

	<u>YES</u>	<u>NO</u>	<u>N/A</u>
I. Do inspectors have access to the proper tools, gauges, instruments, and test equipment to properly inspect the characteristics of the product?	___	___	___
8. TOOL ADEQUACY AND CALIBRATION:			
A. Is all test equipment within the department marked with a CAL tag giving the CAL date, CAL due date, and CAL BY info?	___	___	___
B. Do the employees of the department, including department head, check the CAL dates on a regular basis?	___	___	___
C. Do the department supervisors know where the test equipment quarantine area is for test equipment found defective or out of CAL?	___	___	___
D. Is the test equipment properly cared for while in use or in storage?	___	___	___
E. Does the department have available to it all of the required test equipment for the range of jobs it performs?	___	___	___
F. Does the department have available to it all of the required tooling, crimpers, removal and insertion tools?	___	___	___
9. MAINTENANCE RELEASE PROCESS:			
A. Are all of the forms properly filled out for receiving an aircraft for an installation?	___	___	___
B. When the equipment or aircraft repair is completed, are the return to service forms properly filled out, and complete with all required inspections?	___	___	___
C. When outside work is required, are the proper maintenance releases received from them and documented?	___	___	___
10. DEFECT REPORTING:			
A. Are defects being reported when they occur in paperwork equipment, parts, or any process thereof?	___	___	___

