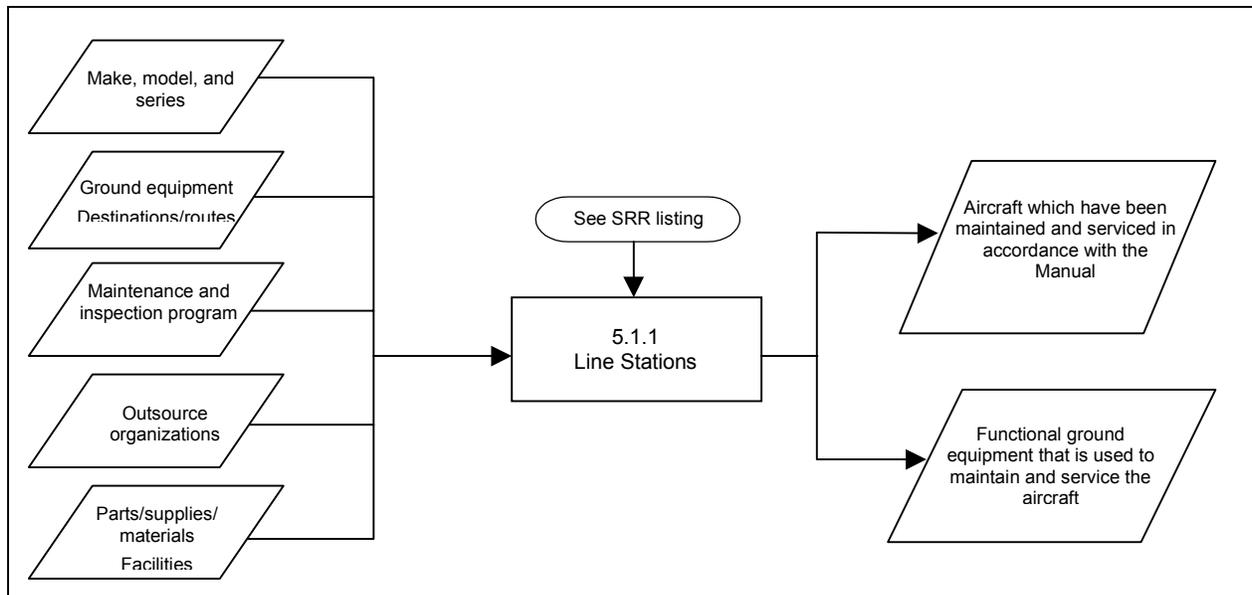


Safety Attribute Inspection (SAI) Job Aid



ELEMENT SUMMARY INFORMATION

Element: 5.1.1 Line Stations

Purpose of this Element (Air Carrier's responsibility):

To ensure the Air Carrier's aircraft support equipment, and facilities are maintained and/or serviced in accordance with their policies and procedures.

Objective (FAA responsibility): To determine if the air carrier's Line Stations process includes safety attributes.

Inputs:

- Make, model and series
- Ground equipment
- Destinations/routes
- Maintenance and inspection program
- Outsource Organizations
- Parts/supplies/materials
- Facilities

Outputs:

- Aircraft which have been maintained and serviced in accordance with the Manual
- Functional ground equipment which is used to maintain and service the aircraft

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Performance Measures:

- The Air Carrier ensures line stations/destinations which provide:
 - limited maintenance on aircraft and equipment in accordance with the Air Carrier's Manual
 - servicing in accordance with the Air Carrier's Manual
 - personnel who meet the Air Carrier's Manual with respect to training, qualifications and authorizations
- At time of maintenance the line stations/destinations meet the Air Carrier standard for line station/destination

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SRR:

- 121.105 Servicing and maintenance facilities.
- 121.123 Servicing and maintenance facilities.
- 121.369 (a) Manual requirements.
- 121.93(a) Route Requirements: General

Other CFRs and/or FAA Guidance:

- Preamble 58 FR 11778, February 26, 1993 - Use of Nitrogen or Other Inert Gas for Tire Inflation in Lieu of Air

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SRR SPECIFIC INFORMATION

SRR	Intent	Inspectors
121.105	To provide personnel, equipment, and facilities along the Air Carrier's route for servicing, maintenance, and preventative maintenance of aircraft and equipment (flag and domestic)	<i>Certification: Airworthiness</i> <i>Surveillance: Airworthiness</i>
121.123	To provide availability of personnel, equipment and facilities for servicing, maintenance, and preventative maintenance of aircraft equipment (supplemental)	<i>Certification: Airworthiness</i> <i>Surveillance: Airworthiness</i>
121.369 (a)	To ensure that the Air Carrier has a description of the organization, a list of maintenance outsources, and a description of the outsource work in the Manual.	<i>Certification: Airworthiness</i> <i>Surveillance: Airworthiness</i>
121.93(a)	TBD	<i>Certification: Airworthiness</i> <i>Surveillance: Airworthiness</i>

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5.1.1 Line Stations

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 Line Stations process.

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

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

Safety Attribute Inspection (SAI) Job Aid

5.1.1 Line Stations

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 Line Stations process.

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

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

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5.1.1 Line Stations

SECTION 3 – PROCEDURES ATTRIBUTE

Objective: To determine if the air carrier has documented procedures for accomplishing the Line Stations process.

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

1. Review the documented instructions and information related to the Line Stations process 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 Line Stations process with appropriate personnel to gain an understanding of the procedures.
4. Observe the Line Stations process 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 Line Stations process:

1.1 Do written procedures implement the standards for the maintenance capabilities of Line Stations? [SRR 121.105]	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
1.2 Do written procedures require the Air Carrier to use the list of Line Stations that identifies their capabilities (e.g., aircraft type, "A" check)? [SRR 121.105]	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
1.3 Do written procedures identify the tools and equipment required based on a Line Station's capabilities? [SRR 121.105]	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
1.4 Do written procedures outline the limitations for the performance of emergency maintenance at Destinations (supplemental)? [SRR 121. 369 (a)]	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
1.5 Do written procedures provide a method of servicing aircraft at Destinations? [SRR 121.123]	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
2. Do the procedures identify: who, what, where, when and how?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
3. Are the procedures in compliance with the CFR(s)?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
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)?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO

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SECTION 3 – PROCEDURES ATTRIBUTE

5. Does the air carrier have the resources to support the written procedures for the Line Stations process?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
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).	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A, No alternate procedures exist for this element
7. Are the procedures published in different manuals relating to the Line Stations process consistent?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
8. Does the air carrier have a documented method for assessing the impacts of procedural changes to the Line Stations process?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO

Safety Attribute Inspection (SAI) Job Aid

5.1.1 Line Stations

SECTION 4 – CONTROL ATTRIBUTE

Objective: To determine if checks and restraints are designed into the Line Stations process 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 Line Stations process.
2. Review the FAA Guidance and Specific Regulatory Requirements (SRR) included in the supplemental information section of this SAI
3. Discuss the Line Stations process with appropriate personnel to gain an understanding of the controls.
4. Observe the Line Stations process 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 Line Stations process:

<i>1.1 Does the Air Carrier have and maintain a list of Line Stations that describes their capabilities?[SRR 121.105]</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
<i>1.2 Does the Air Carrier have and maintain standards for the capabilities of Line Stations?[SRR 121.105]</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
<i>1.3 Does the Air Carrier have contracts /written agreements for Line Station facilities?[SRR 121.105, 121.123]</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
<i>1.4 Does the Air Carrier have and maintain a list of vendors for servicing aircraft at Destinations (e.g., fueling, deicing, and lavatory servicing)?[SRR 121.105, 121.123]</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
<i>1.5 Does the Air Carrier have tools and equipment available at Line Stations?[SRR 121.105,121.123]</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
<i>1.6 Does the Air Carrier have current work instruction cards at Line Stations where scheduled maintenance is performed?[SRR 121.105,121.123]</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
<i>1.7 Does the Air Carrier allow only appropriately certified persons to perform emergency maintenance?[SRR 121.105, 121.123]</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
<i>1.8 Does the Air Carrier require maintenance servicing personnel to be trained and certified (e.g., those who service hydraulic fluid, oxygen, engine oil, nitrogen)?[SRR 121.105, 121.123]</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A

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5.1.1 Line Stations

SECTION 4 – CONTROL ATTRIBUTE

<p>1.9 <i>Does the Air Carrier require personnel who service passenger systems to be trained (e.g., lavatory and potable water)? [SRR 121.105, 121.123]</i></p>	<p><input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A</p>
<p>2. Do the checks and restraints ensure the desired result is achieved for the Line Stations process?</p>	<p><input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO</p>
<p>3. Does the air carrier have a documented method for assessing the impacts of any changes made to checks and restraints in the Line Stations process?</p>	<p><input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO</p>
<p>4. Does the air carrier have the resources to support the checks and restraints for the Line Stations process?</p>	<p><input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO</p>

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5.1.1 Line Stations

SECTION 5 - PROCESS MEASUREMENT ATTRIBUTE

Objective: To determine if the air carrier measures and assesses the Line Stations process, 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 Line Stations process.
2. Discuss the Line Stations process with appropriate personnel to gain an understanding of the process measures.
3. Observe the Line Stations process 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 Line Stations process include the following process measurements?

2.1 <i>The Air Carrier audits training records of Line Station maintenance and service personnel.</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
2.2 <i>The Air Carrier audits qualifications of emergency maintenance personnel to ensure company standards are met.</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
2.3 <i>The Air Carrier monitors the use of emergency maintenance, by station to determine if a permanent maintenance provider is needed at that station.</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
2.4 <i>The Air Carrier audits aircraft servicing to ensure it is performed in accordance with the Manual</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
2.5 <i>The Air Carrier audits the list of Line Stations to ensure their capabilities, tools and equipment.</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
2.6 <i>The Air Carrier audits Line Station servicing and maintenance records.</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
3. Does the air carrier document their process measurement methods and results?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
4. Are the air carrier's process measurement methods effective?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
5. Does the air carrier use their process measurement results to improve their programs?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO

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SECTION 5 - PROCESS MEASUREMENT ATTRIBUTE

6. Are the process measurement results accessible to the FAA?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
7. Does the organization that conducts the process measurement have direct access to the person with responsibility for the Line Stations process?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
8. Does the air carrier have the resources to support the process measurement for the Line Stations process?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO

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5.1.1 Line Stations

SECTION 6 – INTERFACES ATTRIBUTE

Objective: To determine if the air carrier identifies and manages the interactions between the Line Stations process 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 Line Stations process.
2. Discuss the Line Stations process with appropriate personnel to gain an understanding of the interfaces.
3. Observe the Line Stations process 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 Line Stations process:

<i>1.1 Airworthiness Requirements (Element 1.1.1)</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
<i>1.2 Appropriate Operational Equipment (Element 1.1.2)</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
<i>1.3 Airworthiness Release or Log Book Entry (Element 1.2.1)</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
<i>1.4 Maintenance Log/Recording Requirements (Element 1.2.3)</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
<i>1.5 Maintenance Program (Element 1.3.1)</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
<i>1.6 Inspection Program (Element 1.3.2)</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
<i>1.7 RII (Element 1.3.4)</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
<i>1.8 MEL/CDL/Deferred Maintenance (Element 1.3.5)</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
<i>1.9 AD Management (Element 1.3.6)</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A

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SECTION 6 – INTERFACES ATTRIBUTE

1.10 <i>Outsource Organization (Element 1.3.7)</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
1.11 <i>Control of Calibrated Tools and Test Equipment (Element 1.3.8)</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
1.12 <i>Parts/Materials Control/SUP (Element 1.3.10)</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
1.13 <i>Continuous Analysis and Surveillance (CAS) (Element 1.3.11)</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
1.14 <i>GMM (Element 1.3.14)</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
1.15 <i>Fueling (Element 1.3.16)</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
1.16 <i>De-Icing program (Element 1.3.18)</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
1.17 <i>Other Programs Approved by Operations Specifications</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
1.18 <i>Manual Currency (Element 2.1.1)</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
1.19 <i>Content Consistency Across Manuals (Element 2.1.2)</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
1.20 <i>Distribution (Element 2.1.3)</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
1.21 <i>Availability (Element 2.1.4)</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
1.22 <i>Supplemental Operations Manuals Requirements (Element 2.1.5)</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A

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1.23 RII Personnel (Element 4.1.1)	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
1.24 Maintenance Certificate Requirements (Element 4.1.2)	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
1.25 Maintenance Training Program (Element 4.2.1)	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
1.26 RII Training requirements (Element 4.2.2)	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
1.27 Other Personnel /Ground Training (Element 4.2.6)	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
1.28 Mechanics and Repairmen Certification (Subsystem 4.4)	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
1.29 Maintenance Duty Time (Element 6.2.1)	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
1.30 Director of Maintenance (Element 7.1.1)	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
1.31 Chief Inspector (Element 7.1.2)	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
1.32 Director of Safety (Element 7.1.3)	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
1.33 Maintenance Control (Element 7.1.6)	<input type="checkbox"/> YES If no or N/A, explain: <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 If no, explain: <input type="checkbox"/> NO
4. Are there controls to ensure that interfaces occur?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
5. Are the interfaces between the Line Stations process and other processes treated consistently in the Manual(s)?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO