

**Perform Air International Inc.**  
**Quality Control Manual**  
**Section: II**

**Procedure: II.03 Inspection for Hidden Damage of Accident Involved Articles**

Revision	Revision Date	Revision Change
N/I	02/08/10	Initial Release/Re-release
1	07/01/13	Pagination of 3.1 thru 3.3 for consistency of format. Revision to procedure for clarification of responsibility and grammar.
2	04/30/15	Revision to 3.3 for title change.
3	09/30/16	Revision to 2.0, 5.1, and 5.1.1. Addition of 5.4. Revision to procedure for clarification of process.
4	05/31/20	Revise 5.1 to clarify.
5	10/31/23	Revision to 3.3 Remove Exec.VP Engineering

**1.0 Purpose:**

To determine if hidden damage exists on customer component before completion of work scope.

**2.0 Scope:**

Incident involved articles and components. In addition, when specifically requested by a customer, or when evidence or suspicion of incident involvement is indicated.

**3.0 Responsibility:**

- 3.1** The maintenance of this procedure is the responsibility of the Quality Control Manager.
- 3.2** It is the responsibility of the Quality Control Manager and the Maintenance Manager to ensure a thorough inspection for hidden damage in the area adjacent to the damaged area, or in the case of deterioration, a thorough review of all similar materials or equipment in any given area is performed.
- 3.3** The *Accountable Manager or designee is responsible* for communication with the customer concerning the inspection if required.

**4.0 Definitions:**

- 4.1 Incident Involved/Incident Related:** Components and articles that have been involved in some form of incident that has been reported to the FAA, or any item involved in extreme heat, fire, stress to the aircraft, or submerged in salt water.

**5.0 Procedure:**

- 5.1** Incident involved articles or components require the Quality Control department to notate on the Component Repair Worksheet that the Maintenance Department will need to conduct a more thorough inspection for hidden damage.
  - 5.1.1** The hidden damage inspection is not limited to the area of obvious damage or deterioration. The inspection includes a thorough inspection of hidden damage as applicable in the areas adjacent to the damaged area, and/or in the case of deterioration, a thorough review of all similar materials or equipment in a given system or structural area.

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- 5.1.2** The scope of this inspection will be governed by the type of unit involved with special consideration accorded previous operating history, malfunction or defective reports, service bulletins, and AD notes applicable to the unit involved.
    - 5.1.3** The inspector is responsible for listing all discrepancies noted during inspection on the Component Repair Worksheet and the Teardown Report and recording the data in the appropriate system.
  - 5.2** If the Original Equipment Manufacturer (OEM) for the particular component has an accident / incident procedure in the component maintenance manual, it must be followed.
    - 5.2.1** If the OEM writes no procedure, the component will be handled as an overhaul, to include non-destructive testing of the significant piece parts.
    - 5.2.2** Discrepancies found will be documented on the Teardown Report and the Component Repair Worksheet.
  - 5.3** If the equipment is maintained under a FAA certificated carrier, the carriers' operations specifications will be followed as per procedure: I.07 Maintenance, Preventive Maintenance or Alteration for a Certificate Holder
  - 5.4** In any circumstance that hidden damage is identified, refer to QCM II.13 for reporting requirements.
- 6.0 Records:**
- 6.1** Teardown Report (Form PAI2001)
  - 6.2** Component Repair Worksheet (Form PAI3001A)