

**Element Performance Inspection (EPI) Data Collection Tool**  
**3.1.10 Lower Landing Minimums (LLM) (OP)**

**ELEMENT SUMMARY INFORMATION**

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

- To safely land the aircraft at the specified Lower Landing Minimums (LLM) as authorized in the Certificate Holder's operations specifications and Federal Aviation Regulations.

**Objective** (FAA oversight responsibility):

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

**Specific Instructions:**

- To accomplish this EPI, the inspector should be familiar with the Certificate Holder's landing minimums authorizations.

**Related EPI(s):**

- 1.1.2 Appropriate Operational Equipment (AW)
- 3.2.1 Dispatch / Flight Release (OP)
- 3.2.3 MEL / CDL Procedures (OP)
- 4.3.1 Pilot Operating Limitations / Recent Experience (OP)
- 4.3.2 Appropriate Airmen / Crewmember Checks and Qualifications (OP)
- 5.1.6 Use of Approved Areas, Routes and Airports (OP)

**SUPPLEMENTAL INFORMATION**

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

- SRRs:
  - 119.43(b)
  - 119.43(b)(1)
  - 119.43(b)(2)
  - 119.43(c)
  - 121.135(a)(1)
  - 121.135(b)(1)
  - 121.135(b)(2)

121.135(b)(3)  
121.195(b)  
121.579(b)  
121.579(b)(1)  
121.579(b)(2)  
121.579(c)(1)  
121.579(c)(2)  
121.652(c)  
91.189(g)  
C059  
C059 f  
C059(e)(1)  
C059(e)(2)  
C059a  
C059b  
C059c  
C059c(1)  
C059c(2)  
C059c(3)  
C059d  
C059e  
C059g  
C059h  
C059i  
C060  
C060a  
C060b  
C060c  
C060d  
C060e(1)  
C060f

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

- Related CFRs:  
Intentionally left blank
  
- FAA Policy/Guidance:  
Advisory Circular 120–28D  
Advisory Circular 120–29A

<b>EPI SECTION 1 – PERFORMANCE OBSERVABLES</b>	
<b>Objective:</b> (FAA oversight responsibility): To determine if the Certificate Holder follows its procedures, controls, process measures and interfaces for the Lower Landing Minimums (LLM).	
<b>Tasks</b>	
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 Lower Landing Minimums (LLM) 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 Lower Landing Minimums (LLM) process to gain an understanding of the procedures, instructions and information contained in the Certificate Holder's manual.
5	Discuss the Lower Landing Minimums (LLM) process with the personnel (other than management) who perform the duties and responsibilities required by the process.
<b>Questions</b>	
To meet this objective, the inspector must answer the following questions:	
1. Were the following Performance Measures met:	
1.1	Did the flight crew conduct a thorough CAT II/III approach review prior to conducting the approach? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No, Explain</span>
1.2	Are high minimum captains who are dispatched into potential lower minimum approach weather conditions given the proper restrictions?  <i>Related performance JTIs:</i> • Check at the aircraft cockpit to ensure that no pilot in command utilizes CAT II minimums while they are subject to the higher minimums requirement of this regulation. <i>Sources:</i> 121.652(c); 121.135(b)(1) <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No, Explain</span>
1.3	Did the flight crew recognize any LLM–required inflight equipment failures that occurred? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No, Explain</span>
2	Were the Certificate Holder's policies, procedures, instructions and information, contained in its manual, for the Lower Landing Minimums (LLM) process followed? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No, Explain</span>
3	Were the Lower Landing Mimimums (LLM) process controls followed? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No, Explain</span>
4	Did the records for the Lower Landing Minimums (LLM) process comply with the instructions provided in the Certificate Holder's manual? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No, Explain</span>
5	Were the process measurements for the Lower Landing Minimums (LLM) process effective in identifying problems or potential problems and providing corrective action for them? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No, Explain</span>
6	Did personnel properly handle the associated interfaces by complying with other written policies, procedures, instructions and information that are related to this element? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No, Explain</span>

<b>EPI SECTION 1 – PERFORMANCE OBSERVABLES –Drop Down Menu</b>
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 Lower Landing Minimums (LLM) 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 Lower Landing Minimums (LLM) process.

2 Identify the person who has overall authority for the Lower Landing Minimums (LLM) process.

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 below. Answer questions 2.1 & 2.2 below, and provide the name/title.

3 Review the duties and responsibilities for the person(s) who manage the Lower Landing Minimums (LLM) process documented in the Certificate Holder's manual.

4 Review the appropriate organizational chart.

5 Discuss the Lower Landing Minimums (LLM) process 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 Lower Landing Minimums (LLM) process:

2.1 Is there a clearly identified person who is responsible for the quality of the Lower Landing Minimums (LLM) process?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain Name/Title: <input type="text"/>
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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 Lower Landing Minimums (LLM) process?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain Name/Title: <input type="text"/>
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2.3 Does the responsible person know that he/she has responsibility for the Lower Landing Minimums (LLM) process?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
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2.4 Does the person with authority know that he/she has authority for the Lower Landing Minimums (LLM) process?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
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2.5 Does the person with responsibility for the Lower Landing Minimums (LLM) process meet the qualification standards?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
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	<input type="checkbox"/> Not Applicable
2.6 Does the person with authority to establish and modify the Lower Landing Minimums (LLM) process meet the qualification standards?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
2.7 Does the person with responsibility understand the controls, process measurements, and interfaces associated with the Lower Landing Minimums (LLM) process?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
2.8 Does the person with authority understand the controls, process measurements, and interfaces associated with the Lower Landing Minimums (LLM) process?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
2.9 Does the responsible person know who has authority to establish and modify the Lower Landing Minimums (LLM) process?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
2.10 Does the individual with authority know who has the responsibility for the Lower Landing Minimums (LLM) process?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable

<b>EPI SECTION 2 – MANAGEMENT RESPONSIBILITY &amp; AUTHORITY OBSERVABLES –Drop Down Menu</b>
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.