

DCT To Go Report

CH/A: JN1R - ALTA AVIONICS LLC DCT ID: 41276-FY21Q2-4.2.7-0001 MLF Label: Air Carrier and Air Operator Requirements DCT Type: ED DCT Specialty: Airworthiness DCT Revision: 12.0 on 03/08/2019 (Released)

Summary Information

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

Objective (FAA Responsibility): Determine if the CH will be able to; (1) Comply with regulations; (2) Perform maintenance meeting CH policies and procedures.

Common Data Fields

<input type="checkbox"/> *If work is offsite of the airfield, include one of the following		◦ City	
▷ Address:		◦ State	
▷ Latitude/Longitude:		◦ Postal Code	
Start Date		◦ Country	
End Date		◦ Latitude	
Location: (Nearest) Airfield		◦ Longitude	
◦ Address 1		Related/Affiliated Maintenance Designator	
◦ Address 2		CH/A Provided	No
◦ Address 3			

Supplemental Information

SRR
121.1005(e), 135.505(e), 145.161, 145.163(b), 145.205(a), 145.205(b), 145.206(a), 145.206(b), 43.13(c)

Advisory Circular (AC)
AC-145-9

FAA Order 8900.1
8900.1 Vol 6 Ch 11 Sec 28, 8900.1 Vol 6 Ch 9 Sec 18

PI Instructions

Questions	Answers	Response Detail, Comments and Actions
4.2.7 Air Carrier and Air Operator Requirements		
2 Does the process design ensure the individual with responsibility provides both financial and human resources for the safety and quality performance of this element? Safety Attribute: Responsibility, Question Type: Output Validation, Scoping Attribute: IF (FAR PART = "135" OR "145" OR "141" OR "142" OR "147") AND NOT (SAFETY PROGRAMS = "SMSVP") THEN ACTIVATE, Rev. 2 3/8/2019 12:47:48 PM, QID: 51943, Response Details: Responsibility ED/EP/SP DCTs (Both OP and AW)	<input type="radio"/> Yes <input type="radio"/> No	
4 Is the person with authority clearly identifiable, qualified and knowledgeable to effectively plan, direct and control resources, change procedures and make key determinations including safety risk acceptance decisions for this element? Safety Attribute: Authority, Question Type: Output Validation, Scoping Attribute: IF (FAR PART = "135" OR "145" OR "141" OR "142" OR "147") AND NOT (SAFETY PROGRAMS = "SMSVP") THEN ACTIVATE, Rev. 2 3/8/2019 12:47:48 PM, QID: 51944, Response Details: Authority ED/EP/SP DCTs (Both OP and AW)	<input type="radio"/> Yes <input type="radio"/> No	
6 Do process measurement(s) exist to evaluate the performance of this element and implement corrective action if necessary? Safety Attribute: Process Measurement, Question Type: Output Validation, Scoping Attribute: IF (FAR PART = "135" OR "145" OR "141" OR "142" OR "147") AND NOT (SAFETY PROGRAMS = "SMSVP") THEN ACTIVATE, Rev. 2 3/8/2019 12:47:48 PM, QID: 51945, Response Details: Process Measurement ED/EP/SP DCTs (Both OP and AW)	<input type="radio"/> Yes <input type="radio"/> No	
7 Do the procedures specify who is responsible (by title) for maintaining the air carrier's procedures, including the necessary technical data?	<input type="radio"/> Yes <input type="radio"/> No	

Questions	Answers	Response Detail, Comments and Actions
REFERENCES: Advisory Circular (AC) AC-145-9 Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: IF (FAR PART = "145") AND (OTHER CERTIFICATES OR APPROVALS = "PERFORMS AIR CARRIER MAINTENANCE") THEN ACTIVATE QUESTION, Rev. 2 3/29/2014 7:45:38 AM , QID: 5135, Response Details: EP & ED DCTs (Both OP and AW)	<input type="radio"/> Not Applicable	
8 Do the procedures specify who is responsible (by title) for reviewing and amending purchase orders for complete and correct instructions, and how that person will be trained? REFERENCES: Advisory Circular (AC) AC-145-9 Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: IF (FAR PART = "145") AND (OTHER CERTIFICATES OR APPROVALS = "PERFORMS AIR CARRIER MAINTENANCE") THEN ACTIVATE QUESTION, Rev. 3 7/4/2014 2:14:43 PM , QID: 5136, Response Details: EP & ED DCTs (Both OP and AW)	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Applicable	
9 Do the procedures describe the training program for air carrier maintenance and RII? REFERENCES: SRR 145.163(b) Advisory Circular (AC) AC-145-9 FAA Order 8900.1 8900.1 Vol 6 Ch 9 Sec 18 Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: IF (FAR PART = "145") AND (OTHER CERTIFICATES OR APPROVALS = "PERFORMS AIR CARRIER MAINTENANCE") THEN ACTIVATE QUESTION, Rev. 3 3/18/2015 11:37:55 AM , QID: 5137, Response Details: EP & ED DCTs (Both OP and AW)	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Applicable	
10 Does the Repair Station Manual specify how air carrier special instructions for maintenance personnel are transferred to the work order or traveler? REFERENCES: Advisory Circular (AC) AC-145-9 FAA Order 8900.1 8900.1 Vol 6 Ch 9 Sec 18 Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: IF (FAR PART = "145") AND (OTHER CERTIFICATES OR APPROVALS = "PERFORMS AIR CARRIER MAINTENANCE") THEN ACTIVATE QUESTION, Rev. 3 3/18/2015 11:37:57 AM , QID: 5138, Response Details: EP & ED DCTs (Both OP and AW)	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Applicable	
11 Do the procedures specify how the current list of RII inspectors is maintained by the Repair Station, and who maintains the list? REFERENCES: SRR 145.161 Advisory Circular (AC) AC-145-9 Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: IF (FAR PART = "145") AND (OTHER CERTIFICATES OR APPROVALS = "PERFORMS AIR CARRIER MAINTENANCE") THEN ACTIVATE QUESTION, Rev. 3 7/4/2014 2:14:43 PM , QID: 5139, Response Details: EP & ED DCTs (Both OP and AW)	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Applicable	
12 Do the procedures specify what air carrier information must be available to maintenance personnel when the work is performed? REFERENCES: SRR 145.205(a) Advisory Circular (AC) AC-145-9 FAA Order 8900.1 8900.1 Vol 6 Ch 9 Sec 18 Safety Attribute: Procedures, Question Type: Output Validation,	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Applicable	

Questions	Answers	Response Detail, Comments and Actions
Scoping Attribute: IF (FAR PART = "145") AND (OTHER CERTIFICATES OR APPROVALS = "PERFORMS AIR CARRIER MAINTENANCE") THEN ACTIVATE QUESTION, Rev. 2 3/18/2015 11:37:57 AM , QID: 5140, Response Details: EP & ED DCTs (Both OP and AW)		
<p>13 Do the procedures require that purchase orders be reviewed to ensure the air carrier specified technical data is used when performing maintenance?</p> <p>REFERENCES: Advisory Circular (AC) AC-145-9</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: IF (FAR PART = "145") AND (OTHER CERTIFICATES OR APPROVALS = "PERFORMS AIR CARRIER MAINTENANCE") THEN ACTIVATE QUESTION, Rev. 2 3/29/2014 7:44:41 AM , QID: 5141, Response Details: EP & ED DCTs (Both OP and AW)</p>	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Applicable	
<p>17 Do the procedures require the Repair Station to follow the Operator's continuous airworthiness maintenance program and maintenance manual when performing work for:</p> <p>#1. 14 CFR Part 121 air carriers; #2. 14 CFR Part 135 air carriers; and #3. Commercial Operators?</p> <p>REFERENCES: SRR 145.205(a) Advisory Circular (AC) AC-145-9 FAA Order 8900.1 8900.1 Vol 6 Ch 9 Sec 18</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: IF (FAR PART = "145") AND (OTHER CERTIFICATES OR APPROVALS = "PERFORMS AIR CARRIER MAINTENANCE") THEN ACTIVATE QUESTION, Rev. 3 3/18/2015 11:37:58 AM , QID: 5145, Response Details: EP & ED DCTs (Both OP and AW)</p>	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Applicable	
<p>18 Do the procedures require the Repair Station to follow the air carrier's approved inspection program when performing work for Operators under 14 CFR Part 125?</p> <p>REFERENCES: SRR 145.205(b) Advisory Circular (AC) AC-145-9 FAA Order 8900.1 8900.1 Vol 6 Ch 9 Sec 18</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: IF (FAR PART = "145") AND (OTHER CERTIFICATES OR APPROVALS = "PERFORMS AIR CARRIER MAINTENANCE") THEN ACTIVATE QUESTION, Rev. 2 3/15/2017 10:15:20 AM , QID: 5149, Response Details: EP & ED DCTs (Both OP and AW)</p>	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Applicable	
<p>22 Do the procedures require the Repair Station to acknowledge receipt of 14 CFR Part 121 and 135 Operators' HAZMATs notifications per 121.1005(e) and 135.505(e) prior to performing work for, or on behalf of that Operator?</p> <p>REFERENCES: SRR 121.1005(e), 135.505(e), 145.206(a)</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: IF (FAR PART = "145") AND (OTHER CERTIFICATES OR APPROVALS = "PERFORMS AIR CARRIER MAINTENANCE") THEN ACTIVATE QUESTION, Rev. 1 5/14/2014 10:51:14 AM , QID: 5156, Response Details: EP & ED DCTs (Both OP and AW)</p>	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Applicable	
<p>23 Do the procedures require employees and contractors who handle or replace aircraft components (or other items regulated by 49 CFR Parts 171 through 180) to be notified of each Part 121 and 135 Operator that permits or prohibits carrying HAZMATs?</p> <p>REFERENCES: SRR 145.206(b)</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: IF (FAR PART = "145") AND (OTHER CERTIFICATES OR APPROVALS = "PERFORMS AIR CARRIER MAINTENANCE") THEN ACTIVATE QUESTION, Rev. 1 5/14/2014 10:51:14 AM , QID: 5157, Response Details: EP & ED DCTs (Both OP and AW)</p>	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Applicable	

Questions	Answers	Response Detail, Comments and Actions
<p>24 Do the procedures require the Repair Station to follow the air carrier's manual when completing:</p> <p>#1. Maintenance entries; and</p> <p>#2. Maintenance releases?</p> <p>REFERENCES: SRR 145.205(a) Advisory Circular (AC) AC-145-9</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: IF (FAR PART = "145") AND (OTHER CERTIFICATES OR APPROVALS = "PERFORMS AIR CARRIER MAINTENANCE") THEN ACTIVATE QUESTION, Rev. 2 7/4/2014 2:19:23 PM , QID: 5158, Response Details: EP & ED DCTs (Both OP and AW)</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Applicable</p>	
<p>25 Do the procedures require the Repair Station to request from the Operator:</p> <p>#1. Any maintenance duty time requirements from the Operator;</p> <p>#2. Any special maintenance or alteration instructions per engineering orders, build lists, and other methods, techniques, and practices in the Operator's manual per 43.13(c); and</p> <p>#3. Information regarding recordkeeping requirements, including who is responsible for maintaining the files?</p> <p>REFERENCES: SRR 43.13(c) Advisory Circular (AC) AC-145-9</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: IF (FAR PART = "145") AND (OTHER CERTIFICATES OR APPROVALS = "PERFORMS AIR CARRIER MAINTENANCE") THEN ACTIVATE QUESTION, Rev. 2 7/4/2014 2:19:23 PM , QID: 5161, Response Details: EP & ED DCTs (Both OP and AW)</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Applicable</p>	
<p>26 Does the manual include a description of the Repair Station's eight elements of their composite repair work program that identifies the specific requirements for:</p> <p>#1. Organization: A sufficient organization to successfully perform airworthy composite repairs;</p> <p>#2. Training Program: A composite repair training program that covers all employees, including management personnel;</p> <p>#3. Facilities: A repair facility to have adequate general physical condition required for proper housekeeping, storage, safety, management of consumables, and the necessary space conditions required to perform the composite repair work;</p> <p>#4. Repair Technical Data: Composite repair technical data, including procedures and processes for repairs, access to Structural Repair Manuals (SRM), and implementation processes;</p> <p>#5. Repair Procedures: A Quality Control Program that ensures repairs are properly completed, documented and stipulate the repair procedures must be followed throughout the composite repair process;</p> <p>#6. Repair Records: A permanent repair record created by using written procedures, processes, specifications, and/or methods that must be used to document the repair and document the technical data used for the repair;</p> <p>#7. Equipment, Tooling, and Calibration: A control and process to meet all required standards and quality control procedures for equipment, tooling, autoclave, material testing equipment, and calibration procedures that are consistent with the technical data employed for the composite repair work; and</p> <p>#8. Material Handling: A control and process for purchasing, receiving, and handling procedures for each material in use?</p> <p>REFERENCES: FAA Order 8900.1 8900.1 Vol 6 Ch 11 Sec 28</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: IF (FAR PART = "145") THEN ACTIVATE, Rev. 3 8/7/2014 2:03:17 PM , QID: 5701, Response Details: EP & ED DCTs (Both OP and AW)</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Applicable</p>	
<p>28 Do procedures exist in enough detail to meet the regulatory and guidance requirements for this element to produce the intended results?</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: IF (FAR PART = "135" OR "145" OR "141" OR "142" OR "147") AND NOT (SAFETY PROGRAMS = "SMSVP") THEN ACTIVATE, Rev. 2 3/8/2019 12:47:47 PM , QID: 51940, Response Details: EP & ED DCTs (Both OP and AW)</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Applicable</p>	

Questions	Answers	Response Detail, Comments and Actions
<p>30 Do controls exist within this element that ensure risks are reduced to an acceptable level?</p> <p>Safety Attribute: Controls, Question Type: Output Validation, Scoping Attribute: IF (FAR PART = "135" OR "145" OR "141" OR "142" OR "147") AND NOT (SAFETY PROGRAMS = "SMSVP") THEN ACTIVATE, Rev. 2 3/8/2019 12:47:47 PM , QID: 51941, Response Details: Controls ED/EP/SP DCTs (Both OP and AW)</p>	<p><input type="radio"/> Yes <input type="radio"/> No</p>	
<p>32 Does the certificate holder have a method to evaluate the impact of changes on related processes (interfaces) for this element?</p> <p>Safety Attribute: Interfaces, Question Type: Output Validation, Scoping Attribute: IF (FAR PART = "135" OR "145" OR "141" OR "142" OR "147") AND NOT (SAFETY PROGRAMS = "SMSVP") THEN ACTIVATE, Rev. 2 3/8/2019 12:47:47 PM , QID: 51942, Response Details: Interfaces ED/EP/SP DCTs (Both OP and AW)</p>	<p><input type="radio"/> Yes <input type="radio"/> No</p>	
<p>34 Does the process design require that individuals understand their safety role and how it contributes to the safety performance of this element?</p> <p>Safety Attribute: Safety Ownership, Question Type: Output Validation, Scoping Attribute: IF (FAR PART = "135" OR "145" OR "141" OR "142" OR "147") AND NOT (SAFETY PROGRAMS = "SMSVP") THEN ACTIVATE, Rev. 2 3/8/2019 12:47:48 PM , QID: 51946, Response Details: Safety Ownership ED/EP/SP DCTs (Both OP and AW)</p>	<p><input type="radio"/> Yes <input type="radio"/> No</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/A Response Detail (Released, 2.0)	
1	Not applicable or authorized for the certificate holder or applicant
2	Other
Response Details List Controls ED/EP/SP DCTs (Both OP and AW) (Released, 1.0)	
1	Failure to identify hazards or ineffective risk controls
2	Failure to develop and maintain risk controls
3	Failure to effectively mitigate risk before applying risk controls
4	Risk controls ineffective
5	Unclear risk controls
6	Failure to assess risk for a new system
7	Failure to assess risk when revising an existing system

8	Failure to assess risk when developing operational procedures
9	Failure to maintain records of outputs of risk control assessments
10	Other
Response Details List Interfaces ED/EP/SP DCTs (Both OP and AW) (Released, 1.0)	
1	Internal communication failure(s)
2	External communication failure(s)
3	Lack of interfaces
4	Inconsistent interfaces
5	Poor coordination between departments and employees
6	Failure of interfaces between processes or procedures
7	Other
Response Details List Responsibility ED/EP/SP DCTs (Both OP and AW) (Released, 1.0)	
1	Failed to provide financial resources
2	Failed to provide sufficient human resources
3	Individual not clearly identified
4	Failure to ensure safety of process
5	Failure to oversee operations conducted under the certificate
6	Failed to ensure quality performance of process
7	Process oversight failure
8	Communication failure(s)
9	Other
Response Details List Authority ED/EP/SP DCTs (Both OP and AW) (Released, 1.0)	
1	Process oversight failure
2	Unacceptable safety risk acceptance
3	Ineffective planning of resources
4	Ineffective use of resources
5	Ineffective control of resources
6	Failure to implement safety risk processes
7	Process owner not clearly identified
8	Unqualified
9	Other
Response Details List Process Measurement ED/EP/SP DCTs (Both OP and AW) (Released, 1.0)	
1	Inadequate monitoring of operations processes
2	Ineffective evaluations of processes or systems
3	Undocumented or insufficient investigations
4	Failure to conduct audits
5	Ineffective audits
6	Failure to detect changes in the operational environment
7	Personnel failed to perform/follow process (procedures, guidance, etc.)
8	Process failed to meet desired outcome
9	Process oversight failure
10	Other
Response Details List Safety Ownership ED/EP/SP DCTs (Both OP and AW) (Released, 3.0)	
1	Unaware of or ineffective safety policies or processes
2	Unaware of or ineffective safety related reporting tools
3	Unclear safety policy
4	Ineffective safety related training
5	Lack of safety culture
6	Unclear safety objectives
7	Other