**Satellite Facilities**

**INCOMING PARTS AND MATERIALS INSPECTION**

Kings Avionics, Inc. designated inspection personnel shall inspect all incoming parts, standard parts, and raw materials for; identification, traceability to an FAA approved or authorized repair organization or manufacturer, and/or an established industry or U.S. specification, lot or batch numbers traceable to supplier’s documentation, shelf life status, contamination, shipping damage, and state of preservation (ref. AC 20-62 as revised).

Upon completion of the incoming inspection, the documents used to establish acceptability for use will be stamped “Received/Inspected” and retained by the Repair Station in electronic form.

Repaired articles received from contracted facilities will be inspected as described above.

Parts or materials found to be unacceptable following inspection may be returned to the vendor.

Obligated parts will be tagged with “Locator/Status” tag (KA-11) for immediate use by requesting technician. Any remaining parts will be categorized and placed into inventory.

Aeronautical articles which are subject to life limits as defined by the article’s manufacturer, shall be handled in accordance with 14 CFR 14 Part 43; §43.10, Disposition of Life-Limited Aircraft Parts. That part and subsection establishes, that it is the responsibility of all persons removing and transferring (offering for sale or trade) an aeronautical article subject to life-limits, to transfer with it the article’s remaining life status (hours, cycles, calendar date).

Upon receipt of any affected life-limited article, Repair Station employees with responsibility for incoming parts and materials inspection shall ensure that appropriate data is provided with the article, showing its status relative to its published life-limits. If such records are not provided, the inspector shall treat that article as a Suspected Unapproved Part.

Suspected Unapproved Parts will be segregated in a special holding area designated by the QA Manager awaiting disposition. Detailed procedures for Suspected Unapproved Parts are found in the Detailed Procedures Manual. ESDS procedures shall be complied with as described in the Detailed Procedures Manual.

Detailed procedures for receiving parts are found in the Detailed Procedures Manual.

Appropriate inspectors are required to be familiar with the contents of those procedures.