



U.S. Department
of Transportation
**Federal Aviation
Administration**

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November 30, 2016

Mr. Jack Brooks
Accountable Manager
Leach International Corporation
6900 Orangethorpe Avenue
Buena Park, CA. 90620

Dear Mr. Brooks:

This letter is to inform you that as of 11/30/2016, the Leach International Corporation European Aviation Safety Agency (EASA) Supplement, revision N, dated 11/21/2016, incorporating EASA MAG change 6 has been reviewed and accepted as written.

Please place a copy of this letter in front of your manual.

If you have any questions/concerns, please contact me at the number listed above.

Regards,

A handwritten signature in cursive script that reads "Charles E. Johnson".

Charles E. Johnson
Principal Maintenance Inspector

LTR	REVISION DESCRIPTION	DATE	APPROVED
M	DCN 0981	7/13/16	P. Sharma
N	DCN 2016-166	11/17/16	P. Sharma

512 - QUALITY DOCUMENT

EASA SUPPLEMENT TO FAA 14 CFR, Part 145 REPAIR STATION MANUAL/ QUALITY CONTROL MANUAL

FAA REPAIR STATION CERTIFICATE NO. FJ3D503L
EASA APPROVAL CERTIFICATE NO. EASA.145.5169

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DRAWN	Jeff Gray	LEACH INTERNATIONAL CORPORATION	
		DOCUMENT TITLE:	
Supervisor, RS	P. Sharma <i>P. Sharma 11/28/16</i>	EASA SUPPLEMENT	
Director Quality	J. Brooks <i>J. Brooks 11/28/16</i>	TO FAA 14 CFR, Part 145 REPAIR STATION MANUAL/ QUALITY CONTROL MANUAL	
QS Manager	M. Olaño <i>M. Olaño no 12/1/2016</i>	DOC NO. 512-0006 EASA SUP.	REV. N
QMS	J. Terriquez <i>J. Terriquez</i>	Release Date: 12/2/16	SHEET 1 OF 44

DOCUMENT CHANGE HISTORY

Rev.	Page(s) Affected	Description of Change	Date of Change	Initiator
N/C			20 September 1999	
A			12 March 2002	
B			14 January 2004	
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D			24 October 2008	
E			25 January 2010	
F			30 November 2011	
G			30 March 2012	
H			22 January 2014	
J			07 November 2014	
K			29 April 2015	
L	1 - 20		11/5/2015	PSharma
	22 - 35	APPENDIX 1		
	36	APPENDIX 2		
	37	APPENDIX 3		
	38 - 39	APPENDIX 4		
M	All	New template per QAF 211	7/13/16	PSharma
		Section 5. Approval Basis and Limitation	7/13/2016	PSharma
		Section 10 Release and Acceptance of Components	7/13/2016	PSharma
		Page 7 & 8 change of title from Manager Quality Systems to Director of Quality	7/13/2016	PSharma
		Section 2 Amendment Procedure: change of title from Manager Quality Systems to Director of Quality	7/13/2016	PSharma
		Section 17. Human Factors: change of title from Manager Quality Systems to Director of Quality	7/13/2016	PSharma
N	All	Change of Name From Leach International to Leach International Corporation throughout the Supplement	11/21/2016	PSharma

LEACH INTERNATIONAL CORPORATION	
EASA SUPPLEMENT	
TO FAA 14 CFR, Part 145 REPAIR STATION	
MANUAL/ QUALITY CONTROL MANUAL	
DOC NO. 512-0006 EASA SUP.	REV N
Release Date: 12/2/2016	SHEET 2 OF 44

TABLE OF CONTENTS

Section	Description	Page(s)
	COVER PAGE	1
	DOCUMENT CHANGE HISTORY	2
	TABLE OF CONTENTS	3
I, II, III,IV	PURPOSE, APPLICABILITY, SCOPE & DEFINITIONS	4
IV	DEFINITIONS	5
V, VI	REFERENCE DOCUMENTS, ROLES & RESPONSIBILITIES	6
VII	PROCEDURE – EASA SUPPLEMENT CONTROL	7-8
1.	LIST OF EFFECTIVE PAGES	9
2.	AMENDMENT PROCEDURE	10
3.	INTRODUCTION	10-12
4.	ACCOUNTABLE MANAGER’S COMMITMENT STATEMENT	13
5.	APPROVAL BASIS AND LIMITATION	14
6.	ACCESS BY EASA AND FAA	14
7.	WORK ORDERS/CONTRACTS	14
8.	APPROVED DESIGN REPAIR DATA	15-17
9.	AIRWORTHINESS DIRECTIVES	17
10.	RELEASE AND ACCEPTANCE OF COMPONENTS	17-20
11.	CERTIFICATE OF AIRWORTHINESS (C of A) VALIDITY	20
12.	RELEASE OF AIRCRAFT AFTER MAINTENANCE	20
13.	REPORTING OF UNAIRWORTHY CONDITIONS	20
14.	QUALITY ASSURANCE SYSTEM (QAS)	21 -24
15.	PROVISION OF HANGAR SPACE	24
16	CONTRACTED MAINTENANCE	24
17.	HUMAN FACTORS	24-25
18.	LINE STATIONS	25
19.	WORK AWAY FROM FIXED LOCATION	25
VIII	RECORD KEEPING	25
APPENDIX 1	SAMPLE AUDIT PROGRAM	26-42
APPENDIX 2	LINE STATIONS (Not applicable)	43
APPENDIX 3	RELEASE CERTIFICATE, FAA FORM 8130-3	44

LEACH INTERNATIONAL CORPORATION

**EASA SUPPLEMENT
TO FAA 14 CFR, Part 145 REPAIR STATION
MANUAL/ QUALITY CONTROL MANUAL**

DOC NO. **512-0006 EASA SUP.**

REV **N**

Release Date: 12/2/2016

SHEET 3 OF 44

I. PURPOSE

This Supplement to Leach International Corporation Repair Station and Quality Control Manuals is required for continued EASA Part-145 acceptance of maintenance work on all aircraft components operated under the authority of the members of the EASA.

This Supplement forms the part of the Leach International Corporation obligations for EASA Part-145 approval as specified in the Maintenance Annex Guidance (MAG)

II. APPLICABILITY

This procedure applies to all Leach International Corporation Repair Station employees located at Buena Park, CA.

III. SCOPE

This Supplement forms part of the Leach International Corporation obligations for EASA Part-145 approval as specified in the Maintenance Annex Guidance (MAG). In compliance with FAR 145 and EASA.145.5169 in accordance with the requirements for operating an FAA and EASA approved domestic Repair Station FJ3D503L.

IV. DEFINITIONS

AD	Airworthiness Directive
CASE	Coordinating Agency for Supplier Evaluation
C of A	Certificate of Airworthiness
CFR	Code of Federal Regulations
DER	Designated Engineering Representative
EASA	European Aviation Safety Agency
EEC	European Economic Community
EC	European Community
EU	European Union
FAA	Federal Aviation Administration (USA)

LEACH INTERNATIONAL CORPORATION	
EASA SUPPLEMENT TO FAA 14 CFR, Part 145 REPAIR STATION MANUAL/ QUALITY CONTROL MANUAL	
DOC NO. 512-0006 EASA SUP.	REV N
Release Date: 12/2/2016	SHEET 4 OF 44

JAR	Joint Aviation Requirements
JMCB	Joint Maintenance Coordination Board
NAA	A EASA National Aviation Authority
NPA	Notice of Proposed Amendment (to JARS)
NASIP	National Airworthiness Safety Inspection Program
OEM	Original Equipment Manufacturer (PAH)
PAH	Production Approval Holder
QAP	Quality Assurance Procedure
QAS	Quality Assurance System
US	United States (USA) USA United States of America

Life Limited Parts Life-limited parts means any part for which a mandatory replacement limit is specified in the type design, the instructions for Continued Airworthiness, or the maintenance manual.

Major alteration An alteration not listed in the aircraft, aircraft engine, or propeller specifications—

- (1) That might appreciably affect weight, balance, structural strength, performance, powerplant operation, flight characteristics, or other qualities affecting airworthiness; or
- (2) That is not done according to accepted practices or cannot be done by elementary operations.

Major repair. A repair:

- (1) That, if improperly done, might appreciably affect weight, balance, structural strength, performance, powerplant operation, flight characteristics, or other qualities affecting airworthiness; or
- (2) That is not done according to accepted practices or cannot be done by elementary operations.

Minor Alteration. An alteration other than a major alteration.

Minor Repair. A repair other than a major repair

LEACH INTERNATIONAL CORPORATION	
EASA SUPPLEMENT TO FAA 14 CFR, Part 145 REPAIR STATION MANUAL/ QUALITY CONTROL MANUAL	
<small>DOC NO.</small> 512-0006 EASA SUP.	<small>REV</small> N
Release Date: 12/2/2016	SHEET 5 OF 44

V. REFERENCE DOCUMENTS

512-0006-000-000 Repair Station and Quality control Manual
 QAP 5.7 Receiving Inspection Procedure
 EASA Maintenance Guidance (MAG)

VI. ROLES AND RESPONSIBILITIES

<u>Function</u>	<u>Responsibility</u>
EASA Accountable Manager	Shall ensure repair station is in compliance to the EASA part 145 requirements. Responsible for ensuring Leach International Corporation Quality Assurance System is operated to the EASA standards and regulations.
Director of Quality	Is responsible for submitting the amendments to FAA Inspector for acceptance on behalf of EASA prior to implementing any changes. Responsible for posting the revised Supplement on the company intranet
Supervisor, Repair Station	Responsible to make written proposals for EASA Supplement revision and responsible for maintain the repair station roster.
Manager, Quality Systems	Overall responsible for Quality assurance system, for developing, monitoring and maintaining the internal audits

LEACH INTERNATIONAL CORPORATION	
EASA SUPPLEMENT TO FAA 14 CFR, Part 145 REPAIR STATION MANUAL/ QUALITY CONTROL MANUAL	
<small>DOC NO.</small> 512-0006 EASA SUP.	<small>REV</small> N
<small>Release Date:</small> 12/2/2016	<small>SHEET</small> 6 OF 44

VII. PROCEDURE

EASA SUPPLEMENT CONTROL

This supplement does not form part of the FAA 14 CFR, Part 145 Repair Station and Quality Control Manuals.

Compliance with the FAA accepted supplement together with FAA 14 CFR, Part 145 Repair Station and Quality Control Manuals forms the basis of the European Aviation Safety Agency (EASA) Part-145 approval.

This supplement forms part of the Leach International Corporation obligations for EASA Part-145 approval as specified in the Maintenance Annex Guidance (MAG).

This Supplement together with the FAA 14 CFR, Part 145 Accepted Repair Station and Quality Control Manuals forms the basis of acceptance by the EASA Member Authorities for maintenance carried out by Leach International Corporation on components under the regulatory control of the EASA Member Authorities.

Maintenance carried out in accordance with the referenced Repair Station and Quality Control Manuals plus this supplement is accepted by the EASA Member Authorities as compliance with EASA Part 145.

Glossary of abbreviations and definitions can be found in the Definition section.

The EASA Supplement along with the Repair Station Manual and Quality Control Manual (RSM/QCM) will be available by access to the company intranet and on the company web site (www.esterline.com). If the website copy is unattainable, please email Pinderjeet.Sharma@esterline.com to obtain a copy by email. The documents include the latest date and revision on all the pages including cover page on all hard copies printed. This indicates that the user must verify that the revision is current prior to use. Verification can be obtained on-line or by direct communication with the Director of Quality or Supervisor, Repair Station. Obsolete hard copies shall be either destroyed or removed from the repair station to prevent usage.

The Supervisor, Repair Station will make written proposals for revision, when the need arises, and submit them for review and approval in accordance with the amendment procedure detailed in Section 2 of this supplement.

LEACH INTERNATIONAL CORPORATION	
EASA SUPPLEMENT TO FAA 14 CFR, Part 145 REPAIR STATION MANUAL/ QUALITY CONTROL MANUAL	
DOC NO. 512-0006 EASA SUP.	REV N
Release Date: 12/2/2016	SHEET 7 OF 44

Retain the revision record in the supplement. All repair station personnel are to suggest revision requirements to the Accountable Manager, Director of Quality or Supervisor, Repair Station when the need arises.

A list of effective pages will be issued with each revision.

LEACH INTERNATIONAL CORPORATION	
EASA SUPPLEMENT TO FAA 14 CFR, Part 145 REPAIR STATION MANUAL/ QUALITY CONTROL MANUAL	
DOCNO. 512-0006 EASA SUP.	REV N
Release Date: 12/2/2016	SHEET 8 OF 44

1. LIST OF EFFECTIVE PAGES

<u>PAGE NUMBER</u>	<u>DATE</u>	<u>REVISION</u>
1	21 November 2016	N
2	21 November 2016	N
3	21 November 2016	N
4	21 November 2016	N
5	21 November 2016	N
6	21 November 2016	N
7	21 November 2016	N
8	21 November 2016	N
9	21 November 2016	N
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13	21 November 2016	N
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25	21 November 2016	N
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27-43	APPENDIX 1 21 November 2016	N
44	APPENDIX 2 21 November 2016	N
45	APPENDIX 3 21 November 2016	N

LEACH INTERNATIONAL CORPORATION	
EASA SUPPLEMENT TO FAA 14 CFR, Part 145 REPAIR STATION MANUAL/ QUALITY CONTROL MANUAL	
DOC NO. 512-0006 EASA SUP.	REV N
Release Date: 12/2/2016	SHEET 9 OF 44

2. AMENDMENT PROCEDURE

Amendments to this Supplement shall be initiated and formatted by the Supervisor Repair Station. The proposed changes shall be reviewed by the Director of Quality prior to submission to the Accountable Manager for approval. Once approved by the Accountable Manager, the Director of Quality submits the amendments to the supervising FAA Inspector for acceptance on behalf of the EASA prior to implementing any changes. Upon FAA acceptance of the amendment, the Manager Quality Systems is responsible for posting of the revised Supplement on the company intranet for procedural change implementation. If the change is extensive, then appropriate training will be accomplished for affected personnel.

The Director of Quality will provide to the FSDO:

1. A copy of the EASA Part-145 Approval Certificate upon receipt from EASA
2. A copy of the letter of "Continuation of the Approval" from EASA

Failure to ensure that the 14 CFR Part 145 Repair Station and Quality Control Manuals and this EASA Supplement are kept up to date in respect of regulatory changes and that the Repair Station staff complies with the procedures therein could invalidate the EASA Approval.

Changes to the MAG shall be implemented, as applicable, within 90 days after the change has been published, unless otherwise specified.

3. INTRODUCTION

This Supplement to Leach International Corporation Repair Station and Quality Control Manuals is required for continued EASA Part-145 acceptance of maintenance work on all aircraft components operated under the authority of the members of the EASA.

This supplement therefore reminds the maintenance organization that it is performing maintenance in accordance with a Unilateral Acceptance or Bilateral Agreement, as appropriate, and identifies the supplemental requirements that must be satisfied.

This document has been prepared as a supplement to the FAA accepted Repair Station and Quality Control Manuals. This supplement includes detailed descriptions of procedures to follow when working on any aircraft component or part thereof that is being operated by an EASA customer / operator.

This supplement also describes in detail a quality Assurance/auditing system required to maintain EASA PART-145 Acceptance.

LEACH INTERNATIONAL CORPORATION	
EASA SUPPLEMENT TO FAA 14 CFR, Part 145 REPAIR STATION MANUAL/ QUALITY CONTROL MANUAL	
DOC NO. 512-0006 EASA SUP.	REV N
Release Date: 12/2/2016	SHEET 10 OF 44

This supplement is therefore intended to ensure that the organization is working in accordance with the provisions of their EASA Part-145 Approval Certificate and to ensure that the differences between the EASA and FAA regulations are taken into account.

The following is a list of the Special Conditions Applicable to U.S.-Based Repair Stations that are identified in the Maintenance Annex Guidance:

1.1 The Repair station shall submit an application in a form and a manner acceptable to EASA.

(a) The application for both initial and continuation of the EASA approval shall include a statement demonstrating that the EASA certificate and/or rating is necessary for maintaining or altering aeronautical products registered or designed in an EU Member State or parts fitted thereon.

(b) The repair station shall provide a supplement to its Repair Station and Quality Control Manuals that are verified and accepted by the FAA on behalf of EASA. All revisions to the supplement must be accepted by the FAA. The supplement specifies the basic differences between EASA Part-145 and 14 CFR part 145 and identifies these differences as special conditions as following:

- (i) The supplement must contain a statement by the accountable manager of the repair station, as defined in the current version of EASA Part-145 which commits the repair station to compliance with the Maintenance Annex Guidance and these special conditions.
- (ii) Detailed procedures for the operation of an independent quality assurance system including oversight of all multiple facilities and line stations within the territory of the United States.
- (iii) Procedures for the release or approval for return to service that meet the requirements of EASA Part-145 for aircraft and the use of the FAA Form 8130-3 for aircraft components, and any other information required by the owner or operator as appropriate.
- (iv) For airframe/aircraft rated facilities, procedures to ensure that the certificate of airworthiness and the Airworthiness Review certificate are valid prior to the issue of a release to service document.

LEACH INTERNATIONAL CORPORATION	
EASA SUPPLEMENT TO FAA 14 CFR, Part 145 REPAIR STATION MANUAL/ QUALITY CONTROL MANUAL	
<small>DOC NO.</small> 512-0006 EASA SUP.	<small>REV</small> N
Release Date: 12/2/2016	SHEET 11 OF 44

- (v) Procedures to ensure that repairs and modifications as defined by EASA requirements are accomplished in accordance with data approved by EASA.
- (vi) A procedure for the repair station to ensure that the FAA approved initial and recurrent training programme and any revision thereto includes human factors training.
- (vii) Procedures for reporting unairworthy conditions as required by EASA Part-145 on civil aeronautical products to the EASA, aircraft design organization, and the customer or operator.
- (viii) Procedures to ensure completeness of, and compliance with, the customer or operator work order or contract including notified EASA airworthiness directives and other notified mandatory instructions.
- (ix) Procedures in place to ensure that contractors meet the terms of these implementation procedures; that is, using an EASA approved Part-145 organization or, if using an organization which does not hold an EASA Part-145 approval, the repair station returning the product to service is responsible for ensuring its airworthiness.
- (x) Procedures to permit work away from the fixed location on a recurring basis, when applicable.
- (xi) Procedures to ensure appropriate covered hangers are available for base maintenance of aircraft.

1.2 To continue to be approved in accordance with EASA Part-145, pursuant to the terms of this Annex, this repair station shall comply with all of the following. The FAA shall verify that the repair station:

- (a) Allow EASA, or the FAA on behalf of EASA, to inspect it for continued compliance with the requirements of the FAA 14 CFR part 145, part 43 and these Special Conditions, (i.e., EASA Part-145).
- (b) Accept that investigation and enforcement action may be taken by EASA in accordance with any relevant EU regulations and EASA procedures.
- (c) Cooperate with any EASA investigation or enforcement action.
- (d) Continue to comply with FAA 14 CFR part 145 and these Special Conditions.

LEACH INTERNATIONAL CORPORATION	
EASA SUPPLEMENT TO FAA 14 CFR, Part 145 REPAIR STATION MANUAL/ QUALITY CONTROL MANUAL	
<small>DOC NO.</small> 512-0006 EASA SUP.	<small>REV</small> N
Release Date: 12/2/2016	SHEET 12 OF 44

4. ACCOUNTABLE MANAGER'S COMMITMENT STATEMENT

This Supplement, in conjunction with the FAA Repair Station and Quality Control Manuals (512-0006-000-000) 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 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 are being maintained. It is further understood that the EASA reserves the right to revoke the Approval Certificate if EASA considers that procedures are not followed or standards not upheld.

This statement shall be signed and dated by the Accountable Manager for and on behalf of the repair station.

Please note that whenever the Accountable Manager is replaced, the new Accountable Manager must sign and date the statement to ensure continuous EASA Part-145 Approval and provide the responsible FAA ASI with the amendment of the supplement.



Mark Thek, President

12/1/2016

Date

LEACH INTERNATIONAL CORPORATION	
EASA SUPPLEMENT TO FAA 14 CFR, Part 145 REPAIR STATION MANUAL/ QUALITY CONTROL MANUAL	
DOC NO. 512-0006 EASA SUP.	REV N
Release Date: 12/2/2016	SHEET 13 OF 44

5. APPROVAL BASIS AND LIMITATION

EASA approval is based upon compliance with 14 CFR parts 145 and 43 except where varied by the special conditions specified in the Maintenance Annex and associated guidance. However, this approval must not exceed the ratings permitted by Commission Regulation (EU) No.1321/2014

The approval of maintenance work is limited to the scope of work permitted under the current certificate issued by the FAA to Leach International Corporation in accordance with 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 JMCB.

6. ACCESS BY EASA AND FAA. *In accordance with the Agreement, Annex 2, Appendix 1, paragraph 1.2.*

The EASA and FAA staff shall be allowed access to Leach International Corporation facilities, documents and records to verify compliance with 14 CFR part 145, the EASA Special Conditions, procedures and standards and to also investigate specific problems. The Supervisor, Repair Station must insure that records of the repair station's work will be kept/stored in such a manner which facilitates timely retrieval for review by both EASA personnel and/or FAA personnel investigating problems on behalf of the EASA and will accept investigation and enforcement action that may be taken by EASA in accordance with any relevant EU regulations and EASA procedures and that Leach International Corporation will cooperate with these actions.

7. WORK ORDERS/CONTRACTS

The Supervisor, Repair Station shall insure, prior to the commencement of work on any unit received from a customer/operator operating under EASA operating rules that clear and understandable instructions are on hand from the customer, in the form of a work order. The instructions on the work order must be specific as to what inspections, repairs, alterations, overhaul, airworthiness directives and parts replacement are to be carried out. Should non FAA approved documentation be required [i.e.; a EASA National Airworthiness Authority (NAA) Airworthiness Directive (AD)] to accomplish the work order, the Supervisor, Repair Station must insure that technical, repair, inspection and certifying personnel have at hand a clear and understandable copy of the work specification/requirements documentation on any maintenance actions requested. If there are any questions about the interpretation of a work order or other work instructions, clarification shall be obtained from the customer before work begins. The customer remains responsible for correctly informing the repair station by work order of all required maintenance and alterations.

LEACH INTERNATIONAL CORPORATION	
EASA SUPPLEMENT TO FAA 14 CFR, Part 145 REPAIR STATION MANUAL/ QUALITY CONTROL MANUAL	
DOC NO. 512-0006 EASA SUP.	REV N
Release Date: 12/2/2016	SHEET 14 OF 44

8. APPROVED DESIGN REPAIR DATA

- a) Changes to the type design: Major Changes, Minor Changes, STCs. 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.

- b) Repairs.

(1) 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 as revised. 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,

LEACH INTERNATIONAL CORPORATION	
EASA SUPPLEMENT TO FAA 14 CFR, Part 145 REPAIR STATION MANUAL/ QUALITY CONTROL MANUAL	
<small>DOC NO.</small> 512-0006 EASA SUP.	<small>REV</small> N
Release Date: 12/2/2016	SHEET 15 OF 44

- (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.

LEACH INTERNATIONAL CORPORATION	
EASA SUPPLEMENT TO FAA 14 CFR, Part 145 REPAIR STATION MANUAL/ QUALITY CONTROL MANUAL	
DOC NO. 512-0006 EASA SUP.	REV N
Release Date: 12/2/2016	SHEET 16 OF 44

- (5) Repair design data on critical components, developed by organizations / 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.

9. AIRWORTHINESS DIRECTIVES

EASA members issue their own EASA airworthiness directives or accept FAA directives and/or issue more/less restrictive directives to the FAA'S. Therefore the Supervisor, Repair Station shall ensure that the customer specifies what airworthiness directives are required to be followed in the work to be performed. This information, when applicable, should be a part of the work order or the instructions; any non-compliance must be recorded on the work order and notify the customer. In some cases, it will be necessary for the customer to supply the documentation necessary to incorporate airworthiness directive requirements.

10. RELEASE AND ACCEPTANCE OF COMPONENTS

Release to service of components shall be in accordance with 14 CFR, Part 43.9 and the additional requirements of paragraphs 7 through 10 of this Supplement. At the completion of maintenance, the repair station will issue an FAA Form 8130-3 as a maintenance release by the repair station. (see appendix 3).

Components which have been newly overhauled shall be released on FAA Form 8130-3 and not on an export certification.

Block 13a. through 13e. of FAA Form 8130-3 shall not be used by the repair station. An example of completed 8130-3 form and instructions are on page 37 of this Supplement.

FAA Form 8130-3 dual release shall include the following information in Block 12:

- a. EASA Approval Number
- b. Statement of work completed, e.g. overhaul, repairs, alterations, inspections, Airworthiness Directives accomplished.
- c. Replacement parts used
- d. PMA Parts
- e. Reference any Approved Data used to accomplish the work, including the Revision and Issue of the Approved Data.
- f. The following statement shall be included, *“Leach International Corporation certifies that the work specified in Blocks 11 and 12 was carried out in accordance with EASA Part-145 and in respect to that work the component(s) is*

LEACH INTERNATIONAL CORPORATION	
EASA SUPPLEMENT TO FAA 14 CFR, Part 145 REPAIR STATION MANUAL/ QUALITY CONTROL MANUAL	
<small>DOC NO.</small> 512-0006 EASA SUP.	<small>REV</small> N
Release Date: 12/2/2016	SHEET 17 OF 44

considered ready for release to service under EASA Part-145 Approval Number EASA.145.5169.

- g. The repair station roster shall list management personnel, supervisors, Repair Station inspection personnel, and those individuals authorized to perform final inspection and/or approve an article for return to service (repairmen). The Manager, MSC/Supervisor, Repair Station will be responsible for maintaining the repair station roster, which must be revised to reflect the termination, reassignment, change in duties or scope of assignment, or addition of any personnel

- i. The Acceptability of the components authorized for use during the maintenance shall comply with QAP 5.7 Receiving Inspection Procedure.
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. FAA Form 8130-3 shall be signed in Block 14b. by an authorized signatory on the repair station roster with the FAA Repair Station Certificate number in block 14c.

Only the following new and used serviceable components that meet the requirements listed below may be fitted during maintenance.

(I) New Components

(a) New components must be traceable to the Production Approval Holder (PAH) and be in satisfactory condition for installation. An authorized release document, as detailed below must accompany the new component.

- 1. For new components from a U.S.-PAH release must be documented on a FAA Form 8130-3 as a new part.

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.

- 2. For new components released by an EU-PAH, release must be documented on a EASA Form 1 as a new part.

LEACH INTERNATIONAL CORPORATION	
EASA SUPPLEMENT TO FAA 14 CFR, Part 145 REPAIR STATION MANUAL/ QUALITY CONTROL MANUAL	
<small>DOC NO.</small> 512-0006 EASA SUP.	<small>REV</small> N
Release Date: 12/2/2016	SHEET 18 OF 44

3. 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.
4. Fabricated parts, produced by an appropriately rated repair station with 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.
5. Standard parts are not subject to the foregoing 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 uniform identification requirements. The specification should include all information necessary to produce and verify conformity of the part. It should be published so that any part may manufacture the part. Examples of specifications are National Aerospace Standards (NAS), Army-Navy Aeronautical Standard (AN), Society of Automotive Engineers (SAE), SAE Sematec, Joint Electron Device Engineering Council, Joint Electron Tube Engineering Council, and American National Standards Institute (ANSI), EN Specifications etc...”

6. PMA parts may only be accepted as detailed in subparagraph 10(k)(1)(a)(i) above and in the Technical Implementation Procedures (TIP).
7. 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)

(II) Used Components

(a) Used components must be traceable to FAA-and/or EASA certificated facilities that are approved and authorized to certify the maintenance, preventive 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 a satisfactory condition for installation and be eligible for installation as stated in the PAH parts catalogue or aviation authority (AA)

LEACH INTERNATIONAL CORPORATION	
EASA SUPPLEMENT TO FAA 14 CFR, Part 145 REPAIR STATION MANUAL/ QUALITY CONTROL MANUAL	
<small>DOC NO.</small> 512-0006 EASA SUP.	<small>REV</small> N
Release Date: 12/2/2016	SHEET 19 OF 44

approval document. An authorized release document, as provided below, must accompany the used component.

1. 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.
2. Used components from a 14 CFR part 145 repair station not EASA approved mustnot be used even if accompanied by an FAA Form 8130-3.
3. 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.
4. A Canadian; Form One issued as a maintenance release must accompany used components from a Canadian EASA-approved maintenance organization.

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.

5. 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.

11. CERTIFICATE OF AIRWORTHINESS (C of A) VALIDITY

Leach International Corporation does not accomplish any work on complete airframes, engines or propellers so this paragraph is not applicable.

12. RELEASE OF AIRCRAFT AFTER MAINTENANCE

Leach International Corporation, does not accomplish any work on airframes so this paragraph is not applicable.

13. REPORTING OF UNAIRWORTHY CONDITIONS

When serious defects are found in EU-registered aircraft or components received from an EU customer, the defects will be reported by submitting EASA Form 44 to the customer/operator, the EASA, and the aircraft/component design organization within 3 days (72 hrs.) of discovery. Serious defects will be reported in accordance with MAG Annex requirements. The report will normally be made via web-site <http://av-info.faa.gov/sdrx/.Service> Difficulty Report and/or FAA SUP as detailed in AC 21-29 as revised to the EASA, signed and submitted by the Accountable Manager. This letter will be mailed via quickest method. The letter will also be faxed. When reporting to the EASA the identity of the customer must be included to permit follow up action.

LEACH INTERNATIONAL CORPORATION	
EASA SUPPLEMENT TO FAA 14 CFR, Part 145 REPAIR STATION MANUAL/ QUALITY CONTROL MANUAL	
DOC NO. 512-0006 EASA SUP.	REV N
Release Date: 12/2/2016	SHEET 20 OF 44

14. QUALITY ASSURANCE SYSTEM (QAS)

- a) This section describes the detailed procedures this repair station will use for the operation of an independent QAS and should include the following items.
- b) The QAS primary objective is to enable Leach International Corporation Repair Station to satisfy itself that it can deliver a safe product and that it remains in compliance with 14 CFR part 43, 14 CFR part 145 and the EASA Special conditions.
- d) The annual audit plan for Leach International Corporation includes applicable paragraphs of 14 CFR part 43 and part 145 and the EASA special conditions.
- e) There are two elements to the system:
 - (1) An Independent Audit System.
 - i) Leach International Corporation shall maintain the audit system that is independent of the component maintenance repair process and their release to service inspections. This system represents an overview of the complete maintenance system and does not replace the need for mechanics to ensure that they are 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. Overall responsibility for Leach International Corporation Quality Assurance (QAS) system is assigned to the Quality Systems Manager. The Quality Systems Manger reports directly to the Director of Quality Assurance, who reports directly to the President of Leach International Corporation for Quality Management System compliance and enforcement.

Internal audit schedule for the calendar year is developed, monitored and maintained by the Quality Systems Manager according to 512-0006-000-000. The internal audit schedule contains the required standards/regulation, a brief description of each audit area, the resources that will be required including auditor and auditee, and a schedule for the completion of each audit. The audit schedule will include the routine periodic audits of each area/subject and follow up audits of any area that previously required corrective action. The basic goal of the QAS program is to assure compliance with 14 CFR, Part 43 and Part145 and the EASA Special Conditions.

- ii) The audit system shall cover the oversight of Repair Station FJ3D503L under the approval. the annual internal audit schedule shall contain at least the following elements:
 - 1) Procedural audits. The audits should monitor compliance with required aircraft/aircraft component standards and adequacy of the maintenance procedures to ensure that such procedures invoke good maintenance practices and airworthy aircraft/aircraft components. See Appendix 1 for sample audit program The

LEACH INTERNATIONAL CORPORATION	
EASA SUPPLEMENT TO FAA 14 CFR, Part 145 REPAIR STATION MANUAL/ QUALITY CONTROL MANUAL	
DOC NO. 512-0006 EASA SUP.	REV N
Release Date: 12/2/2016	SHEET 21 OF 44

procedural audit will be conducted to each process once a year, as minimum according to the internal audit schedule.

- 2) 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 should not involve repeat disassembly or testing unless the sample check identifies findings requiring such action. The product audit will be conducted to each product repair line once a year, as minimum according to the internal audit schedule. .
- iii) It is acceptable to use personnel from one section/department to audit the work and products of another section/department in accordance with audit(s) assignment per internal audit schedule. The Quality Systems Manager will assign the audit and ensure the audits are not carried out by the personnel responsible for the function, procedure, or product being audited.
- iv) The process of sample audits is 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 contained in the Supplement. All applicable 14 CFR parts 43 and 145 provisions and the EASA Special conditions as detailed in the MAG should be checked at least once per year against each primary product line.

Audit Procedures and Reports: Audit of the processes used by the Repair Station to produce deliverable products will be conducted by the QAS internal auditor and any finding will be reported to the Supervisor, Repair Station and the Director of Quality Assurance. The annual QAS audit program will be conducted using audit check lists designed to audit process and product by mean of interviewing with personnel and observation of work in progress.

Any discrepancy identified during each audit will be documented on a QAS Audit discrepancy form as referenced in 512-0006-000-000(RSM/QCM) and be also included in a report to the responsible manager of each area audited, the Supervisor, Repair Station and the Quality Systems Manager..

(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 enable the accountable manager to remain informed of the state of compliance and any safety issues. The accountable manager, or his designee, should hold routine meetings to check the progress on clearing outstanding findings/discrepancies, except that in the larger repair stations such meetings may be delegated on a day-to-day basis to

LEACH INTERNATIONAL CORPORATION	
EASA SUPPLEMENT TO FAA 14 CFR, Part 145 REPAIR STATION MANUAL/ QUALITY CONTROL MANUAL	
DOC NO. 512-0006 EASA SUP.	REV N
Release Date: 12/2/2016	SHEET 22 OF 44

the Quality Manager as long as the accountable manager meets at least once per year with the senior staff involved to review the overall performance.

The responsible technical manager(s) are responsible for coordinating the development and implementation of corrective actions that are satisfactory to the QAS auditor, whenever problems are identified through QAS audits.

Quality Systems Manager/or designee will monitor the implementation of corrective actions. Quality Systems Manager/or designee will maintain a list of open corrective actions, including as a minimum, the corrective action number, the assignee, and the date due. This list shall also be used to follow-up the corrective action implementation and/or rectification.

v) One example of the particular product line shall be 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. Each product line at Leach International Corporation repair station will be audited once each calendar year.

vi) A report shall be prepared for each audit carried out describing what was checked and any resulting findings/discrepancies. The report should be sent to the repair station Supervisor for rectification action giving target rectification dates. The relevant departments are required to rectify the findings/discrepancies and inform the quality department.

vii) A product should be selected in each product line and the QAS audit program should be conducted at least once per year.

To ensure Leach International Corporation QAS is operated to standard(s)/regulation requirements, the following oversight responsibilities are provided by Leach International Corporation Repair Station EASA Accountable Manager;

The Accountable manager will be responsible for ensuring that:

The objectives of the annual audit plan are met.

- The results of all audits are accountable by the responsible technical managers as soon as possible after they are documented.
- All problems are appropriately addressed.
- All corrective actions for identified non-conformances or non-compliances are implemented in a timely and cost effective manner.

Records

The Quality Systems Manager will maintain all records of the results of audits, the corrective actions taken to respond to problems and other records required to properly

LEACH INTERNATIONAL CORPORATION	
EASA SUPPLEMENT TO FAA 14 CFR, Part 145 REPAIR STATION MANUAL/ QUALITY CONTROL MANUAL	
<small>DOC NO.</small> 512-0006 EASA SUP.	<small>REV</small> N
Release Date: 12/2/2016	SHEET 23 OF 44

managing the QAS program. Audit records will be maintained for a period of at least 2 years.

These records are confidential internal documents that are the property of Leach International Corporation. Records of audits, corrective actions and results will be made available for FAA and/or EASA review at Leach International Corporation business address during the normal working hours of the QAS function.

15. PROVISION OF HANGAR SPACE

Leach International Corporation does not perform any aircraft maintenance functions.

16. CONTRACTED MAINTENANCE

Leach International Corporation does not sub-contract any maintenance functions.

NOTE 1: When part of the maintenance is contracted to another organization, the repair station must ensure that the other organization is approved to EASA Part-145 for the maintenance they carry out (contracting). If maintenance is contracted to a non-EASA-approved organization (subcontracting), then this is considered to be a Non-certificated Facility. In such a case, the repair station returning the product to service is fully responsible for ensuring its airworthiness.

17. HUMAN FACTORS

Detection of maintenance errors: Information from failure analysis performed is used to detect and rectify maintenance errors that may endanger the safe operation of aircraft.

Inspection and test will not be limited to the failure identified by the customer, but includes a thorough and searching inspection for maintenance errors. If a maintenance error is detected it will be documented through the Internal Corrective Action process. The Quality Systems Manager will coordinate resolution through this process.

Performance Limitations: Within the United States, each certificate holder (or person performing maintenance or preventive maintenance functions for it) shall relieve each person performing maintenance or preventive maintenance from duty for a period of at least 24 consecutive hours during any seven consecutive days, or the equivalent thereof within any one calendar month.

LEACH INTERNATIONAL CORPORATION	
EASA SUPPLEMENT TO FAA 14 CFR, Part 145 REPAIR STATION MANUAL/ QUALITY CONTROL MANUAL	
DOC NO. 512-0006 EASA SUP.	REV N
Release Date: 12/2/2016	SHEET 24 OF 44

Shift Changeover: At the end of a shift if maintenance has not been completed Repair Station personnel will document the status of the work performed on the work order traveler. Personnel will also identify product as required.

An approved Repair Station Training Program is in place and in use to ensure an understanding of the application of human factors principles including the topics identified in Maintenance Annex Guidance at this FAA Approved Repair Station (FJ3D503L).

The Supervisor, Repair Station will review semi-annually the availability of Repair Station personnel and make recommendations to add and remove personnel as required.

However, if the need for a change in personnel becomes apparent the Supervisor, Repair Station can request additions and deletions at any time.

Repair Station personnel may address concerns of work conditions related but not limited to safety, facilities, processes, and equipment to the Supervisor, Repair Station or the Director of Quality. The Supervisor, Repair Station or the Director of Quality will coordinate resolution of the concern with those affected within 10 business days.

Repair Station personnel are encouraged to suggest ideas for improvements for the Repair Station processes. Suggestions should be addressed to the Supervisor, Repair Station or the Director of Quality. The Supervisor, repair Station or the Director of Quality will review the suggestions for possible use.

18 **LINE STATIONS**

This paragraph is not applicable to Leach International Corporation.

19 **WORK AWAY FROM FIXED LOCATIONS**

Leach International Corporation, does not accomplish any work on complete airframes, engines or Propellers so this paragraph is not applicable.

VIII. RECORD KEEPING

A certificated repair station must retain the records required by 14 CFR Part 145.219 Record Keeping for at least 2 years from the date the article was approved for return to service. A certificated repair station must make all required records available for inspection by the FAA and the National Transportation Safety Board.

LEACH INTERNATIONAL CORPORATION	
EASA SUPPLEMENT TO FAA 14 CFR, Part 145 REPAIR STATION MANUAL/ QUALITY CONTROL MANUAL	
DOC NO. 512-0006 EASA SUP.	REV N
Release Date: 12/2/2016	SHEET 25 OF 44

APPENDIX 1 (SAMPLE AUDIT PLAN)

Audit Subject	Requirement	Leach International Corporation Audit Checklist
145.5 Certificate and operations specifications requirements.	(a) No person may operate as a certificated repair station without, or in violation of, a repair station certificate, ratings, or operations specifications issued under this part. (b) The certificate and operations specifications issued to a certificated repair station must be available on the premises for inspection by the public and the FAA.	
	THERE IS NO PART 145.21	
145.51 Compliance with Certificate/Application for certification	(b) The equipment, personnel, technical data, and housing and facilities required for the certificate and rating or for an additional rating must be in place for inspection at the time of certification or rating approval by the FAA. An applicant may meet the equipment requirement of this paragraph if the applicant has a contract acceptable to the FAA with another person to make the equipment available to the applicant at the time of certification and at any time that it is necessary when the relevant work is being performed by the repair station.	
145.53 Compliance with Certificate/ Issue of Certification	c) Before a repair station certificate can be issued for a repair station that is located within the United States, the applicant shall certify in writing that all "hazmat employees" (see 49 CFR 171.8) for the repair station, its contractors, or subcontractors are trained as required in 49 CFR part 172 subpart H.	
145.55 Duration and renewal of certificate.	(d) The holder of an expired, surrendered, suspended, or revoked certificate must return it to the FAA.	
145.57 Amendment to or transfer of certificate.	(a) The holder of a repair station certificate must apply for a change to its certificate in a format acceptable to the FAA. A change to the certificate is necessary if the certificate holder— (1) Changes the location of the repair station, or (2) Requests to add or amend a rating. (b) If the holder of a repair station certificate sells or transfers its assets, the new owner must apply for an amended certificate in accordance with §145.51.	
145.103 Housing and facilities requirements.	(a) Each certificated repair station must provide— (1) Housing for the facilities, equipment, materials, and personnel consistent with its ratings. (2) Facilities for properly performing the maintenance, preventive maintenance, or alterations of articles or the specialized services for which it is rated. Facilities must include the following: (i) Sufficient work space and areas for the proper segregation and protection of articles during all maintenance, preventive maintenance, or alterations; (ii) Segregated work areas enabling environmentally hazardous or sensitive operations such as painting, cleaning, welding, avionics work, electronic work, and machining to be done properly and in a manner that does not adversely affect other maintenance or alteration articles or activities;	

LEACH INTERNATIONAL CORPORATION	
EASA SUPPLEMENT TO FAA 14 CFR, Part 145 REPAIR STATION MANUAL/ QUALITY CONTROL MANUAL	
DOC NO. 512-0006 EASA SUP.	REV N
Release Date: 12/2/2016	SHEET 26 OF 44

Audit Subject	Requirement	Leach International Corporation Audit Checklist
	(iii) Suitable racks, hoists, trays, stands, and other segregation means for the storage and protection of all articles undergoing maintenance, preventive maintenance, or alterations; (iv) Space sufficient to segregate articles and materials stocked for installation from those articles undergoing maintenance, preventive maintenance, or alterations; and (v) Ventilation, lighting, and control of temperature, humidity, and other climatic conditions sufficient to ensure personnel perform maintenance, preventive maintenance, or alterations to the standards required by this part.	
145.105 Change of location, housing, or facilities.	(a) A certificated repair station may not change the location of its housing without written approval from the FAA. (b) A certificated repair station may not make any changes to its housing or facilities required by §145.103 that could have a significant effect on its ability to perform the maintenance, preventive maintenance, or alterations under its repair station certificate and operations specifications without written approval from the FAA. (c) The FAA may prescribe the conditions, including any limitations, under which a certificated repair station must operate while it is changing its location, housing, or facilities.	
145.109 Equipment, materials, and data requirements.	(a) Except as otherwise prescribed by the FAA, a certificated repair station must have the equipment, tools, and materials necessary to perform the maintenance, preventive maintenance, or alterations under its repair station certificate and operations specifications in accordance with part 43. The equipment, tools, and material must be located on the premises and under the repair station's control when the work is being done. (b) A certificated repair station must ensure all test and inspection equipment and tools used to make airworthiness determinations on articles are calibrated to a standard acceptable to the FAA. (c) The equipment, tools, and material must be those recommended by the manufacturer of the article or must be at least equivalent to those recommended by the manufacturer and acceptable to the FAA. (d) A certificated repair station must maintain, in a format acceptable to the FAA, the documents and data required for the performance of maintenance, preventive maintenance, or alterations under its repair station certificate and operations specifications in accordance with part 43. The following documents and data must be current and accessible when the relevant work is being done: (1) Airworthiness directives, (2) Instructions for continued airworthiness, (3) Maintenance manuals, (4) Overhaul manuals, (5) Standard practice manuals, (6) Service bulletins, and (7) Other applicable data acceptable to or approved by the FAA.	
145.151 Personnel requirements.	Each certificated repair station must— (a) Designate a repair station employee as the accountable manager; (b) Provide qualified personnel to plan, supervise, perform, and approve for return to service the maintenance, preventive maintenance, or alterations performed under the repair station certificate and operations specifications;	

LEACH INTERNATIONAL CORPORATION	
EASA SUPPLEMENT TO FAA 14 CFR, Part 145 REPAIR STATION MANUAL/ QUALITY CONTROL MANUAL	
DOC NO. 512-0006 EASA SUP.	REV N
Release Date: 12/2/2016	SHEET 27 OF 44

Audit Subject	Requirement	Leach International Corporation Audit Checklist
	<p>(c) Ensure it has a sufficient number of employees with the training or knowledge and experience in the performance of maintenance, preventive maintenance, or alterations authorized by the repair station certificate and operations specifications to ensure all work is performed in accordance with part 43; and</p> <p>(d) Determine the abilities of its non-certificated employees performing maintenance functions based on training, knowledge, experience, or practical tests.</p>	
145.153 Supervisory personnel requirements.	<p>(a) A certificated repair station must ensure it has a sufficient number of supervisors to direct the work performed under the repair station certificate and operations specifications. The supervisors must oversee the work performed by any individuals who are unfamiliar with the methods, techniques, practices, aids, equipment, and tools used to perform the maintenance, preventive maintenance, or alterations.</p> <p>(b) Each supervisor must—</p> <p>(1) If employed by a repair station located inside the United States, be certificated under part 65.</p> <p>(2) If employed by a repair station located outside the United States—</p> <p>(i) Have a minimum of 18 months of practical experience in the work being performed; or</p> <p>(ii) Be trained in or thoroughly familiar with the methods, techniques, practices, aids, equipment, and tools used to perform the maintenance, preventive maintenance, or alterations.</p> <p>(c) A certificated repair station must ensure its supervisors understand, read, and write English.</p>	
145.155 Inspection personnel requirements.	<p>(a) A certificated repair station must ensure that persons performing inspections under the repair station certificate and operations specifications are—</p> <p>(1) Thoroughly familiar with the applicable regulations in this chapter and with the inspection methods, techniques, practices, aids, equipment, and tools used to determine the airworthiness of the article on which maintenance, preventive maintenance, or alterations are being performed; and</p> <p>(2) Proficient in using the various types of inspection equipment and visual inspection aids appropriate for the article being inspected; and</p> <p>(b) A certificated repair station must ensure its inspectors understand, read, and write English.</p>	
145.157 Personnel authorized to approve an article for return to service.	<p>(a) A certificated repair station located inside the United States must ensure each person authorized to approve an article for return to service under the repair station certificate and operations specifications is certificated under part 65.</p> <p>(b) A certificated repair station located outside the United States must ensure each person authorized to approve an article for return to service under the repair station certificate and operations specifications is—</p> <p>(1) Trained in or has 18 months practical experience with the methods, techniques, practices, aids, equipment, and tools used to perform the maintenance, preventive maintenance, or alterations; and</p> <p>(2) Thoroughly familiar with the applicable regulations in this chapter and proficient in the use of the various inspection methods, techniques, practices, aids, equipment, and tools appropriate for the work being performed and approved for return to service.</p>	

LEACH INTERNATIONAL CORPORATION	
EASA SUPPLEMENT TO FAA 14 CFR, Part 145 REPAIR STATION MANUAL/ QUALITY CONTROL MANUAL	
DOC NO. 512-0006 EASA SUP.	REV N
Release Date: 12/2/2016	SHEET 28 OF 44

Audit Subject	Requirement	Leach International Corporation Audit Checklist
	(c) A certificated repair station must ensure each person authorized to approve an article for return to service understands, reads, and writes English.	
145.159 Recommendation of a person for certification as a repairman.	<p>A certificated repair station that chooses to use repairmen to meet the applicable personnel requirements of this part must certify in a format acceptable to the FAA that each person recommended for certification as a repairman—</p> <p>(a) Is employed by the repair station, and</p> <p>(b) Meets the eligibility requirements of §65.101.</p>	
145.161 Records of management, supervisory, and inspection personnel.	<p>(a) A certificated repair station must maintain and make available in a format acceptable to the FAA the following:</p> <p>(1) A roster of management and supervisory personnel that includes the names of the repair station officials who are responsible for its management and the names of its supervisors who oversee maintenance functions.</p> <p>(2) A roster with the names of all inspection personnel.</p> <p>(3) A roster of personnel authorized to sign a maintenance release for approving a maintained or altered article for return to service.</p> <p>(4) A summary of the employment of each individual whose name is on the personnel rosters required by paragraphs (a)(1) through (a)(3) of this section. The summary must contain enough information on each individual listed on the roster to show compliance with the experience requirements of this part and must include the following:</p> <p>(i) Present title,</p> <p>(ii) Total years of experience and the type of maintenance work performed,</p> <p>(iii) Past relevant employment with names of employers and periods of employment,</p> <p>(iv) Scope of present employment, and</p> <p>(v) The type of mechanic or repairman certificate held and the ratings on that certificate, if applicable.</p> <p>(b) Within 5 business days of the change, the rosters required by this section must reflect changes caused by termination, reassignment, change in duties or scope of assignment, or addition of personnel.</p>	
145.163 Training requirements.	<p>(a) A certificated repair station must have an employee training program approved by the FAA that consists of initial and recurrent training. For purposes of meeting the requirements of this paragraph, beginning April 6, 2006—</p> <p>(1) An applicant for a repair station certificate must submit a training program for approval by the FAA as required by §145.51(a)(7).</p> <p>(2) A repair station certificated before that date must submit its training program to the FAA for approval by the last day of the month in which its repair station certificate was issued.</p> <p>(b) The training program must ensure each employee assigned to perform maintenance, preventive maintenance, or alterations, and inspection functions is capable of performing the assigned task.</p> <p>(c) A certificated repair station must document, in a format acceptable to the FAA, the individual employee training required under paragraph (a) of this</p>	

LEACH INTERNATIONAL CORPORATION	
EASA SUPPLEMENT TO FAA 14 CFR, Part 145 REPAIR STATION MANUAL/ QUALITY CONTROL MANUAL	
DOC NO. 512-0006 EASA SUP.	REV N
Release Date: 12/2/2016	SHEET 29 OF 44

Audit Subject	Requirement	Leach International Corporation Audit Checklist
	<p>section. These training records must be retained for a minimum of 2 years.</p> <p>(d) A certificated repair station must submit revisions to its training program to its certificate holding district office in accordance with the procedures required by §145.209(e).</p>	
<p>145.201 Privileges and limitations of certificate</p>	<p>(a) A certificated repair station may—</p> <p>(1) Perform maintenance, preventive maintenance, or alterations in accordance with part 43 on any article for which it is rated and within the limitations in its operations specifications.</p> <p>(2) Arrange for another person to perform the maintenance, preventive maintenance, or alterations of any article for which the certificated repair station is rated. If that person is not certificated under part 145, the certificated repair station must ensure that the noncertificated person follows a quality control system equivalent to the system followed by the certificated repair station.</p> <p>(3) Approve for return to service any article for which it is rated after it has performed maintenance, preventive maintenance, or an alteration in accordance with part 43.</p> <p>(b) A certificated repair station may not maintain or alter any article for which it is not rated, and may not maintain or alter any article for which it is rated if it requires special technical data, equipment, or facilities that are not available to it.</p> <p>(c) A certificated repair station may not approve for return to service'</p> <p>(1) Any article unless the maintenance, preventive maintenance, or alteration was performed in accordance with the applicable approved technical data or data acceptable to the FAA.</p> <p>(2) Any article after a major repair or major alteration unless the major repair or major alteration was performed in accordance with applicable approved technical data; and</p> <p>(3) Any experimental aircraft after a major repair or major alteration performed under §43.1(b) unless the major repair or major alteration was performed in accordance with methods and applicable technical data acceptable to the FAA.</p>	
<p>145.205 Maintenance, preventive maintenance and alterations</p>	<p>(a) A certificated repair station that performs maintenance, preventive maintenance or alterations for an air carrier or commercial operator that has a continuous airworthiness maintenance program under part 121 or part 135 must follow the air carrier's or commercial operator's program and applicable sections of its maintenance manual.</p>	

LEACH INTERNATIONAL CORPORATION	
EASA SUPPLEMENT TO FAA 14 CFR, Part 145 REPAIR STATION MANUAL/ QUALITY CONTROL MANUAL	
DOC NO. 512-0006 EASA SUP.	REV N
Release Date: 12/2/2016	SHEET 30 OF 44

Audit Subject	Requirement	Leach International Corporation Audit Checklist
performed for certificate holders under parts 121,125 and 135		
145.206 Notification of hazardous materials authorizations	Not Applicable to Leach International Corporation Repair Station	
145.207 Repair station manual.	<p>(a) A certificated repair station must prepare and follow a repair station manual acceptable to the FAA.</p> <p>(b) A certificated repair station must maintain a current repair station manual.</p> <p>(c) A certificated repair station's current repair station manual must be accessible for use by repair station personnel required by subpart D of this part.</p> <p>(d) A certificated repair station must provide to its certificate holding district office the current repair station manual in a format acceptable to the FAA.</p> <p>(e) A certificated repair station must notify its certificate holding district office of each revision of its repair station manual in accordance with the procedures required by §145.209(j).</p>	
145.209 Repair station Manual contents	<p>A certificated repair station's manual must include the following:</p> <p>(a) An organizational chart identifying—(1) Each management position with authority to act on behalf of the repair station,(2) The area of responsibility assigned to each management position, and(3) The duties, responsibilities, and authority of each management position;</p> <p>(b) Procedures for maintaining and revising the rosters required by §145.161;</p> <p>(c) A description of the certificated repair station's operations, including the housing, facilities, equipment, and materials as required by subpart C of this part;</p> <p>(d) Procedures for—(1) Revising the capability list provided for in §145.215 and notifying the certificate holding district office of revisions to the list, including how often the certificate holding district office will be notified of revisions; and</p> <p>(2) The self-evaluation required under §145.215(c) for revising the capability list, including methods and frequency of such evaluations, and procedures for reporting the results to the appropriate manager for review and action;</p> <p>(e) Procedures for revising the training program required by §145.163 and submitting revisions to the certificate holding district office for approval;</p> <p>(i) A description of the required records and the recordkeeping system used to</p>	

LEACH INTERNATIONAL CORPORATION	
EASA SUPPLEMENT TO FAA 14 CFR, Part 145 REPAIR STATION MANUAL/ QUALITY CONTROL MANUAL	
DOC NO. 512-0006 EASA SUP.	REV N
Release Date: 12/2/2016	SHEET 31 OF 44

Audit Subject	Requirement	Leach International Corporation Audit Checklist
	<p>obtain, store, and retrieve the required records;</p> <p>(j) Procedures for revising the repair station's manual and notifying its certificate holding district office of revisions to the manual, including how often the certificate holding district office will be notified of revisions; and</p> <p>(k) A description of the system used to identify and control sections of the repair station manual.</p>	
145.211 Quality control system.	<p>(a) A certificated repair station must establish and maintain a quality control system acceptable to the FAA that ensures the airworthiness of the articles on which the repair station or any of its contractors performs maintenance, preventive maintenance, or alterations.</p> <p>(b) Repair station personnel must follow the quality control system when performing maintenance, preventive maintenance, or alterations under the repair station certificate and operations specifications.</p> <p>(c) A certificated repair station must prepare and keep current a quality control manual in a format acceptable to the FAA that includes the following:</p> <p>(1) A description of the system and procedures used for—</p> <p>(i) Inspecting incoming raw materials to ensure acceptable quality;</p> <p>(ii) Performing preliminary inspection of all articles that are maintained;</p> <p>(iii) Inspecting all articles that have been involved in an accident for hidden damage before maintenance, preventive maintenance, or alteration is performed;</p> <p>(iv) Establishing and maintaining proficiency of inspection personnel;</p> <p>(v) Establishing and maintaining current technical data for maintaining articles;</p> <p>(vi) Qualifying and surveilling non-certificated persons who perform maintenance, prevention maintenance, or alterations for the repair station;</p> <p>(vii) Performing final inspection and return to service of maintained articles;</p> <p>(viii) Calibrating measuring and test equipment used in maintaining articles, including the intervals at which the equipment will be calibrated; and</p> <p>(ix) Taking corrective action on deficiencies;</p> <p>(2) References, where applicable, to the manufacturer's inspection standards for a particular article, including reference to any data specified by that manufacturer;</p> <p>(3) A sample of the inspection and maintenance forms and instructions for completing such forms or a reference to a separate forms manual; and</p> <p>(4) Procedures for revising the quality control manual required under this section and notifying the certificate holding district office of the revisions, including how often the certificate holding district office will be notified of revisions.</p> <p>(d) A certificated repair station must notify its certificate holding district office of revisions to its quality control manual.</p>	

LEACH INTERNATIONAL CORPORATION	
EASA SUPPLEMENT TO FAA 14 CFR, Part 145 REPAIR STATION MANUAL/ QUALITY CONTROL MANUAL	
DOC NO. 512-0006 EASA SUP.	REV N
Release Date: 12/2/2016	SHEET 32 OF 44

Audit Subject	Requirement	Leach International Corporation Audit Checklist
145.213 Inspection of maintenance, preventive maintenance, or alterations.	<p>(a) A certificated repair station must inspect each article upon which it has performed maintenance, preventive maintenance, or alterations as described in paragraphs (b) and (c) of this section before approving that article for return to service.</p> <p>(b) A certificated repair station must certify on an article's maintenance release that the article is airworthy with respect to the maintenance, preventive maintenance, or alterations performed after—</p> <p>(1) The repair station performs work on the article; and</p> <p>(2) An inspector inspects the article on which the repair station has performed work and determines it to be airworthy with respect to the work performed.</p> <p>(c) For the purposes of paragraphs (a) and (b) of this section, an inspector must meet the requirements of §145.155.</p> <p>(d) Except for individuals employed by a repair station located outside the United States, only an employee certificated under part 65 is authorized to sign off on final inspections and maintenance releases for the repair station.</p>	
145.215 Capability list.	<p>(a) A certificated repair station with a limited rating may perform maintenance, preventive maintenance, or alterations on an article if the article is listed on a current capability list acceptable to the FAA or on the repair station's operations specifications.</p> <p>(b) The capability list must identify each article by make and model or other nomenclature designated by the article's manufacturer and be available in a format acceptable to the FAA.</p> <p>(c) An article may be listed on the capability list only if the article is within the scope of the ratings of the repair station's certificate, and only after the repair station has performed a self-evaluation in accordance with the procedures under §145.209(d)(2). The repair station must perform this self-evaluation to determine that the repair station has all of the housing, facilities, equipment, material, technical data, processes, and trained personnel in place to perform the work on the article as required by part 145. The repair station must retain on file documentation of the evaluation.</p> <p>(d) Upon listing an additional article on its capability list, the repair station must provide its certificate holding district office with a copy of the revised list in accordance with the procedures required in §145.209(d)(1).</p>	
145.219 Record-keeping.	<p>(a) A certificated repair station must retain records in English that demonstrate compliance with the requirements of part 43. The records must be retained in a format acceptable to the FAA.</p> <p>(b) A certificated repair station must provide a copy of the maintenance release to the owner or operator of the article on which the maintenance, preventive maintenance, or alteration was performed.</p> <p>(c) A certificated repair station must retain the records required by this section for at least 2 years from the date the article was approved for return to service.</p> <p>(d) A certificated repair station must make all required records available for inspection by the FAA and the National Transportation Safety Board.</p>	
145.221 Reports of failures, malfunctions, or defects.	<p>(a) A certificated repair station must report to the FAA within 96 hours after it discovers any serious failure, malfunction, or defect of an article. The report must be in a format acceptable to the FAA.</p> <p>(b) The report required under paragraph (a) of this section must include as much of the following information as is available:</p> <p>(1) Aircraft registration number;</p> <p>(2) Type, make, and model of the article;</p>	

LEACH INTERNATIONAL CORPORATION	
EASA SUPPLEMENT TO FAA 14 CFR, Part 145 REPAIR STATION MANUAL/ QUALITY CONTROL MANUAL	
DOC NO. 512-0006 EASA SUP.	REV N
Release Date: 12/2/2016	SHEET 33 OF 44

Audit Subject	Requirement	Leach International Corporation Audit Checklist
	<p>(3) Date of the discovery of the failure, malfunction, or defect;</p> <p>(4) Nature of the failure, malfunction, or defect;</p> <p>(5) Time since last overhaul, if applicable;</p> <p>(6) Apparent cause of the failure, malfunction, or defect; and</p> <p>(7) Other pertinent information that is necessary for more complete identification, determination of seriousness, or corrective action.</p> <p>(c) The holder of a repair station certificate that is also the holder of a part 121, 125, or 135 certificate; type certificate (including a supplemental type certificate); parts manufacturer approval; or technical standard order authorization, or that is the licensee of a type certificate holder, does not need to report a failure, malfunction, or defect under this section if the failure, malfunction, or defect has been reported under parts 21, 121, 125, or 135 of this chapter.</p> <p>(d) A certificated repair station may submit a service difficulty report (operational or structural) for the following:</p> <p>(1) A part 121 certificate holder, provided the report meets the requirements of part 121 of this chapter, as appropriate.</p> <p>(2) A part 125 certificate holder, provided the report meets the requirements of part 125 of this chapter, as appropriate.</p> <p>(3) A part 135 certificate holder, provided the report meets the requirements of part 135 of the chapter, as appropriate.</p> <p>(e) A certificated repair station authorized to report a failure, malfunction, or defect under paragraph (d) of this section must not report the same failure, malfunction, or defect under paragraph (a) of this section. A copy of the report submitted under paragraph (d) of this section must be forwarded to the certificate holder.</p>	
43.2 Records of overhaul and rebuilding.	<p>(a) No person may describe in any required maintenance entry or form an aircraft, airframe, aircraft engine, propeller, appliance, or component part as being overhauled unless—</p> <p>(1) Using methods, techniques, and practices acceptable to the Administrator, it has been disassembled, cleaned, inspected, repaired as necessary, and reassembled; and</p> <p>(2) It has been tested in accordance with approved standards and technical data, or in accordance with current standards and technical data acceptable to the Administrator, which have been developed and documented by the holder of the type certificate, supplemental type certificate, or a material, part, process, or appliance approval under Part 21 of this chapter.</p> <p>(b) No person may describe in any required maintenance entry or form an aircraft, airframe, aircraft engine, propeller, appliance, or component part as being rebuilt unless it has been disassembled, cleaned, inspected, repaired as necessary, reassembled, and tested to the same tolerances and limits as a new item, using either new parts or used parts that either conform to new part tolerances and limits or to approved oversized or undersized dimensions.</p>	
43.3 Persons authorized to perform maintenance, preventive maintenance, rebuilding, and	<p>(a) Except as provided in this section and §43.17, no person may maintain, rebuild, alter, or perform preventive maintenance on an aircraft, airframe, aircraft engine, propeller, appliance, or component part to which this part applies. Those items, the performance of which is a major alteration, a major repair, or preventive maintenance, are listed in appendix A.</p> <p>(b) The holder of a mechanic certificate may perform maintenance, preventive maintenance, and alterations as provided in Part 65 of this chapter.</p>	

LEACH INTERNATIONAL CORPORATION	
EASA SUPPLEMENT TO FAA 14 CFR, Part 145 REPAIR STATION MANUAL/ QUALITY CONTROL MANUAL	
DOC NO. 512-0006 EASA SUP.	REV N
Release Date: 12/2/2016	SHEET 34 OF 44

Audit Subject	Requirement	Leach International Corporation Audit Checklist
alterations.	<p>(c) The holder of a repairman certificate may perform maintenance, preventive maintenance, and alterations as provided in part 65 of this chapter.</p> <p>(d) A person working under the supervision of a holder of a mechanic or repairman certificate may perform the maintenance, preventive maintenance, and alterations that his supervisor is authorized to perform, if the supervisor personally observes the work being done to the extent necessary to ensure that it is being done properly and if the supervisor is readily available, in person, for consultation. However, this paragraph does not authorize the performance of any inspection required by Part 91 or Part 125 of this chapter or any inspection performed after a major repair or alteration.</p> <p>(e) The holder of a repair station certificate may perform maintenance, preventive maintenance, and alterations as provided in Part 145 of this chapter.</p> <p>(f) The holder of an air carrier operating certificate or an operating certificate issued under Part 121 or 135, may perform maintenance, preventive maintenance, and alterations as provided in Part 121 or 135.</p> <p>(g) Except for holders of a sport pilot certificate, the holder of a pilot certificate issued under part 61 may perform preventive maintenance on any aircraft owned or operated by that pilot which is not used under part 121, 129, or 135 of this chapter. The holder of a sport pilot certificate may perform preventive maintenance on an aircraft owned or operated by that pilot and issued a special airworthiness certificate in the light-sport category.</p> <p>(h) Notwithstanding the provisions of paragraph (g) of this section, the Administrator may approve a certificate holder under Part 135 of this chapter, operating rotorcraft in a remote area, to allow a pilot to perform specific preventive maintenance items provided—</p> <p>(1) The items of preventive maintenance are a result of a known or suspected mechanical difficulty or malfunction that occurred en route to or in a remote area;</p> <p>(2) The pilot has satisfactorily completed an approved training program and is authorized in writing by the certificate holder for each item of preventive maintenance that the pilot is authorized to perform;</p> <p>(3) There is no certificated mechanic available to perform preventive maintenance;</p> <p>(4) The certificate holder has procedures to evaluate the accomplishment of a preventive maintenance item that requires a decision concerning the airworthiness of the rotorcraft; and</p> <p>(5) The items of preventive maintenance authorized by this section are those listed in paragraph (c) of appendix A of this part.</p> <p>(i) Notwithstanding the provisions of paragraph (g) of this section, in accordance with an approval issued to the holder of a certificate issued under part 135 of this chapter, a pilot of an aircraft type-certificated for 9 or fewer passenger seats, excluding any pilot seat, may perform the removal and reinstallation of approved aircraft cabin seats, approved cabin-mounted stretchers, and when no tools are required, approved cabin-mounted medical oxygen bottles, provided—</p> <p>(1) The pilot has satisfactorily completed an approved training program and is authorized in writing by the certificate holder to perform each task; and</p> <p>(2) The certificate holder has written procedures available to the pilot to evaluate the accomplishment of the task.</p>	

LEACH INTERNATIONAL CORPORATION	
EASA SUPPLEMENT TO FAA 14 CFR, Part 145 REPAIR STATION MANUAL/ QUALITY CONTROL MANUAL	
DOC NO. 512-0006 EASA SUP.	REV N
Release Date: 12/2/2016	SHEET 35 OF 44

Audit Subject	Requirement	Leach International Corporation Audit Checklist
	<p>(j) A manufacturer may—</p> <p>(1) Rebuild or alter any aircraft, aircraft engine, propeller, or appliance manufactured by him under a type or production certificate;</p> <p>(2) Rebuild or alter any appliance or part of aircraft, aircraft engines, propellers, or appliances manufactured by him under a Technical Standard Order Authorization, an FAA-Parts Manufacturer Approval, or Product and Process Specification issued by the Administrator; and</p> <p>(3) Perform any inspection required by Part 91 or Part 125 of this chapter on aircraft it manufactured under a type certificate, or currently manufactures under a production certificate.</p>	
<p>43.5 Approval for return to service after maintenance, preventive maintenance, rebuilding, or alteration.</p>	<p>No person may approve for return to service any aircraft, airframe, aircraft engine, propeller, or appliance, that has undergone maintenance, preventive maintenance, rebuilding, or alteration unless—</p> <p>(a) The maintenance record entry required by §43.9 or §43.11, as appropriate, has been made;</p> <p>(b) The repair or alteration form authorized by or furnished by the Administrator has been executed in a manner prescribed by the Administrator; and</p> <p>(c) If a repair or an alteration results in any change in the aircraft operating limitations or flight data contained in the approved aircraft flight manual, those operating limitations or flight data are appropriately revised and set forth as prescribed in §91.9 of this chapter.</p>	
<p>43.7 Persons authorized to approve aircraft, airframes, aircraft engines, propellers, appliances, or component parts for return to service after maintenance, preventive maintenance, rebuilding, or alteration.</p>	<p>(a) Except as provided in this section and §43.17, no person, other than the Administrator, may approve an aircraft, airframe, aircraft engine, propeller, appliance, or component part for return to service after it has undergone maintenance, preventive maintenance, rebuilding, or alteration.</p> <p>(b) The holder of a mechanic certificate or an inspection authorization may approve an aircraft, airframe, aircraft engine, propeller, appliance, or component part for return to service as provided in Part 65 of this chapter.</p> <p>(c) The holder of a repair station certificate may approve an aircraft, airframe, aircraft engine, propeller, appliance, or component part for return to service as provided in Part 145 of this chapter.</p> <p>(d) A manufacturer may approve for return to service any aircraft, airframe, aircraft engine, propeller, appliance, or component part which that manufacturer has worked on under §43.3(j). However, except for minor alterations, the work must have been done in accordance with technical data approved by the Administrator.</p> <p>(e) The holder of an air carrier operating certificate or an operating certificate issued under Part 121 or 135, may approve an aircraft, airframe, aircraft engine, propeller, appliance, or component part for return to service as provided in Part 121 or 135 of this chapter, as applicable.</p> <p>(f) A person holding at least a private pilot certificate may approve an aircraft for return to service after performing preventive maintenance under the provisions of §43.3(g).</p> <p>(g) The holder of a repairman certificate (light-sport aircraft) with a maintenance rating may approve an aircraft issued a special airworthiness certificate in light-sport category for return to service, as provided in part 65 of this chapter.</p> <p>(h) The holder of at least a sport pilot certificate may approve an aircraft owned or operated by that pilot and issued a special airworthiness certificate</p>	

LEACH INTERNATIONAL CORPORATION	
EASA SUPPLEMENT TO FAA 14 CFR, Part 145 REPAIR STATION MANUAL/ QUALITY CONTROL MANUAL	
DOC NO. 512-0006 EASA SUP.	REV N
Release Date: 12/2/2016	SHEET 36 OF 44

Audit Subject	Requirement	Leach International Corporation Audit Checklist
	in the light-sport category for return to service after performing preventive maintenance under the provisions of §43.3(g).	
43.9 Content, form, and disposition of maintenance, preventive maintenance, rebuilding, and alteration records (except inspections performed in accordance with part 91, part 125, §135.411(a)(1), and §135.419 of this chapter).	<p>(a) <i>Maintenance record entries.</i> Except as provided in paragraphs (b) and (c) of this section, each person who maintains, performs preventive maintenance, rebuilds, or alters an aircraft, airframe, aircraft engine, propeller, appliance, or component part shall make an entry in the maintenance record of that equipment containing the following information:</p> <p>(1) A description (or reference to data acceptable to the Administrator) of work performed.</p> <p>(2) The date of completion of the work performed.</p> <p>(3) The name of the person performing the work if other than the person specified in paragraph (a)(4) of this section.</p> <p>(4) If the work performed on the aircraft, airframe, aircraft engine, propeller, appliance, or component part has been performed satisfactorily, the signature, certificate number, and kind of certificate held by the person approving the work. The signature constitutes the approval for return to service only for the work performed.</p> <p>(b) Each holder of an air carrier operating certificate or an operating certificate issued under Part 121 or 135, that is required by its approved operations specifications to provide for a continuous airworthiness maintenance program, shall make a record of the maintenance, preventive maintenance, rebuilding, and alteration, on aircraft, airframes, aircraft engines, propellers, appliances, or component parts which it operates in accordance with the applicable provisions of Part 121 or 135 of this chapter, as appropriate.</p> <p>(c) This section does not apply to persons performing inspections in accordance with Part 91, 125, §135.411(a)(1), or §135.419 of this chapter.</p> <p>(d) In addition to the entry required by paragraph (a) of this section, major repairs and major alterations shall be entered on a form, and the form disposed of, in the manner prescribed in appendix B, by the person performing the work.</p>	
§ 43.10 <i>Disposition of life-limited aircraft parts.</i>	<p>(a) <i>Definitions used in this section.</i> For the purposes of this section the following definitions apply.</p> <p><i>Life-limited part</i> means any part for which a mandatory replacement limit is specified in the type design, the Instructions for Continued Airworthiness, or the maintenance manual.</p> <p><i>Life status</i> means the accumulated cycles, hours, or any other mandatory replacement limit of a life-limited part.</p> <p>(c) <i>Disposition of parts removed from type-certificated products.</i> Except as provided in paragraph (b) of this section, after April 15, 2002 each person who removes a life-limited part from a type-certificated product must ensure that the part is controlled using one of the methods in this paragraph. The method must deter the installation of the part after it has reached its life limit. Acceptable methods include:</p> <p>(1) <i>Record keeping system.</i> The part may be controlled using a record</p>	

LEACH INTERNATIONAL CORPORATION	
EASA SUPPLEMENT TO FAA 14 CFR, Part 145 REPAIR STATION MANUAL/ QUALITY CONTROL MANUAL	
DOC NO. 512-0006 EASA SUP.	REV N
Release Date: 12/2/2016	SHEET 37 OF 44

Audit Subject	Requirement	Leach International Corporation Audit Checklist
	<p>keeping system that substantiates the part number, serial number, and current life status of the part. Each time the part is removed from a type certificated product, the record must be updated with the current life status. This system may include electronic, paper, or other means of record keeping.</p> <p>(2) <i>Tag or record attached to part.</i> A tag or other record may be attached to the part. The tag or record must include the part number, serial number, and current life status of the part. Each time the part is removed from a type certificated product, either a new tag or record must be created, or the existing tag or record must be updated with the current life status.</p> <p>(6) <i>Mutilation.</i> The part may be mutilated to deter its installation in a type certificated produce. The mutilation must render the part beyond repair and incapable of being reworked to appear to be airworthy.</p> <p>(7) <i>Other methods.</i> Any other method approved or accepted by the FAA.</p>	
43.12 Maintenance records: Falsification, reproduction, or alteration.	<p>(a) No person may make or cause to be made: (1) Any fraudulent or intentionally false entry in any record or report that is required to be made, kept, or used to show compliance with any requirement under this part; (2) Any reproduction, for fraudulent purpose, of any record or report under this part; or (3) Any alteration, for fraudulent purpose, of any record or report under this part. (b) The commission by any person of an act prohibited under paragraph (a) of this section is a basis for suspending or revoking the applicable airman, operator, or production certificate, Technical Standard Order Authorization, FAA-Parts Manufacturer Approval, or Product and Process Specification issued by the Administrator and held by that person.</p>	
43.13 Performance rules (general).	<p>(a) Each person performing maintenance, alteration, or preventive maintenance on an aircraft, engine, propeller, or appliance shall use the methods, techniques, and practices prescribed in the current manufacturer's maintenance manual or Instructions for Continued Airworthiness prepared by its manufacturer, or other methods, techniques, and practices acceptable to the Administrator, except as noted in §43.16. He shall use the tools, equipment, and test apparatus necessary to assure completion of the work in accordance with accepted industry practices. If special equipment or test apparatus is recommended by the manufacturer involved, he must use that equipment or apparatus or its equivalent acceptable to the Administrator. (b) Each person maintaining or altering, or performing preventive maintenance, shall do that work in such a manner and use materials of such a quality, that the condition of the aircraft, airframe, aircraft engine, propeller, or appliance worked on will be at least equal to its original or properly altered condition (with regard to aerodynamic function, structural strength, resistance to vibration and deterioration, and other qualities affecting airworthiness). (c) <i>Special provisions for holders of air carrier operating certificates and</i></p>	

LEACH INTERNATIONAL CORPORATION	
EASA SUPPLEMENT TO FAA 14 CFR, Part 145 REPAIR STATION MANUAL/ QUALITY CONTROL MANUAL	
DOC NO. 512-0006 EASA SUP.	REV N
Release Date: 12/2/2016	SHEET 38 OF 44

Audit Subject	Requirement	Leach International Corporation Audit Checklist
	<p><i>operating certificates issued under the provisions of Part 121 or 135 and Part 129 operators holding operations specifications. Unless otherwise notified by the administrator, the methods, techniques, and practices contained in the maintenance manual or the maintenance part of the manual of the holder of an air carrier operating certificate or an operating certificate under Part 121 or 135 and Part 129 operators holding operations specifications (that is required by its operating specifications to provide a continuous airworthiness maintenance and inspection program) constitute acceptable means of compliance with this section.</i></p>	
<p>43.15 Additional performance rules for inspections.</p>	<p>(a) <i>General.</i> Each person performing an inspection required by Part 91, 123, 125, or 135 of this chapter, shall—</p> <p>(1) Perform the inspection so as to determine whether the aircraft, or portion(s) thereof under inspection, meets all applicable airworthiness requirements; and</p> <p>(2) If the inspection is one provided for in Part 123, 125, 135, or §91.409(e) of this chapter, perform the inspection in accordance with the instructions and procedures set forth in the inspection program for the aircraft being inspected.</p> <p>(b) <i>Rotorcraft.</i> Each person performing an inspection required by Part 91 on a rotorcraft shall inspect the following systems in accordance with the maintenance manual or Instructions for Continued Airworthiness of the manufacturer concerned:</p> <p>(1) The drive shafts or similar systems.</p> <p>(2) The main rotor transmission gear box for obvious defects.</p> <p>(3) The main rotor and center section (or the equivalent area).</p> <p>(4) The auxiliary rotor on helicopters.</p> <p>(c) <i>Annual and 100-hour inspections.</i> (1) Each person performing an annual or 100-hour inspection shall use a checklist while performing the inspection. The checklist may be of the person's own design, one provided by the manufacturer of the equipment being inspected or one obtained from another source. This checklist must include the scope and detail of the items contained in appendix D to this part and paragraph (b) of this section.</p> <p>(2) Each person approving a reciprocating-engine-powered aircraft for return to service after an annual or 100-hour inspection shall, before that approval, run the aircraft engine or engines to determine satisfactory performance in accordance with the manufacturer's recommendations of—</p> <p>(i) Power output (static and idle r.p.m.);</p> <p>(ii) Magnetos;</p> <p>(iii) Fuel and oil pressure; and</p> <p>(iv) Cylinder and oil temperature.</p> <p>(3) Each person approving a turbine-engine-powered aircraft for return to service after an annual, 100-hour, or progressive inspection shall, before that approval, run the aircraft engine or engines to determine satisfactory performance in accordance with the manufacturer's recommendations.</p> <p>(d) <i>Progressive inspection.</i> (1) Each person performing a progressive inspection shall, at the start of a progressive inspection system, inspect the aircraft completely. After this initial inspection, routine and detailed inspections must be conducted as prescribed in the progressive inspection schedule. Routine inspections consist of visual examination or check of the appliances, the aircraft, and its components and systems, insofar as practicable without disassembly. Detailed inspections consist of a thorough examination of the</p>	

LEACH INTERNATIONAL CORPORATION	
EASA SUPPLEMENT TO FAA 14 CFR, Part 145 REPAIR STATION MANUAL/ QUALITY CONTROL MANUAL	
DOC NO. 512-0006 EASA SUP.	REV N
Release Date: 12/2/2016	SHEET 39 OF 44

Audit Subject	Requirement	Leach International Corporation Audit Checklist
	appliances, the aircraft, and its components and systems, with such disassembly as is necessary. For the purposes of this subparagraph, the overhaul of a component or system is considered to be a detailed inspection. (2) If the aircraft is away from the station where inspections are normally conducted, an appropriately rated mechanic, a certificated repair station, or the manufacturer of the aircraft may perform inspections in accordance with the procedures and using the forms of the person who would otherwise perform the inspection.	
43.16 Airworthiness Limitations.	Each person performing an inspection or other maintenance specified in an Airworthiness Limitations section of a manufacturer's maintenance manual or Instructions for Continued Airworthiness shall perform the inspection or other maintenance in accordance with that section, or in accordance with operations specifications approved by the Administrator under Parts 121,, or 135, or an inspection program approved under §91.409(e).	
<i>Appendix A to Part 43—Major Alterations, Major Repairs, and Preventive Maintenance</i>	Not applicable to Leach International Corporation (see Appendix 4 for definitions)	
Supplement 4 Current Accountable Manager Statement Signature	The Inspection Procedures Manual, EASA Supplement includes a statement signed by the Accountable Manager which: Identifies the name and title of the Accountable Manager States that the Accountable Manager will ensure compliance with EASA Part 145 requirements. Recognizes the consequences of failing to meet either requirements or standards.	
Supplement 7 Customer Work Orders & Contracts	The Repair Station must ensure that it has received a clear work order from the customer. In case of any doubt the Repair Station procedures must identify who shall contact the customer and obtain clarification of the customer requirements.	
Supplement 8 EASA Approved Data	EASA approved design engineering data, normally supplied by an EASA Design Organization Approval (DOA) holder, or data supplied by the National Aviation Authority (NAA) of the Type Certificate Holder or data supplied by the customer and approved by the EASA. In all cases, the customer is responsible for confirmation of data approval.,	
Supplement 9 EASA Airworthiness Directives	Leach International Corporation must obtain copies of all EASA-NAA Airworthiness Directives the customer requires embodied. The customer is responsible for specifying any Airworthiness Directive compliance required during maintenance through the work order.	
Supplement 10 Component Release on FAA Form 8130-3	Release of components up to and including complete power plants should be carried out in accordance with 14 CFR 145.43.9, except that Para 7 thru 10 of this supplement should be taken into account. At the completion of maintenance an FAA Form 8130-3 should be issued as a maintenance release by the repair station.	

LEACH INTERNATIONAL CORPORATION	
EASA SUPPLEMENT TO FAA 14 CFR, Part 145 REPAIR STATION MANUAL/ QUALITY CONTROL MANUAL	
DOC NO. 512-0006 EASA SUP.	REV N
Release Date: 12/2/2016	SHEET 40 OF 44

Audit Subject	Requirement	Leach International Corporation Audit Checklist
	<p>The FAA Form 8130-3 should include the Part 145 release to service certifying statement with the EASA Part 145 Approval Certificate Number in Block 13 and specify any overhaul, repairs, alterations, Airworthiness Directives, replacement parts, PMA Parts, and quote the reference and issue/revision of the approved data used.</p> <p>Appendix 3 of the supplement should contain an example of a completed FAA Form 8130-3 used by the repair station including both the Part 145 release to service certifying statement and provision for the EASA Part 145 Acceptance Certificate Number.</p>	
Supplement 12 Aircraft Release or return to Service.	Not applicable to Leach International Corporation	
Supplement 13 Reporting Defects to EASA & Customer	<p>When serious defects are found in EU regulated aircraft or aircraft components then such fact must be reported to the EASA aircraft/component design organization, and the customer or operator within 3 days of discovery. When reporting to the EASA the identity of the customer must be included to allow follow up action.</p> <p>Leach International Corporation will submit FAA/SUP as detailed in AC 21-29 as revised</p>	
Supplement 14 Quality Assurance System	<p>The primary objective of the Quality Assurance System is to enable the organization to satisfy itself that it can deliver a safe product and that it remains in compliance with FAA 14 CFR, Part 43 and Part 145, and the EASA Supplementary conditions.</p> <p>There are two major elements to the System: An Independent Audit System A management/control and follow up system</p> <p>The audit system should cover the following: i The procedural audits will assure compliance with required aircraft/aircraft component standards and adequacy of the maintenance procedures to ensure that such procedures invoke good maintenance practices and airworthy aircraft/aircraft components. ii The product audits involve witnessing or independent completion of any testing and inspections completed and review of the associated documentation. The sample check should not involve repeat disassembly or testing unless the sample check identifies findings requiring such action. Audit system should review all applicable requirements of FAA 14 CFR, Part 43 and Part 145, and EASA Supplementary Conditions at least once per year.</p> <p>b. The management control follow up system consists of a system to ensure that all findings/discrepancies resulting from the independent audit system are corrected in a timely manner and to enable the accountable manager / CEO to remain informed of the state of compliance and any safety issues. The accountable manager should hold routine meetings to check the progress on clearing outstanding findings / discrepancies. Such meetings may be</p>	

LEACH INTERNATIONAL CORPORATION	
EASA SUPPLEMENT TO FAA 14 CFR, Part 145 REPAIR STATION MANUAL/ QUALITY CONTROL MANUAL	
DOC NO. 512-0006 EASA SUP.	REV N
Release Date: 12/2/2016	SHEET 41 OF 44

Audit Subject	Requirement	Leach International Corporation Audit Checklist
	delegated to the Quality Manager as long as the Accountable Manager meets at least once per year with the senior staff involved to review the overall performance.	
Supplement 15,16 18 & 19 Appendix Line Stations	Not applicable to Leach International Corporation	
Supplement 17 Human Factors	<p>The organization shall establish procedures agreed by the competent authority taking into account human factors and human performance to ensure good maintenance practices and compliance with this Part which shall include a clear work order or contract such that aircraft and components may be released to service in accordance with 145. A.50.</p> <ol style="list-style-type: none"> 1. The maintenance procedures under this paragraph apply to 145.A.25 to 145.A.95. 2. The maintenance procedures established or to be established by the organization under this paragraph shall cover all aspects of carrying out the maintenance activity, including the provision and control of specialized services and lay down the standards to which the organization intends to work. 3. With regard to aircraft line and base maintenance, the organization shall establish procedures to minimize the risk of multiple errors and capture errors on critical systems, and to ensure that no person is required to carry out and inspect in relation to a maintenance task involving some element of disassembly/reassembly of several components of the same type fitted to more than one system on the same aircraft during a particular maintenance check. However, when only one person is available to carry out these tasks then the organization's work card or worksheet shall include an additional stage for re-inspection of the work by this person after completion of all the same tasks. 4. Maintenance procedures shall be established to ensure that damage is assessed and modifications and repairs are carried out using data approved by the Agency or by an approved Part-21 design organization, as appropriate. 	

LEACH INTERNATIONAL CORPORATION	
EASA SUPPLEMENT TO FAA 14 CFR, Part 145 REPAIR STATION MANUAL/ QUALITY CONTROL MANUAL	
DOC NO. 512-0006 EASA SUP.	REV N
Release Date: 12/2/2016	SHEET 42 OF 44

APPENDIX 2

LINE STATIONS

Not applicable to Leach International Corporation

LEACH INTERNATIONAL CORPORATION	
EASA SUPPLEMENT TO FAA 14 CFR, Part 145 REPAIR STATION MANUAL/ QUALITY CONTROL MANUAL	
<small>DOC NO.</small> 512-0006 EASA SUP.	<small>REV</small> N
Release Date: 12/2/2016	SHEET 43 OF 44

**APPENDIX 3
RELEASE CERTIFICATE (FAA FORM 8130-3)**

1. Approving Civil Aviation Authority/Country: FAA/UNITED STATES		2. AUTHORIZED RELEASE CERTIFICATE FAA Form 8130-3, AIRWORTHINESS APPROVAL TAG			3. Form Tracking Number: R9999
4. Organization Name and Address: LEACH INTERNATIONAL - NORTH AMERICA 6900 Orangethorpe Avenue Buena Park, CA 90622 (FJ3D503L)				5. Work Order/Contract/Invoice Number: R136025365	
6. Item:	7. Description:	8. Part Number:	9. Quantity:	10. Serial Number:	11. Status/Work:
1	RELAY	XX-YYZ	2	N/A	REPAIRED
12. Remarks: REPAIRED AND INSPECTED UNIT IN ACCORDANCE WITH OEM LEACH INTERNATIONAL NORTH AMERICA PROCESS SPECIFICATION 512-0006-002-000 Rev B, Dated 12-July-2013. IN CONJUNCTION WITH REPAIR STATION TRAVELER AND TRACE LOG. PLEASE REFER TO THE INCLUDED RETURNED GOODS ANALYSIS SHEET FOR THE SCOPE OF WORK PERFORMED THIS REPAIR/MODIFICATION/OVERHAUL/INSPECTION WAS PERFORMED WITH PERSONNEL WHO WERE PART OF A CURRENT DRUG AND ALCOHOL TESTING PROGRAM AS REQUIRED 14CFR 120 Leach International 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 component (s) is considered ready for release to service under EASA Part-145 Approval Number EASA.145.5169					
13a. 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:		14c Approval/Certificate No: FJ3D503L
13d Name (Typed or Printed):		13e. Date (dd/mm/yyyy):	14d Name (Typed or Printed):		14e Date (dd/mm/yyyy): 30/Sep/2013
User/Installer Responsibilities					
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

Airworthiness Tag instructions

Complete each field with the following information:

- (1) Form Tracking Number: Enter the Leach International Corporation RMA tracking number into block 3.
- (2) Enter the Organization Name and Address into block 4.
- (3) Work order, Contract, or Invoice number: The customers purchase order (PO) or repair order (RO) number into block 5.
- (4) Item number from the customers PO or RO into block 6.
- (5) Description: Description from unit (Relay, Dimmer, Toilet Timer, Contactor, etc.) into block 7.
- (6) Part number: Leach International Corporation Part Number from the relay into block 8
- (7) Enter Quantity into block 9
- (8) Serial Number: List serial number if available. If not available list "N/A" into block 10.
- (9) Status / Work: Field 11 shall include the word "Inspected", "Modified", "Repaired", "Tested", or "Overhauled".
- (10) Remarks in filed 12: Brief statement of work performed and specifies any overhaul, repairs, alterations, inspections, Airworthiness Directives, replacement parts, PMA parts and quote the reference and issue/revision of the approved data used. Also included in this field is the EASA statement for release from 11F of this document.
- (10) Form item 14a. field both boxes are checked for dual release. The repairman will sign in field 14b.. The FAA Repair Station number is entered in field 14c. The repairman name (format as: First name, middle initial, last name) and Repairman number are entered in field 14d. The date the form is signed is entered in field 14e. The date format shall be two digits date, three digits month, four digits year (ex., 01/Oct/2013).

NOTE: This original form is sent with the unit. A copy is retained by the MSC in the RMA folder.

NOTE: Review latest issue of FAA Order 8130.21 Subject - Procedure for Completion and Use of FAA Form 8130-3, Airworthiness Approval Tag.

LEACH INTERNATIONAL CORPORATION	
EASA SUPPLEMENT TO FAA 14 CFR, Part 145 REPAIR STATION MANUAL/ QUALITY CONTROL MANUAL	
DOC NO. 512-0006 EASA SUP.	REV N
Release Date: 12/2/2016	SHEET 44 OF 44