

***SUPPLIER QUALITY SURVEY***

***Appendix C – Certificated or Non- Certificated Maintenance Providers***

| ***To be completed by NORDAM:*** | ***Supplier #*** |  | ***Request Tracker #*** |  |
| --- | --- | --- | --- | --- |
|  |
| ***Company name***(as it appears on your company’s tax return) |  |

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| **Certificated Maintenance Provider**  | *FAA certified repair station providing maintenance services and overhaul services.*  |
| **Non-Certificated Maintenance Provider** | *Facility without an FAA repair station certificate that is providing maintenance services under a sub-contract to an FAA certified repair station.*  |

Do you hold an FAA repair station certificate? ** ******

 **If yes, complete section 1 and 2 and attach a copy of the certificate, FAA Repair/Quality Manual and Training Manual.**

Do you hold an EASA repair station certificate? ** ******

 **If yes, complete section 2 and attach a copy of the certificate.**

**Section 1**

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| **TITLE 14 CFR PART 120-DRUG & ALCOHOL TESTING** |
| Do you currently have an FAA-approved drug and alcohol-testing program? Please attach a copy of your organization’s FAA Drug and Alcohol Testing Program Registration.   |
| **TITLE 14 CFR PART 121.377 - DUTY TIME LIMITATIONS**  |
|  Please identify below your procedure, policy, or program to monitor your workforce to ensure compliance to 14 CFR Part 121.377 Duty Time Limitations. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  |
| **TITLE 14 CFR PART 145.215 – CAPABILITY LIST** |
| Please attach a copy of your organization’s FAA accepted capability list. The capability list must identify each article by make and model or other nomenclature designated by the article's manufacturer. |
|  | **QUALITY SYSTEM** | **YES** | **NO** | **N/A** |
| 1 | Do you use sub-contractors that are not certificated repair stations to perform maintenance services? |  |  |  |
| If **YES**: Do you determine the airworthiness of the article involved by inspection or test and do you require such sub-contractors to allow the FAA inspect their facilities? |  |  |  |

**Section 2**

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|  | **QUALITY SYSTEM** | **YES** | **NO** | **N/A** |
| 1 | Do you have procedures for proper segregation of non-aircraft parts/materials from airworthy parts/materials?  |  |  |  |
| 2 | Do you have procedures for maintenance, preventive maintenance, alterations, and inspections? |  |  |  |
| 3 | Do you have procedures for inspection of incoming materials to ensure acceptable quality? |  |  |  |
| 4 | Do you have procedures for performing final inspections of maintained articles? |  |  |  |
| 5 | Do you have procedures for establishing and maintaining current technical data for maintaining articles? |  |  |  |
| 6 | Do you have procedures for calibrating measuring and test equipment used to maintain articles? |  |  |  |
| 7 | Do you have procedures for training and maintaining proficiency of personnel? |  |  |  |
| 8 | Do you have procedures for controlling shelf life items and scrapped parts? |  |  |  |
| 9 | Do you have procedures to determine major/minor repair scope? |  |  |  |
| 10 | Do you have procedures to ensure compliance with air carrier specifications? |  |  |  |
| 11 | Are controls in place to ensure counterfeit or suspect unapproved parts are not included in product(s) delivered to NORDAM? Attach objective evidencedemonstrating the controls are part of your Quality System, e.g., procedures, work instructions, training program.  |  |  |  |
| 12 | Are controls in place to identify and manage parts, materials, or other commodities made obsolete by revision changes, REACH, EPA regulatory restrictions and similar causes that could affect deliveries to NORDAM?  |  |  |  |