

**Alta Avionics, LLC**

**Capability Manual**

**(CM)**

**CRS# TBD**

**1887 SOUTH 1800 WEST**

**Woods Cross, UT 84087**

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# Introduction

Alta Avionics, LLC is an avionics repair facility providing maintenance, repair, and installation of avionics systems for various types of aircraft.

This Capabilities List has been prepared in accordance with the current Code of Federal Regulations (CFR’s), and the policies of Alta Avionics, LLC.

This manual contains the company’s Capability Manual to comply with 14CFR Part 145 (§215)

# Manual Control

This manual will be maintained by the FAA Coordinator and will be stored on Alta Avionics, LLC computer system. Alta Avionics, LLC will provide a direct link on every computer terminal for manual access for all employees. A computer system data backup will be performed once each month, with rolling data ‘snapshots’ each day, and that data will be used to restore repair station data in the event of computer failure.

In addition, the Portable Data Format (pdf) files and corresponding Document (.doc and .docx) files will be kept on a Version Control System (VCS) remotely from Alta Avionics, LLC’s premises. VCS systems allow the reproduction of the current manual version, as well as provide an effective storage and retrieval system for past or historical versions of the manual.

The General Manager will be notified by a department supervisor in the event this manual is not current, and valid for that department’s use, and will identify needed changes using form AA-MCR (Manual Change Request). A sample of this form is found in the Forms Manual. The General Manager will have the revisions found necessary, produced in a final form. In addition, a Capability List Self Evaluation shall be carried out using form AA-CLSE as detailed below in paragraph 3.1. The proposed revisions will be submitted to the FAA/CHDO (Federal Aviation Administration/Certificate Holding District Office) for acceptance in electronic form (pdf).

The FAA Coordinator will revise manuals as required, and explain the revisions to all employees. An entry into each employee’s training record will be added after each employee has been trained to verify and acknowledge the understating of each revision. Upon approval by an authorized Repair Station representative, the repair station will commence operating within the guidelines of the new revision.

The “List of Effective Pages” will reflect the Approval/Acceptance of the current revision. A file will be maintained, showing on a continuous basis, the disposition of each manual change. The FAA/CHDO will be notified each time a revision to this manual is needed. Revised areas within the document will be identified by a vertical bar in the margin.

Revisions found “not acceptable” to the FAA/CHDO, which do not conform to applicable regulations, will be addressed by this repair station as a top priority. The identified procedure or action will cease, and acceptable changes implemented immediately. The maintenance/administrative actions that were performed under revisions found “not acceptable” by the FAA/CHDO will be addressed in the following order:

* + - 1. Safety of Flight: Aircraft operator to be notified immediately, and advised that aircraft is to remain on the ground until this repair station can correct the problem, or coordinate with another certified repair station to correct the problem.
      2. Procedure/Record Keeping: Aircraft operator to be notified immediately, and advised of the problem. The operator will have the option to operate the aircraft until the problem can be corrected.
      3. Problems that do not affect aircraft and/or appliances will be dealt with internally and immediately to correct them.

## Self-Evaluation

An article or capability will be listed in this Capability Manual only if the capability is within the scope of the ratings of Alta Avionics, LLC’s repair station certificate, and only after the repair station has performed a self-evaluation in accordance with the procedures under §145.209(d)(2). Alta Avionics, LLC shall perform a self-evaluation using form AA-CLSE to determine that the repair station has all of the housing, facilities, equipment, material, technical data, processes, and trained personnel in place to perform the work on the article as required by CFR part 145. A sample of this form is found in the Forms Manual. Alta Avionics, LLC shall retain on file (electronic or paper) documentation of the evaluation.

## Satellite Facilities

All satellite facilities under Alta Avionics, LLC will also be supplied with a direct link on every computer terminal. Each employee will be trained on the procedure to access all the manuals during their initial training. A stored copy will be supplied to each facility in case of computer failure.

# Record of Revision – Capability Manual (CM)

| **Revision Identification** | **Revision Date** | **Description of Revision** | **Repair Station Approval** |
| --- | --- | --- | --- |
| 1.0 | 6/2020 | Initial Version Complete | See ‘List of Effective Pages’ |

# Capability Index

In an effort to provide clarity and ease of use, the following Capability Index is detailed to provide a simple cross reference to specific capabilities of Alta Avionics, LLC.

# Appendix A – List of Effective Pages

|  |  |  |
| --- | --- | --- |
| **LIST OF EFFECTIVE PAGES** | | |
| **PAGE NO.** | **REV.** | **DATE** |
| COVER PAGE | 1.0 | 03/2020 |
| 1-1 | 1.0 | 03/2020 |
| 2-1 | 1.0 | 03/2020 |
| 3-1 | 1.0 | 03/2020 |
| 3.2 | 1.0 | 03/2020 |
| 4-1 | 1.0 | 03/2020 |
| 5-1 | 1.0 | 03/2020 |
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| 5-9 | 1.0 | 03/2020 |
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| 8-1 | 1.0 | 03/2020 |
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| 11-1 | 1.0 | 03/2020 |
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| 15-1 | 1.0 | 03/2020 |
| 16-1 | 1.0 | 03/2020 |
| 16-2 | 1.0 | 03/2020 |
| 17-1 | 1.0 | 03/2020 |
| 18-1 | 1.0 | 03/2020 |
| 18-2 | 1.0 | 03/2020 |