

INSPECTION Best Practices



RESEARCH

- Obtain current aircraft discrepancies and query operator for anomalies or unusual trends
- Obtain aircraft records (log books)
- Review records for aircraft/engine/prop/accessories P/N, S/N, TT, TSMOH
- Review records for installed STC's/Major Repairs/Major Alterations
- Obtain applicable TCDS/Specifications, 337s and STC paperwork to include ICAs
- Review applicable Time Limitations and/or overhaul requirements
- Generate AD listing for aircraft model, series, and all components
- Review SDR database and manufacturer's service info
- Identify/verify current inspection program in records

PLANNING

- Develop/obtain applicable regulatory Inspection Checklist to include ICA requirements
- Develop/obtain detailed Pre/Post Inspection Run-up Checklists
- Obtain required Inspection tools/special inspection tools
- Obtain required appropriate and current technical data
- Obtain adequate facilities to conduct the inspection
- Review FAA Team Risk/Hazard Identifier and Personal Minimums Checklist - Before the Task

CONFORMITY

- Installed components match records and Form 337s
- Installed components eligible by certification TCDS/Specifications/STC/Field Approval
- Installed STCs, Major Repairs/Alterations, Field Approvals conform to approved data

- Verify the compliance status of all applicable Airworthiness Directives
- Correct POH/AFM, weight & balance records, placards, instrument markings
- Check for undocumented repairs and alterations

PERFORMANCE OF INSPECTION

- Complete and document Pre-inspection Performance Run parameters
- Identify, segregate, and protect removed parts
- Comply with new and recurring ADs
- Follow and annotate inspection checklist as task is completed
- Practice proper tool control during and after inspection
- Maintain proper environmental controls and safety
- Conduct a detailed and complete work flow/shift change turnover briefing as required
- Document all discrepancies
- Review FAA Team Personal Minimums Checklist - After the Task

RETURN TO SERVICE

- Required maintenance performed and discrepancies properly addressed
- Post-inspection Performance Run completed
- Proper leak checks as required
- Proper, legible, complete record entries w/times and/or cycles as required
- Submit Malfunction and Defect Reports as required
- Notify operator of flight check requirements if applicable

Visit the Maintenance Hangar at
www.FAASafety.Gov



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