

Survey completed by:
 Name: ERIC LAJJIMI
 Title: PRESIDENT
 Signature: _____

 Date: AUG 12 2025
 Audit carried out. Corrective action required:
 Audit completed/closed:

Write N/A in check boxes if question is not applicable.

I - QUALITY CONTROL AND INSPECTION		
1. Is the QC/QA manual current and up-to-date?	REV. 23 08/02/22	X
2. Does each supervisor have a controlled copy of QA/QC manual?	ELECTRONIC RECORD KEEPING	X
3. Is the current Repair Station / Production Certificate displayed?	LOBBY	X
4. Is the FAA approved drug and alcohol program up-to-date?	VERIFIED ACTIVE LIST + RESULTS	X
5. Is there a separation between product and quality control responsibility?	VERIFIED	X
6. Do inspectors have A+P or Repairmen Certificates?	VERIFIED	X
7. Are vendors periodically audited?	APPROVED VENDORS LIST 07/01/25	X
8. Is there an established procedure to provide corrective action for discrepancies during repair/overhaul?	ICAR	X
9. Are inspectors, technicians properly trained?	VERIFIED TRAINING RECORDS	X
10. Are records of training kept?	"	X
11. Are inspection stations appropriately located?	VERIFIED	X
12. Is an individual identified for managing the quality program?	ACCOUNTABLE MANAGER	X
13. Is there a procedure to report failures, malfunctions, defects and unairworthy conditions to the FAA, EASA, UK CAA and customer? (EASA and UK CAA Supp 13)	EASA SUPPLEMENT REV. 14 07/03/25	X
14. Is accountable management's statement up to date? (EASA and UK CAA Supp 4)	VERIFIED	X
15. Is there a quality audit system? (EASA and UK CAA Supp 14)	FM-QUAL-8225 SCHEDULE	X
16. Are components released using FAA Form 8130-3? (EASA and UK CAA Supp 10)	VERIFIED	X
17. Do work orders have customer's instructions of work to be carried out? (EASA and UK CAA Supp 7)	CONTRACT REV.	X
18. Is there a current Human Factors program? (EASA and UK CAA Supp 17)	+ RECURRENT TRAINING	X
19. Is there a roster of persons authorized to return to service? (EASA and UK CAA Supp 10) (14 CFR 43.7)	R.11 3.20.25	X
20. Are CASE 1A Standards up to date and applicable changes incorporated?	06/15/25	X
II - PRODUCTION PROCESS		
1. Does the repair station perform only work authorized by the repair capability list?	REV. 66 5/28/24	X
2. Is work performed in accordance with approved data? (EASA and UK CAA Supp 8)	VERIFIED	X
3. Is a work turnover procedure in effect?	BAC FORM 9	X
4. Is the maintenance release document of an approved type?	8130-3	X
5. Is the facility operating within the production limitations of the production approval?	VERIFIED WOS	X
6. Do completed parts have proper identification marking?	VERIFIED	X
7. Are special processes identified and defined by FAA / EASA approved data? (EASA and UK CAA Supp 8)	N/A	X
8. Is there a procedure for work performed away from the facility? (EASA and UK CAA Supp 19)	VERIFIED	X
9. Is there a procedure for contracted maintenance? (EASA and UK CAA Supp 16)	N/A	X
III - TOOLS AND TEST EQUIPMENT CALIBRATION		
1. Is there a tool calibration program?		X
2. Is there a designated person responsible for the tool calibration program?		X
3. Are standards used to calibrate tools traceable?		X
4. Are calibration records kept?		X
5. Are tools in use listed on a tool calibration list?	VERIFIED LISTED TOOLS	X
6. Is there a procedure for controlling and preventing out-of-service and due-to-calibration tools and equipment from being used?		X
7. Is tooling and test equipment adequate to perform service?		X
IV - DATA CONTROL		
1. Is a specific individual responsible for the technical data program?	ENGINEERING MGR	X
2. Are required manuals available to perform repairs/overhauls? (14 CFR 43.13)	VERIFIED	X
3. Is there an acceptable revision service?	S.E.L.A. PORTAL	X
4. Are adequate viewing devices available?	MANUALS	X
5. Are manuals up-to-date?	VERIFIED	X
6. Are manuals used at workstations?	VERIFIED	X
7. Are Ads properly documented? (EASA and UK CAA Supp 9)	DESKTOP SHORTCUT	X
8. Are major repairs performed with FAA approved data or with approvals from EASA/UK CAA? (EASA and UK CAA Supp 8)	NON OBSERVED	X

