|  |
| --- |
| DCT ID: 41276-FY21Q2-4.7.3-0001  4.7.3 Tools and Equipment, ED DCT, Airworthiness, CH/A: JN1R - ALTA AVIONICS LLC  Revision: 10.0 on 03/08/2019 |

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| --- | --- | --- |
| |  | | --- | | DCT To Go Report |  |  | | --- | | CH/A: JN1R - ALTA AVIONICS LLC  DCT ID:41276-FY21Q2-4.7.3-0001  MLF Label:  Tools and Equipment  DCT Type: ED DCT  Specialty: Airworthiness  DCT Revision: 10. 0 on 03/08/2019  (Released) | |
| Summary Information |
| |  |  | | --- | --- | | Purpose (Certificate Holder Responsibility): | To provide necessary tools and equipment to perform maintenance. | | Objective (FAA Responsibility): | Determine if the CH will be able to; (1) Comply with regulations; (2) Provide necessary measuring tools and equipment; (3) Maintain tools to perform maintenance, preventive maintenance, or alterations under the Certificate Holder’s operating certificate and OpSpecs. | |
|  |
| Common Data Fields |
| |  |  |  |  | | --- | --- | --- | --- | |  | | | | | □ \*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**  145.109(a), 145.109(b), 145.109(c), 145.209(c), 145.211(c), 43.13(a) | | **Advisory Circular (AC)**  AC-145-9 | | **FAA Order 8900.1**  8900.1 Vol 3 Ch 15 Sec 1, 8900.1 Vol 6 Ch 11 Sec 17, 8900.1 Vol 6 Ch 11 Sec 20, 8900.1 Vol 6 Ch 9 Sec 9 | |
| PI Instructions |
| |  | | --- | |  | |

| **Questions** | **Answers** | **Response Detail, Comments and Actions** |
| --- | --- | --- |
| **4.7.3 Tools and Equipment** | | |
| 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) | |  |  | | --- | --- | | ◯ | Yes | | ◯ | No |   RSM  Section 7.1: President | |  | | --- | |  | |
| 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) | |  |  | | --- | --- | | ◯ | Yes | | ◯ | No |   RSM  Section 7.2: Accountable Manager | |  | | --- | |  | |
| 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) | |  |  | | --- | --- | | ◯ | Yes | | ◯ | No |   QSM  Section 26: CAS | |  | | --- | |  | |
| 7    Do the procedures specify responsibility for tool calibration?.    **REFERENCES:** **Advisory Circular (AC)** AC-145-9  **Safety Attribute:** Procedures,   **Question Type:** Output Validation,    **Scoping Attribute:** IF (FAR PART = "145" ) THEN ACTIVATE QUESTION,   **Rev.**   1   5/14/2014 10:51:14 AM ,    **QID:** 7612,   **Response Details:** EP & ED DCTs (Both OP and AW) | |  |  | | --- | --- | | ◯ | Yes | | ◯ | No | | ◯ | Not Applicable |   RSM  Section 7.4: Chief Inspector | |  | | --- | |  | |
| 8    Do the procedures specify who is responsible for maintaining calibration records and where the records are maintained?    **REFERENCES:** **Advisory Circular (AC)** AC-145-9  **NOTE:** This includes both internal and external calibration records.  **Safety Attribute:** Procedures,   **Question Type:** Output Validation,    **Scoping Attribute:** IF (FAR PART = "145" ) THEN ACTIVATE QUESTION,   **Rev.**   1   5/14/2014 10:51:14 AM ,    **QID:** 7613,   **Response Details:** EP & ED DCTs (Both OP and AW) | |  |  | | --- | --- | | ◯ | Yes | | ◯ | No | | ◯ | Not Applicable |   RSM  Section 7.5: FAA Coordinator | |  | | --- | |  | |
| 9    Do the procedures require that the tools, equipment, and materials necessary to perform the work be located on the premises and under the Repair Station's control when the work is being performed?    **REFERENCES:** **SRR** 145.109(a) **Advisory Circular (AC)** AC-145-9  **Safety Attribute:** Procedures,   **Question Type:** Output Validation,    **Scoping Attribute:** IF (FAR PART = "145" ) THEN ACTIVATE QUESTION,   **Rev.**   1   5/14/2014 10:51:14 AM ,    **QID:** 7614,   **Response Details:** EP & ED DCTs (Both OP and AW) | |  |  | | --- | --- | | ◯ | Yes | | ◯ | No | | ◯ | Not Applicable |   RSM  Section 12  Equipment, Tools, Technical Data, and Materials | |  | | --- | |  | |
| 10    Do the procedures require precision tools, measuring devices, and test equipment to be calibrated and traceable to one of the following:         #1. A standard acceptable to the FAA;        #2. NIST;        #3. Manufacturer's standards; or        #4. If foreign-manufactured, the standards of the country where manufactured, if acceptable to the Administrator?   **REFERENCES:** **SRR** 145.109(b), 145.211(c) **Advisory Circular (AC)** AC-145-9 **FAA Order 8900.1** 8900.1 Vol 3 Ch 15 Sec 1, 8900.1 Vol 6 Ch 11 Sec 17, 8900.1 Vol 6 Ch 11 Sec 20, 8900.1 Vol 6 Ch 9 Sec 9  **Safety Attribute:** Procedures,   **Question Type:** Output Validation,    **Scoping Attribute:** IF (FAR PART = "145" ) THEN ACTIVATE QUESTION,   **Rev.**   2   3/18/2015 9:00:08 AM ,    **QID:** 7615,   **Response Details:** EP & ED DCTs (Both OP and AW) | |  |  | | --- | --- | | ◯ | Yes | | ◯ | No | | ◯ | Not Applicable |   RSM  Section 12  Equipment, Tools, Technical Data, and Materials  QSM  Section 23  Calibration of Test Equipment, Tools, Special Tools | |  | | --- | |  | |
| 11    Does the manual include procedures for obtaining (i.e., leasing, renting, etc.) equipment that is not owned by the Repair Station?    **REFERENCES:** **SRR** 145.209(c) **Advisory Circular (AC)** AC-145-9 **FAA Order 8900.1** 8900.1 Vol 6 Ch 9 Sec 9  **Safety Attribute:** Procedures,   **Question Type:** Output Validation,    **Scoping Attribute:** IF (FAR PART = "145" ) THEN ACTIVATE QUESTION,   **Rev.**   4   3/15/2017 10:13:58 AM ,    **QID:** 7620,   **Response Details:** EP & ED DCTs (Both OP and AW) | |  |  | | --- | --- | | ◯ | Yes | | ◯ | No | | ◯ | Not Applicable |   RSM  Section 12  Equipment, Tools, Technical Data, and Materials  QSM  Section 23  Calibration of Test Equipment, Tools, Special Tools | |  | | --- | |  | |
| 12    Do the procedures require the use of equipment, tools, and materials recommended by the manufacturer of the article or equivalent to what is recommended by the manufacturer and acceptable to the FAA?    **REFERENCES:** **SRR** 145.109(c), 43.13(a) **FAA Order 8900.1** 8900.1 Vol 6 Ch 11 Sec 17, 8900.1 Vol 6 Ch 11 Sec 20  **Safety Attribute:** Procedures,   **Question Type:** Output Validation,    **Scoping Attribute:** IF (FAR PART = "145" ) THEN ACTIVATE QUESTION,   **Rev.**   1   5/14/2014 10:51:14 AM ,    **QID:** 7621,   **Response Details:** EP & ED DCTs (Both OP and AW) | |  |  | | --- | --- | | ◯ | Yes | | ◯ | No | | ◯ | Not Applicable |   RSM  Section 12  Equipment, Tools, Technical Data, and Materials | |  | | --- | |  | |
| 13    Do the procedures specify how tools and equipment not requiring calibration will be identified and controlled?    **REFERENCES:** **Advisory Circular (AC)** AC-145-9  **Safety Attribute:** Procedures,   **Question Type:** Output Validation,    **Scoping Attribute:** IF (FAR PART = "145" ) THEN ACTIVATE QUESTION,   **Rev.**   1   5/14/2014 10:51:14 AM ,    **QID:** 7622,   **Response Details:** EP & ED DCTs (Both OP and AW) | |  |  | | --- | --- | | ◯ | Yes | | ◯ | No | | ◯ | Not Applicable |   SM  Section 12  Equipment, Tools, Technical Data, and Materials | |  | | --- | |  | |
| 14    Do the procedures require the calibration of automated test equipment?    **REFERENCES:** **Advisory Circular (AC)** AC-145-9  **Safety Attribute:** Procedures,   **Question Type:** Output Validation,    **Scoping Attribute:** IF (FAR PART = "145" ) THEN ACTIVATE QUESTION,   **Rev.**   1   5/14/2014 10:51:14 AM ,    **QID:** 7623,   **Response Details:** EP & ED DCTs (Both OP and AW) | |  |  | | --- | --- | | ◯ | Yes | | ◯ | No | | ◯ | Not Applicable |   SM  Section 12  Equipment, Tools, Technical Data, and Materials | |  | | --- | |  | |
| 15    Does the Quality Control Manual require the periodic inspection and calibration of:         #1. Precision tools;        #2. Measuring devices; and        #3. Test equipment?   **REFERENCES:** **SRR** 145.211(c) **Advisory Circular (AC)** AC-145-9 **FAA Order 8900.1** 8900.1 Vol 6 Ch 9 Sec 9  **NOTE:** An appropriate inspection and calibration frequency should ensure the precision tool, measuring device, or test equipment remains calibrated during its inspection and calibration cycle. This covers all repair station-owned, employee-owned, contractor, and leased tools and equipment.  **Safety Attribute:** Procedures,   **Question Type:** Output Validation,    **Scoping Attribute:** IF (FAR PART = "145" ) THEN ACTIVATE QUESTION,   **Rev.**   3   3/15/2017 10:13:58 AM ,    **QID:** 7624,   **Response Details:** EP & ED DCTs (Both OP and AW) | |  |  | | --- | --- | | ◯ | Yes | | ◯ | No | | ◯ | Not Applicable |   QSM  Section 23  Calibration of Test Equipment, Tools, Special Tools | |  | | --- | |  | |
| 16    Do the procedures include a means to identify and control each of the following, used for establishing the basis of product acceptance or for making a finding of airworthiness (approval for return to service):         #1. Precision tools;        #2. Measuring devices; and        #3. Test equipment?   **REFERENCES:** **SRR** 145.109(b), 145.211(c) **Advisory Circular (AC)** AC-145-9 **FAA Order 8900.1** 8900.1 Vol 3 Ch 15 Sec 1, 8900.1 Vol 6 Ch 11 Sec 17, 8900.1 Vol 6 Ch 11 Sec 20, 8900.1 Vol 6 Ch 9 Sec 9  **Safety Attribute:** Procedures,   **Question Type:** Output Validation,    **Scoping Attribute:** IF (FAR PART = "145" ) THEN ACTIVATE QUESTION,   **Rev.**   3   3/15/2017 10:13:56 AM ,    **QID:** 7628,   **Response Details:** EP & ED DCTs (Both OP and AW) | |  |  | | --- | --- | | ◯ | Yes | | ◯ | No | | ◯ | Not Applicable |   RSM  Section 12  Equipment, Tools, Technical Data, and Materials  QSM  Section 23  Calibration of Test Equipment, Tools, Special Tools | |  | | --- | |  | |
| 17    Do the procedures include instructions for changing calibration intervals?    **REFERENCES:** **Advisory Circular (AC)** AC-145-9  **Safety Attribute:** Procedures,   **Question Type:** Output Validation,    **Scoping Attribute:** IF (FAR PART = "145" ) THEN ACTIVATE QUESTION,   **Rev.**   1   5/14/2014 10:51:14 AM ,    **QID:** 7632,   **Response Details:** EP & ED DCTs (Both OP and AW) | |  |  | | --- | --- | | ◯ | Yes | | ◯ | No | | ◯ | Not Applicable | | |  | | --- | |  | |
| 18    Do the procedures include instructions and information for calibrations performed by outside contractors?    **REFERENCES:** **Advisory Circular (AC)** AC-145-9  **Safety Attribute:** Procedures,   **Question Type:** Output Validation,    **Scoping Attribute:** IF (FAR PART = "145" ) THEN ACTIVATE QUESTION,   **Rev.**   1   5/14/2014 10:51:14 AM ,    **QID:** 7633,   **Response Details:** EP & ED DCTs (Both OP and AW) | |  |  | | --- | --- | | ◯ | Yes | | ◯ | No | | ◯ | Not Applicable |   Section 23  Calibration of Test Equipment, Tools, Special Tools | |  | | --- | |  | |
| 19    Do the procedures include a method to evaluate and document the adequacy of each equivalent:         #1. Precision tool;        #2. Measuring device; and        #3. Test equipment?   **REFERENCES:** **SRR** 145.109(c), 43.13(a) **Advisory Circular (AC)** AC-145-9 **FAA Order 8900.1** 8900.1 Vol 6 Ch 11 Sec 20, 8900.1 Vol 6 Ch 9 Sec 9  **NOTE:** The basis of equivalency is the requirement that the article meet the manufacturer’s standards and specifications in all respects regarding tolerances, repeatability, and accuracy.  **Safety Attribute:** Procedures,   **Question Type:** Output Validation,    **Scoping Attribute:** IF (FAR PART = "145" ) THEN ACTIVATE QUESTION,   **Rev.**   3   3/15/2017 10:13:58 AM ,    **QID:** 7634,   **Response Details:** EP & ED DCTs (Both OP and AW) | |  |  | | --- | --- | | ◯ | Yes | | ◯ | No | | ◯ | Not Applicable |   RSM  Section 12  Equipment, Tools, Technical Data, and Materials  QSM  Section 23  Calibration of Test Equipment, Tools, Special Tools | |  | | --- | |  | |
| 20    Do the procedures require inspection and calibration records (i.e., test reports, inspection and calibration reports, or certificates) for precision tools, measuring devices, and test equipment to include the:         #1. Name of the person who performed the calibration;        #2. Date of 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?   **REFERENCES:** **SRR** 145.109(b), 145.211(c) **Advisory Circular (AC)** AC-145-9 **FAA Order 8900.1** 8900.1 Vol 3 Ch 15 Sec 1, 8900.1 Vol 6 Ch 11 Sec 17, 8900.1 Vol 6 Ch 11 Sec 20, 8900.1 Vol 6 Ch 9 Sec 9  **NOTE:** This applies to both in-house and contracted calibration records.  **Safety Attribute:** Procedures,   **Question Type:** Output Validation,    **Scoping Attribute:** IF (FAR PART = "145" ) THEN ACTIVATE QUESTION,   **Rev.**   3   3/15/2017 10:13:55 AM ,    **QID:** 7638,   **Response Details:** EP & ED DCTs (Both OP and AW) | |  |  | | --- | --- | | ◯ | Yes | | ◯ | No | | ◯ | Not Applicable |   QSM  Section 23  Calibration of Test Equipment, Tools, Special Tools  FM  Section 7.3: Certificate of Calibration | |  | | --- | |  | |
| 21    Do the procedures include a method to inform each user of the current inspection and calibration status of:         #1. Precision tools;        #2. Measuring devices; and        #3. Test equipment?   **REFERENCES:** **SRR** 145.109(b), 145.211(c) **Advisory Circular (AC)** AC-145-9 **FAA Order 8900.1** 8900.1 Vol 3 Ch 15 Sec 1, 8900.1 Vol 6 Ch 11 Sec 17, 8900.1 Vol 6 Ch 11 Sec 20, 8900.1 Vol 6 Ch 9 Sec 9  **Safety Attribute:** Procedures,   **Question Type:** Output Validation,    **Scoping Attribute:** IF (FAR PART = "145" ) THEN ACTIVATE QUESTION,   **Rev.**   3   3/15/2017 10:13:55 AM ,    **QID:** 7645,   **Response Details:** EP & ED DCTs (Both OP and AW) | |  |  | | --- | --- | | ◯ | Yes | | ◯ | No | | ◯ | Not Applicable |   RSM  Section 12  Equipment, Tools, Technical Data, and Materials  QSM  Section 23  Calibration of Test Equipment, Tools, Special Tools | |  | | --- | |  | |
| 22    Do the procedures require the recall or removal from service of any precision tool, measuring device, or test equipment that:         #1. Has exceeded its inspection or calibration interval;        #2. Has broken inspection or calibration seals;        #3. Is suspected of malfunctioning; or        #4. Is determined to be unreliable?   **REFERENCES:** **SRR** 145.109(b), 145.211(c) **Advisory Circular (AC)** AC-145-9 **FAA Order 8900.1** 8900.1 Vol 3 Ch 15 Sec 1, 8900.1 Vol 6 Ch 11 Sec 17, 8900.1 Vol 6 Ch 11 Sec 20, 8900.1 Vol 6 Ch 9 Sec 9  **Safety Attribute:** Procedures,   **Question Type:** Output Validation,    **Scoping Attribute:** IF (FAR PART = "145" ) THEN ACTIVATE QUESTION,   **Rev.**   3   3/15/2017 10:13:55 AM ,    **QID:** 7649,   **Response Details:** EP & ED DCTs (Both OP and AW) | |  |  | | --- | --- | | ◯ | Yes | | ◯ | No | | ◯ | Not Applicable |   QSM  Section 23  Calibration of Test Equipment, Tools, Special Tools | |  | | --- | |  | |
| 23    Do the procedures require inspected products to be recalled if the measuring equipment was out of tolerance when the work was performed?    **REFERENCES:** **Advisory Circular (AC)** AC-145-9  **Safety Attribute:** Procedures,   **Question Type:** Output Validation,    **Scoping Attribute:** IF (FAR PART = "145" ) THEN ACTIVATE QUESTION,   **Rev.**   1   5/14/2014 10:51:14 AM ,    **QID:** 7654,   **Response Details:** EP & ED DCTs (Both OP and AW) | |  |  | | --- | --- | | ◯ | Yes | | ◯ | No | | ◯ | Not Applicable |   QSM  Section 23  Calibration of Test Equipment, Tools, Special Tools | |  | | --- | |  | |
| 24    Do the procedures include methods to prevent maintenance from being performed with tools and test equipment that have been used for in-house calibration standards?    **REFERENCES:** **FAA Order 8900.1** 8900.1 Vol 6 Ch 9 Sec 9  **Safety Attribute:** Procedures,   **Question Type:** Output Validation,    **Scoping Attribute:** IF (FAR PART = "145" ) THEN ACTIVATE QUESTION,   **Rev.**   3   3/18/2015 9:00:14 AM ,    **QID:** 7655,   **Response Details:** EP & ED DCTs (Both OP and AW) | |  |  | | --- | --- | | ◯ | Yes | | ◯ | No | | ◯ | Not Applicable |   QSM  Section 23  Calibration of Test Equipment, Tools, Special Tools | |  | | --- | |  | |
| 25    Do the procedures require proper storage, handling, and transporting of:         #1. Precision tools;        #2. Measuring devices; and        #3. Test equipment?   **REFERENCES:** **Advisory Circular (AC)** AC-145-9 **FAA Order 8900.1** 8900.1 Vol 6 Ch 9 Sec 9  **Safety Attribute:** Procedures,   **Question Type:** Output Validation,    **Scoping Attribute:** IF (FAR PART = "145" ) THEN ACTIVATE QUESTION,   **Rev.**   3   3/15/2017 10:13:57 AM ,    **QID:** 7656,   **Response Details:** EP & ED DCTs (Both OP and AW) | |  |  | | --- | --- | | ◯ | Yes | | ◯ | No | | ◯ | Not Applicable |   RSM  Section 9: Housing and Facilities | |  | | --- | |  | |
| 26    Does the Repair Station Manual describe the Repair Station's:         #1. Equipment;        #2. Tooling; and        #3. Materials used to perform maintenance, preventative maintenance, or alterations in accordance with part 43?   **REFERENCES:** **SRR** 145.209(c) **Advisory Circular (AC)** AC-145-9 **FAA Order 8900.1** 8900.1 Vol 6 Ch 9 Sec 9  **Safety Attribute:** Procedures,   **Question Type:** Output Validation,    **Scoping Attribute:** IF (FAR PART = "145" ) THEN ACTIVATE QUESTION,   **Rev.**   3   3/15/2017 10:13:57 AM ,    **QID:** 7660,   **Response Details:** EP & ED DCTs (Both OP and AW) | |  |  | | --- | --- | | ◯ | Yes | | ◯ | No | | ◯ | Not Applicable |   RSM  Section 12  Equipment, Tools, Technical Data, and Materials | |  | | --- | |  | |
| 27    Do the procedures include instructions for accepting new precision test equipment into the inventory?    **REFERENCES:** **Advisory Circular (AC)** AC-145-9  **Safety Attribute:** Procedures,   **Question Type:** Output Validation,    **Scoping Attribute:** IF (FAR PART = "145" ) THEN ACTIVATE QUESTION,   **Rev.**   1   5/14/2014 10:51:14 AM ,    **QID:** 7664,   **Response Details:** EP & ED DCTs (Both OP and AW) | |  |  | | --- | --- | | ◯ | Yes | | ◯ | No | | ◯ | Not Applicable |   RSM  Section 12  Equipment, Tools, Technical Data, and Materials | |  | | --- | |  | |
| 28    Do the procedures include instructions for calibrating non-destructive testing equipment?    **REFERENCES:** **SRR** 145.211(c) **Advisory Circular (AC)** AC-145-9  **Safety Attribute:** Procedures,   **Question Type:** Output Validation,    **Scoping Attribute:** IF (FAR PART = "145" ) THEN ACTIVATE QUESTION,   **Rev.**   1   5/14/2014 10:51:14 AM ,    **QID:** 7665,   **Response Details:** EP & ED DCTs (Both OP and AW) | |  |  | | --- | --- | | ◯ | Yes | | ◯ | No | | ◯ | Not Applicable |   RSM  Section 12  Equipment, Tools, Technical Data, and Materials | |  | | --- | |  | |
| 30    Do the procedures require personnel calibrating tools and equipment to have the knowledge, training, or experience necessary to ensure proper calibration?    **REFERENCES:** **Advisory Circular (AC)** AC-145-9  **NOTE:** Records of the training or experience will need to be in each employee’s training file or employment summary.  **Safety Attribute:** Procedures,   **Question Type:** Output Validation,    **Scoping Attribute:** IF (FAR PART = "145" ) THEN ACTIVATE QUESTION,   **Rev.**   1   5/14/2014 10:51:14 AM ,    **QID:** 7667,   **Response Details:** EP & ED DCTs (Both OP and AW) | |  |  | | --- | --- | | ◯ | Yes | | ◯ | No | | ◯ | Not Applicable |   TPM  Section 7: Initial Training  Section 6: Training Needs Assessment | |  | | --- | |  | |
| 32    Do procedures exist in enough detail to meet the regulatory and guidance requirements for this element to produce the intended results?    **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) | |  |  | | --- | --- | | ◯ | Yes | | ◯ | No | | ◯ | Not Applicable |   RSM/QCM/TPM/FM | |  | | --- | |  | |
| 34    Do controls exist within this element that ensure risks are reduced to an acceptable level?    **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) | |  |  | | --- | --- | | ◯ | Yes | | ◯ | No |   QCM Section 26: CAS | |  | | --- | |  | |
| 36    Does the certificate holder have a method to evaluate the impact of changes on related processes (interfaces) for this element?    **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) | |  |  | | --- | --- | | ◯ | Yes | | ◯ | No |   QCM Section 26: CAS | |  | | --- | |  | |
| 38    Does the process design require that individuals understand their safety role and how it contributes to the safety performance of this element?    **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) | |  |  | | --- | --- | | ◯ | Yes | | ◯ | No |   TPM  Section 7: Initial Training | |  | | --- | |  | |

|  |  |
| --- | --- |
| **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 |

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