

## **EASA.145.4618**

# **EASA SUPPLEMENT REFERENCE NO. 49901 TO FAA 14 CFR PART 145 REPAIR STATION MANUAL (RSM) REFERENCE NO. 49887**

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### **FAA REPAIR STATION NUMBER KE7R393J**

This supplement does not form part of the FAA 14 CFR Part 145 RSM

Compliance with the FAA accepted supplement together with the FAA 14 CFR RSM forms the basis of the European Aviation Safety Agency (EASA) Part 145 approval.

This supplement forms part of Korry Electronics Company's obligations for EASA Part 145 approval as specified in the EASA Maintenance Annex Guidance (MAG).

Revision: E  
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### **RECORD OF REVISION**

The revision history is documented in the Record of Revision section.

The current revision of this document is in an alpha letter revision format and a date format, and is identified in three locations.

1. The first location is the primary revision identification. This is the “Revision:” and “Date/Issue:” shown on the first page. All dates are in the format DD MMM YYYY.
2. The second location is in the Record of Revision section, where the current revision is identified within the last listed entry.
3. The third location is the alpha letter revision in the header section of each page.

REVISION	DESCRIPTION	DATE	APPROVED BY
Rev. -	New Release to comply with EASA Maintenance Annex Guidance (MAG) change 2, Section B Certification Process for U.S. Based Repair Stations. Supersedes PO520001. Per ECO0122851.	12 Jul 2013	David Rhoden
Rev. A	Updated to comply with EASA Maintenance Annex Guidance (MAG) change 4, Section B Certification Process for U.S. Based Repair Stations. Per ECO0125024.	30 Jan 2014	David Rhoden
Rev. B	Updated to comply with EASA Maintenance Annex Guidance (MAG) change 5, various sections. Per ECO0136212.	17 Dec 2015	David Rhoden
Rev. C	Accountable Manager name changed. Updated sections 10 (1) ii, 14 (2) i, Appendix 5 2 a. Added notice in the footer regarding export control. Per ECO0138300	07 Jun 2016	Danny Loevenich
Rev. D	Updated to comply with EASA Maintenance Annex Guidance (MAG) change 6. Changed header and footer format to more closely match standard Korry document format. Per ECO0139269	30 Aug 2016	Danny Loevenich
<u>Rev. E</u>	<u>Document reformatted to match current Korry standard. Updated Accountable Manager organizational role from Director of Operations to President. Added Section 10. m) to address inspection and tagging of replacement parts received in the repair station without an 8130-3 tag. Other minor</u>	<u>25 Aug 2017</u>	<u>Rob Gibbs</u>

REVISION	DESCRIPTION	DATE	APPROVED BY
	<u>corrections and clarifications. Per ECO0143350.</u>		

See separate ECO for revision approvals.

**NOTE:** Most recent changes are underlined. Hard copy of the revised EASA Supplement with identified changes will be submitted to the FAA for review via mail.

## 1. LIST OF EFFECTIVE PAGES

There is no individual status of Effective Pages in the EASA Supplement. If a page is within this document, its content is considered current, and the page is effective. There are no non-effective pages in this document. However, for clarity, a list of effective pages and revisions is provided in Table 1.

Page numbers are identified in the footer section of each page in a Page X of Y format, where X is the current page number and Y is the total number of document pages.

The pages within this document are not treated as individual pages and are not given individual page revisions or names. All of the pages are combined to make up this one whole document.

For example, if a change is done on page four of the document, the revision date in the footer is changed on all of the pages and a summary of the change is stated in the Record of Revision section.

Table 1 – List of Effective Pages With Revision Level

Page #	Rev	Page #	Rev	Page #	Rev
Page 1	Rev <u>E</u>	Page 15	Rev <u>E</u>	Page 29	Rev <u>E</u>
Page 2	Rev <u>E</u>	Page 16	Rev <u>E</u>	<u>Page 30</u>	Rev <u>E</u>
Page 3	Rev <u>E</u>	Page 17	Rev <u>E</u>	<u>Page 31</u>	Rev <u>E</u>
Page 4	Rev <u>E</u>	Page 18	Rev <u>E</u>	<u>Page 32</u>	Rev <u>E</u>
Page 5	Rev <u>E</u>	Page 19	Rev <u>E</u>	<u>Page 33</u>	Rev <u>E</u>
Page 6	Rev <u>E</u>	Page 20	Rev <u>E</u>	<u>Page 34</u>	Rev <u>E</u>
Page 7	Rev <u>E</u>	Page 21	Rev <u>E</u>	<u>Page 35</u>	Rev <u>E</u>
Page 8	Rev <u>E</u>	Page 22	Rev <u>E</u>	<u>Page 36</u>	Rev <u>E</u>
Page 9	Rev <u>E</u>	Page 23	Rev <u>E</u>	<u>Page 37</u>	Rev <u>E</u>
Page 10	Rev <u>E</u>	Page 24	Rev <u>E</u>	<u>Page 38</u>	Rev <u>E</u>
Page 11	Rev <u>E</u>	Page 25	Rev <u>E</u>	<u>Page 39</u>	Rev <u>E</u>
Page 12	Rev <u>E</u>	Page 26	Rev <u>E</u>	<u>Page 40</u>	Rev <u>E</u>
Page 13	Rev <u>E</u>	Page 27	Rev <u>E</u>	<u>Page 41</u>	Rev <u>E</u>
Page 14	Rev <u>E</u>	Page 28	Rev <u>E</u>		

## 2. AMENDMENT PROCEDURE

- a) Korry Electronics understands the importance of ensuring that the FAA 14 CFR Part 145 Repair Station Manual and the EASA Supplement remain current. Korry Electronics ensures that amendments (changes) must be submitted to the FAA Flight Standards District Offices (FSDO) for Acceptance and that current working practices and procedures must be reflected in the FAA 14 CFR Part 145 Repair Station Manual and, if appropriate, in this EASA Supplement.

Quality Assurance is responsible for amendment action and for ensuring that the FAA acceptance process is carried out and that written FAA FSDO acceptance is received prior to the incorporation and implementation into the Korry Quality Management System (QMS).

When amendments are needed, the FAA 14 CFR Part 145 Repair Station Manual and/or the EASA Supplement are revised to support the Repair Station process. The amendments are reviewed for compliance with the requirements stated in the Introduction section prior to submittal to the FAA FSDO for acceptance.

A summary of the amendment is recorded per the Korry Engineering Change Order (ECO) process. The amended document and the change record are reviewed for the effect on the fit, form, function, test, or test method of an FAA-PMA or TSO product.

The amended document is approved by the Korry Director of Quality and the Korry President as the EASA Accountable Manager prior to submittal to the FAA FSDO.

- b) Failure to ensure that the FAA 14 CFR Part 145 Repair Station Manual and this EASA Supplement are kept up to date in respect of regulatory changes and that the Repair Station staff complies with the procedures herein could invalidate the EASA approval.
- c) Changes to the MAG shall be implemented, as applicable, within 90 days after the change has been published, unless otherwise specified.

Note: To support the EASA Maintenance Annex Guidance (MAG) Section B – Renewal Certification Process – Guidance for Renewal of EASA Part 145 Approval; Korry Electronics will forward a copy of the EASA Continuation Approval to the FAA FSDO Principal Inspector (PI) after receiving it from EASA.

### 3. INTRODUCTION

- a) EASA Part 145 is a European requirement similar to FAA 14 CFR Part 145.
- b) The Maintenance Annex Guidance (MAG) agreed between the FAA and the EASA specifies the basic differences between EASA Part 145 and FAA 14 CFR Part 145 and identifies these differences as special conditions.
- c) An FAA 14 CFR Part 145 repair station can be EASA Part 145 approved when the repair station complies with the maintenance special conditions as detailed in this procedure and in addition to complying with FAA 14 CFR Part 145 and FAA 14 CFR Part 43.
- d) This supplement is therefore intended to ensure that Korry Electronics Company is working in accordance with the provisions of the EASA Part 145 Approval Certificate and to ensure that differences between the EASA and FAA regulations are taken into account.

This document is subdivided in sections that are aligned with the EASA Maintenance Annex Guidance (MAG) Section B – Certification Process for U.S. based Repair Stations document.

#### 4. ACCOUNTABLE MANAGER'S COMMITMENT STATEMENT

This Supplement, in conjunction with the approved FAA 14 CFR Part 145 Repair Station Manual (RSM) Reference No. 49887, defines the organization and procedures upon which EASA approval is based.

These procedures are approved by the undersigned, and must be adhered to, as applicable, when maintenance work/orders are being performed under the conditions of the EASA Part 145 approval.

It is accepted that the repair station's procedures do not override the necessity of complying with any additional requirements formally published by the EASA and notified to this organization from time to time.

It is understood that the EASA shall issue an Approval Certificate and list this repair station in an EASA published list as long as the EASA is satisfied that the procedures are being followed and work standards maintained. It is further understood that the EASA reserves the right to revoke the Approval Certificate if the EASA considers that procedures are not followed or standards not upheld.

  
Signature

25 August 2017  
Date

Rob Gibbs

Korry Electronics President, as the EASA Accountable Manager  
For and on behalf of Korry Electronics Company Repair Station

NOTE: This statement must be signed and dated by the Accountable Manager for and on behalf of the Repair Station by all incoming Presidents of Korry Electronics Company.

When the name of the Accountable Manager changes, an amendment is done to this supplement per the Amendment Procedure section and submitted to the FAA FSDO Principal Inspector (PI).



## 5. APPROVAL BASIS AND LIMITATION

- a) EASA approval is based upon compliance with FAA 14 CFR Part 145 and FAA 14 CFR Part 43 except where varied by the Special Conditions specified in the EASA MAG and associated guidance. This approval must not exceed the ratings permitted by the EASA Commission Regulation (EU) No. 1321/2014 (EASA Part 145).
- b) The approval of maintenance work is limited to the scope of work permitted under the current Certificate and the associated Operations Specifications issued by the FAA to the Korry Electronics Company Repair Station in accordance with FAA 14 CFR Part 145 for work carried out within the United States. Deviations have to be agreed on a case-by-case basis by the EASA Joint Maintenance Coordination Board (JMCB).

## **6. ACCESS BY EASA AND FAA**

In accordance with the Agreement, Annex 2, Appendix 1, paragraph 1.2:

- a) EASA and FAA staff are allowed access to Korry Electronics Company for the purpose of ascertaining initial and continued compliance with FAA 14 CFR Part 145, FAA 14 CFR Part 43, EASA Special Conditions, procedures and standards, and to investigate specific problems. The FAA staff may also access Korry Electronics Company to investigate on behalf of the EASA.
- b) Korry Electronics Company will accept and cooperate with any investigation and certificate action and enforcement action that may be taken by EASA in accordance with any relevant EU regulations and EASA procedures; and that the organization will cooperate with these actions.

## 7. WORK ORDERS / CONTRACTS

- a) The Korry Electronics Company Repair Station does ensure that it has received clearly stated work (job) orders describing the scope of the work to be accomplished from the customer, which it can understand and can accept. All work (job) orders shall be reviewed by the Customer Returns Administrator (CRA) to ensure that the requirements are clear.
- b) Work (job) orders should specify the inspections, repairs, alterations, overhaul, airworthiness directives (AD), and parts replacement that must be carried out. Quality Engineering or the Product Support Specialist will analyze the quality requirements.
- c) The completeness of and compliance with the customer or operator work (purchase) order is ensured; this includes notified EASA AD's and other notified mandatory instructions. Quality Engineering or the Product Support Specialist will analyze the quality requirements and note any differences between the work (purchase) order requirements and the quality system as offered by Korry.  
Quality Engineering or the Product Support Specialist ensures that the procedures are followed.
- d) The customer remains responsible for correctly informing the Korry Electronics Company Repair Station by work (purchase) order of all required maintenance and alterations. Any significant differences are recorded and forwarded to the CRA for resolution with the customer. The CRA is responsible for communicating with the customer in cases of doubt.

## 8. APPROVED DESIGN AND REPAIR DATA

- a) Changes to the type design: Major Changes, Minor Changes, STC's. The EASA-approved design engineering data is normally data supplied by an EASA Design Organization Approval (DOA) holder, or data approved by the National Aviation Authority of the Type Certificate Holder (or equivalent), or data supplied by the customer and approved by the EASA. In all cases, the customer is responsible for confirmation of data approval. Details for the acceptance and/or validation of FAA approved changes to the type design by EASA are contained in Annex 1 to the Agreement and in the Technical Implementation Procedures (TIP).

**NOTE: EASA defines “design change” as a change to the type design. EASA does not automatically accept alterations that affect type design.**

Korry Electronics shall only repair components manufactured by Korry Electronics under FAA Parts Manufacturer Approval (PMA), Technical Standards Order Approval (TSOA), or those for which the customer has PMA or TSOA and has extended the authority of their quality system to Korry through a Direct Ship Authorization (DSA) letter. Since Korry Electronics is the Original Equipment Manufacturer (OEM), all design data is considered approved by the customer unless other data is specified in the customer work (purchase) order.

Maintenance is carried out in accordance with EASA approved data.

Quality Engineering or the Product Support Specialist ensures that where FAA Repair Station data is used, the customer has confirmed this is approved.

Quality Engineering or the Product Support Specialist ensures that customer supplied data contains evidence of approval by EASA.

Major repairs and major alterations/modifications are accomplished in accordance with data approved by EASA.

Korry Electronics does establish that the customer is responsible for obtaining any necessary approvals from the EASA or has confirmed that the repair station FAA approved data is acceptable for any major repairs and alterations/modifications.

- b) Repairs

- 1) The FAA shall approve design data in support of major repairs in accordance with FAA Order 8110.4, Type Certification; FAA Order 8110.37, Designated Engineering Representative Guidance Handbook; FAA Order 8100.15, Organization Designation Authorization Procedures; and FAA Order 8900.1, Flight Standards Information Management System. Additional guidance on the approval of data for major repairs, including types of data considered approved, is provided in FAA AC 43-210. Minor repairs are made in accordance with “acceptable” data, in accordance with 14 CFR Part 43.
- 2) EASA shall approve design data in support of repairs in accordance with EASA Part 21 Subpart M-Repairs and EASA’s procedure Type Certificate Change and Repair Approval.

c) EASA Acceptance of FAA Repair Design Data

**Non-Critical Components**

- 1) EASA shall accept data used in support of major repairs regardless of the State of Design of the product, part or appliance, if:
  - i. EASA has certificated/validated the product or appliance,
  - ii. The FAA is the authority of the State of Design for the repair design data, and
  - iii. The FAA repair design data approval is substantiated via an FAA letter or FAA Form 8110-3, FAA Form 8100-9, properly executed FAA Form 337, or a signed cover page of a repair specification.
- 2) EASA shall also accept data used in support of minor repairs when:
  - i. EASA has certificated/validated the product or appliance,
  - ii. The FAA is the authority of the State of Design for the repair design data, and
  - iii. The repair design data has been provided by a U.S. TC/STC or TSOA holder, or
  - iv. For minor repairs from other than a U.S. TC/STC or TSOA holder, the determination that data is acceptable (under 14 CFR Part 43) has been made by a U.S. maintenance organization under FAA's authorized system,

**NOTE: An EU company must use EASA Part 21 for the approval of repair data for use on an EU-registered aircraft. Unless the minor repair data has been previously used on an N-registered aircraft, an EU company cannot determine any data to be acceptable data under 14 CFR Part 43 for use on an EU-registered aircraft.**

- 3) In these circumstances, repair design data are considered to be EASA-approved following its approval or acceptance under FAA's system. This process does not require application to EASA or compliance findings to the EASA certification basis.

**Critical Components**

**NOTE: A critical component is defined as a part identified as critical by the design approval holder during the validation process, or otherwise by the exporting authority. Typically, such components include parts for which a replacement time, inspection interval, or related procedure is specified in the Airworthiness Limitations section or certification maintenance requirements of the manufacturer's maintenance manual or Instructions for Continued Airworthiness.**

- 4) EASA shall accept any critical component repair design data from a TC/STC holder, regardless of the State of Design of the product, if:

- i. EASA has certificated/validated the product, and
  - ii. The FAA is the authority of the State of design for the repair design data.
  - iii. In these circumstances, repair design data are considered to be EASA-approved following its approval under FAA's system. This process does not require application to EASA or compliance findings to the EASA certification basis.
- 5) Repair design data on critical components, developed by organization/persons that are not the TC/STC Holder, shall be submitted to the Agency for approval following the standard application procedure, with an EASA Form 31. Applicants do not need to hold a DOA if the repair data has been approved by the FAA.

Quality Engineering or the Product Support Specialist ensures that the procedures are followed.

## 9. AIRWORTHINESS DIRECTIVES

- a) EASA either issues its own Airworthiness Directives (AD) or accepts FAA Airworthiness Directives.

Korry Electronics will hold a copy of all Airworthiness Directives that the customer requires embodied. It may be necessary for the customer to supply such NON FAA Airworthiness Directives.

Quality Engineering or the Product Support Specialist ensures that the Repair Station uses all necessary EASA and FAA AD's that are applicable to the work it performs under the ratings it holds.

- b) Korry Electronics manages and controls the distribution and use of EASA and FAA AD's.

Product Support Management ensures that all applicable EASA and FAA AD's are available to personnel when they perform work under the EASA and FAA approval and ratings.

- c) Korry Electronics ensures that customer approval/request of the performance of applicable AD's is identified.

The customer is responsible for specifying any Airworthiness Directive compliance required during maintenance through the work (job) order.

Korry's Customer Service Representatives review the customer's work (purchase) order to assure the customer specifies Airworthiness Directives as applicable and notifies the customer when the appropriate information is missing or unclear.

If the Repair Station would not comply with an applicable AD, its non-compliance must be recorded in the item's maintenance records.

Quality Engineering or the Product Support Specialist ensures that the noncompliance information would be recorded in the item's maintenance record and transmitted to the customer.

Quality Engineering or the Product Support Specialist ensures that the procedures are followed.

## 10. RELEASE AND ACCEPTANCE OF COMPONENTS

- a) Korry Electronics Repair Station ensures that the release to service of components up to and including complete powerplants is carried out in accordance with FAA 14 CFR PART 43.9 except that paragraphs 7 to 10 of this Supplement shall be taken into account. At the completion of maintenance, an FAA Form 8130-3 will be issued as a maintenance release by the repair station per Korry QMS Product Support and FAA Order 8130.21 latest edition. Note: “Component” means any component part of an aircraft up to and including a complete powerplant and any operational or emergency equipment.
- b) The FAA Form 8130-3 should include the EASA PART 145 release to service certifying statement with the EASA PART 145 Approval Certificate number in block 12, and specify any overhaul, repairs, alterations, Airworthiness Directives, replacement parts, PMA parts, and quote the reference and issue/revision of the approved data used.
- c) The Appendix 4 contains an example of a completed FAA Form 8130-3 dual release used by the repair station including both the EASA-145 release to service certifying statement and provision for the EASA Part 145 Acceptance Certificate Number. On the FAA Form 8130-3, blocks 13a through 13e are not to be used by the repair station.
- d) The signature of the person (FAA Certified Repairman) returning the component to service shall be in block 14b with the FAA Repair Station Certificate number (KE7R393J) in block 14c.
- e) The status of the component (repaired, inspected, overhauled, etc.) shall appear in block 11 with any relevant comments including detailed references to approved data, AD’s, etc., in block 12. Example: “Overhauled in accordance with CMM 111, section X, Rev 2, S/B 23 & FAA AD xyz complied with. Full details held on JO 456.”
- f) Block 12 shall also contain the following statement: “Certifies that the work specified in block 11/12 was carried out in accordance with EASA Part 145 and in respect to that work, the component is considered ready for release to service under EASA Part 145 Approval Number: EASA.145.4618.”

Note: In the case of maintenance carried out by a U.S.-based EASA Part 145 approved organization subject to the Agreement, EASA only recognizes the dual release FAA Form 8130-3 for component, engine, or propeller maintenance.

Quality Engineering or the Product Support Specialist ensures that only a Dual Maintenance Release using the FAA Form 8130-3 is made by the Repair Station.

- g) The sub clause “except as otherwise specified” is intended for use with these two types of deviations:
  - (1) The case where all required maintenance was not carried out. In this case, list the maintenance not carried out in block 12 and/or attachments.



- (2) The case where the particular maintenance requirement was only EASA approved and not FAA approved. Example: an EASA Airworthiness Directive not approved by the FAA.
- h) The Korry Electronics Company Repair Station identifies, in the Repair Station Roster, the staff that is authorized to issue the FAA Form 8130-3 (maintenance release) for approving a maintained or altered article for return to service. The roster is maintained and revised by the Korry Environmental Health and Safety (EHS) Manager. When a department identifies that either a new person requires authorization or a currently authorized person is no longer applicable, department personnel notify the EHS Manager, who then updates the roster when authorization status has either been achieved or no longer exists.
- i) Korry Electronics ensures that the acceptability of components authorized for use during maintenance meets the intent of the EASA MAG Section B.
- j) “Component” means any component part of an aircraft up to and including a complete powerplant and any operational or emergency equipment.
- k) Only the following new and used serviceable components that meet the requirements listed below may be fitted during maintenance.

See Appendix 5 Components Authorized for Use During Maintenance and Alteration for information.

#### 1) New Components

New components must be traceable to the Production Approval Holder (PAH) and be in a satisfactory condition for installation. An authorized release document, as detailed below, must accompany the new component. The release document must clearly state that it is issued under the approval of the relevant Aviation Authorities (AA) under whose regulatory control the OEM or PC holder works.

- i) For new components from a U.S.-PAH, release must be documented on an FAA Form 8130-3 as a new part. This rule becomes effective October 1, 2016. NOTE: New parts that were received into inventory prior to October 1, 2016 must, at a minimum, have a document or statement (containing the same technical information as an FAA Form 8130-3) issued by the PAH or supplier with direct ship authority. These parts in inventory, documented with the required information, will be grandfathered and remain suitable for installation into EU articles, provided the certification/release date of these parts is prior to October 1, 2016.
- ii) For new components released by an EU-PAH, release must be documented on an EASA Form 1, as a new part.
- iii) For new components released by a Canadian-PAH, release must be on the Transport Canada Civil Aviation (TCCA) Canadian Form One as a new part.

- iv) Fabricated parts, produced by an appropriately rated repair station with a quality system, for consumption into a repair or alteration of a product or article in accordance with 14 CFR Part 21, Section 21.9(a)(6), and Part 43, are not subject to the foregoing provision.
- v) Standard parts are not subject to the forgoing provisions, provided such parts are traceable to the manufacturer, accompanied by a conformity statement, and are in a satisfactory condition for installation.

**NOTE: EASA Standard Parts Definition: Per AMC M.A.501(c), “Standard Parts are: parts manufactured in complete compliance with an established industry, Agency, competent authority or other Government specification which includes design, manufacturing, test and acceptance criteria, and include all information necessary to produce and verify conformity of the part. It should be published so that any party may manufacture the part. Examples of specifications are National Aerospace Standards (NAS), Army-Navy Aeronautical Standard (AN), Society of Automotive Engineers (SAE), SAE sematic, Joint Electron Device Engineering Council, Joint Electron Tube Engineering Council, and American National Standards Institute (ANSI), EN Specifications, etc.”**

- vi) PMA parts may only be accepted as detailed in subparagraph 10(k)(1)(i) above and in the Technical Implementation Procedures (TIP).
- vii) Engines rebuilt by the production approval holder can be accepted as specified in the Technical Implementation Procedures for Airworthiness and Environmental Certification (TIP- paragraph 5.1.4). **This is not applicable due to no engines are rebuilt nor manufactured by Korry Electronics.**

## 2) Used Components

Used components must be traceable to FAA- and/or EASA-certificated facilities that are approved and authorized to certify the maintenance, and/or alterations which they have performed. In the case of life limited parts, the life used must be appropriately documented. The used component must be in satisfactory condition for installation and be eligible for installation as stated in the PAH parts catalog or aviation authority (AA) approval document. An authorized release document, as provided below, must accompany the used component.

- i) An FAA Form 8130-3 issued as a dual maintenance release must accompany used components from EASA-approved, U.S.-based 14 CFR Part 145 repair stations.
- ii) Used components from a 14 CFR Part 145 repair station not EASA-approved, must not be used even if accompanied by an FAA Form 8130-3.

- iii) An EASA Form 1 issued as a maintenance release shall accompany used components from EASA Part 145 approved maintenance organizations not located in the U.S. Korry will not use used parts from other companies.
- iv) A Canadian Form One issued as a maintenance release should accompany used components from a Canadian EASA approved maintenance organization. Korry will not use used parts from other companies.

Note: Canadian EASA-approved maintenance organizations will specify the EASA release statement and their EASA approval number in the remarks block of Canadian Form One. Korry will not use used parts from other companies.

- v) Used components that have been issued a triple release (i.e., certifying compliance with FAA, EASA, TCCA requirements) on an EASA Form 1 as a maintenance release are acceptable.

The following table is a summary of possible cases:

Privileges of the dual EASA and FAA certificated maintenance organization			
United States		Europe	
Release Document of Final Assembly: <b>8130-3 Dual Release</b>		Release Document of Final Assembly: <b>EASA Form 1 Dual Release</b>	
<b>Acceptable New Products/Articles:</b>  EASA Form 1 NEW 8130-3 NEW C of C Standard Parts		<b>Acceptable New Components:</b>  EASA Form 1 NEW 8130-3 NEW C of C Standard Parts	
<b>USED Products/Articles:</b>		<b>USED Components:</b>	
Acceptable Used Products/Articles Release Document (input)	Final Assembly Release document (output)	Acceptable Used Components Release Document (input)	Final Assembly Release document (output)
8130-3 Single	8130-3 Single	Form 1 Single	Form 1 Single
8130-3 Dual	8130-3 Dual	Form 1 Dual*	Form 1 Dual*
Form 1 Dual*	8130-3 Dual	8130 Dual	Form 1 Dual*
Form 1 Single	Form 8130-3  (see below U.S.)	8130 Single	Form 1  (see below Europe)

\* For the purpose of the table above, triple release mentioned in subparagraph v above has the same status as EASA Form 1 Dual.

l) Articles Installed With Single Release Certificates

1) United States

When one or more products/articles are installed with an EASA Form 1 single release, the final assembly cannot be released with an 8130-3 dual release. The final release should be issued with the following statements in the specified blocks: “The final assembly is eligible to be installed only on an EU registered aircraft.”

In block 14a only check the box mentioning “Other regulation specified in block 12.” Do not check box that states compliance to 43.9.

In block 12, the following text should be inserted:

“Certifies that the work specified in Block 11/12 was carried out in accordance with EASA Part 145 and in respect to that work the component is considered ready for release to service under EASA Part 145 approval no. \_\_\_\_\_.”

This product/article meets part 43.9 requirements, except for the following items, and therefore is not eligible to be installed on U.S.-registered aircraft:”

(List the items)

2) Europe (Not applicable due to Korry Electronics Company being a U.S.-based company)

When one or more products/articles are installed with an FAA Form single release, the final assembly cannot be released with an EASA Form 1 dual release. The final release should be issued with the following statements in the specified blocks: “The final assembly is eligible to be installed only on a US-registered aircraft.”

In block 14a, check only the box mentioning “Other regulation specified in block 12.” Do not check the box that states compliance to 145.A.50.

In block 12, include the following release statement:

“The work identified in Block 11 and described herein has been accomplished in accordance with 14 CFR Part 43 and in respect to that work, the items are approved for return to service under certificate no. \_\_\_\_\_.”

This product/article meets 145.A.50 requirements, except for the following items, and therefore is not eligible to be installed on an EU-registered aircraft:”

(List the items)

m) Use Of Replacement Parts Received With No Authorized Release Certificate (FAA Form 8130-3 or EASA Form 1)

1) Process Requirements

Pursuant to FAA Notice 8900.380 (as amended), a repair station inspector can issue an FAA form 8130-3 for new parts that are not accompanied by FAA form 8130-3 when they will be consumed in repair activities, as long as the following criteria are met:

- i) FAA advisory circular AC20-62 is used as the standard for inspecting the new part to verify traceability to the Original Equipment Manufacturer (OEM).
- ii) The inspector is trained as detailed in section 37.2.
- iii) A Direct Ship Authorization (DSA) letter from the Production Approval Holder (PAH) is available for the new components that includes a statement that the parts were produced in accordance with the PAH quality system, or a certificate of conformance showing the acceptable standard to which the part was produced.
- iv) The inspector ensures that the part number, model, serial number, lot number, etc., as appropriate, match the accompanying documentation, such as packing slips, invoices, certificates of conformance, work orders, or purchase orders, as applicable.
- v) The article is visually inspected to ensure satisfactory condition for safe operation. Inspection should include checks for obvious physical damage, defects, state of preservation, and that the appropriate quantities have been received. It should also confirm that part markings are as applicable and required per design data or regulatory guidance, such as part number, serial number, date or lot code, or FAA markings such as PMA or TSO.

Note: When applicable, new parts should be handled to prevent damage from electrostatic discharge (ESD). Materials should be packaged, handled, and protected in accordance with appropriate internal or customer-driven procedures.

An FAA Form 8130-3 issued by the repair station for new replacement parts must be completed according to the latest revision of FAA Order 8130.21, must be a dual-release (FAA/EASA) form, and at a minimum include the following statement in Block 12:

This inspection is for a new part received on or after 01 Oct 2016 with no FAA 8130-3 form. This inspection is in accordance with FAA Order 8130.21 and Notice 8900.380 as amended.

The process above should be audited as part of the Repair station internal audit program.

## 2) Training Requirements

An inspector issuing 8130-3 forms for new parts received in the repair station shall be trained in, as a minimum, the recognition of part identification; determination of the current acceptance status of the part; regulatory compliance requirements, including training on the completion of the 8130-3 form for new

products; inspection, handling, storage, and ordering procedures; bench or functional testing (as applicable); and recordkeeping requirements.

These requirements will be considered to be met when the inspector has accomplished or fulfilled the following:

- i) Issuance of Korry inspection stamps according to Korry document STMP050.
- ii) Completion of training courses and requirements detailed in the Korry repair station training program, 49817.
- iii) Completion of the FAA training course, "Issuance Of 8130-3 For Domestic And Export Approvals Of Engines, Propellers, & Articles Only," followed by recurrent training in that course within periods of 36 calendar months.
- iv) Completion of one of the following:
  - Preparation of twenty (20) 8130-3 tags for new product under the supervision of an FAA DMIR or an inspector appointed as a Flightworthiness Inspector under the procedures of Korry PMA and TSO Quality Manual PO700001.
  - Preparation of twenty (20) 8130-3 tags for the return to service of maintained articles.

Korry shall maintain a roster of repair station inspectors qualified to issue 8130-3 tags on new product. That roster shall show evidence of the review of the training accomplishments for each inspector as acknowledged by one of the people identified in Korry FAA Operations Specification A007, Designated Persons, Table 1.

## **11. CERTIFICATE OF AIRWORTHINESS (C OF A) VALIDITY**

This paragraph is only applicable to FAA 14 CFR Part 145 Repair Stations with an airframe/aircraft and/or limited airframe rating and therefore not applicable to Korry Electronics Company.

## **12. RELEASE OF AIRCRAFT AFTER MAINTENANCE**

This paragraph is only applicable to FAA 14 CFR Part 145 Repair Stations with an airframe/aircraft and/or limited airframe rating and therefore not applicable to Korry Electronics Company.



### 13. REPORTING OF UNAIRWORTHY CONDITIONS

When serious defects are found in EU registered aircraft or components received from an EU customer, the defects must be reported to EASA, the aircraft/component design organization, and the customer or operator within 72 hours. When reporting to the EASA, the identity of the customer must be included to allow follow up action.

- a) Korry Electronics ensures the submittal of an EASA Form 44 Occurrence Reporting Form, or FAA Service Difficulty Report (SDR) and/or FAA Suspected Unapproved Part (SUP) report or in a form and manner acceptable to EASA containing the information required by EASA Part 145 in English. Submittal of this form is in accordance with the timeframe specified in EASA Part 145, when reportable problems are found on an aircraft, power plant, propeller, or component thereof that is subject to the regulatory control of EASA. Korry Electronics will report to EASA, FAA, the aircraft / component design organization, and the customer or operator within 72 hours after it discovers any serious defect in, or other recurring unairworthy condition of any Korry product. The report will describe the defect completely without withholding any pertinent information.

In any case, where the filing of a report might prejudice the repair station, it will be referred to the EASA and the FAA Principal Inspector (PI) for a determination as to whether it must be reported. If the defect could result in an imminent hazard to flight, the repair station will use the most expeditious method it can to inform EASA, FAA, the aircraft / component design organization, and the customer or operator.

- (1) **Responsibility.** Include the title of each person responsible for completing and submitting reports of unairworthy conditions to EASA.

The Director of Quality is responsible for preparing and submitting a written EASA Form 44 Occurrence Reporting Form, or FAA Service Difficulty Report (SDR) and/or FAA Suspected Unapproved Part (SUP) report to EASA, FAA, the aircraft / component design organization, and the customer or operator.

Note: EASA Part 145 occurrence reporting requirements include SUP reporting requirements.

Quality Engineering or the Product Support Specialist ensures that the procedures are followed.

#### 14. QUALITY ASSURANCE SYSTEM (QAS)

- a) The Korry Electronics Repair Station uses the Korry Quality Management System (QMS) as its independent QAS.
- b) The primary objective of the QAS is to enable Korry Electronics to satisfy itself that it can deliver a safe product and that it remains in compliance with FAA 14 CFR Part 43, FAA 14 CFR Part 145, and the EASA Special conditions.
- c) The QAS should include all the contracted work in accordance with guidance given in section 16, the Contracted Maintenance in.
- d) Korry shall maintain an annual audit plan scheduled by the Lead Auditor, that includes applicable paragraphs of 14 CFR Part 43, Part 145, and the EASA special conditions.
- e) There are two elements in the system: Independent Audit System, and Management/Control and Follow up System.
  - (1) An independent audit system.
    - i) The independent audit system is a process of sample audits of all aspects of the repair station's ability to carry out all maintenance to the required standards. It represents an overview of the complete maintenance system and does not replace the need for mechanics to ensure that they carry out maintenance to the required standard nor does it replace any associated inspection / quality control system. Independence is established by ensuring that audits are not carried out by the personnel responsible for the function, procedure, or product being audited.
    - ii) The audit system shall cover the oversight of multiple facilities and line stations under the approval and must contain procedural audits and product audits as a minimum.

**Note: Korry Electronics does not have multiple facilities and does not have FAA 14 CFR Part 121 line stations.**

      - Procedural Audits. The audits do monitor compliance with the required aircraft component standards and adequacy of the maintenance procedures to ensure that such procedures invoke good maintenance practices and airworthy aircraft components.
      - Product Audits. The sample check of a product means to witness any relevant testing and visually inspect the product and associated documentation. The sample check does not involve repeat disassembly or testing unless the sample check identifies findings requiring such attention.

- iii) It is acceptable to use personnel from one section/department to audit the work and products of another section/department in accordance with the procedure under this paragraph, which defines the audit program.
- iv) The process of sample audits are carried out once per year as a single exercise or conducted in segments during a period of one year in accordance with the audit program. All applicable FAA 14 CFR Part 43 or FAA 14 CFR Part 145 paragraphs and the EASA MAG special conditions as detailed in the EASA Maintenance Annex Guidance (MAG) are checked at least once per year against each primary product line.
- v) A primary product line is any one aircraft, engine, avionic, or mechanical product line where the systems and procedures are very similar throughout that product line.

Korry Electronics products are components and Korry does have product lines for the components. Korry Electronics does not manufacture nor repair aircraft or engines and therefore there is no product line for aircraft or engines at Korry Electronics.

- vi) Korry Electronics has more than 10 employees and Korry does not contract the audit function to a person who is not employed by Korry and therefore the audit frequency of twice a year is not applicable.

(2) A management/control and follow up system.

- i) The management control follow up system, which must not be contracted to outside persons, consists of a system to ensure that all findings/discrepancies resulting from the independent audit system are corrected in a timely manner and to ensure the Accountable Manager remains informed of the state of compliance and any safety issues. The Accountable Manager has delegated to the Director of Quality the responsibility to hold routine meetings to check the progress on clearing outstanding findings/discrepancies. The Accountable Manager meets at least once a year with the senior staff involved to review the overall performance. Review meeting records are kept on Korry network.
- ii) Korry Electronics does not have any FAA 14 CFR Part 121 line stations and has only one fixed location. The line station and/or additional location audit requirement and frequency of at least once a year, is **not applicable for Korry Electronics**.
- iii) Korry Electronics does not have any FAA 14 CFR Part 121 line stations. The "line station used by aircraft requirement" is **not applicable to Korry Electronics**. Korry Electronics does not manufacture nor repair aircraft.

- iv) Korry Electronics does not have any FAA 14 CFR Part 121 line stations and has only one fixed location. The QAS is not extended to include audits of a line station and/or additional fixed locations. The line station and/or additional location audit requirement is **not applicable for Korry Electronics**.
- v) One example of a particular product line is used as the basis of each audit except in the case of stores audits, when a random selection of parts should be used for the audit. **Appendix 1** contains a sample audit program.
- vi) A report is prepared for each audit carried out describing what was checked and any resulting findings/discrepancies. The report is sent to the relevant department(s) for rectification (corrective) action giving target rectification (correction) dates. The relevant department(s) are required to rectify (correct) the findings / discrepancies and inform the quality department per Korry QMS.

A product should be selected in each hanger and each workshop and the sample audit program conducted at least once per year (twice per year is **not applicable due Korry Electronics Repair Station** does not have hangers and has more than 10 employees and does not contract audits to outside persons).

The Lead Auditor ensures that the procedures are followed.

## **15. PROVISION OF HANGAR SPACE FOR AIRCRAFT MAINTENANCE**

This paragraph is only applicable to repair stations with airframe and/or limited airframe ratings and therefore **not applicable to Korry Electronics Company.**

Korry Electronics does not manufacture nor perform maintenance on aircraft/airframes and does not have hangers for aircraft/airframes.

## 16. CONTRACTED MAINTENANCE

When part of the maintenance is contracted to another organization, Korry Electronics ensures that the other organization is approved to EASA Part 145 for the maintenance they carry out (contracting).

**Note: Korry Electronics is NOT contracted to a non-EASA-approved organization (subcontracting).**

Korry may contract out maintenance of articles per the procedure describes in this section 16.

### a) List of Contractors.

Korry Electronics maintains a List of Contractors utilized by the Repair Station and accepted by the FAA. The list contains the name, address, certificate, and rating if applicable. The List shall indicate by asterisk those providers the Repair Station may use to support maintenance activities for aircraft registered in EU or aeronautical products to be installed on such aircraft, along with their EASA Part 145 certificate number. The List is available to EASA on request.

### b) Qualifying and Auditing Contractor.

(1) Korry will use both qualify and audit Contractors. Korry conducts periodic audits to ensure that Contractor meets Korry's requirements and the requirements of Part 145.217.

(2) Contracting to non-EASA-approved Sources (subcontracting) **is not applicable due Korry Electronics Repair Station** is not contracting to a Non-certificated Facility.

(3) Contracting to EASA-approved Facilities.

i) If Korry Electronics Repair Station contracts functions to another organization that is EASA-approved, the contractor is responsible for approving the return to service for each item on which it has worked.

ii) Korry Electronics Repair Station will ensure that the EASA-approved Repair Station to which work is contracted is properly certificated to perform that work.

(4) Receiving Inspections.

i) Receiving Inspection inspect per the Inspection Procedure, 50350.

ii) Receiving inspection personnel is trained per the Training Program, 49817.

iii) Contracted work is sent to qualified suppliers on Job Orders printed on blue color paper for easy identification. Only personnel trained per 49817 work on blue Job Orders. When the work is accepted it is transacted

through stock to the Product Support department. If the work is rejected it is annotated with findings and transacted to the Product Support department for disposition.

iv) Beyond the criteria noted in 50350 the Receiving Inspector shall verify that the subcontractor is a Korry qualified supplier and EASA approved Part 145 Repair Station and they have applicable Operations Specifications or Capability List for the subcontracted work.

v) Supplemental Records for FAA Repair Station Contractors controlled per 50725 and 50728. Record retention period is 11 years.

(5) Audits.

i) Audits perform by Quality to Contractors for

- Initial qualification
- Annual re-qualification

Audit results are recorded per the Audits Procedure, 49682.

ii) Korry procedure to ensure that Contractor comply with operators' manuals, manufacturers' manuals, and instructions for continued airworthiness is to verify that Contractor is an EASA approved Part 145 Repair Station.

Requirements for Contractor to accept the repair work are:

- 1) Contractor has repair covered by Operations Specifications or Capability List.
- 2) Contractor is EASA certified Part 145 repair station.

iii) Requirements to Contractors are communicated by purchase order. If there are changes that affected the Contractor Korry will update the purchase order.

## 17. HUMAN FACTORS

Korry Electronics ensures that procedures are in place to detect and rectify (correct) maintenance errors that may endanger the safe operation of aircraft. The procedures ensures that the FAA-approved initial and recurrent training program and any revision thereto includes human factors training, addressing resources, human performance limitations, shift changeover, and how personnel are trained to ensure an understanding of the application of human factors principles.

Korry Electronics maintains training and Quality Management System procedures to address the Human Factors training and procedural process. FAA Repair Station Training Program – Policy for Korry Electronics FAA Repair Station KE7R393J document number 49817 addresses Human Factors training.

The following topics are covered:

- a) General/Introduction to human factors
- b) Safety Culture/Organizational factors
- c) Human Error
- d) Human performance and limitations
- e) Environment
- f) Procedures, information, tools and practices
- g) Communication
- h) Teamwork
- i) Professionalism and integrity
- j) Organization's Human Factors program

Human Resources and the Product Support Manager ensure that the procedures are followed.



## **18. LINE STATIONS**

Korry Electronics does not have any FAA 14 CFR Part 121 line stations.

This paragraph is only applicable to repair stations with airframe/aircraft and/or limited airframe ratings and therefore **not applicable to Korry Electronics Company.**

Quality Engineering or the Product Support Specialist ensures that the procedures are followed.

## 19. WORK AWAY FROM FIXED LOCATIONS

If a repair station is requested to perform maintenance on an EU registered aircraft or article located outside the territory of the United States, the repair station may work away from its fixed location in the following cases.

The FAA accepted procedure is within the Korry's FAA 14 CFR Part 145 Repair Station Manual (RSM) Reference No. 49887.

Korry Electronics does have an approved FAA Operations Specification D100 – Work to be Performed at a Place Other Than the Repair Station Fixed location.

Korry Electronics ensures that the Repair Station follows the FAA Supplement when performing this work.

Korry Electronics ensures that the Repair Station informs the FAA Principal Inspector (PI) when exercising the work away privilege in the U.S. on an EU registered aircraft under the D100 Operation Specification.

Korry Electronics ensures that the Repair Station informs EASA and the FAA PI when exercising the work away privilege outside the U.S. on an EU registered aircraft under the D100 Operation Specification.

- a) **For a One-time Special Circumstance.** If the EASA supplement or the RSM/QCM does not have a written procedure for work away from its fixed location and the repair station does not have D100 authorization, the repair station must apply to EASA in advance of doing the work. This application must describe the work to be performed, the date of the work, the customer, and certify to EASA that the repair station will follow all existing procedures in its current Repair Station Manual and EASA Supplement. (The application is to be sent to [foreign145@easa.europa.eu](mailto:foreign145@easa.europa.eu) ). EASA will review the application and answer the organization in writing, with a copy to the FAA, either accepting or rejecting the application. If the application is rejected, the reasons will be specified in the letter.

For a one-time special circumstance, if there was no D100 Operation Specification approval, Korry Electronics ensures that the Repair Station would inform EASA and receive approval prior to commencing the work.

- b) **On a Recurring Basis.** This occurs when necessary subject to the FAA Op. Spec. D100 being in place for this work and only to perform non-routine maintenance to be defined for this guidance as urgent defect rectification, on an EU-registered aircraft or articles intended for installation on EU registered aircraft. The FAA Repair Station Manual (RSM) defines the procedural requirements that the repair station should use (this is **not applicable due Korry Electronics Repair Station is not doing this**). It is permissible to prevent duplication to make a cross reference to the RSM procedures in the EASA supplement for this aspect. Within the U.S., the ASI shall be informed and notification to EASA is not required. Outside the U.S., the ASI shall be informed and notification to EASA shall be sent to the following e-mail address: [foreign145@easa.europa.eu](mailto:foreign145@easa.europa.eu) (or as identified in the EASA MAG).

NOTE: This paragraph is not applicable to line stations addressed in EASA MAG Section B.

**20. APPENDIX 1 – SAMPLE AUDIT PROGRAM**

Audit must be conducted at least once annually.

The current FAR requirements are found at the FAA Website [www.faa.gov/](http://www.faa.gov/).

The current EASA Supplement requirements are found in the EASA Maintenance Annex Guidance (MAG) Section B Certification Process for U.S. Based Repair Stations at the FAA website [www.faa.gov/](http://www.faa.gov/) or the EASA website [www.easa.europa.eu/](http://www.easa.europa.eu/).

**Audit Subject:** \_\_\_\_\_ **Yes No N/A**

- FAR 43.7 – Persons Authorized to Return to Service
- FAR 43.9 – Contents of Maintenance and Alteration Records
- FAR 43.12 – Falsification of Records
- FAR 43.13 – Standards
- FAR 43.15 – Additional Standards
- EASA Supplement 4 – Accountable Manager Statement
- EASA Supplement 7 – Customer Work Order
- EASA Supplement 8 – Approved Design and Repair Data
- EASA Supplement 9 – Airworthiness Directives
- EASA Supplement 10 – Release and Acceptance of Components
- EASA Supplement 12 – Aircraft Release or Return to Service
- EASA Supplement 13 – Reporting Unairworthy Conditions
- EASA Supplement 14 – Quality Assurance System
- EASA Supplement 15 – Hangar Space
- EASA Supplement 16 – Contracted Maintenance
- EASA Supplement 17 – Human Factors
- EASA Supplement 18 – Line Stations
- EASA Supplement 19 – Work Away from Fixed Locations

See associated Audit Reports for details in accordance with the Korry QMS Audits procedure.

## **21. APPENDIX 2 – EASA FORM 16 APPLICATION FORM**

Korry Electronics ensures that the EASA Form 16 is completed for the renewal of approval for EASA Part 145 certification of the Repair Station, as defined in the MAG Section B.

Use the EASA Form 16 Application Form that is within the EASA Maintenance Annex Guidance (MAG) Section B – Certification Process for U.S. based Repair Stations document (current revision).

**22. APPENDIX 3 – EASA FORM 9 FAA RECOMMENDATION is not applicable**

**23. APPENDIX 4 – EXAMPLE OF COMPLETED FAA FORM 8130-3 (DUAL RELEASE)**

1. Approving Civil Aviation Authority/Country: <b>FAA/UNITED STATES</b>		2. <b>AUTHORIZED RELEASE CERTIFICATE</b> <b>FAA Form 8130-3, AIRWORTHINESS APPROVAL TAG</b>			3. Form Tracking Number <b>Job Order Number</b>	
4. Organization Name and Address: KORRY ELECTRONICS COMPANY 11910 BEVERLY PARK ROAD EVERETT, WA 98204				5. Work Order/Contract/Invoice Number: <b>Purchase Order Number</b>		
6. Item:	7. Description:	8. Part Number:	9. Quantity:	10. Serial Number:	11. Status/Work:	
1	Switch	433-673-1041-232	1	Serial Number if one exists	REPAIRED	
12. Remarks: Repaired in accordance with CMM-XX-YY-ZZ dated 11/22/2013 Full details in job order 1234567, including replaced parts list.						
Certifies that the work specified in Blocks 11/12 was carried out in accordance with EASA Part 145 and in respect to that work the product/article is considered ready for release to service under EASA Part 145 Approval Number EASA.145.4618.						
13. Certifies the items identified above were manufactured in conformity to: <input type="checkbox"/> Approved design data and are in a condition for safe operation. <input type="checkbox"/> Non-approved design data specified in Block 12.				14a. <input checked="" type="checkbox"/> 14 CFR 43.9 Return to Service <input checked="" type="checkbox"/> Other regulation specified in Block 12 Certifies that unless otherwise specified in Block 12, the work identified in Block 11 and described in Block 12 was accomplished in accordance with Title 14, Code of Federal Regulations, part 43 and in respect to that work, the items are approved for return to service.		
13b. Authorized Signature:		13c. Approval/Authorization No.:		14b. Authorized Signature: <i>Jix Planks</i>		14c. Approval/Certificate No.: KE7R393J
13d. Name (Typed or Printed):		13e. Date (dd/mm/yyyy):		14d. Name (Typed or Printed): Name of FAA Certified Repairperson		14e. Date (dd/mm/yyyy): DD MMM YYYY
<b>User/Installer Responsibilities</b>						
It is important to understand that the existence of this document alone does not automatically constitute authority to install the aircraft engine/propeller/article. Where the user/installer performs work in accordance with the national regulations of an airworthiness authority different than the airworthiness authority of the country specified in Block 1, it is essential that the user/installer ensures that his/her airworthiness authority accepts aircraft engine(s)/propeller(s)/article(s) from the airworthiness authority of the country specified in Block 1. Statements in Blocks 13a and 14a do not constitute installation certification. In all cases, aircraft maintenance records must contain an installation certification issued in accordance with the national regulations by the user/installer before the aircraft may be flown.						

FAA Form 8130-3 (02-14)

NSN: 0052-00-012-9005

**24. APPENDIX 5 – COMPONENTS AUTHORIZED FOR USE DURING MAINTENANCE & ALTERATION**

1. Component means any component part of an aircraft up to and including a complete powerplant and any operational or emergency equipment.
2. Only the following new and used components may be fitted during maintenance.

**a. New Components:**

Korry Electronics uses only new components manufactured by Korry Electronics or purchased from approved Korry Electronics suppliers during maintenance. All new parts are inspected by Korry Electronics inspection personnel. All approved parts at Korry Electronics have an Accept Tag (see example) or Star Stamp (see example) with each lot of parts.

In addition, effective October 1, 2016, all parts approved for use in maintenance, with the exception of standard parts, shall be accompanied by FAA 8130-3 form for release to service.

**The Accept Tag shall identify the following and provide key information used in traceability and issuing transactions:**

Area	Area Name	Description
1	Rev.	Revision of bill of material (B.O.M.) shown on work (job) order or receiver.
2	Part No.	Part number as shown on work (job) order or receiver.
3	WO. /Rcvr. No.	Work (job) order or Receiver number. The receiver number shall be prefixed by a "P" to differentiate from work (job) order numbering.
4	Date	Date accepted.
5	Accepted By	Authorized inspection stamp.
6	DR No's	DR number if applicable.
7	Qty.	The quantity of parts accepted by the inspector that verified the parts/material is per the specified requirements and inspection procedures.

Description: Tag is 2.5" x 2.5" in size and light green in color for production approved parts.



<b>ACCEPT</b>		REV <b>1</b>
PART NO. _____		<b>2</b>
WO. /RCVR. NO. _____		<b>3</b>
DATE _____		<b>4</b>
ACCEPTED BY _____		<b>5</b>
DR NO 'S	QTY.	
<b>6</b>	<b>7</b>	
Form: BD610009		



Star Stamps are used by certified suppliers to indicate final inspection and/or final test acceptance on routings and accept tags. Shipments made under this delegation shall include supplier certifications. Stamp is placed on documentation using approved contrasting ink. The Star Stamp on the purchased part label replaces the green Accept Tag for Dock-To-Stock and Vendor Managed Inventory.

When partial lots are issued to manufacturing, the stock room retains the evidence of acceptance (green tag or star stamped label) with the original lot. They issue a partial traceability tag containing Part Number, Lot Number, Quantity and Date (when partial lot was processed by stock room). Partial tags may also contain Inspected By or Discrepancy Report # information but this is not required since all revision and acceptance date information is available by lot in the Enterprise Resource Planning (ERP) system.

When the entire lot is consumed by material issue, the evidence of acceptance (green tag or stamped label) is issued with the material to production, instead of generating another partial tag.

Note: supporting information is in the Instructions for Completion of Accept Tag/Label in Korry QMS procedure.

**b. Used Components:**

Korry Electronics may use some used parts from the specific customer returned item for the repair, alteration, or overhaul of that item. Used components are inspected to assure they are in satisfactory condition. No other sources of used parts are incorporated in Korry Electronics Company's Repair Station.