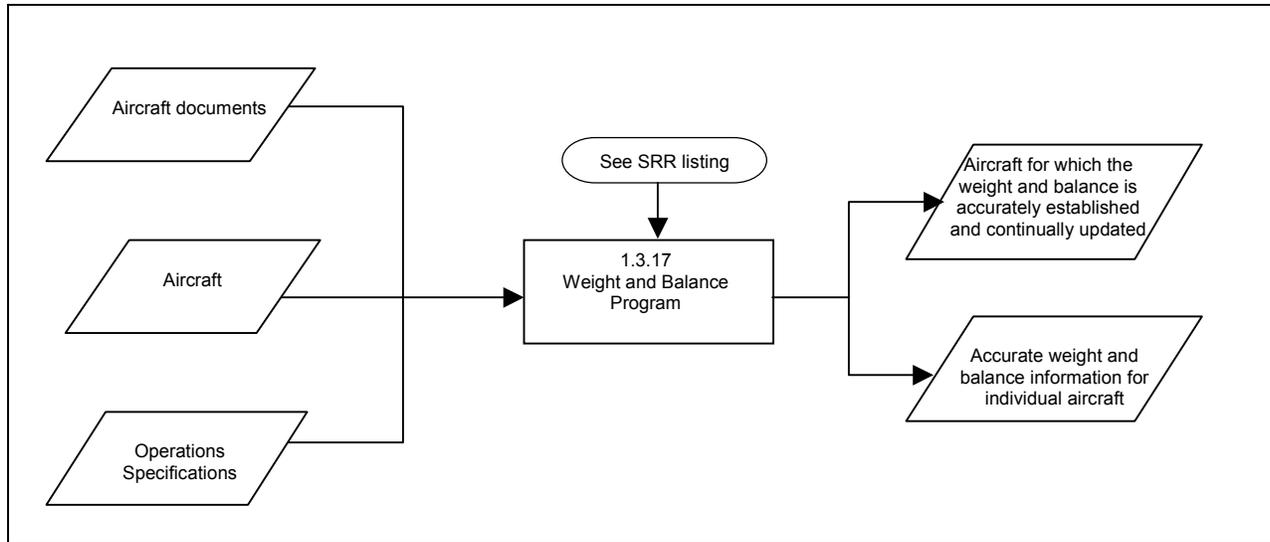


# Safety Attribute Inspection (SAI) Job Aid



## ELEMENT SUMMARY INFORMATION

**Element:** 1.3.17 Weight and Balance Program

**Purpose of this Element** (Air Carrier's responsibility): To ensure the Air Carrier accurately determines the weight of the aircraft; calculates the center of gravity; and maintains current records.

**Objective** (FAA responsibility): To determine if the Air Carrier follows its policies and procedures for the Weight and Balance Program.

**Inputs:**

- Aircraft Documents
- Aircraft
- Operations Specifications

**Outputs:**

- Aircraft for which the weight and balance is accurately established and continually updated.
- Accurate weight and balance information for individual aircraft.

**Performance Measures:**

- Aircraft is weighed at least once every 36 months.
- Air carrier uses a system for weighing aircraft that includes calibrated equipment traceable to NIST or the weighing system manufacturer's data.
- Air carrier maintains complete and continuous weight and balance calculation which considers the effects of repairs and alterations.
- Each aircraft has specific weight and balance information available for use by flight crew and dispatch.

# Safety Attribute Inspection (SAI) Job Aid

## **SRR:**

- 119.49 (a) (9) Contents of operations specifications (Domestic and Flag)
- 119.49 (b) (9) Contents of operations specifications (Supplemental)
- 121.135 (b) (20) (Manual) Contents
- 121.198 (b) Cargo service airplanes: Increased zero fuel and landing weights.

## **Other CFRs and/or FAA Guidance:**

- FAA Order 8300.10 Volume 2, Chapter 74, Evaluate Far Parts 121 And 135 (10 Or More And Turbine Powered Aircraft) Operator's Weight And Balance Control Program
- FAA Order 8400.10, Volume 3, Chapter 15, Section 3, Paragraph 2133. Weight and Balance Procedures.
- CFR 119.3, Definitions.
- CFR 121 Subparts I and N
- CFR 121.153 (b), Aircraft requirements: General.
- CFR 121.693, Load manifest: All certificate holders.
- HBAW 95-14 and HBAT 95-15 - Adherence to Advisory Circular 120-27C, "Aircraft Weight and Balance Control"
- Refer to appropriate Advisory Circulars

# Safety Attribute Inspection (SAI) Job Aid

## SRR SPECIFIC INFORMATION

<b>SRR</b>	<b>Intent</b>	
<b>119.49 (a) (9)</b>	To require that the air carrier conducting domestic, flag, or commuter operations must obtain Operations Specifications for authorization of their Weight and Balance Program.	<i>Certification: Maintenance</i> <i>Surveillance: ASI</i>
<b>119.49 (b) (9)</b>	To require that the air carrier operating under supplemental operations must obtain Operations Specifications for authorization of their Weight and Balance Program.	<i>Certification: Maintenance</i> <i>Surveillance: ASI</i>
<b>121.135 (b) (20)</b>	To require that the air carrier must have procedures for maintaining aircraft weight.	<i>Certification: Maintenance</i> <i>Surveillance: ASI</i>
<b>121.198 (b)</b>	<b>TBD</b>	<i>Certification:</i> <i>Surveillance:</i>

# Safety Attribute Inspection (SAI) Job Aid

## 1.3.17 Weight and Balance Program

### **SECTION 1 - RESPONSIBILITY ATTRIBUTE**

**Objective:** To determine if there is a clearly identifiable, qualified, and knowledgeable person who is accountable for the quality of the Weight and Balance Program.

*To meet this objective, the inspector will accomplish the following tasks:*

1. Identify the person who is responsible for the quality of the Weight and Balance Program.
2. Review the description in the Manual that delineates the duties and responsibilities of the person.
3. Evaluate the person's qualifications and work experience (or resume', if appropriate).
4. Review the appropriate organizational chart.
5. Discuss the Weight and Balance Program with the person.

*To meet this objective, the inspector will determine and record answers to the following questions:*

1. Is there a clearly identifiable person who is answerable for the quality of the Weight and Balance Program?	<input type="checkbox"/> YES <b>If yes, provide the name:</b>
	<input type="checkbox"/> NO <b>If no, explain:</b>
2. Does the person understand the procedures associated with the Weight and Balance Program?	<input type="checkbox"/> YES <b>If no, explain:</b>
	<input type="checkbox"/> NO
3. Does the person understand the controls associated with the Weight and Balance Program?	<input type="checkbox"/> YES <b>If no, explain:</b>
	<input type="checkbox"/> NO
4. Does the person understand the interfaces associated with the Weight and Balance Program?	<input type="checkbox"/> YES <b>If no, explain:</b>
	<input type="checkbox"/> NO
5. Does the person understand the process measurements associated with the Weight and Balance Program?	<input type="checkbox"/> YES <b>If no, explain:</b>
	<input type="checkbox"/> NO
6. Is the responsibility of this position clearly documented in the air carrier's Manual(s)?	<input type="checkbox"/> YES <b>If no, explain:</b>
	<input type="checkbox"/> NO
7. Are the qualification standards for this position clearly documented?	<input type="checkbox"/> YES <b>If no, explain:</b>
	<input type="checkbox"/> NO
7a Are the qualification standards for this position appropriate for the duties that are assigned?	<input type="checkbox"/> YES <b>If no, explain:</b>
	<input type="checkbox"/> NO
8. Does the person meet the qualification standards?	<input type="checkbox"/> YES <b>If no, explain:</b>
	<input type="checkbox"/> NO
9. Does the person acknowledge that he/she has responsibility for the Weight and Balance Program?	<input type="checkbox"/> YES <b>If no, explain:</b>
	<input type="checkbox"/> NO
10. Does the person know who has authority to establish and modify the Weight and Balance Program?	<input type="checkbox"/> YES <b>If no, explain:</b>
	<input type="checkbox"/> NO

# Safety Attribute Inspection (SAI) Job Aid

## 1.3.17 Weight and Balance Program

### **SECTION 2 – AUTHORITY ATTRIBUTE**

**Objective:** To determine if there is a clearly identifiable, qualified, and knowledgeable person with the authority to establish and modify the Weight and Balance Program.

*To meet this objective, the inspector will accomplish the following tasks:*

1. Identify the person who has the authority to establish or modify the Weight and Balance Program.
2. Review the description in the Manual that delineates the duties and responsibilities of the person.
3. Evaluate the person’s qualifications and work experience (or resume’, if appropriate).
4. Review the appropriate organizational chart.
5. Discuss the Weight and Balance Program with the person.

*To meet this objective, the inspector will determine and record answers to the following questions:*

1. Is there a clearly identifiable person who has authority to establish and modify the air carrier’s policies for the Weight and Balance Program?	<input type="checkbox"/> YES <b>If yes, provide the name:</b> <input type="checkbox"/> NO <b>If no, explain:</b>
2. Does the person understand the procedures associated with the Weight and Balance Program?	<input type="checkbox"/> YES <b>If no, explain:</b> <input type="checkbox"/> NO
3. Does the person understand the controls associated with the Weight and Balance Program?	<input type="checkbox"/> YES <b>If no, explain:</b> <input type="checkbox"/> NO
4. Does the person understand the interfaces associated with the Weight and Balance Program?	<input type="checkbox"/> YES <b>If no, explain:</b> <input type="checkbox"/> NO
5. Does the person understand the process measurements associated with the Weight and Balance Program?	<input type="checkbox"/> YES <b>If no, explain:</b> <input type="checkbox"/> NO
6. Is the authority of this position clearly documented in the air carrier’s Manual(s)?	<input type="checkbox"/> YES <b>If no, explain:</b> <input type="checkbox"/> NO
7. Are the qualification standards for this position clearly documented?	<input type="checkbox"/> YES <b>If no, explain:</b> <input type="checkbox"/> NO
7a Are the qualification standards for this position appropriate for the duties that are assigned?	<input type="checkbox"/> YES <b>If no, explain:</b> <input type="checkbox"/> NO
8. Does the person meet the qualification standards?	<input type="checkbox"/> YES <b>If no, explain:</b> <input type="checkbox"/> NO
9. Does the person acknowledge that he/she has authority for the Weight and Balance Program?	<input type="checkbox"/> YES <b>If no, explain:</b> <input type="checkbox"/> NO
10. Does the individual know who has the responsibility for the Weight and Balance Program?	<input type="checkbox"/> YES <b>If no, explain:</b> <input type="checkbox"/> NO
11. Are the procedures for delegation of authority clearly documented for the Weight and Balance Program?	<input type="checkbox"/> YES <b>If no, explain:</b> <input type="checkbox"/> NO

# Safety Attribute Inspection (SAI) Job Aid

## 1.3.17 Weight and Balance Program

### SECTION 3 – PROCEDURES ATTRIBUTE

**Objective:** To determine if the air carrier has documented procedures for accomplishing the Weight and Balance Program.

*To meet this objective, the inspector will accomplish the following tasks:*

1. Review the documented instructions and information related to the Weight and Balance Program to ensure that they contain who, what, where, when, and how.
2. Review the FAA Guidance and Specific Regulatory Requirements (SRR) included in the supplemental information section of this SAI.
3. Discuss the Weight and Balance Program with appropriate personnel to gain an understanding of the procedures.
4. Observe the Weight and Balance Program to gain an understanding of the procedures.

*To meet this objective, the inspector will determine and record answers to the following questions:*

1. Do written procedures exist to achieve the desired result of the Weight and Balance Program:

*1.1 Do written procedures provide detailed information and instruction for weighing aircraft including: [SRR 121.135 (b)(20)]*

<i>1.1.1 Conditions in the hangar; [SRR 121.135(b)]</i>	<input type="checkbox"/> YES <b>If no or N/A, explain:</b> <input type="checkbox"/> NO <input type="checkbox"/> N/A
<i>1.1.2 Cleaning aircraft; [SRR 121.135(b)]</i>	<input type="checkbox"/> YES <b>If no or N/A, explain:</b> <input type="checkbox"/> NO <input type="checkbox"/> N/A
<i>1.1.3 Jacking aircraft; [SRR 121.135(b)]</i>	<input type="checkbox"/> YES <b>If no or N/A, explain:</b> <input type="checkbox"/> NO <input type="checkbox"/> N/A
<i>1.1.4 Checking status of on-board equipment (e.g. entertainment, emergency); [SRR 121.135(b)]</i>	<input type="checkbox"/> YES <b>If no or N/A, explain:</b> <input type="checkbox"/> NO <input type="checkbox"/> N/A
<i>1.1.5 Servicing fluid levels (e.g., blue room, hydraulics); [SRR 121.135(b)]</i>	<input type="checkbox"/> YES <b>If no or N/A, explain:</b> <input type="checkbox"/> NO <input type="checkbox"/> N/A
<i>1.1.6 Determining unusable fuel; [SRR 121.135(b)]</i>	<input type="checkbox"/> YES <b>If no or N/A, explain:</b> <input type="checkbox"/> NO <input type="checkbox"/> N/A
<i>1.1.7 Verifying calibration of weighing system (conforms to NIST or manufacturer's approved data); [SRR 121.135(b)]</i>	<input type="checkbox"/> YES <b>If no or N/A, explain:</b> <input type="checkbox"/> NO <input type="checkbox"/> N/A
<i>1.1.8 Reviewing accuracy of equipment list against the configuration of the aircraft; [SRR 121.135(b)]</i>	<input type="checkbox"/> YES <b>If no or N/A, explain:</b> <input type="checkbox"/> NO <input type="checkbox"/> N/A

# Safety Attribute Inspection (SAI) Job Aid

## 1.3.17 Weight and Balance Program

### SECTION 3 – PROCEDURES ATTRIBUTE

<p>1.1.9 Documenting scales serial numbers, tare weights, calibration information, and the results of weighing; and [SRR 121.135(b)]</p>	<input type="checkbox"/> YES <b>If no or N/A, explain:</b> <input type="checkbox"/> NO <input type="checkbox"/> N/A
<p>1.1.10 Using work instruction cards? [SRR 121.135(b)]</p>	<input type="checkbox"/> YES <b>If no or N/A, explain:</b> <input type="checkbox"/> NO <input type="checkbox"/> N/A
<p>1.2 Do written procedures explain the method for using average fleet weight program (if applicable)?</p>	<input type="checkbox"/> YES <b>If no or N/A, explain:</b> <input type="checkbox"/> NO <input type="checkbox"/> N/A
<p>1.3 Do written procedures explain the transfer of new/revised aircraft weight and balance information to flight operations? [SRR 121.135(b)]</p>	<input type="checkbox"/> YES <b>If no or N/A, explain:</b> <input type="checkbox"/> NO <input type="checkbox"/> N/A
<p>2. Do the procedures identify: who, what, where, when and how?</p>	<input type="checkbox"/> YES <b>If no, explain:</b> <input type="checkbox"/> NO
<p>3. Are the procedures in compliance with the CFR(s)?</p>	<input type="checkbox"/> YES <b>If no, explain:</b> <input type="checkbox"/> NO
<p>4. Do the procedures conform to other written guidance (E.g., Operations Specifications, FAA Orders, Airworthiness Directives, Advisory Circulars, Handbook Bulletins, Directives, and Manufacturer’s Recommendations)?</p>	<input type="checkbox"/> YES <b>If no, explain:</b> <input type="checkbox"/> NO
<p>5. Does the air carrier have the resources to support the written procedures for the Weight and Balance Program?</p>	<input type="checkbox"/> YES <b>If no, explain:</b> <input type="checkbox"/> NO
<p>6. If alternate procedures exist for use during irregular conditions, do they achieve the same desired results as the primary procedures so that an equivalent level of safety is maintained? (E.g., a manual system used as a result of equipment failure).</p>	<input type="checkbox"/> YES <b>If no, explain:</b> <input type="checkbox"/> NO <input type="checkbox"/> N/A, <b>No alternate procedures exist for this element</b>
<p>7. Are the procedures published in different manuals relating to the Weight and Balance Program consistent?</p>	<input type="checkbox"/> YES <b>If no, explain:</b> <input type="checkbox"/> NO
<p>8. Does the air carrier have a documented method for assessing the impacts of procedural changes to the Weight and Balance Program?</p>	<input type="checkbox"/> YES <b>If no, explain:</b> <input type="checkbox"/> NO

# Safety Attribute Inspection (SAI) Job Aid

## 1.3.17 Weight and Balance Program

### SECTION 4 – CONTROL ATTRIBUTE

**Objective:** To determine if checks and restraints are designed into the Weight and Balance Program to ensure a desired result is achieved.

*To meet this objective, the inspector will accomplish the following tasks:*

1. Review the documented instructions and information related to the Weight and Balance Program.
2. Review the FAA Guidance and Specific Regulatory Requirements (SRR) included in the supplemental information section of this SAI
3. Discuss the Weight and Balance Program with appropriate personnel to gain an understanding of the controls.
4. Observe the Weight and Balance Program to gain an understanding of the controls.

*To meet this objective, the inspector will determine and record answers to the following questions:*

1. Are the following checks and restraints built into the Weight and Balance Program:

1.1 Does the air carrier ensure that only personnel who have been trained and qualified in the use of weighing apparatus are authorized to weigh aircraft? [SRR 121.135(b)]	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A	<b>If no or N/A, explain:</b>
1.2 Does the Air Carrier specify that weighing of an aircraft is a Required Inspection Item?	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A	<b>If no or N/A, explain:</b>
1.3 Does the air carrier require weighing or computation for each aircraft when the center of gravity changes exceeds one half of one percent of mean aerodynamic chord (MAC)? [SRR 121.135 (b)]	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A	<b>If no or N/A, explain:</b>
1.4 Does the air carrier require an alerting method in the weight and balance records that identifies when the next reweighing or calculation is due?	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A	<b>If no or N/A, explain:</b>
1.5 Does the air carrier have and maintain a work card/document or other form(s) of instruction that is used to accomplish the weighing of the aircraft?	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A	<b>If no or N/A, explain:</b>
1.6 Does the air carrier require that only calibrated equipment be used when weighing aircraft?	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A	<b>If no or N/A, explain:</b>
1.7 Does the air carrier require that aircraft are weighed at least once every 36 months?	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A	<b>If no or N/A, explain:</b>
1.8 Does the Air Carrier comply with AC120-27C, and the Operations Specifications carrier, when using average fleet weight program?	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A	<b>If no or N/A, explain:</b>

# Safety Attribute Inspection (SAI) Job Aid

## 1.3.17 Weight and Balance Program

### SECTION 4 – CONTROL ATTRIBUTE

<p>1.9 Does the air carrier establish, monitor, and adjust individual aircraft or fleet, empty weight and center of gravity in conjunction with periodic weighing of the aircraft? [SRR 121.135 (b)(20)]</p>	<input type="checkbox"/> YES <b>If no or N/A, explain:</b> <input type="checkbox"/> NO <input type="checkbox"/> N/A
<p>1.10 Does the air carrier require any aircraft which is added to the Operations Specifications to be reweighed unless it is:</p>	
<p>1.10.1 New from the factory; or</p>	<input type="checkbox"/> YES <b>If no or N/A, explain:</b> <input type="checkbox"/> NO <input type="checkbox"/> N/A
<p>1.10.2 Operated by the air carrier within the previous 12 months and conforms to the aircraft configuration at the time of last weighing?</p>	<input type="checkbox"/> YES <b>If no or N/A, explain:</b> <input type="checkbox"/> NO <input type="checkbox"/> N/A
<p>1.11 Does the air carrier require that the current center of gravity and current weight be provided to flight operations and dispatch as soon as the calculations are confirmed?</p>	<input type="checkbox"/> YES <b>If no or N/A, explain:</b> <input type="checkbox"/> NO <input type="checkbox"/> N/A
<p>2. Do the checks and restraints ensure the desired result is achieved for the Weight and Balance Program?</p>	<input type="checkbox"/> YES <b>If no, explain:</b> <input type="checkbox"/> NO
<p>3. Does the air carrier have a documented method for assessing the impacts of any changes made to checks and restraints in the Weight and Balance Program?</p>	<input type="checkbox"/> YES <b>If no, explain:</b> <input type="checkbox"/> NO
<p>4. Does the air carrier have the resources to support the checks and restraints for the Weight and Balance Program?</p>	<input type="checkbox"/> YES <b>If no, explain:</b> <input type="checkbox"/> NO

# Safety Attribute Inspection (SAI) Job Aid

## 1.3.17 Weight and Balance Program

### **SECTION 5 - PROCESS MEASUREMENT ATTRIBUTE**

**Objective:** To determine if the air carrier measures and assesses the Weight and Balance Program to identify and correct problems or potential problems.

*To meet this objective, the inspector will accomplish the following tasks:*

1. Review the documented instructions and information related to the Weight and Balance Program.
2. Discuss the Weight and Balance Program with appropriate personnel to gain an understanding of the process measures.
3. Observe the Weight and Balance Program to gain an understanding of the process measures.

*To meet this objective, the inspector will determine and record answers to the following questions:*

1. <Deleted>

2. Does the air carrier's Weight and Balance Program include the following process measurements?

*2.1 The Air Carrier conducts an audit of:*

<p><i>2.1.1 Weight and balance records to ensure that alerts for Weight And Balance Programs are correctly identified?</i></p>	<p><input type="checkbox"/> YES    <b>If no or N/A, explain:</b>  <input type="checkbox"/> NO  <input type="checkbox"/> N/A</p>
<p><i>2.1.2 Documentation of the scale serial number, tare weights, calibration information, and results of weighing to ensure that they were recorded in the weight and balance work document?</i></p>	<p><input type="checkbox"/> YES    <b>If no or N/A, explain:</b>  <input type="checkbox"/> NO  <input type="checkbox"/> N/A</p>
<p><i>2.1.3 Any repair or alteration that affects weight and balance to ensure it is recorded and included in the cumulative calculations?</i></p>	<p><input type="checkbox"/> YES    <b>If no or N/A, explain:</b>  <input type="checkbox"/> NO  <input type="checkbox"/> N/A</p>
<p><i>2.1.4 Aircraft record to ensure it is in compliance with the average fleet weight program approved in Operations Specifications?</i></p>	<p><input type="checkbox"/> YES    <b>If no or N/A, explain:</b>  <input type="checkbox"/> NO  <input type="checkbox"/> N/A</p>
<p><i>2.1.5 Aircraft record to ensure no aircraft has gone longer than 36 months between reweighing?</i></p>	<p><input type="checkbox"/> YES    <b>If no or N/A, explain:</b>  <input type="checkbox"/> NO  <input type="checkbox"/> N/A</p>
<p><i>2.1.6 The work card/document (or other form of instruction) is compared to the GMM to ensure the accuracy of the task?</i></p>	<p><input type="checkbox"/> YES    <b>If no or N/A, explain:</b>  <input type="checkbox"/> NO  <input type="checkbox"/> N/A</p>
<p><i>2.1.7 Weight and balance data to ensure current numbers were provided to flight operations and dispatch?</i></p>	<p><input type="checkbox"/> YES    <b>If no or N/A, explain:</b>  <input type="checkbox"/> NO  <input type="checkbox"/> N/A</p>

# Safety Attribute Inspection (SAI) Job Aid

## 1.3.17 Weight and Balance Program

### **SECTION 5 - PROCESS MEASUREMENT ATTRIBUTE**

<p>2.1.8 <i>Weight and balance, and aircraft records to ensure that current status of weight and balance was accurately maintained and utilized on the aircraft?</i></p>	<input type="checkbox"/> YES <b>If no or N/A, explain:</b> <input type="checkbox"/> NO <input type="checkbox"/> N/A
<p>3. Does the air carrier document their process measurement methods and results?</p>	<input type="checkbox"/> YES <b>If no, explain:</b> <input type="checkbox"/> NO
<p>4. Are the air carrier's process measurement methods effective?</p>	<input type="checkbox"/> YES <b>If no, explain:</b> <input type="checkbox"/> NO
<p>5. Does the air carrier use their process measurement results to improve their programs?</p>	<input type="checkbox"/> YES <b>If no, explain:</b> <input type="checkbox"/> NO
<p>6. Are the process measurement results accessible to the FAA?</p>	<input type="checkbox"/> YES <b>If no, explain:</b> <input type="checkbox"/> NO
<p>7. Does the organization that conducts the process measurement have direct access to the person with responsibility for the Weight and Balance Program?</p>	<input type="checkbox"/> YES <b>If no, explain:</b> <input type="checkbox"/> NO
<p>8. Does the air carrier have the resources to support the process measurement for the Weight and Balance Program?</p>	<input type="checkbox"/> YES <b>If no, explain:</b> <input type="checkbox"/> NO

# Safety Attribute Inspection (SAI) Job Aid

## 1.3.17 Weight and Balance Program

### SECTION 6 – INTERFACES ATTRIBUTE

**Objective:** To determine if the air carrier identifies and manages the interactions between the Weight and Balance Program and the other element processes within the air carrier organization.

*To meet this objective, the inspector will accomplish the following tasks:*

1. Review the documented instructions and information related to the Weight and Balance Program.
2. Discuss the Weight and Balance Program with appropriate personnel to gain an understanding of the interfaces.
3. Observe the Weight and Balance Program to gain an understanding of the interfaces.

*To meet this objective, the inspector will determine and record answers to the following questions:*

1. Are the following interfaces identified for the Weight and Balance Program:

1.1 <i>Appropriate Operational Equipment (Element 1.1.2)</i>	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A	<b>If no or N/A, explain:</b>
1.2 <i>Major Repairs and Alterations (Element 1.2.2)</i>	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A	<b>If no or N/A, explain:</b>
1.3 <i>Outsource Organization (Element 1.3.7)</i>	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A	<b>If no or N/A, explain:</b>
1.4 <i>Calibrated Tools and Equipment (Element 1.3.8)</i>	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A	<b>If no or N/A, explain:</b>
1.5 <i>Engineering/Major Repairs and Alterations (Element 1.3.9)</i>	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A	<b>If no or N/A, explain:</b>
1.6 <i>SFAR36 (Element 1.3.12)</i>	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A	<b>If no or N/A, explain:</b>
1.7 <i>DAS (Element 1.3.13)</i>	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A	<b>If no or N/A, explain:</b>
1.8 <i>GMM/Equivalent (Element 1.3.14)</i>	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A	<b>If no or N/A, explain:</b>
1.9 <i>Flight/Load Manifest/Weight and Balance Control (Element 3.2.2)</i>	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A	<b>If no or N/A, explain:</b>

# Safety Attribute Inspection (SAI) Job Aid

## 1.3.17 Weight and Balance Program

### SECTION 6 – INTERFACES ATTRIBUTE

1.10 Maintenance Training Program (Element 4.2.1)	<input type="checkbox"/> YES <b>If no or N/A, explain:</b> <input type="checkbox"/> NO <input type="checkbox"/> N/A
1.11 Operations Specifications	<input type="checkbox"/> YES <b>If no or N/A, explain:</b> <input type="checkbox"/> NO <input type="checkbox"/> N/A
1.12 Manual Currency (Element 2.1.1)	<input type="checkbox"/> YES <b>If no or N/A, explain:</b> <input type="checkbox"/> NO <input type="checkbox"/> N/A
1.13 Content Consistency Across Manuals (Element 2.1.2)	<input type="checkbox"/> YES <b>If no or N/A, explain:</b> <input type="checkbox"/> NO <input type="checkbox"/> N/A
1.14 (Manual) Distribution (Element 2.1.3)	<input type="checkbox"/> YES <b>If no or N/A, explain:</b> <input type="checkbox"/> NO <input type="checkbox"/> N/A
1.15 (Manual) Availability (Element 2.1.4)	<input type="checkbox"/> YES <b>If no or N/A, explain:</b> <input type="checkbox"/> NO <input type="checkbox"/> N/A
2. List any additional interfaces identified:	
3. Are there written procedures for the use of air carrier personnel in the application of these interfaces?	<input type="checkbox"/> YES <b>If no, explain:</b> <input type="checkbox"/> NO
4. Are there controls to ensure that interfaces occur?	<input type="checkbox"/> YES <b>If no, explain:</b> <input type="checkbox"/> NO
5. Are the interfaces between the Weight and Balance Program and other processes treated consistently in the Manual(s)?	<input type="checkbox"/> YES <b>If no, explain:</b> <input type="checkbox"/> NO