

StandardAero RSM QCM Training Handout

RSQCM Master Copy Location. Ref. RSQCM Section 1, Pg. 12

- 8. The Quality Manager maintains the master copy of the RSQCM and its associated computer file, which is available for review as a computer file shared across the local area network. The master copy is located in the Quality Department. The ability to revise or alter the shared computer file is limited to the Quality Manager to ensure the integrity of the file's contents.

Delegated Inspectors responsibility for inspection tasks. Ref. RSQCM Section 7, pg. 50

- Departmental Inspection personnel are directly responsible to the Inspection Crew Chief. Delegated and designated Inspection personnel fall under the direct control of the Inspection Crew Chief when performing Inspection tasks.

Inspectors, Delegated Inspectors, Lead Technicians, and Crew Chiefs must be certificated per FAR part 65. Ref. RSQCM Section 4

Receiving Inspectors responsibility for receiving inspection process. Ref. Section 4, page 42

- Receiving Inspectors are responsible to the Inspection Crew Chief for designated inspection functions they perform relative to the receiving inspection process. When not performing receiving inspection duties Receiving Inspectors are responsible to the Material Manager.

Invalid/Obsolete Document control. Ref. RSQCM Appendix A, Procedure P 4.2-1

- 7.1 When documents are revised for any reason, Invalid/Obsolete documents are promptly removed from all points of issue of use and destroyed. The engineering Department may maintain one copy of the most recent obsolete version for reference only in a controlled file.

Off-Site Maintenance Tech Certification requirements. Ref. RSQCM Section 16, pg. 85

- Work Order (W/O) Number – employee must be in possession of an active W/O prior to dispatch. Aircraft/Engine Serial Number. Customer Operating Rules (14 CFR Part 91 and Part 121/135) – used to determine if there are specific customer requirements i.e., Required Inspection Items. Work Scope – QA Department is responsible for determining that the Inspector is qualified to perform the intended work scope. **Repairman or A&P number – only certificated personnel may be issued inspection authority.** Work History – must be added to the Repair Station Roster.

Personal-owned calibrated tools. Ref. RSQCM Section 12, pg. 75

- The purpose of this section is to ensure that this facility's precision tooling, gauges, and test equipment are properly controlled and maintained in a calibrated state to ensure accuracy of tasks associated with such equipment in accordance with facility policy, manufacturer's instructions, and FAA regulations.
- Company-owned and personal articles are identified by a tool number assigned to the article for uniquely identifying the items to be calibrated, to ensure that there can be no confusion regarding the identity of such items.

Documenting work performed on job cards. Ref. RSQCM Section 7, pg. 54.

- 19. When activity relevant to any job card is completed, the technician(s) accomplishing or supervising the work immediately provides details, to a degree that provides adequate description as to what action was performed. This detail includes:
 - A. Compliance with specific job card requirements, which includes, but is not limited to: Airworthiness Directives, which may require reference to associated service information used to accomplish the Airworthiness Directives; when recurring action is required, the technician(s) notes the time and date of the next action in the sign-off.

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- B. Part/component nomenclature, part number(s) and serial number(s) for product installed and/or removed;
- C. The condition of the product used. If a component or part is installed that may need a leak and/or an operational test performed, the technician installing the part lists the operation due on the leak and operational test form (form # F 8.2.4-1-1) at the time he signs off the work on the specific work order job card
- D. Reference to data (i.e., OEM (Original Equipment Manufacturer) manual, manual number, revision number); in the event that the work was performed for an air carrier, the air carrier's manuals and/or assigned air carrier data is referenced on all applicable work orders;
- E. Permanent number of the individual performing the work and the date on which the work was performed;
- F. An inspection stamp from the inspector inspecting his/her work;
- G. Identification of the specific product affected.

Customer Supplied Parts. Ref. RSQCM Section 10, pg. 71

- Applicable product books, manuals, federal specifications, drawings, manufacture's statements of conformity, certified facility's statements of airworthiness, etc., in conjunction with the detailed visual inspection are used, when required, as the basis of the receiving inspection for determination of acceptability or rejection of a product. This requirement also applies to customer-supplied product, received for use in the service, repair, overhaul, or modification of aircraft or any component thereof.

Off-Base maintenance part receiving inspection. Ref. RSQCM Section 16, pg. 86

- Parts drop shipped directly from the vendor or provided by the customer to the location of the Off-Base maintenance shall be received IAW RS&QCM. The receiving inspection is documented on W/O Job Card (J/C) at the time the parts are received. The parts are processed through the Rene Perez Associates (RPA) computer system upon completion of the maintenance action and transmittal of records to the Repair Station.
- Parts shipped from the repair station to the location of the Off-Base maintenance, must be received IAW RS&QCM.
- Shipping of Components Containing Hazardous Materials (Hazmat): Parts shipped from off base maintenance location by StandardAero personnel shall be shipped IAW RS&QCM/OSHA.

Requirements for signing off a FAA Airworthiness Directive. Reference FAR 91.417:

- §91.417 Maintenance records
 - (v) The current status of applicable airworthiness directives (AD) and safety directives including, for each, the method of compliance, the AD or safety directive number and revision date. If the AD or safety directive involves recurring action, the time and date when the next action is required.

Documenting replacement of life-limited components. Ref. RSQCM section 7, pg. 58.

- Documentation of all life-limited product showing history is required. Job card sign-off must include P/N, S/N, Time Since New/Time Since Overhaul, and life remaining information.

FAA Part 65

- FAA Part 65 governs the requirements for a Repairman Certificate.
- FAA issued certificate holder (Airframe, Airframe/Powerplant, or Repairman) must notify the FAA of a personal change of address within 30 days as per FAA 65.21- Change of Address.

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Current Repair Station Forms

- All Springfield Repair Station Forms are controlled by a site specific Repair Station and Quality Control Forms Manual maintained in the Quality Department and SPI shared drive.

Customer authorization to perform work on aircraft. Ref. RSQCM Section 7, pg. 52

- 7. For maintenance activity at this facility, the relevant Crew Chief ensures that the customer or customer's agent signs and dates the Customer Service Request and Agreement (form #F 7.2.1-1-2) and subsequent Customer Service Request Additional Items sheets as needed. Signature acquisition may, in some circumstances (i.e., "drop-in" as opposed to "scheduled" product input), be delayed until after initiation of the computer work order generation described below.