**Element Performance Inspection (EPI) Data Collection Tool**
**1.3.2 Inspection Program (AW)**

## ELEMENT SUMMARY INFORMATION

**Purpose of This Element** (Certificate Holder's responsibility):

- To provide an Inspection Program that ensures that, maintenance, preventive maintenance, and alterations are performed in accordance with the Certificate Holder's manual and each aircraft released to service is airworthy and has been properly maintained for operation under 14 CFR Part 121.

**Objective** (FAA oversight responsibility):

- To determine if there were any changes in the personnel identified by the Certificate Holder as having responsibility and/or authority for the Inspection Program.
- To determine if the Certificate Holder follows its procedures, controls, process measurements and interfaces for the Inspection Program.

**Specific Instructions:**

- The Principal Inspector, the assistant or their Partial Program Mangers (PPM) will normally conduct this EPI. The inspector will complete a comprehensive review of the Certificate Holder's Inspection Program to verify it contains all necessary elements.

  This EPI may be performed while conducting surveillance of the Certificate Holder's Inspection Program and aircraft to include inspection time limits requirements, life limited requirements, special inspection requirements, scheduled and unscheduled inspections, and airworthiness limitations.

**Related EPI(s):**

- 1.1.1 Aircraft Airworthiness (AW)
- 1.1.2 Appropriate Operational Equipment (AW)
- 1.2.1 Airworthiness Release / Logbook Entry (AW)
- 1.2.2 Major Repairs and Alterations Records (AW)
- 1.2.3 Maintenance Log / Recording Requirements (AW)
- 1.2.5 Mechanical Reliability Reports (MRR) (AW)
- 1.3.11 Continuous Analysis and Surveillance (CAS) (AW)
- 1.3.14 General Maintenance Manual / Equivalent (AW)
- 1.3.15 Reliability Program (AW)
- 1.3.17 Weight and Balance Program (AW)
- 1.3.3 Maintenance Facility / Main Maintenance Base (AW)
- 1.3.4 Required Inspection Items (RII) (AW)
- 1.3.6 AD Management (AW)
- 1.3.7 Outsource Organization (AW)

- 1.3.8 Control of Calibrated Tools and Test Equipment (AW)
- 1.3.9 Engineering / Major Repairs and Alterations (AW)
- 4.1.1 RII Personnel (AW)
- 4.1.2 Maintenance Certificate Requirements (AW)
- 4.2.1 Maintenance Training Program (AW)

## SUPPLEMENTAL INFORMATION

**Specific Regulatory Requirement(s) (SRRs):**

- SRRs:
  119.43(b)
  119.43(b)(1)
  119.43(b)(2)
  119.43(c)
  119.49(a)(8)
  119.49(b)(8)
  121.135(a)(1)
  121.135(b)(1)
  121.135(b)(17)
  121.135(b)(19)
  121.135(b)(2)
  121.135(b)(3)
  121.153(a)(2)
  121.198(d)
  121.198(g)
  121.309(c)(1)
  121.337(b)(2)
  121.365(c)
  121.367(b)
  121.367(c)
  121.369(b)
  121.369(b)(1)
  121.369(b)(2)
  121.369(b)(3)
  121.369(b)(4)
  121.369(b)(5)
  121.369(b)(6)
  121.369(b)(7)
  121.369(b)(8)
  121.369(b)(9)
  121.379
  39.11
  43.16
  91.171
  91.171(a)(1)
  91.207(d)
  91.207(d)(1)
  91.207(d)(2)

91.207(d)(3)
91.207(d)(4)
91.413
91.413(a)
91.413(c)

**Related CFR(s) & FAA Policy/Guidance:**

- Related CFRs:
  Intentionally left blank

- FAA Policy/Guidance:
  FAA Order 8300.10, Volume 2, Chapter 63
  FAA Order 8300.10, Volume 2, Chapter 64
  Flight Standards Handbook Bulletin−Airworthiness HBAW 02−04C

| EPI SECTION 1 − PERFORMANCE OBSERVABLES | | |
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| **Objective:** (FAA oversight responsibility): To determine if the Certificate Holder follows its procedures, controls, process measures and interfaces for the Inspection Program. | | |
| ***Tasks*** | | |
| | To meet this objective, the inspector must accomplish the following tasks: | |
| 1 | Review the information listed in the Supplemental Information section of this data collection tool. | |
| 2 | Review the policies, procedures, instructions and information for the Inspection Program process contained in the Certificate Holder's manual. | |
| 3 | Review the associated SAI for this element with emphasis on the controls, process measurements and interface attribute sections. | |
| 4 | Observe the Inspection Program to gain an understanding of the procedures, instructions and information contained in the Certificate Holder's manual. | |
| 5 | Discuss the Inspection Program with the personnel (other than management) who perform the duties and responsibilities required by the program. | |
| ***Questions*** | | |
| | To meet this objective, the inspector must answer the following questions: | |
| 1. | Were the following Performance Measures met: | |
| 1.1 | Were the inspections performed by the Certificate Holder, or by other persons during maintenance, preventive maintenance, or alterations performed in accordance with the Certificate Holder's Inspection Program?<br><br>*Related Performance JTI's:*<br>1. Check at each outsource provider that the Certificate Holder has made arrangements with for the performance of any inspections required by its manual in accordance with Section 121.369(b)(2) or (3) (in this subpart referred to as "required inspections") that the organization is adequate to perform that work.<br>*Sources:* 121.365(b)<br>2. Check at the air carrier operated maintenance facility that personnel follow the instructions and procedures for scheduled and non−scheduled tasks or inspections.<br>*Sources:* HBAW 95−06A Paragraph 5, B.,<br>3. Check at the air carrier operated maintenance facility that the inspection and maintenance program for performing preventive maintenance is of enough scope and detail to maintain the airworthiness and parts thereof.<br>*Sources:* 121.369(b)<br>4. Check at the air carrier operated maintenance facility that the instructions covering procedures established by the equipment manufacturer, for the inspection of each protective breathing equipment (PBE) to show serviceability and immediate readiness to perform its intended emergency purposes, are, of enough scope and detail to maintain airworthiness.<br>*Sources:* 121.337(b)(2) | ☐ Yes<br>☐ No, Explain |

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| | 5. Check at the Certificate Holder's aircraft that the aircraft and engine is identified as prescribed in 14 CFR ¬5.11 by means of a fireproof plate and has the information specified in 14 CFR ¬5.13 marked on it by etching, stamping, engraving, or other approved method of fireproof marking.<br>*Sources:* 45.11(a) | |
| 1.2 | Were the periodic inspections and routine checks of airframes and parts thereof performed in accordance with the Certificate Holder's Inspection Program?<br><br>*Related Performance JTI's:*<br>1. Check at the air carrier operated maintenance facility that the inspection and maintenance program is of enough scope and detail to maintain the airworthiness of the aircraft including airframes and parts thereof.<br>*Sources:* 121.369(b)<br>2. Check at the supplemental air carrier records repository that the time limitations contained in the operations specifications for airframes are being followed.<br>*Sources:* 119.49(b)(8)<br>3. If the Certificate Holder operates DC−6A, DC−6B, DC−7B, or DC−7C, at increased zero fuel and landing weights and the airplanes are modified in accordance with supplemental type certificate SA 4−1402, check at the air carrier operated maintenance facility that the approved special inspections are being followed.<br>*Sources:* 121.198(d)<br>4. If the Certificate Holder operates L1049B, C, D, E, F, G, or H, at increased zero fuel and landing weights and the airplanes are modified in accordance with supplemental type certificate SA 4−1402, check at the air carrier operated maintenance facility that the approved special inspections are being followed.<br>*Sources:* 121.198(d)<br>5. If the Certificate Holder operates L1649A, at increased zero fuel and landing weights and the airplanes are modified in accordance with supplemental type certificate SA 4−1402, check at the air carrier operated maintenance facility that the approved special inspections are being followed.<br>*Sources:* 121.198(d) | ☐ Yes<br>☐ No, Explain |
| 1.3 | Were the periodic inspections and routine checks of aircraft engines and parts thereof performed in accordance with the Certificate Holder's Inspection Program?<br><br>*Related Performance JTI's:*<br>1. Check at the air carrier operated maintenance facility that personnel follow the instructions and procedures for the management of aircraft engines leased from other air carriers other sources<br>*Sources:* HBAW 95−06A (Amended) Paragraph 5, H<br>2. Check at the air carrier operated maintenance facility that personnel follow the instructions and procedures for the management of aircraft engines while in the shop for maintenance.<br>*Sources:* HBAW 95−06A (Amended) Paragraph 5, J.HBAW 95−06A | ☐ Yes<br>☐ No, Explain |

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| (Amended) Paragraph 5, J.<br>3. Check at the air carrier operated maintenance facility that the inspection and maintenance program for the aircraft engines is of enough scope and detail to maintain the airworthiness and parts thereof.<br>*Sources:* 121.369(b)<br>4. Check at the air carrier operated maintenance facility that the inspection and maintenance program for performing preventive maintenance is of enough scope and detail to maintain the engines airworthiness and parts thereof.<br>*Sources:* 121.369(b)<br>5. Check at the air carrier operated maintenance facility that the inspection and maintenance program for performing airplanes, including airframes is of enough scope and detail to maintain the engines airworthiness and parts thereof.<br>*Sources:* 121.369(b)<br>6. Check at the air carrier operated maintenance facility that the inspection and maintenance program for performing alterations is of enough scope and detail to maintain the engines airworthiness and parts thereof.<br>*Sources:* 121.369(b)<br>7. Check at the supplemental air carrier records repository that the time limitations contained in the operations specifications for engines are being followed.<br>*Sources:* 119.49(b)(8) | |
| 1.4 Were the periodic inspections and routine checks of propellers and parts thereof performed in accordance with the Certificate Holder's Inspection Program?<br>*Related Performance JTI's:*<br>1. Check at the air carrier operated maintenance facility that the inspection and maintenance program for the aircraft propellers is of enough scope and detail to maintain the propellers airworthiness and parts thereof.<br>*Sources:* 121.369(b)<br>2. Check at the air carrier operated maintenance facility that the inspection and maintenance program for performing preventive maintenance is of enough scope and detail to maintain the propellers airworthiness and parts thereof.<br>*Sources:* 121.369(b)<br>3. Check at the air carrier operated maintenance facility that the inspection and maintenance program for performing alterations is of enough scope and detail to maintain the propellers airworthiness and parts thereof.<br>*Sources:* 121.369(b)<br>4. Check at the supplemental air carrier records repository that the time limitations contained in the operations specifications for propellers are being followed.<br>*Sources:* 119.49(b)(8) | ☐ Yes<br>☐ No, Explain<br>☐ Not Applicable |

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| 1.5 Were the periodic inspections and routine checks of appliances and parts thereof performed in accordance with the Certificate Holder's Inspection Program?<br><br>*Related Performance JTI's:*<br>1. Check at the Certificate Holder's records repository that the aircraft flight recorders records within the ranges, accuracies, and recording intervals specified in Appendix B of this part.<br>*Sources:* 121.343<br>2. Check at the Certificate Holder's records repository that all additional parameters listed in Section 121.344(a) of this part for which information sources are installed and which are connected to the recording system, recorded within the ranges, accuracies, resolutions, and sampling intervals specified in Appendix M of this part met the deadline of August 20, 2001.<br>*Sources:* 121.344a(b)(2)<br>3. Check at the aircraft that the approved procedures and instructions for the checks and inspection of the VOR system of radio navigation equipment are used by maintenance personnel.<br>*Sources:* 121.135(b)(17); 91.171(a)(1)<br>4. Check at the aircraft that the approved procedures and instructions for the checks and inspection of the VOR system of radio navigation equipment are of enough scope and detail to properly maintain the aircraft airworthiness.<br>*Sources:* 91.171(a)(1); 121.135(b)(17)<br>5. Check at the air carrier records repository that the airplanes listed on the D092 operation specification for operations in designated RVSM airspace with the required altitude−keeping equipment, have been maintained in accordance with the air carriers approved maintenance program.<br>*Sources:* D.092<br>6. Check at the air carrier records repository that the airplanes listed on the D092 operation specification for operations in designated RVSM airspace, have the equipment installed that is approved on operations specifications paragraph B046.<br>*Sources:* D.092<br>7. If the Certificate Holder operates aircraft with an ATC transponder specified in 121.345 (c), check at the air carrier records repository, and determine if they have met the requirements of 91.413(a).<br>*Sources:* 91.413(a)<br>8. Check at the air carrier operated maintenance facility that the inspection and maintenance program for the aircraft appliances is of enough scope and detail to maintain the appliances airworthiness and parts thereof.<br>*Sources:* 121.369(b)<br>9. Check at the air carrier operated maintenance facility that the inspection and maintenance program for performing preventive maintenance is of enough scope and detail to maintain the appliances airworthiness and parts thereof.<br>*Sources:* 121.369(b) | ☐ Yes<br>☐ No, Explain |

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| | 10. Check at the aircraft that maintenance personnel are testing and inspection ATC transponders following any installation or maintenance where data correspondence error could be introduced.<br>*Sources:* 91.413(b)<br>11. Check at the air carrier operated maintenance facility that the inspection and maintenance program for performing alterations is of enough scope and detail to maintain the appliances airworthiness and parts thereof.<br>*Sources:* 121.369(b)<br>12. Check at the supplemental air carrier records repository that the time limitations contained in the operations specifications for appliances are being followed.<br>*Sources:* 119.49(b)(8)<br>13. Check at the aircraft that maintenance personnel are performing tests and inspections of ATC transponders and determine that the air carriers instructions and information are of enough scope and detail to properly maintain the aircraft airworthiness.<br>*Sources:* 91.413(b) | |
| 1.6 | Were the periodic inspections and routine checks of emergency equipment and parts thereof performed in accordance with the Certificate Holder's Inspection Program?<br>*Related Performance JTI's:*<br>1. Check at the air carrier operated maintenance facility that instructions covering procedures for inspections of EES (Emergency Evacuation System) that ensure the continued serviceability and immediate readiness of EES equipment for its intended emergency purpose, is of enough scope and detail to maintain the airworthiness and of the EES.<br>*Sources:* HBAW 02−04C 8.<br>2. Check at the air carrier operated maintenance facility that the procedures for determining major inspection periods so that all components of the emergency equipment are complete and serviceable and may be expected to remain in this condition until either the next major inspection or actual use under emergency conditions is of enough scope and detail to maintain the airworthiness and of the EES.<br>*Sources:* HBAW 02−04C 8<br>3. Check at the air carrier operated maintenance facility that the time limitations for EES tasks of on−aircraft inspections, measurements, or tests from which a determination is made of the item's capability to immediately perform its intended emergency purpose is of enough scope and detail to maintain the airworthiness and of the EES.<br>*Sources:* HBAW 02−04C 8. B<br>4. Check at the air carrier operated maintenance facility that the inspection and maintenance program for the aircraft emergency equipment is of enough scope and detail to maintain the emergency equipment airworthiness and parts thereof.<br>*Sources:* 121.369(b)<br>5. | ☐ Yes<br>☐ No, Explain |

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| | Check at the air carrier operated maintenance facility that the inspection and maintenance program for performing preventive maintenance is of enough scope and detail to maintain the emergency equipment airworthiness and parts thereof.<br>*Sources:* 121.369(b)<br>6. Check at the air carrier operated maintenance facility that the inspection and maintenance program for performing alterations is of enough scope and detail to maintain the emergency equipment, airworthiness and parts thereof.<br>*Sources:* 121.369(b)<br>7. Check at the supplemental air carrier records repository that the time limitations contained in the operations specifications for emergency equipment are being followed.<br>*Sources:* 119.49(b)(8)<br>8. Check at the air carrier records repository that the inspection periods for regular inspection of each item of emergency and flotation equipment to show serviceability and immediate readiness to perform its intended emergency purposes are accomplished in accordance with the operation specifications.Check at the air carrier records repository that the inspection periods for regular inspection of each item of emergency and flotation equipment to show serviceability and immediate readiness to perform its intended emergency purposes are accomplished in accordance with the operation specifications.<br>*Sources:* 121.309(b)(1)<br>9. Check at the air carrier operated maintenance facility that the instructions covering procedures for the inspection of each item of emergency and flotation equipment to show serviceability and immediate readiness to perform its intended emergency purposes are of enough scope and detail to maintain airworthiness.<br>*Sources:* 121.309(b)(1) | |
| 1.7 | Were scheduled inspection tasks performed at the prescribed intervals?<br>*Related Performance JTI's:*<br>1. Check at the Certificate Holder's aircraft that the cockpit voice recorder has an approved underwater locating device on or adjacent to the container which is secured in such a manner that they are not likely to be separated during crash impact, unless the cockpit voice recorder, and the flight recorder required by Section 121.343, are installed adjacent to each other in such a manner that they are not likely to be separated during crash impact.<br>*Sources:* 121.359(c)(2)(iii)<br>2. Check at the Certificate Holder's aircraft that each flight recorder required by this section that records the data specified in paragraph (a), (b), (c), or (d) of this section, as appropriate, has an approved device to assist in locating that recorder under water.<br>*Sources:* 121.343(k)<br>3. Check at the Certificate Holder's aircraft that each item of emergency and flotation equipment when carried in a compartment or container, must be carried in a compartment or container marked as to contents in the compartment or container, or the item itself, | ☐ Yes<br>☐ No, Explain |

must be marked as to date of last inspection.
*Sources:* 121.309(b)(4)

4. Check at the Certificate Holder's aircraft that each closet or baggage or cargo stowage compartment is placarded for its maximum weight.
*Sources:* 121.589(c)
5. Check at the Certificate Holder's aircraft that each passenger emergency exit, its means of access, and its means of opening must be conspicuously marked.
*Sources:* 121.310(b)(1)
6. 121.344a(b) (2) each passenger emergency exit locating sign meets the following: (ii)For a transport category airplane for which the application for the type certificate was filed on or after May 1, 1972, each passenger emergency exit marking must be manufactured to meet the interior emergency exit marking requirements under which the airplane was type certificated. On these airplanes, no sign may continue to be used if its luminescence (brightness) decreases to below 250 micro lamberts.
*Sources:* 121.310(b)(2)(ii)
7. Check at the Certificate Holder's aircraft that if protective fuses are installed on an airplane, the number of spare fuses approved for that airplane is appropriately installed.
*Sources:* 121.313(a)
8. Check at the Certificate Holder's aircraft that the emergency lighting when armed or turned on at either station, remains lighted or become lighted upon interruption of the airplane's normal electric power.
*Sources:* 121.310(d)(1)(iii)
9. Check at the Certificate Holder's aircraft that a placard is on each door that is the means of access to a required passenger emergency exit indicates that it must be open during takeoff and landing.
*Sources:* 121.313(h)
10. Check at the Certificate Holder's aircraft that each large passenger−carrying turbojet−powered airplane with a ventral exit and tail cone exit is, Marked with a placard readable from a distance of 30 inches.
*Sources:* 121.310(k)(2)
11. Check at the Certificate Holder's aircraft that each large passenger−carrying turbojet−powered airplane with a ventral exit and tail cone exit is, marked with a placard, that is installed at a conspicuous location near the means of opening the exit, stating that the exit has been designed and constructed so that it cannot be opened during flight.
*Sources:* 121.310(k)(2)
12. Check at the air carrier's records repository that inspection intervals are accomplished in accordance with the Certificate Holder's manual, in terms of calendar times, cycles, or hours, as required.
*Sources:* 8300.10 Chapter 64 Volume 2 sec 1, Paragraph. 7B 1 (c)
13. Check at the air carrier operated maintenance facility that instructions and standards for repair and overhaul, (Airframe,

Engine, Propeller, and Appliance) are of enough scope and detail to maintain the air worthiness of the item.
*Sources:* 8300.10 Chapter 64 Volume 2 sec 1, Paragraph. 7 C 1

14. Check at the FAA location to obtain the time limitation section of the operation specification, and check at the air carrier's records repository to determine from aircraft records if the Certificate Holder has complied with the time limitation section of the operation specification.
*Sources:* 119.49(a)(8)
15. Check at the air carrier operated maintenance facility that maintenance and inspection of pressure cylinders complies with the airframe or cylinder manufacturer's life−limit recommendations.
*Sources:* HBAW 02−01B 3. D.(1) 121.135(b)(16); 121.135(b)(19)
16. Check at the air carriers technical publication library that items identified as "on condition are maintained in a continuous airworthy condition by periodic inspections, checks, service, repair, and/or preventive maintenance.
*Sources:* D.072(d)
17. Check at the air carrier records repository that the Maintenance Time Limitations specified in the manual/document for the aircraft listed in operation specification D088 are accomplished in accordance with the Certificate Holder's manual/document.
*Sources:* D.088a
18. Check at the Certificate Holder's aircraft that the aircraft and engine is identified as prescribed in 14 CFR ¬5.11 by means of a fireproof plate and has the information specified in 14 CFR ¬5.13 marked on it by etching, stamping, engraving, or other approved method of fireproof marking.
*Sources:* 45.11(a)
19. Check at the Certificate Holder's aircraft that the aircraft identification plate required by 14 CFR 45.11(a), are secured in such a manner that it will not likely be defaced or removed during normal service, or lost or destroyed in an accident.
*Sources:* 45.11(a)
20. Check at the Certificate Holder's aircraft that the engine identification plate required by 14 CFR 45.11(a) is affixed to the engine at an accessible location in such a manner that it will not likely be defaced or removed during normal service, or lost or destroyed in an accident.
*Sources:* 45.11(a)
21. Check at the Certificate Holder's aircraft that the propeller, propeller blade, or propeller hub identified by means of a plate, stamping, engraving, etching, or other approved method of fireproof identification placed on it on a non critical surface, and will not be likely to be defaced or removed during normal service or lost or destroyed in an accident.
*Sources:* 45.11(b)
22. Check at the Certificate Holder's aircraft that no person has removed, changed, or placed identification information required 14CFR 45.13(a) on any aircraft, aircraft engine, propeller, propeller

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| blade, or propeller hub, without the approval of the Administrator.<br>*Sources:* 45.13(b)<br>23. Check at the Certificate Holder's aircraft, that the name of the Certificate Holder, or the air carrier or operating certificate number of the Certificate Holder, is legibly displayed on the aircraft and is clearly visible and readable from the outside of the aircraft to a person standing on the ground at any time except during flight time.<br>*Sources:* 119.9(b)<br>24. Check at the Certificate Holder's aircraft, that each passenger emergency exit and the means of opening that exit from the outside are marked on the outside of the airplane.<br>*Sources:* 121.310(g)(3)<br>25. Check at the Certificate Holder's aircraft, that there is a 2−inch colored band outlining each passenger emergency exit on the side of the fuselage.<br>*Sources:* 121.310(g)(3)<br>26. Check at the Certificate Holder's aircraft, that each outside marking, including the band, must be readily distinguishable from the surrounding fuselage area by contrast in color.<br>*Sources:* 121.310(g)(3)<br>27. Check at the Certificate Holder's aircraft, that exits that are not on the side of the fuselage have the external means of opening and applicable instructions marked conspicuously in red or, if red is inconspicuous against the background color, in bright chrome yellow.<br>*Sources:* 121.310(g)(3)<br>28. Check at the Certificate Holder's aircraft, for exits that when the opening means for such an exit is located on only one side of the fuselage, a conspicuous marking to that effect is provided on the other side. Reflectance is the ratio of the luminous flux reflected by a body to the luminous flux it receives.<br>*Sources:* 121.310(g)(3)<br>29. Check at the Certificate Holder's aircraft that the cockpit voice recorder is either bright orange or bright yellow.<br>*Sources:* 121.359(c)(2)(i)<br>30. Check at the Certificate Holder's aircraft that the cockpit voice recorder has reflective tape affixed to the external surface to facilitate its location under water.<br>*Sources:* 121.359(c)(2)(ii) | |
| 1.8 Were the required inspections performed in accordance with the Certificate Holder’s Inspection Program?<br>*Related Performance JTI’s:*<br>1. Check at the air carrier operated maintenance facility that the Certificate Holder's method of performing routine maintenance (other than required inspections), preventive maintenance, and alterations, is of enough scope and detail to maintain the airworthiness of the aircraft.<br>*Sources:* 121.369(b)(1)<br>2. | ☐ Yes<br>☐ No, Explain |

Check at the air carrier operated maintenance facility that the items the Certificate Holder has designated as required inspections have been inspected in accordance with the Certificate Holder's manual.
*Sources:* 121.369(b)(2)

3. Check at the air carrier operated maintenance facility that personnel are performing required inspections in accordance with the Certificate Holder's instructions and procedures.
*Sources:* 121.369(b)(3); 121.135(b)(19)
4. Check at the air carrier records repository that personnel performing re−inspection of work performed pursuant to previous required inspection findings ("buy−back procedures") have accomplished the buy back in accordance with the Certificate Holder's manual.
*Sources:* 121.369(b)(4); 121.135(b)(19)
5. Check at the air carrier operated maintenance facility that personnel performing required inspections accomplish the inspection in accordance with the instructions covering procedures, standards, and limits necessary for required inspections and acceptance or rejection of the items.
*Sources:* 121.369(b)(5); 121.135(b)(19)
6. Check at the air carrier operated maintenance facility that all required inspections listed in the Certificate Holder's manual are performed.
*Sources:* 121.369(b)(6)
7. Check at the air carrier operated maintenance facility that personnel performing any required inspection, are under the supervision and control of an inspection unit.
*Sources:* 121.371(b)
8. Check at the air carrier operated maintenance facility that personnel performing required inspections is trained, qualified, and authorized to conduct required inspections.
*Sources:* 121.371(d)
9. Check at the air carrier operated maintenance facility that personnel performing required inspections are identified by name, occupational title, and the inspections that they are authorized to perform in accordance with the Certificate Holder's manual.
*Sources:* 121.371(d)
10. Check at the air carriers outsource provider that personnel performing required inspections are identified by name, occupational title, and the inspections that they are authorized to perform in accordance with the Certificate Holder's manual.
*Sources:* 121.371(d)
11. Check at the air carrier operated maintenance facility that personnel performing required inspections have written information describing the extent of his responsibilities authorities, and inspectional limitations.
*Sources:* 121.371(d); 121.135(b)(19)
12. Check at the air carrier operated maintenance facility that personnel performing required inspections hold an appropriate airman certificate. Except for maintenance, preventive maintenance, alterations, and required inspections performed by repair stations

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| certificated under the provisions of Subpart C of Part 145.<br>*Sources:* 121.378(a) | |
| 1.9 Were the Certificate Holder's work/task forms that include inspection instructions completed as a record of the accomplishment of scheduled inspection tasks?<br>*Related Performance JTI's:*<br>1. Check at the air carrier operated maintenance facilities that work forms, job cards, and detailed procedures for performing inspections and other maintenance are of enough scope and detail to maintain aircraft airworthiness. *Sources:* 8300.10 Chapter 64 Volume 2 sec 2 Paragraph. D (14)<br>2. Check at the FAA location to obtain the time limitation section of the operation specification, and check at the air carrier's records repository to determine from aircraft records if the Certificate Holder has complied with the time limitation section of the operation specification. *Sources:* 119.49(a)(8) | ☐ Yes<br>☐ No, Explain |
| 1.10 Were the Certificate Holder's shift turnover and work interruptions procedures followed?<br>*Related Performance JTI's:*<br>1. Check at the air carrier operated maintenance facility that personnel comply with shift turnover procedures in accordance with the Certificate Holder's manual. *Sources:* 121.369(b)(9) | ☐ Yes<br>☐ No, Explain |
| 1.11 Were airworthiness inspections performed using the standards and properly authorized inspection personnel? | ☐ Yes<br>☐ No, Explain |
| 1.12 Were competent personnel and adequate facilities and equipment provided for the proper performance of inspections during maintenance, preventive maintenance, and alterations in accordance with the Certificate Holder's Inspection Program?<br>*Related Performance JTI's:*<br>1. Check at an outsource provider used by the Certificate Holder to ensure they provide an inspection system to a satisfactory level of quality control. *Sources:* HBAW 99−04A<br>2. Check at the air carrier operated maintenance facility that the air carrier has provided competent personnel and adequate facilities and equipment for the proper performance of maintenance, preventive maintenance, and alterations. *Sources:* 121.367(b)<br>3. Check at the air carrier specified location that establishment of time−in service, intervals for maintenance/inspections; and details of methods/procedures used for DFDR is of enough scope and detail to maintain the air−worthiness of the | ☐ Yes<br>☐ No, Explain |

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| DFDR.<br>*Sources:* HBAW 97−13B 4.B 121.135(b)(19)<br>4. If the certificate is authorized to use the provisions of a contractual agreement for the maintenance of the aircraft in accordance with a contractor's approved continuous maintenance program, check at the air carrier specified location that that the structural inspection, power plant shop maintenance, and aircraft component shop maintenance are accomplished in accordance with the contractor's methods, standards, and procedures.<br>*Sources:* D.077<br>5. Check at the air carrier operated maintenance facility that the Certificate Holder's organization as per the organizational chart is adequate to perform any inspections required by its manual in accordance with 121.369(b)(2) or (3).<br>*Sources:* 121.365(b); 121.369(a) | |
| 1.13 Did the records for the airframe, aircraft engine, propellers, appliances, and emergency equipment, and parts thereof, show that they were inspected in accordance with the Certificate Holder's approved time limitations?<br>*Related Performance JTI's:*<br>1. Check at the FAA location to obtain the time limitation section of the operation specification, and check at the air carrier's records repository to determine from aircraft records if the Certificate Holder has complied with the time limitation section of the operation specification.<br>*Sources:* 119.49(a)(8)<br>2. Check at the air carrier records repository that scheduling, and recording of maintenance/inspection actions of the DFDR are in accordance with the Certificate Holders manual..<br>*Sources:* HBAW 97−13B 4.B 121.135(b)(19)<br>3. Check at the air carriers technical publication library that items identified as "on condition are maintained in a continuous airworthy condition by periodic inspections, checks, service, repair, and/or preventive maintenance.<br>*Sources:* D.072(d)<br>4. Check at the air carrier records repository that parts or subassemblies of components that do not have specific time intervals are checked, inspected, and/or overhauled at the same time limitations specified for the component or accessory to which such parts or subassemblies are related or included at the time period indicated for the ATA chapter heading.<br>*Sources:* 121.135(b)(17); D.072(e)<br>5. If the certificate is authorized to use prorated times, check at the air carrier records repository that each aircraft, including its installed power plants, propellers, and appliances, is maintained in accordance with the adjusted times identified in the Certificate Holder's proration | ☐ Yes<br>☐ No, Explain |

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| | document.<br>*Sources:* D.082a<br>6. If the certificate is authorized to use prorated times, check at the air carrier records repository that each aircraft, power plant, propeller, and appliance that has been inspected and/or overhauled on or before the adjusted time limits listed in the proration document thereafter has been maintained in accordance with the Certificate Holder's maintenance program and approved time limits.<br>*Sources:* D.082b<br>7. Check at the air carrier records repository that the Maintenance Time Limitations specified in the manual/document for the aircraft listed in operation specification D089 are accomplished in accordance with the Certificate Holders manual/document.<br>*Sources:* D.089a<br>8. If the Certificate Holder operates aircraft with an ATC transponder specified in 121.345 (c), check at the air carrier records repository, and determine if they have met the requirements of 91.413(a).<br>*Sources:* 91.413(a)<br>9. Check at the air carrier operated maintenance facility that the instructions covering procedures established by the equipment manufacturer, for the inspection of each protective breathing equipment (PBE) to show serviceability and immediate readiness to perform its intended emergency purposes, are, of enough scope and detail to maintain airworthiness.<br>*Sources:* 121.337(b)(2) | |
| 1.14 | If the Certificate Holder revised a time limitation, did it follow its standards for determining time limitations?<br>*Related Performance JTI's:*<br>1. Check at the air carrier specified location for prior changes to the time limitation section of the Certificate Holder's operation specification. Check if the standards for changing the time limitations had been followed.<br>*Sources:* 119.49(a)(8)<br>2. Check at the air carrier specified location that any time limitation changes to an item for the aircraft listed in D088 and are not controlled by the Certificate Holder's reliability program have been FAA approved.<br>*Sources:* D.088a<br>3. Check at the air carrier specified location that any time limitation changes to an item for the aircraft listed in D089 have been FAA approved.<br>*Sources:* D.089b | ☐ Yes<br>☐ No, Explain<br>☐ Not Applicable |
| 2 | Were the Certificate Holder's policies, procedures, instructions and information, contained in its manual, for the Inspection Program followed? | ☐ Yes<br>☐ No, Explain |
| 3 | Were the Inspection Program controls followed? | ☐ Yes<br>☐ No, Explain |
| 4 | Did the records for the Inspection Program comply with the instructions provided in the Certificate Holder's manual? | ☐ Yes<br>☐ No, Explain |

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| 5 | Were the process measurements for the Inspection Program effective in identifying problems or potential problems and providing corrective action for them? | ☐ Yes<br>☐ No, Explain |
| 6 | Did personnel properly handle the associated interfaces by complying with other written policies, procedures, instructions and information that are related to this element? | ☐ Yes<br>☐ No, Explain |

| **EPI SECTION 1 − PERFORMANCE OBSERVABLES −Drop Down Menu** |
|---|
| 1. Personnel. |
| 2. Tools and Equipment. |
| 3. Technical Data. |
| 4. Procedures, policies or instructions or information. |
| 5. Materials. |
| 6. Facilities. |
| 7. Controls. |
| 8. Process Measures. |
| 9. Interfaces. |
| 10. Desired Outcome. |
| 11. Other. |

| EPI SECTION 2 − MANAGEMENT RESPONSIBILITY & AUTHORITY OBSERVABLES | |
|---|---|
| **Objective:** To determine if the person identified by the Certificate Holder having responsibility and/or authority for the Inspection Program is qualified, knowledgeable, and recognizes that responsibility and/or authority. (The person with the authority may or may not be the person with the responsibility.) | |
| ***Tasks*** | |
| To meet this objective, the inspector must accomplish the following tasks: | |
| 1 Identify the person who has overall responsibility for the Inspection Program. | |
| 2 Identify the person who has overall authority for the Inspection Program.<br><br>NOTE: If no personnel or major program changes (as defined by the Principal Inspector) affecting the responsibility or authority attributes for this element have occurred since the last SAI and/or EPI was accomplished, then do not perform tasks 3 − 6. Answer questions 2.1 &2.2 and provide the name/title. | |
| 3 Review the duties and responsibilities for the person(s) who manage the Inspection Program documented in the Certificate Holder's manual. | |
| 4 Review the appropriate organizational chart. | |
| 5 Discuss the Inspection Program with the management personnel identified in Tasks 1 and 2. | |
| 6 Evaluate the qualifications and work experience of the management personnel identified in Tasks 1 and 2. | |
| ***Questions*** | |
| To meet this objective, the inspector must answer the following questions: | |
| 2. Are the following aspects of the Management Responsibility and Authority Attributes addressed for the Inspection Program: | |
| 2.1 Is there a clearly identifiable person who is responsible for the quality of the Inspection Program? | ☐ Yes<br>☐ No, Explain<br>Name/Title: |
| 2.2 Is there a clearly identified person who has authority to establish and modify the Certificate Holder's policies, procedures, instructions and information for the Inspection Program? | ☐ Yes<br>☐ No, Explain<br>Name/Title: |
| 2.3 Does the responsible person know that he/she has responsibility for the Inspection Program? | ☐ Yes<br>☐ No, Explain<br>☐ Not Applicable |
| 2.4 Does the person with authority know that he/she has authority for the Inspection Program? | ☐ Yes<br>☐ No, Explain<br>☐ Not Applicable |
| 2.5 Does the person with responsibility for the Inspection Program process meet the qualification standards? | ☐ Yes<br>☐ No, Explain<br>☐ Not Applicable |
| 2.6 Does the person with authority to establish and modify the Inspection Program process meet the qualification standards? | ☐ Yes<br>☐ No, Explain |

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| | ☐ Not Applicable |
| 2.7 Does the person with authority understand the controls, process measurements, and interfaces associated with the Inspection Program? | ☐ Yes<br>☐ No, Explain<br>☐ Not Applicable |
| 2.8 Does the person with authority understand the controls, process measurements, and interfaces associated with the Inspection Program? | ☐ Yes<br>☐ No, Explain<br>☐ Not Applicable |
| 2.9 Does the responsible person know who has authority to establish and modify the Inspection Program? | ☐ Yes<br>☐ No, Explain<br>☐ Not Applicable |
| 2.10 Does the individual with authority know who has the responsibility for the Inspection Program? | ☐ Yes<br>☐ No, Explain<br>☐ Not Applicable |

| EPI SECTION 2 − MANAGEMENT RESPONSIBILITY & AUTHORITY OBSERVABLES −Drop Down Menu |
|---|
| 1. Assignment of responsibility. |
| 2. Assignment of authority. |
| 3. Does not understand procedures, policies or instructions and information. |
| 4. Does not understand controls. |
| 5. Does not understand process measurements. |
| 6. Does not understand interfaces. |
| 7. Span of control. |
| 8. Position vacant. |
| 9. Other. |