



## Manufacture and Maintenance of Aircraft Components and Materials

COA 600

### *General and Major Airframe Components*

#### **CAR 30(2A) and 30A**

Applicant: ..... File Ref: ..... DO: .....

Carry out an assessment of the applicant's System of Quality Control/Procedures Manual to ensure that they meet the requirements of CAR 30(2D).

In conjunction with an acceptable manual and facilities inspections, assess the application against the criteria of this checklist.

During the inspection(s) interview principal staff to ensure that each fully understands the content of the applicant's System of Quality Control/Procedures Manual and its implications.

**Research should be undertaken with each application to determine what items are fundamental and to ensure that the applicant has the necessary fundamentals to satisfactorily carry out the tasks for which he/she has applied.**

**The diverse activity of manufacture and maintenance of aircraft components and materials is such that is impractical to produce dedicated checklists and because a fundamental item is not on this checklist does not imply that there is no requirement for the item.**

**Important: The scope and size of the applicant's proposed organisation will determine the applicability of the checklist items. The content of the checklist is not absolute.**

**The checklist is provided in the form of questions to respond to, which are *not* in all cases intended to indicate essential requirements, but to aid the person performing the assessment in addressing the requirements of CAR 30.**

As applicable, use this checklist in conjunction with:

- COA 200: System of Quality Control and Procedures Manual: General
- COA 201: System of Quality Control: Design & Manufacture of Aircraft, Aircraft Components and Materials for Complex Locally Designed Products
- COA 202: System of Quality Control: System of Computer Control
- COA 300: Design of Aircraft and Aircraft Components and Materials.

### *General*

Verify by inspection and interview that the procedures laid down in the System of Quality Control/Procedures Manual have been put in place at the location(s) outlined in the application.

### *Organisational Structure*

Remarks: .....

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## COA 600

### *Management Responsibility*

Remarks: .....

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### *Control of Work*

Remarks: .....

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### *Tools and Equipment*

#### **General**

Check the Tools and Equipment list on file against the items at the disposal of the applicant. Note any discrepancies.

Remarks: .....

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**Yes, No or N/A**

#### **Generic Tools and Equipment**

HP air/nitrogen regulator	.....
Breathing oxygen refill regulator	.....
Compressor, regulators, water traps, hoses, etc.	.....
Cleaning equipment and cleaning area	.....
Lubrication — oil cans, grease guns, pumps and storage	.....
Spray paint equipment	.....
Jacks, trestles, benches, stands, hoists, etc.	.....
Machinery – lathe, drill press, grinder, belt sander etc.	.....
Guillotine, metal shears, sheetmetal folder	.....
Scales, spring balance	.....



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Yes, No or N/A

### Generic Tools and Equipment (cont.)

General hand-held tools – air drills, tension wrenches, cable tensiometers, micrometers etc. ....	.....
Riveting equipment .....	.....
Rigging tools, inclinometers, control surface balancing equipment etc. ....	.....
Wheel balancer, tyre pressure gauge .....	.....
Manufacturer's specific tools and equipment .....	.....
Inspection aids – mirrors, magnifying glass .....	.....
Lights – portable inspection, torches .....	.....
Surface plate. ....	.....

### Calibration of Tools and Equipment

Check that all tools and equipment requiring calibration are nominated by the proposed calibration system.

Remarks: .....

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### *Storage of Tools and Equipment*

Check that all tools and equipment are stored so that they remain suitable for their intended function.

Remarks: .....

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### *Stores Control*

Remarks: .....

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***Stores Control (cont.)***

**Stores Quarantine Facility**

Remarks: .....  
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**Stores Documentation**

Remarks: .....  
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Yes, No or N/A

***Data***

Does the applicant hold current copies of the appropriate regulatory documents:

- *Civil Aviation Act 1988* .....
- *Civil Aviation Regulations* .....
- *Civil Aviation Orders* .....
- Civil Aviation Advisory Publications .....
- Airworthiness Advisory Circulars? .....

Carry out an assessment of the applicant's current technical data:

- Manufacturers' manuals. ....

Remarks: .....  
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## COA 600

### *Accommodation and Amenities*

Remarks: .....

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### *Segregation of Activities*

Remarks: .....

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### *Mobile Facilities*

Remarks: .....

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### *Locations*

Carry out an inspection of each of the applicant's locations which are not nominated as the main location. If the location is overseas:

- Request location advice re local ID/Security pass and customs/protocol requirements
- Check if location is subject to audit by foreign airworthiness authorities or other QA personnel
- Establish date of last visit (if applicable).

Remarks: .....

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### *Overall Inspection Assessment*

Remarks: .....

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**Assessment completion date:** .....

**Name of person performing the assessment:** .....