## GENERAL INSPECTION PROCEDURES

All supervisors, inspectors, and technicians are required to be thoroughly familiar with the inspection requirements, and procedures described in this manual, Code of Federal Regulations (CFR’s), airworthiness directives, advisory circulars, manufacturer's service letters, bulletins, and engineering orders.

The general inspection system requires technicians to sign their initials for work performed by them on the appropriate inspection form, checklist, tag, or sticker, prior to submitting the item to inspectors for final acceptance. Inspectors will indicate their acceptance of work performed with their signature, initials, or stamp on appropriate work forms. Authorized handwritten signatures and initials are contained in the Roster of Repair Station Personnel. All authorized electronic signatures and initials will be stored on Kings Avionics, In. computer system and will be password protected.

The Quality Assurance Manager is responsible to the Chief Inspector for full compliance with all procedures outlined, as appropriate to any item being inspected, repaired, overhauled, or altered by this repair station.