

VOLUME 6 SURVEILLANCE**CHAPTER 9 PART 145 INSPECTIONS****Section 20 Safety Assurance System: Inspect a Part 145 Repair Station Located Outside the United States (Non-Bilateral Aviation Safety Agreement (BASA) Maintenance Facility)**

6-2036 REPORTING SYSTEM. Use Safety Assurance System (SAS) automation and the associated Data Collection Tools (DCT).

6-2037 OBJECTIVE. This section provides guidance for Flight Standards Service (AFS) personnel involved in certificate management on inspecting Title 14 of the Code of Federal Regulations (14 CFR) part 145 repair stations outside the United States.

6-2038 GENERAL.

A. Inspection Initiation. A risk-based inspection encompasses repair station Areas of Responsibility (AOR) associated with assigned SAS surveillance. While conducting surveillance, the aviation safety inspector (ASI) should verify the facility and personnel are qualified to perform the maintenance functions as listed in Federal Aviation Administration (FAA) operations specifications (OpSpecs) and the repair station's capability lists (CL). Inspection team size should be determined by International Field Office (IFO) management and based on the most efficient utilization of resources for the size and complexity of the repair station.

B. Work Away From a Fixed Location. The district office where the work is being performed may inspect repair stations working away from a fixed location. The ASI from the geographical office performing the inspection should maintain good communication with the parent facility's certificate-holding district office (CHDO) regarding such items as procedures, manuals, equipment, and personnel.

C. Inspector Conduct. ASIs assigned to an IFO must be conscious of sensitive issues when working in the international environment and must apply the highest degree of professionalism while assigned outside the United States. An ASI must be courteous and respectful when dealing with foreign nationals and the various officials of foreign aviation authority (AA). ASIs should understand that, while working for the FAA, his or her every action is representative of the U.S. Government. The FAA expects IFO employees to (1) be fully aware that they are guests in a foreign country, and (2) to recognize national culture within their working environment.

D. Joint Participation. As a professional courtesy and to encourage future agreements, ASIs may need to coordinate with foreign AA representatives to participate in the inspection. Foreign AA representatives may want to participate as observers during FAA repair station surveillance.

6-2039 COORDINATION REQUIREMENTS. If the repair station has an assigned principal maintenance inspector (PMI) and principal avionics inspector (PAI), the two inspectors should coordinate the inspection between them.

6-2040 REFERENCES, FORMS, AND JOB AIDS.**A. References (current editions):**

- Advisory Circular (AC) 43-15, Recommended Guidelines for Instrument Shops.
- AC 43-207, Correlation, Operation, Design, and Modification of Turbofan/Jet Engine Test Cells.
- AC 65-31, Training, Qualification, and Certification of Nondestructive Inspection Personnel.
- AC 145-5, Repair Station Internal Evaluation Programs.
- AC 145-9, Guide for Developing and Evaluating Repair Station and Quality Control Manuals.
- Title 14 CFR Parts 43, 65, 121, 125, 135, and 145.
- Volume 2, Chapter 11, Section 1, Safety Assurance System: Introduction.
- Volume 2, Chapter 11, Section 2, Procedures for Certificating Part 145 Repair Stations/Satellites Located Within the United States and its Territories.
- Volume 2, Chapter 11, Section 3, International Field Office Procedures for Certificating/Renewing/Amending a Part 145 Repair Station Located Outside the United States and its Territories and not Under a Maintenance Implementation Procedure.
- Volume 2, Chapter 11, Section 4, Safety Assurance System: Evaluate a Part 145 Repair Station Manual and Quality Control Manual or Revision.
- Volume 2, Chapter 11, Section 5, Safety Assurance System: Evaluate Part 145 Repair Station Facilities and Equipment.
- Volume 3, Chapter 15, Section 1, Safety Assurance System: General.
- Volume 3, Chapter 42, Section 1, Safety Assurance System: Initial and Continual Oversight and Evaluation of Essential Maintenance and other Contract Maintenance Provider Programs and Contractual Agreements.
- Volume 6, Chapter 9, Section 7, Safety Assurance System: Inspect a Part 145 Repair Station's Manual System.
- Volume 6, Chapter 9, Section 8, Safety Assurance System: Inspect a Part 145 Repair Station's Housing and Facilities.
- Volume 6, Chapter 11, Section 17, Safety Assurance System: Inspect Avionics Test Equipment.
- Volume 10, Safety Assurance System Policies and Procedures.
- Volume 12, Chapter 13, Section 1, General Policy Guidance.
- Volume 12, Chapter 13, Section 2, Instructions for Flight Standards Service Offices.

B. Forms. None.**C. Job Aids.** Job Task Analysis (JTA): 2.4.18.

6-2041 PROCEDURES.

A. Review Applicable Information. Before inspecting, the ASI should carefully review:

- 1) Parts 43 and 145.
- 2) Repair Station Manual (RSM) or Quality Control Manual (QCM).
- 3) OpSpecs.
- 4) Safety Performance Analysis System (SPAS).
- 5) Enhanced Vital Information Database (eVID) or Vitals tab in the configuration module in SAS automation.
- 6) CHDO file.
- 7) If there is a corrective action plan (CAP) from the previous year's inspection/renewal, the ASI must review that plan, and the inspection will verify that those deficiencies/findings have been corrected.

B. Conduct an In-Briefing and Debriefing. Brief the certificate holder on the purpose of the inspection. This in-brief may take place at the beginning of the inspection or at the beginning of each day. Brief the certificate holder on the inspection results. Discuss any deficiencies and possible corrective actions. You can find detailed instructions for conducting this briefing in Volume 1, Chapter 3, Section 1, Safety Assurance System: Responsibilities of Aviation Safety Inspectors.

C. Conduct the Inspection. Use the SAS data collection tools and processes located in Volume 10.

D. Findings and Deficiencies. Due to the distance, travel, and expense associated with repair stations located outside the United States, apply the following policy regarding deficiencies/findings noted during the inspection:

- 1) If the FAA discovers deficiencies while conducting an inspection, the FAA may allow the applicant sufficient time after notification to correct the deficiencies or to submit a plan for corrective action (depending on the nature of the deficiencies).
- 2) Once the applicant has submitted the CAP and prior to acceptance of the plan, the ASI will review it and ensure it meets the following requirements:
 - a) The timeframe for correcting the deficiencies/findings must be 90 days or less.
 - b) The correction plan must adequately address the deficiencies/findings contained in the report to the repair station.

c) The plan must contain a requirement for the applicant to advise the ASI in writing when the deficiencies/findings have been corrected.

d) The plan must also contain a procedure for the repair station to validate the process/procedure that was used to correct the deficiencies/findings. This validation should take place no more than 90 days after the correction was implemented.

6-2042 TASK OUTCOMES.

A. Complete the Task. Completion of this task will result in one or more of the following:

- A satisfactory inspection with no deficiencies;
- Tracking deficiency corrective actions in the Action Item Tracking Tool (AITT);
or
- Sending a letter to the operator documenting all deficiencies and initiating an Enforcement Investigation Report (EIR).

B. Document the Task. Follow SAS guidance for Modules 4 and 5 for data collection and reporting, along with and PI analysis, assessment, and action (AAA). Outcome tracking may be via the AITT. Place all supporting paperwork in the certificate holder's office file. Update the Vitals in the configuration module, as required.

6-2043 FUTURE ACTIVITIES. Follow SAS guidance to plan future risk-based surveillance in SAS.

RESERVED. Paragraphs 6-2044 through 6-2057.