

FOREIGN AOC BASE INSPECTION CHECKLIST

Reference:	CL: O-AWS0019B
Revision:	Revision 0

					1107101		110713			
Name	of Operator:									
	cal Address (Lo	ocation):								
	of Operation:									
	f evaluation:									
Inspec	tor (s):									
Aircra	ft Fleet									
Aircra	ft Type (Model)		Manufacturer			Num	ber in F	leet		
		Aircraft in Fleet:								
	of Operation									
	of Operation									
		port Arrangement	t e							
		Organisation:								
		anisation Approval N								
		anisation Approval E								
		orthiness Managen	nent							
	e of Organisa									
Orgai	nisation App	roval No.(if applicat	ole):							
4	. C. I. WEG	n		C N C I IN	4 37 /	4 11 11				
	nent Code: YES =	Requirements met NO* = R	equirements not met N/	C = Not Checked N/A	A = Not A	Іррисави	?			
S/N	Audit / Inspect	ed Area			INCRECTORIS ORGERY (TVO)			CEDUATION		
İ	Audit Questions			REFERENCE	INSPECTOR'S OBSERVATION					
ITEM			REGULATIO	PLIANC	E VER	IFIED	REMARKS			
			NS	(1	ICK YE	S OR N	(0)			
					YES	$egin{array}{c} N \\ oldsymbol{o} \end{array}$	N/ C	N/ A		
1	FOREIGN	AIR OPERATOR'S	3	SLCAR Part		U	<u> </u>	A		
•		NTATIONS		27 chpt 3.2						
	(a) A certific	ed true copy of a vali	d (AOC) and	•						
	associated o	perations specification	ons issued to the							
		perator by the Foreig								
	\ /	of the approval page f								
		List for each aircraft t	* *							
		by the air operator in								
		of the current aircraft								
	Kegistration	and Airworthiness C	ertificate issued	<u> </u>	<u></u>					

		T				ı
	for the aircraft types proposed to be operated by					
	the air operator in Sierra Leone					
	(e) A copy of the Insurance Certificate					<u> </u>
	(f) A copy of the maintenance contract between					
	the air operator and the Approved Maintenance					
	Organisation, where the maintenance is carried					
	out by an Approved Maintenance Organisation					
	approved by the foreign authority					
1	(g) In the cases of wet leased aircraft: a copy of					
	the approval of the CAA of the State of the					
	operator, with identification of the operator that					
	exercises operational control of the aircraft;					
1	(h) Required Management Personnel identified in					
	approved manuals					
•	(i) MCM Approved and all copies appropriately					
	amended				 	
	(j) A copy of a document identifying the					
	maintenance checks that are required to be					
	carried out for aircraft of the air operator while					
	they are operated in Sierra Leone	a. a				
2	MAINTENANCE MANAGEMENT	SLCAR Part				
		27 chpt 2				
	(a) Aircraft maintenance release to service in					
	compliance with applicable regulations					<u> </u>
	(b) Aircraft maintenance carried out by Approved					
	Maintenance Organisations (AMO).					
	(c) Maintenance contracts for all contracted					
	maintenance with appropriately authorized					
	maintenance organizations					
1	(d) Maintenance Quality System					
1	(e) Aircraft technical records: Technical Log-					
	book sheets, Aircraft Log-books, Lifed					
	components records management,					
1	(f) Scheduled Maintenance Planning and					
	1 11 .					
-	Maintenance work package control				 	
-	(g) Continuing airworthiness management		-		 	
	(j) Maintaining current Fleet Maintenance					
2	Programmes (AOC)	CLCARR				
3	MAINTENANCE RESPONSIBILITY	SLCAR Part				
		27 chpt 2				
	(a) Aircraft airworthiness documents records					
	keeping (C of R, C of A, Insurance, Certificate of					
	Release to Service, Radio Station Licence, Mass					
	and Balance Schedule, Noise Certificate, MEL.					_
	(b) Airworthiness Data:					
	i. Access to SLCAA Regulations					
	ii. Access to SLCAA Advisory Circulars (ACs)					
	iii. Access to Airworthiness Directives (ADs)					
	iv. Access to Service Bulletins (SBs)					
	(c) Aircraft Service Documents and Technical					
1				l		1
	Library			1		
	Library i. Approved Maintenance Programme					

ii M	ARB Report				
	Manufacturer's Maintenance				
	nning/Requirements Document				
	MMEL and / MEL				
	sircraft Maintenance Manual (MM)				
	Illustrated Parts Catalogue (IPC)				
	Components Service Manuals (e.g. Engine				
	nual)				
	Maintenance Control Manual (MCM)				
	Maintenance Procedure's Manual				
x. S	afety Management System Manual				
xi. C	Currency and Amendment Status of Technical				
Lite	rature				
(d) I	Maintenance Records				
The	operator ensures that the following records				
	kept for the required periods:				
	the total time in service (hours, calendar				
	time and cycles, as appropriate) of the				
	aeroplane and all life-limited components;				
ii.	the current status of compliance with all				
111.	mandatory continuing airworthiness				
	information;				
iii	appropriate details of modifications and				
111.	repairs;				
ix	the time in service (hours, calendar time and				
17.	cycles, as appropriate) since the last				
	overhaul of the aeroplane or its components				
	subject to a mandatory overhaul life;				
***	0.1				
V.	compliance with the maintenance				
	-				
	programme;				
V1.	the detailed maintenance records to show				
	that all requirements for the signing of a				
	maintenance release have been met.				
vii.	The records shall be kept for a minimum				
	period of 90 days after the unit to which				
	they refer has been permanently withdrawn				
	from service,				
V111.	the records shall be kept for a minimum				
	period of one year after the signing of the				
	maintenance release.				
	Maintenance Programme				
	naintenance programme for each aeroplane				
	tains the following information				
	maintenance tasks and the intervals at which				
	these are to be performed, taking into account				
	the anticipated utilization of the aeroplane;				
	when applicable, a continuing structural				
	integrity programme;		 		
iii.	procedures for changing or deviating from a)				
111.		1		ı	

			1		l i
	iv. when applicable, condition monitoring and				
	reliability programme descriptions for				
	aircraft systems, components and engines				
	v. Maintenance tasks and intervals that have				
	been specified as mandatory in approval of				
	the type design shall be identified as such				
	the type design shan be identified as such				
	vi. The maintenance programme should be based				
	on maintenance programme information				
	made available by the State of Design or by				
	the organization responsible for the type				
	design, and any additional applicable				
	experience.				
	1				
	(f) Maintenance Control Manual				
	The operator's maintenance control manual				
	contains the following information:				
	i. names and duties of the person or persons				
	responsible for maintenance				
	ii. a description of the administrative				
	arrangements between the operator and the				
	approved maintenance organization;				
	iii. a reference to the maintenance programme				
1	iv. a description of the methods used for the				
	completion and retention of the operator's				
	maintenance records				
1 }	v. description of the procedures for monitoring,				
	assessing and reporting maintenance and				
	operational experience.				
	vi. a description of the procedures for complying				
	with the service information reporting				
	requirements of SLCAR Part 8A				
	vii. a description of procedures for assessing				
	continuing airworthiness information and				
	implementing any resulting actions				
1 1	viii. a description of the procedures for				
	implementing action resulting from mandatory				
	continuing airworthiness information				
			-		
	ix. a description of aircraft types and models to				
	which the manual applies				
	x. a description of procedures for ensuring that				
	un-serviceability affecting airworthiness are				
] [recorded and rectified; and				
[xi. a description of the procedures for advising				
	the State of Registry of significant in-service				
	occurrences.				
4	FACILITY REQUIREMENTS	SLCAR Part			
,	THOLETT RECORDINENTS	27 chpt 2			
	(a) Office Accommodation (including quality,	27 Cupi 2			
	planning, technical records)				

	(b) Facilities for planned work: hangar and				
	workshops appropriate work environment				
	(c) Tools and equipment (and special tools)				
	availability, calibration and storage				
	(d) Storage facilities and conditions (restricted				
	access, manufacturer's instructions, segregation				
	compliance)				
	(e) Technical Stores Shelf life management				
]	(f) Technical Spares Records management				
	(g) Procedure for requisition of Technical spares				
	(h) Technical spares scrap procedure				
	(i) Waste management and environment				
	protection procedures				
	(j) Route stations maintenance support equipment				
5	SAFETY MANAGEMENT	SLCAR Part			
	REQUIREMENTS	27 chpt 2			
	(a) Safety policy;				
	(b) Safety objectives;				
	(c) Safety accountabilities and key personnel;				
ĺ	(d) Safety reporting and remedial actions;				
1	(e) Hazard identification and risk assessment;				
1	(f) Safety performance monitoring and				
	measurement;				
1	(g) Safety-related investigations and remedial				
	actions;				
	(h) Safety training and communication;				
	(i) Continuous improvement and SMS audit;				
	(i) SMS records management;				
1	(k) Management of change; and				
1	(l) Emergency/contingency response plan.				
6	1. Observation And Comments				
	Immediate Action Required				
7	Signature of Inspectors with date:				
8	Airworthiness Manager's Remarks and Recommen	dation			
	Remarks:				
	I.				

I hereby Certify that the subject Foreign Air Operators Maintenance Base and Arrangement is / not- Satisfactory for the (proposed) Operations undertaking
Signature
Airworthiness Manager