Sec 8; A101</p>
<p>22. Did all line maintenance locations have: #1Authorization by OpSpec D107; and #2Current facility information in VIS?</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Observable</p> <p><input type="radio"/> Not Applicable</p>	<p>8900.1 Vol 6 Ch 9 Sec 8; D107</p>

Questions	Answers	References
<p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Output Validation,Scoping Attribute: (FAR PART = "145") AND (OPSPEC = "D107") ,Rev.4.003/20/2015,QID:00016685,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>		
<p>23. Were the certificate holder's controls for this element effective in achieving the intended results?</p> <p>NOTE:Controls associated with this element may include, but are not limited to, hardware, software, special procedures or procedural steps, checklists, or supervisory practices.</p> <p>Safety Attribute:Controls,Question Type:Output Validation,Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") ,Rev.6.007/12/2016,QID:00010684,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Observable</p> <p><input type="radio"/> Not Applicable</p>	
<p>24. Were the certificate holder's interfaces effective for this element?</p> <p>NOTE:</p> <p>Safety Attribute:Interfaces,Question Type:Output Validation,Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART =</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Observable</p> <p><input type="radio"/> Not Applicable</p>	

Questions	Answers	References
"145"),Rev.6.007/12/2016,QID:00010686,Response Details:EP & ED DCTs (Both OP and AW),Status:Released		

Response Details List EP & ED DCTs (Both OP and AW) (Released , 1.0)	
1	Unclear procedure(s)
2	Conflicting procedure(s)
3	Used workaround(s)
4	Skipped process step(s)
5	Personnel failed to follow process (procedures, guidance, etc)
6	Procedures/guidance not available
7	Procedures/guidance not current
8	Inconsistent procedure(s)
9	Undocumented procedure(s)
10	Minor typographical error(s) (i.e. record entries)
11	Information missing
12	Communication failure(s)
13	Personnel failed to perform task
14	Process failed to meet desired outcome
15	Process oversight failure
16	Equipment/tools not available

17	Equipment/tools not adequate
18	Equipment/tools not calibrated
19	Facilities not adequate
20	Other
Response Details List N/O Response Detail (Released , 1.0)	
1	Personnel (i.e. key certificate holder personnel not present/available)
2	Equipment (i.e. equipment not present/available/in serviceable condition)
3	Event did not occur (i.e. the drunk passenger did not show up for the flight...)
4	Time Constraints (i.e. resources/workload)
5	Weather (i.e. weather needed for observation not present or weather made observation impossible)
6	Other
Response Details List N/A Response Detail (Released , 1.0)	
1	Operator not authorized by OpSpecs
2	Equipment not equipped/authorized
3	Not applicable due to exemption, deviation, or exception
4	Not authorized by regulation
5	Not authorized by Order
6	Not authorized by Notice
7	Not authorized/recommended by Advisory Circular
8	Not authorized by Policy Letter, Legal Interpretation, or other guidance
9	Other

Unscoped DCT Report (Standard DCT)

MLF Label:4.5.5Contract Work - Certificated(Released)

DCT Type:EP DCT

Specialty:Airworthiness

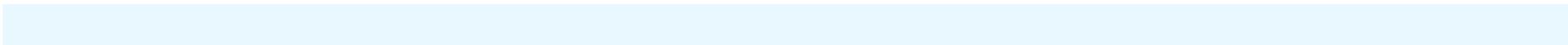
Peer Group:F-Part 145 Within US

DCT Revision:10.0on05/27/2016(Released)

Summary Information

Purpose (Certificate Holder Responsibility): To perform certificated contract work per regulatory requirements and OpSpecs.

Objective (FAA Responsibility): Determine; (1) If the CH followed the accepted or approved process; (2) If the CH performed certificated contract work per OpSpecs.



Questions	Answers	References
4.5.5 Contract Work - Certificated		

Questions	Answers	References
<p>1. Best describe how Repair Station personnel followed the procedures to ensure that:</p> <p>#1 All contract maintenance functions were approved by the FAA;</p> <p>#2 The Repair Station had direct control and was not only conducting return to service on the articles; and</p> <p>#3 The Repair Station only contracted maintenance functions for which the Certificated Contractor was authorized.</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Process Observation, Scoping Attribute: (FAR PART = "145") AND (OTHER CERTIFICATES OR APPROVALS = "CONTRACTS MAINTENANCE TO CERTIFICATED CONTRACTOR") , Rev. 2.003/20/2015, QID: 00016697, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Consistently followed the procedures <input type="radio"/> Some steps were missed or not followed <input type="radio"/> Procedures were not consistently followed or adequate <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>AC-145-9; 145.201(a); 145.217(a); 145.217(c); 8900.1 Vol 6 Ch 9 Sec 23</p>
<p>2. Best describe how the procedures were followed to revise or add contract maintenance functions.</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Process Observation, Scoping Attribute: (FAR PART = "145") AND (OTHER CERTIFICATES OR APPROVALS = "CONTRACTS MAINTENANCE TO CERTIFICATED</p>	<ul style="list-style-type: none"> <input type="radio"/> Consistently followed the procedures <input type="radio"/> Some steps were missed or not followed <input type="radio"/> Procedures were not consistently followed or adequate 	<p>AC-145-9; 145.209(h); 145.217(a); 8900.1 Vol 6 Ch 9 Sec 23</p>

Questions	Answers	References
<p>CONTRACTOR") ,Rev.2.003/20/2015,QID:00016704,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	
<p>3. Best describe how the quality control procedures were followed to perform incoming and final inspections and approval for return to service for contracted articles.</p> <p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Process Observation,Scoping Attribute: (FAR PART = "145") AND (OTHER CERTIFICATES OR APPROVALS = "CONTRACTS MAINTENANCE TO CERTIFICATED CONTRACTOR") ,Rev.3.003/20/2015,QID:00016705,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Consistently followed the procedures <input type="radio"/> Some steps were missed or not followed <input type="radio"/> Procedures were not consistently followed or adequate <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>145.211(c); 8900.1 Vol 6 Ch 9 Sec 23</p>
<p>4. Was the individual with responsibility qualified, knowledgeable and accountable, and did they effectively manage the planning, organizing, directing, and control of this element?</p> <p>NOTE:</p> <p>Safety Attribute:Management Responsibility,Question Type:Output Validation,Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") ,Rev.5.005/24/2016,QID:00010687,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes, as documented to the FAA <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	

Questions	Answers	References
<p>5. Was the individual with authority qualified and knowledgeable and effectively directing, controlling, or changing procedures, and making key determinations including safety risk acceptance decisions?</p> <p>NOTE:</p> <p>Safety Attribute: Management Authority, Question Type: Output Validation, Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") ,Rev.5.005/24/2016,QID:00010688,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Observable</p> <p><input type="radio"/> Not Applicable</p>	
<p>6. Did the certificate holder continuously monitor and measure the safety performance of this element to identify deficiencies and implement necessary action(s)?</p> <p>NOTE:</p> <p>Safety Attribute: Process Measurement, Question Type: Output Validation, Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") ,Rev.5.005/24/2016,QID:00010685,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Observable</p> <p><input type="radio"/> Not Applicable</p>	
<p>7. Did the certificate holder follow policies, procedures, instructions, and information for this element?</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Observable</p>	

Questions	Answers	References
<p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") ,Rev. 5.005/24/2016, QID: 00010682, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<p><input type="radio"/> Not Applicable</p>	
<p>8. Verify that a listing of contract maintenance providers:</p> <p>#1 Was revised and maintained in a format acceptable to the FAA CHDO for the respective functions performed; and</p> <p>#2 Included the names, certificate types, and ratings held by each facility.</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145") AND (OTHER CERTIFICATES OR APPROVALS = "CONTRACTS MAINTENANCE TO CERTIFICATED CONTRACTOR") ,Rev. 3.003/20/2015, QID: 00016701, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<p><input type="radio"/> The records were accurate</p> <p><input type="radio"/> The records contained discrepancies</p> <p><input type="radio"/> Not Observable</p> <p><input type="radio"/> Not Applicable</p>	<p>AC-145-9; 145.217(a); 8900.1 Vol 6 Ch 9 Sec 23</p>
<p>9. Did the repair station provide only an approval for return to service of a complete type-certificated product following contract maintenance, preventative maintenance, or alterations?</p> <p>NOTE:</p>	<p><input type="radio"/> No</p> <p><input type="radio"/> Yes</p> <p><input type="radio"/> Not Observable</p> <p><input type="radio"/> Not Applicable</p>	<p>145.217(c); 8900.1 Vol 6 Ch 9 Sec 23</p>

Questions	Answers	References
<p>Safety Attribute:Procedures,Question Type:Output Validation,Scoping Attribute: (FAR PART = "145") AND (OTHER CERTIFICATES OR APPROVALS = "CONTRACTS MAINTENANCE TO CERTIFICATED CONTRACTOR") ,Rev.5.003/03/2016,QID:00016706,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>		
<p>10. Were the certificate holder's controls for this element effective in achieving the intended results?</p> <p>NOTE:Controls associated with this element may include, but are not limited to, hardware, software, special procedures or procedural steps, checklists, or supervisory practices.</p> <p>Safety Attribute:Controls,Question Type:Output Validation,Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") ,Rev.5.005/24/2016,QID:00010684,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	
<p>11. Were the certificate holder's interfaces effective for this element?</p> <p>NOTE:</p> <p>Safety Attribute:Interfaces,Question Type:Output Validation,Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") ,Rev.5.005/24/2016,QID:00010686,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	

Response Details List EP & ED DCTs (Both OP and AW) (Released , 1.0)	
1	Unclear procedure(s)
2	Conflicting procedure(s)
3	Used workaround(s)
4	Skipped process step(s)
5	Personnel failed to follow process (procedures, guidance, etc)
6	Procedures/guidance not available
7	Procedures/guidance not current
8	Inconsistent procedure(s)
9	Undocumented procedure(s)
10	Minor typographical error(s) (i.e. record entries)
11	Information missing
12	Communication failure(s)
13	Personnel failed to perform task
14	Process failed to meet desired outcome
15	Process oversight failure
16	Equipment/tools not available
17	Equipment/tools not adequate
18	Equipment/tools not calibrated
19	Facilities not adequate

20	Other
Response Details List N/O Response Detail (Released , 1.0)	
1	Personnel (i.e. key certificate holder personnel not present/available)
2	Equipment (i.e. equipment not present/available/in serviceable condition)
3	Event did not occur (i.e. the drunk passenger did not show up for the flight...)
4	Time Constraints (i.e. resources/workload)
5	Weather (i.e. weather needed for observation not present or weather made observation impossible)
6	Other
Response Details List N/A Response Detail (Released , 1.0)	
1	Operator not authorized by OpSpecs
2	Equipment not equipped/authorized
3	Not applicable due to exemption, deviation, or exception
4	Not authorized by regulation
5	Not authorized by Order
6	Not authorized by Notice
7	Not authorized/recommended by Advisory Circular
8	Not authorized by Policy Letter, Legal Interpretation, or other guidance
9	Other

Unscoped DCT Report (Standard DCT)

MLF Label:4.5.6Contract Work - Non-Certificated(Released)

DCT Type:EP DCT

Specialty:Airworthiness

Peer Group:F-Part 145 Within US

DCT Revision:8.0on05/27/2016(Released)

Summary Information

Purpose (Certificate Holder Responsibility):

To perform non-certificated contract work per regulatory requirements and OpSpecs.

Objective (FAA Responsibility):

Determine; (1) If the CH followed the accepted or approved process; (2) If the CH performed non-certificated contract work per OpSpecs.



Questions	Answers	References
4.5.6 Contract Work - Non-Certificated		

Questions	Answers	References
<p>1. Best describe how the procedures were followed to ensure that:</p> <p>#1 Noncertificated person followed a quality control system equivalent to that of the certificated Repair Station;</p> <p>#2 The certificated Repair Station remained directly in charge of the work performed by a noncertificated person; and</p> <p>#3 The certificated Repair Station verified all of the work performed by the noncertificated personnel was satisfactory, and all articles were airworthy by testing or inspection.</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Process Observation, Scoping Attribute: (FAR PART = "145") AND (OTHER CERTIFICATES OR APPROVALS = "CONTRACTS MAINTENANCE TO NONCERTIFICATED CONTRACTOR") , Rev. 4.003/20/2015, QID: 00016707, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Consistently followed the procedures <input type="radio"/> Some steps were missed or not followed <input type="radio"/> Procedures were not consistently followed or adequate <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>AC-145-9; 145.201(a); 145.217(b); 8900.1 Vol 6 Ch 9 Sec 23</p>
<p>2. Best describe how the procedures were followed to obtain FAA approval for maintenance function revisions.</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Process Observation, Scoping Attribute: (FAR PART = "145") AND (OTHER CERTIFICATES OR APPROVALS = "CONTRACTS MAINTENANCE TO NONCERTIFICATED CONTRACTOR")</p>	<ul style="list-style-type: none"> <input type="radio"/> Consistently followed the procedures <input type="radio"/> Some steps were missed or not followed <input type="radio"/> Procedures were not consistently 	<p>AC-145-9; 145.209(h); 8900.1 Vol 6 Ch 9 Sec 23</p>

Questions	Answers	References
<p>,Rev.3.003/20/2015,QID:00016714,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<p>followed or adequate</p> <ul style="list-style-type: none"> <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	
<p>3. Was the individual with responsibility qualified, knowledgeable and accountable, and did they effectively manage the planning, organizing, directing, and control of this element?</p> <p>NOTE:</p> <p>Safety Attribute:Management Responsibility,Question Type:Output Validation,Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") ,Rev.5.005/24/2016,QID:00010687,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes, as documented to the FAA <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	
<p>4. Was the individual with authority qualified and knowledgeable and effectively directing, controlling, or changing procedures, and making key determinations including safety risk acceptance decisions?</p> <p>NOTE:</p> <p>Safety Attribute:Management Authority,Question Type:Output Validation,Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145")</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	

Questions	Answers	References
<p>, Rev. 5.005/24/2016, QID: 00010688, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>		
<p>5. Was the Repair Station rated for work that was contracted to noncertificated persons?</p> <p>NOTE:</p> <p>Safety Attribute: Management Authority, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145") AND (OTHER CERTIFICATES OR APPROVALS = "CONTRACTS MAINTENANCE TO NONCERTIFICATED CONTRACTOR")</p> <p>, Rev. 3.003/20/2015, QID: 00016712, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Observable</p> <p><input type="radio"/> Not Applicable</p>	<p>145.201(a); 8900.1 Vol 6 Ch 9 Sec 23</p>
<p>6. Did the certificate holder continuously monitor and measure the safety performance of this element to identify deficiencies and implement necessary action(s)?</p> <p>NOTE:</p> <p>Safety Attribute: Process Measurement, Question Type: Output Validation, Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145")</p> <p>, Rev. 5.005/24/2016, QID: 00010685, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Observable</p> <p><input type="radio"/> Not Applicable</p>	
<p>7. Did the certificate holder follow policies, procedures, instructions, and information for this element?</p>	<p><input type="radio"/> Yes</p>	

Questions	Answers	References
<p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") ,Rev.5.005/24/2016, QID:00010682, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	
<p>8. Did the contracts with a noncertificated person include a provision for the FAA to be able to inspect and observe the work being performed?</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145") AND (OTHER CERTIFICATES OR APPROVALS = "CONTRACTS MAINTENANCE TO NONCERTIFICATED CONTRACTOR") ,Rev.4.003/20/2015, QID:00016711, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>AC-145-9; 145.223(b); 8900.1 Vol 6 Ch 9 Sec 23</p>
<p>9. Did the Repair Station qualify the noncertificated persons?</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute:</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>AC-145-9; 145.211(c); 8900.1 Vol 6 Ch 9 Sec 23</p>

Questions	Answers	References
<p>(FAR PART = "145") AND (OTHER CERTIFICATES OR APPROVALS = "CONTRACTS MAINTENANCE TO NONCERTIFICATED CONTRACTOR") ,Rev.3.003/20/2015,QID:00016713,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>		
<p>10. Were maintenance functions contracted to noncertificated facilities approved by the FAA?</p> <p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Output Validation,Scoping Attribute: (FAR PART = "145") AND (OTHER CERTIFICATES OR APPROVALS = "CONTRACTS MAINTENANCE TO NONCERTIFICATED CONTRACTOR") ,Rev.4.003/20/2015,QID:00016715,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>AC-145-9; 145.217(a); 8900.1 Vol 6 Ch 9 Sec 23</p>
<p>11. Verify that the Repair Station maintained information on noncertificated facilities, including:</p> <p>#1 Names and certificate types (if any); and</p> <p>#2 Contracted functions?</p> <p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Output Validation,Scoping Attribute: (FAR PART = "145") AND (OTHER CERTIFICATES OR APPROVALS = "CONTRACTS MAINTENANCE TO NONCERTIFICATED CONTRACTOR")</p>	<ul style="list-style-type: none"> <input type="radio"/> The records were accurate <input type="radio"/> The records contained discrepancies <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>AC-145-9; 145.209(h); 145.217(a); 8900.1 Vol 6 Ch 9 Sec 23</p>

Questions	Answers	References
<p>, Rev. 4.003/20/2015, QID: 00016716, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p> <p>12. Were the certificate holder's controls for this element effective in achieving the intended results?</p> <p>NOTE: Controls associated with this element may include, but are not limited to, hardware, software, special procedures or procedural steps, checklists, or supervisory practices.</p> <p>Safety Attribute: Controls, Question Type: Output Validation, Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") , Rev. 5.005/24/2016, QID: 00010684, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Observable</p> <p><input type="radio"/> Not Applicable</p>	
<p>13. Were the certificate holder's interfaces effective for this element?</p> <p>NOTE:</p> <p>Safety Attribute: Interfaces, Question Type: Output Validation, Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") , Rev. 5.005/24/2016, QID: 00010686, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Observable</p> <p><input type="radio"/> Not Applicable</p>	

Response Details List EP & ED DCTs (Both OP and AW) (Released , 1.0)	
1	Unclear procedure(s)
2	Conflicting procedure(s)
3	Used workaround(s)
4	Skipped process step(s)
5	Personnel failed to follow process (procedures, guidance, etc)
6	Procedures/guidance not available
7	Procedures/guidance not current
8	Inconsistent procedure(s)
9	Undocumented procedure(s)
10	Minor typographical error(s) (i.e. record entries)
11	Information missing
12	Communication failure(s)
13	Personnel failed to perform task
14	Process failed to meet desired outcome
15	Process oversight failure
16	Equipment/tools not available
17	Equipment/tools not adequate
18	Equipment/tools not calibrated
19	Facilities not adequate
20	Other
Response Details List N/O Response Detail (Released , 1.0)	

1	Personnel (i.e. key certificate holder personnel not present/available)
2	Equipment (i.e. equipment not present/available/in serviceable condition)
3	Event did not occur (i.e. the drunk passenger did not show up for the flight...)
4	Time Constraints (i.e. resources/workload)
5	Weather (i.e. weather needed for observation not present or weather made observation impossible)
6	Other
Response Details List N/A Response Detail (Released , 1.0)	
1	Operator not authorized by OpSpecs
2	Equipment not equipped/authorized
3	Not applicable due to exemption, deviation, or exception
4	Not authorized by regulation
5	Not authorized by Order
6	Not authorized by Notice
7	Not authorized/recommended by Advisory Circular
8	Not authorized by Policy Letter, Legal Interpretation, or other guidance
9	Other

Unscoped DCT Report (Standard DCT)

MLF Label:4.7.3Tools and Equipment(Released)

DCT Type:EP DCT

Specialty:Airworthiness

Peer Group:F-Part 145 Within US

DCT Revision:12.0on09/14/2016(Released)

Summary Information

Purpose (Certificate Holder Responsibility): To provide necessary tools and equipment to perform maintenance.

Objective (FAA Responsibility):

Determine; (1) If the CH followed the accepted or approved process; (2) If the CH provided necessary measuring tools and equipment; (3) If the CH maintained tools to perform maintenance, preventive maintenance, or alterations.



Questions	Answers	References
4.7.3Tools and Equipment		

Questions	Answers	References
<p>1. Best describe how the personnel followed procedures to ensure that all test and inspection equipment and tools (including leased/rented equipment) were calibrated, including traceability to acceptable standards.</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Process Observation, Scoping Attribute: (FAR PART = "145"), Rev. 3.007/26/2016, QID: 00017802, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Consistently followed the procedures <input type="radio"/> Some steps were missed or not followed <input type="radio"/> Procedures were not consistently followed or adequate <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 9; AC-145-9; 145.109(b); 43.13</p>
<p>2. Best describe how the personnel followed procedures to determine the equivalency of precision tools, measuring devices, and test equipment other than those recommended by the manufacturer?</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Process Observation, Scoping Attribute: (FAR PART = "145"), Rev. 2.006/18/2014, QID: 00017804, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Consistently followed the procedures <input type="radio"/> Some steps were missed or not followed <input type="radio"/> Procedures were not consistently followed or adequate <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>AC-145-9</p>

Questions	Answers	References
<p>3. Best describe how the procedures were followed to recall or remove from service any precision tool, measuring tool, or piece of test equipment that:</p> <p>#1 Had exceeded its inspection or calibration interval;</p> <p>#2 Had broken inspection or calibration seals;</p> <p>#3 Was suspected of malfunctioning; or</p> <p>#4 Was determined to be unreliable?</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Process Observation, Scoping Attribute: (FAR PART = "145"), Rev. 3.007/26/2016, QID: 00017820, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Consistently followed the procedures <input type="radio"/> Some steps were missed or not followed <input type="radio"/> Procedures were not consistently followed or adequate <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 9; AC-145-9</p>
<p>4. Best describe how the procedures were followed to recall inspected products after the measuring equipment was found to be out of tolerance when the work was performed.</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Process Observation, Scoping Attribute: (FAR PART = "145"), Rev. 2.007/26/2016, QID: 00017825, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Consistently followed the procedures <input type="radio"/> Some steps were missed or not followed <input type="radio"/> Procedures were not consistently followed or adequate <input type="radio"/> Not Observable 	<p>8900.1 Vol 6 Ch 9 Sec 9; AC-145-9</p>

Questions	Answers	References
<p>5. Best describe how personnel followed procedures to store, handle, and transport precision tools, measuring devices, and test equipment.</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Process Observation, Scoping Attribute: (FAR PART = "145"), Rev. 3.003/20/2015, QID: 00017827, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Not Applicable <input type="radio"/> Consistently followed the procedures <input type="radio"/> Some steps were missed or not followed <input type="radio"/> Procedures were not consistently followed or adequate <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 9; AC-145-9</p>
<p>6. Best describe how personnel followed procedures to accept new precision test equipment into inventory.</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Process Observation, Scoping Attribute: (FAR PART = "145"), Rev. 2.007/26/2016, QID: 00017828, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Consistently followed the procedures <input type="radio"/> Some steps were missed or not followed <input type="radio"/> Procedures were not consistently followed or adequate <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 9; AC-145-9</p>

Questions	Answers	References
<p>7. Was the individual with responsibility qualified, knowledgeable and accountable, and did they effectively manage the planning, organizing, directing, and control of this element?</p> <p>NOTE:</p> <p>Safety Attribute: Management Responsibility, Question Type: Output Validation, Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145"), Rev. 6.007/12/2016, QID: 00010687, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes, as documented to the FAA <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	
<p>8. Was the individual with authority qualified and knowledgeable and effectively directing, controlling, or changing procedures, and making key determinations including safety risk acceptance decisions?</p> <p>NOTE:</p> <p>Safety Attribute: Management Authority, Question Type: Output Validation, Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145"), Rev. 6.007/12/2016, QID: 00010688, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	
<p>9. Did the certificate holder continuously monitor and measure the safety performance of this element to identify deficiencies and implement necessary action(s)?</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable 	

Questions	Answers	References
<p>NOTE:</p> <p>Safety Attribute: Process Measurement, Question Type: Output Validation, Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") , Rev. 6.007/12/2016, QID: 00010685, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<p><input type="radio"/> Not Applicable</p>	
<p>10. Did the certificate holder follow policies, procedures, instructions, and information for this element?</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") , Rev. 6.007/12/2016, QID: 00010682, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Observable</p> <p><input type="radio"/> Not Applicable</p>	
<p>11. Were the equipment, tools, and materials necessary to perform maintenance, preventive maintenance, or alterations on the premises and under the Repair Station's control when performing work?</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute:</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Observable</p> <p><input type="radio"/> Not Applicable</p>	<p>8900.1 Vol 6 Ch 9 Sec 9; 145.109(a)</p>

Questions	Answers	References
<p>(FAR PART = "145") ,Rev.3.007/26/2016,QID:00017801,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>		
<p>12. Were the tool and equipment calibrations traceable to standards that are acceptable to the FAA, including standards recommended by the manufacturer, NIST, or other national authority?</p> <p>NOTE: If the tools and equipment are foreign-manufactured, the standards of the country of manufacture may be used, if acceptable to the Administrator.</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145") ,Rev.3.010/27/2015,QID:00017803,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 9; AC-145-9; 145.109(c); 43.13</p>
<p>13. Were the tools, equipment, and materials used:</p> <p>#1 Recommended by the manufacturer of the article; or</p> <p>#2 At least equivalent to that recommended by the manufacturer and acceptable to the FAA?</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145") ,Rev.3.007/26/2016,QID:00017805,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 9; 145.109(c)</p>

Questions	Answers	References
<p>14. Verify that the records were maintained and included (as applicable):</p> <ul style="list-style-type: none"> #1 Calibration of tools and equipment; #2 Tool and equipment control when the work is being done; and #3 Determination of the equivalency of special equipment and tools. <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145"), Rev. 4.007/26/2016, QID: 00017808, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> The records were accurate <input type="radio"/> The records contained discrepancies <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 9; 145.109(a); 145.109(b); 145.109(c)</p>
<p>15. Did the inspection and calibration records include the:</p> <ul style="list-style-type: none"> #1 Name of person who performed the calibration; #2 Date of the calibration; #3 Date the next calibration is due; #4 Standard used to perform the calibration; #5 Method used to perform the calibration; and #6 Results of the calibration? <p>NOTE:</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 9; AC-145-9</p>

Questions	Answers	References
<p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145") , Rev. 3.007/26/2016, QID: 00017812, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>		
<p>16. Was the special equipment and test apparatus identified with unique part and serial numbers?</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145") , Rev. 2.007/26/2016, QID: 00017819, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 9; AC-145-9</p>
<p>17. Was maintenance performed with tools or equipment that had been calibrated only for use as an in-house calibration standard?</p> <p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145") , Rev. 4.009/21/2015, QID: 00017826, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<ul style="list-style-type: none"> <input type="radio"/> No <input type="radio"/> Yes <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 9</p>
<p>18. Did the personnel calibrating tools and equipment have the knowledge, training, or experience necessary to ensure proper calibration?</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable 	<p>8900.1 Vol 6 Ch 9 Sec 9; AC-145-9</p>

Questions	Answers	References
<p>NOTE:</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "145") , Rev. 3.007/26/2016, QID: 00017829, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<p><input type="radio"/> Not Applicable</p>	
<p>19. Were the certificate holder's controls for this element effective in achieving the intended results?</p> <p>NOTE: Controls associated with this element may include, but are not limited to, hardware, software, special procedures or procedural steps, checklists, or supervisory practices.</p> <p>Safety Attribute: Controls, Question Type: Output Validation, Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") , Rev. 6.007/12/2016, QID: 00010684, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Observable</p> <p><input type="radio"/> Not Applicable</p>	
<p>20. Were the certificate holder's interfaces effective for this element?</p> <p>NOTE:</p> <p>Safety Attribute: Interfaces, Question Type: Output Validation, Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") , Rev. 6.007/12/2016, QID: 00010686, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Observable</p> <p><input type="radio"/> Not Applicable</p>	

Response Details List EP & ED DCTs (Both OP and AW) (Released , 1.0)	
1	Unclear procedure(s)
2	Conflicting procedure(s)
3	Used workaround(s)
4	Skipped process step(s)
5	Personnel failed to follow process (procedures, guidance, etc)
6	Procedures/guidance not available
7	Procedures/guidance not current
8	Inconsistent procedure(s)
9	Undocumented procedure(s)
10	Minor typographical error(s) (i.e. record entries)
11	Information missing
12	Communication failure(s)
13	Personnel failed to perform task
14	Process failed to meet desired outcome
15	Process oversight failure
16	Equipment/tools not available
17	Equipment/tools not adequate
18	Equipment/tools not calibrated
19	Facilities not adequate

20	Other
Response Details List N/O Response Detail (Released , 1.0)	
1	Personnel (i.e. key certificate holder personnel not present/available)
2	Equipment (i.e. equipment not present/available/in serviceable condition)
3	Event did not occur (i.e. the drunk passenger did not show up for the flight...)
4	Time Constraints (i.e. resources/workload)
5	Weather (i.e. weather needed for observation not present or weather made observation impossible)
6	Other
Response Details List N/A Response Detail (Released , 1.0)	
1	Operator not authorized by OpSpecs
2	Equipment not equipped/authorized
3	Not applicable due to exemption, deviation, or exception
4	Not authorized by regulation
5	Not authorized by Order
6	Not authorized by Notice
7	Not authorized/recommended by Advisory Circular
8	Not authorized by Policy Letter, Legal Interpretation, or other guidance
9	Other

Unscoped DCT Report (Standard DCT)

MLF Label:4.7.4Parts and Materials(Released)

DCT Type:EP DCT

Specialty:Airworthiness

Peer Group:F-Part 145 Within US

DCT Revision:12.0on09/14/2016(Released)

Summary Information

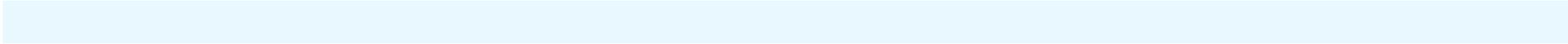
Purpose (Certificate Holder Responsibility):

To have components, parts, and materials that meet original type design or properly altered condition.

Objective (FAA Responsibility):

Determine if the CH:

- (1) Followed the accepted or approved process; and
- (2) Used components, parts, and materials that met original type design or properly altered condition.



Questions	Answers	References
4.7.4Parts and Materials		

Questions	Answers	References
<p>1. Was the individual with responsibility qualified, knowledgeable and accountable, and did they effectively manage the planning, organizing, directing, and control of this element?</p> <p>NOTE:</p> <p>Safety Attribute:Management Responsibility,Question Type:Output Validation,Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") ,Rev.6.007/12/2016,QID:00010687,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes, as documented to the FAA <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	
<p>2. Was the individual with authority qualified and knowledgeable and effectively directing, controlling, or changing procedures, and making key determinations including safety risk acceptance decisions?</p> <p>NOTE:</p> <p>Safety Attribute:Management Authority,Question Type:Output Validation,Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") ,Rev.6.007/12/2016,QID:00010688,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	
<p>3. Did the certificate holder continuously monitor and measure the safety performance of this element to identify deficiencies and implement necessary action(s)?</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable 	

Questions	Answers	References
<p>NOTE:</p> <p>Safety Attribute:Process Measurement,Question Type:Output Validation,Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") ,Rev.6.007/12/2016,QID:00010685,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<p><input type="radio"/> Not Applicable</p>	
<p>4. Did the certificate holder follow policies, procedures, instructions, and information for this element?</p> <p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Output Validation,Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") ,Rev.6.007/12/2016,QID:00010682,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Observable</p> <p><input type="radio"/> Not Applicable</p>	
<p>5. Did the Repair Station's personnel follow the procedures to perform incoming inspections of raw materials and standard parts for:</p> <p>#1Proper documentation, identification, and traceability;</p> <p>#2Shelf life;</p> <p>#3Contamination;</p> <p>#4Shipping damage; and</p> <p>#5State of preservation?</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Observable</p> <p><input type="radio"/> Not Applicable</p>	<p>8900.1 Vol 6 Ch 9 Sec 12; AC-145-9; 145.211(c)</p>

Questions	Answers	References
<p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Output Validation,Scoping Attribute:(FAR PART = "145") ,Rev.4.007/26/2016,QID:00017830,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>		
<p>6. Did the Repair Station's personnel follow the procedures to ensure that parts were properly:</p> <p>#1Identified;</p> <p>#2Protected; and</p> <p>#3Stored?</p> <p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Output Validation,Scoping Attribute:(FAR PART = "145") ,Rev.3.003/20/2015,QID:00017836,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 12; AC-145-9</p>
<p>7. Verify that the Repair Station:</p> <p>#1Controlled and documented LLPs (if applicable);</p> <p>#2Protected parts and materials in storage and during transit until installation to prevent damage, contamination, loss, or substitution;</p>	<ul style="list-style-type: none"> <input type="radio"/> The records showed compliance 	<p>8900.1 Vol 6 Ch 9 Sec 12; AC-145-9; 43.10</p>

Questions	Answers	References
<p>#3Stored parts and materials according to the original manufacturer's environmental requirements;</p> <p>#4Checked basic part information (e.g., name, make, model, serial number, batch, and lot); and</p> <p>#5Distinguished serviceable parts and materials from unserviceable ones.</p> <p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Output Validation,Scoping Attribute:(FAR PART = "145") ,Rev.4.003/20/2015,QID:00017841,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> The records did not show compliance <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	
<p>8. Verify that the Repair Station:</p> <p>#1Identified rejected parts, including questionable parts, awaiting disposition;</p> <p>#2Retained records showing that all parts, materials, and incoming articles were traceable to an approved source;</p> <p>#3Maintained traceability to approved sources for parts and materials received in lots (e.g., hardware, stock, welding rods, and coating powder) and subsequently divided into smaller quantities; and</p> <p>#4Disposed of scrap parts and materials in a manner that did not allow their approval for return to service.</p> <p>NOTE:</p>	<ul style="list-style-type: none"> <input type="radio"/> The records showed compliance <input type="radio"/> The records did not show compliance <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 12; AC-145-9</p>

Questions	Answers	References
<p>Safety Attribute:Procedures,Question Type:Output Validation,Scoping Attribute: (FAR PART = "145") ,Rev.4.003/20/2015,QID:00017847,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>		
<p>9. Verify that the personnel who were handling and receiving parts were trained on identification and reporting of SUPs.</p> <p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Output Validation,Scoping Attribute: (FAR PART = "145") ,Rev.3.003/20/2015,QID:00017852,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> The records showed compliance <input type="radio"/> The records did not show compliance <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 12; AC-145-9</p>
<p>10. Did the Repair Station's personnel follow procedures to:</p> <p>#1Ensure that fabricated parts were only installed onto or within articles undergoing repairs or alterations; and</p> <p>#2Ensure that parts fabrication was performed within the privileges and limitations of the certificate holder's FAA authorization and ratings, and IAW the established quality control system?</p> <p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Output Validation,Scoping Attribute:</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 12; AC-43-18; 21.9(a)</p>

Questions	Answers	References
<p>(FAR PART = "145") ,Rev.4.007/26/2016,QID:00017853,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>		
<p>11. Verify that the Repair Station had all the processes and requirements to fabricate parts.</p> <p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Output Validation,Scoping Attribute:(FAR PART = "145") ,Rev.3.007/26/2016,QID:00017856,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> The records showed compliance <input type="radio"/> The records did not show compliance <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 12; AC-43-18</p>
<p>12. Verify that Repair Stations subcontracting part fabrication:</p> <p>#1Retained control of the design, manufacture, and quality of parts;</p> <p>#2Documented parts to support conformity determination to the purchase order requirements and maintenance records to substantiate work; and</p> <p>#3Determined criticality level categories to ensure that the fabrication quality control system was followed.</p> <p>NOTE:</p> <p>Safety Attribute:Procedures,Question Type:Output Validation,Scoping Attribute:(FAR PART = "145") ,Rev.4.007/26/2016,QID:00017857,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> The records showed compliance <input type="radio"/> The records did not show compliance <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	<p>8900.1 Vol 6 Ch 9 Sec 12; AC-43-18; 145.211(c); 21.1(b)</p>

Questions	Answers	References
<p>13. Were the certificate holder's controls for this element effective in achieving the intended results?</p> <p>NOTE:Controls associated with this element may include, but are not limited to, hardware, software, special procedures or procedural steps, checklists, or supervisory practices.</p> <p>Safety Attribute:Controls,Question Type:Output Validation,Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") ,Rev.6.007/12/2016,QID:00010684,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	
<p>14. Were the certificate holder's interfaces effective for this element?</p> <p>NOTE:</p> <p>Safety Attribute:Interfaces,Question Type:Output Validation,Scoping Attribute: (FAR PART = "121") OR (FAR PART = "135") OR (FAR PART = "145") ,Rev.6.007/12/2016,QID:00010686,Response Details:EP & ED DCTs (Both OP and AW),Status:Released</p>	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Observable <input type="radio"/> Not Applicable 	

Response Details List EP & ED DCTs (Both OP and AW) (Released , 1.0)	
1	Unclear procedure(s)

2	Conflicting procedure(s)
3	Used workaround(s)
4	Skipped process step(s)
5	Personnel failed to follow process (procedures, guidance, etc)
6	Procedures/guidance not available
7	Procedures/guidance not current
8	Inconsistent procedure(s)
9	Undocumented procedure(s)
10	Minor typographical error(s) (i.e. record entries)
11	Information missing
12	Communication failure(s)
13	Personnel failed to perform task
14	Process failed to meet desired outcome
15	Process oversight failure
16	Equipment/tools not available
17	Equipment/tools not adequate
18	Equipment/tools not calibrated
19	Facilities not adequate
20	Other
Response Details List N/O Response Detail (Released , 1.0)	
1	Personnel (i.e. key certificate holder personnel not present/available)
2	Equipment (i.e. equipment not present/available/in serviceable condition)

3	Event did not occur (i.e. the drunk passenger did not show up for the flight...)
4	Time Constraints (i.e. resources/workload)
5	Weather (i.e. weather needed for observation not present or weather made observation impossible)
6	Other
Response Details List N/A Response Detail (Released , 1.0)	
1	Operator not authorized by OpSpecs
2	Equipment not equipped/authorized
3	Not applicable due to exemption, deviation, or exception
4	Not authorized by regulation
5	Not authorized by Order
6	Not authorized by Notice
7	Not authorized/recommended by Advisory Circular
8	Not authorized by Policy Letter, Legal Interpretation, or other guidance
9	Other