

Perform Air International Inc.

Quality Control Manual

Section II

Procedure: II.07 Final Inspection and Release to Service

Revision	Revision Date	Revision Change
N/I	02/08/10	Initial Release/Re-release
1	12/31/10	Revision to 3.0 – Addition of Foreign government, 5.3 – Clarification of Tags utilized, 5.3.1, 5.3.2, 5.3.4 - Added Form numbers, 5.3.3 – Added Form 60.14 Serviceable Materiel Tag, and 6.1, 6.4, 6.5 – removal of location. Addition of Records - 6.7 and 6.8
2	07/01/13	Pagination of 3.1 thru 3.5 for consistency of format. Revision to procedure for clarification of responsibility and grammar.
3	10/31/13	Removal of 5.3.4.6 and moved to Responsibility 3.6. Combined 5.1.7.1 and 5.1.7.2 resulting in repagination of 5.1.7.1 and 5.1.7.2. Removal of 5.3.4.3.1 and 5.3.4.4. Moved 5.4 to 5.3 for better flow of process. Repaginated 5.3.4.5 to 5.4. Addition of new 5.3.4.4. Revision to 5.1.7 (removal of text), 5.1.7.3, 5.2, 5.3.1.1 and 5.4 for process improvement.
4	04/30/15	Revision to 3.4 for title change.
5	01/30/16	Revision to 5.1.7 and 5.2.2 for clarification of procedure.
6	07/31/17	Revision to 5.3. Addition of 5.3.4.5 and 6.9 for CAAC references.
7	08/17/18	Revision to 5.3.2, 5.3.3
8	12/05/22	Added references for OPP part final inspection.
9	10/31/23	Revised 3.4, 5.2.2 Remove EVP Eng. And Eng. Dept.
10	09/10/24	Revised 5.3.1 eARC
11	06/27/25	Revised 5.3.1 eARC

1.0 Purpose:

To ensure all items are inspected prior to release to service to the specified approved technical data.

2.0 Scope:

All components where alteration, test, inspection, or any other maintenance occurs.

3.0 Responsibility:

3.1 The maintenance of this procedure is the responsibility of the Quality Control Manager.

3.2 The Quality Control Manager assumes responsibility for all inspection processes within the Perform Air International Inc. system; including return to service documentation after such inspections occur. This includes review of applicable foreign regulatory supplements to ensure compliance with all foreign regulatory requirements.

3.3 It is the responsibility of the Quality Control Inspector to ensure compliance to all inspection process and methods to determine status of material being inspected.

3.4 It is the responsibility of the Accountable Manager or designee to ensure FAA Form 337 is completed as/when required.

3.5 It is the responsibility of the Customer Support Manager to provide details of non-resolved “Final Inspection Rejection” issues to their customers as required.

3.6 The Quality Control Manager is responsible for the scrap program.

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4.0 Definitions:

- 4.1 Records Package:** The package with all documents to include the scope of work, the technical data worked to, the findings of the mechanic, and the return to service document to be signed once audit is complete.

5.0 Procedure:

- 5.1** Prior to approval for return to service, irrespective of type method to be used to indicate such approval, the Quality Control department will audit the records package as identified by the work order and the component itself.
- 5.1.1** All components are inspected. There is a 100% requirement, and therefore, no sampling inspection process is authorized.
- 5.1.2** No item is released until it has been inspected or verified as conforming to the specified requirements, which includes the use of approved parts. Perform Air International Inc. does not release product under a positive recall procedure.
- 5.1.3** This inspection is to determine that all work has been inspected as required for compliance with this inspection system, 14 CFR Part 145, and all approved technical data.
- 5.1.4** Measurement requirements for product acceptance are documented on the Component Repair Worksheet with attached test pages, as applicable. The documentation includes:
- 5.1.4.1** Criteria for acceptance or rejection.
- 5.1.4.2** The systems sequence where the measurements and testing operations were performed.
- 5.1.4.3** Record of the measurement results. Where required by specifications, technical data, or customer requirement, actual test results data will be recorded.
- 5.1.4.4** The type of instruments used to perform measurements, the unique identifier of the instrument, and any specific instructions associated with the use of the instrument.
- 5.1.4.5** Where required, Perform Air International Inc. will demonstrate product qualifications are met through evidence recorded on the Component Repair Worksheet.

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- 5.1.5** The inspection personnel authorized to return to service will indicate affirmative findings approving the Teardown Report.
- 5.1.6** When approval has been given to the above audit, the inspector authorized the Roster of Return to Service Personnel (Section VII. SL.03) will approve the article for return to service.
- 5.1.7** This approval, indicated by a signature on FAA Form 8130-3, will be accomplished as appropriate to the work done, the article involved, the records available with the article, and the instructions of the customer. Form 8130-3 may only be attached to articles for which the repair station is rated as determined by the capability list and the self-evaluation procedure. The PAI System will not allow an 8130-3 to be issued without the part being on the Capability List.
 - 5.1.7.1** In the event the item does not pass final inspection, the article is not signed off, is re-routed through the system as non-conforming product, and is re-worked prior to returning for final inspection. The inspector will change status of the work order to “Final Inspection Rejection.” If the issue is systemic, a corrective action is generated, and root cause analysis is accomplished to preclude recurrence.
 - 5.1.7.2** If the final inspection rejection cannot be resolved, the Maintenance Department will notify the Customer Support Department with an explanation. The Customer Support Department will contact the customer to determine disposition.
- 5.2** Major repairs/alterations will be handled in accordance with regulatory requirements.
 - 5.2.1** A maintenance release is completed as a part of the work order form at the time of approval for return to service. This release will be completed by an authorized inspector and provided to the customer.
 - 5.2.2** In all cases where major alteration is involved, FAA Form 337 will be completed per 14 CFR Part 43.9 and 14 CFR Part 43, Appendix B. Major repairs or alterations, if done, will be in accordance with FAA approved data only. The Accountable Manager or designee will complete form 337. The determination to categorize a repair or alteration will be made based upon the interpretation of what constitutes “major” as defined in 14 CFR Part 1.

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- 5.3** Identification of Components/Parts: Perform Air International Inc. uses the following five- (5) tag system for component disposition:

FAA Form 8130-3
Unserviceable/Repairable Tag
Serviceable Tag-Materiel
Unserviceable/Rejection Tag
CAAC AAC-038

Note: All tags will contain the following information, if applicable:

Nomenclature
Part Number
Serial Number
Date
Work Order
Inspector
Customer
Repair Order Number
OEM (N/A for Serviceable Tag-Materiel)

- 5.3.1 FAA Form 8130-3.** A hard copy and/or electronic airworthiness release certificate (eARC) shall accompany completed units that have received final inspection and are being returned to service. Only an authorized *Return to Service* inspector will sign.

5.3.1.1 The 8130-3 may also be used for parts properly inspected, found serviceable, and placed in stores.

- 5.3.2 Unserviceable/Repairable Tag.** Attached to units or parts that are found to be Beyond Economical Repair (BER) and are being returned to the customer. Completed by inspectors only.

- 5.3.3 Serviceable Tag-Materiel.** The yellow Military Serviceable tag is to be attached to completed military units that has received final inspection and is being returned to service. Only an authorized inspector will complete. This tag may not be used for civil aircraft components.

- 5.3.4 Unserviceable/Rejection Tag.** To be attached to rejected parts pending final disposition. This tag is to be completed by an inspector.

5.3.4.1 If the part is to be returned to the customer, the tag will stay with the part.

5.3.4.2 If it is to be scrapped in house, the tag may be removed and forwarded to the customer. The part is then mutilated and placed in a container marked as scrap parts.

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5.3.4.3 Rejected/unserviceable parts not being returned to the customer/vendor will be mutilated (by grinding, drilling, etc.) to the extent it precludes them from being restored or returned to service.

5.3.4.4 All items awaiting mutilation will be tagged, secluded, and segregated until destruction occurs.

5.3.4.5 CAAC, AAC-038 will be attached to completed units that have received final inspection and are approved for return to service. This tag may only be used for units that are listed in the approved CAAC Capability List and can only be completed by an authorized inspector as listed in the CAAC Maintenance Organization Manual. This tag is only issued upon customer request.

5.4 Life Limited Parts. Perform Air International Inc. does not scrap any life-limited parts. In the event a life limited part is identified within our system, no maintenance will be conducted until the life limited process has been documented and approved.

5.5 Owner Produced Parts (OPP). Parts manufactured as owner produced parts on behalf of an operator will also be processed through final inspection. This inspection will ensure the data package, first article package and all material certifications are present and have been completed per the FCM. Once completed, a Certificate of Conformance (form 60.06) will be completed and provided to shipping for customer delivery.

6.0 Records:

- 6.1** Component Repair Worksheet (Form PAI 3001A)
- 6.2** FAA Form 8130-3
- 6.3** CAPA (Computer Generated)
- 6.4** Unserviceable/Repairable Tag (Form PAI2005)
- 6.5** Unserviceable/Rejection Tag (Form PAI2006)
- 6.6** Serviceable Tag – Materiel Instructions (Form 60.14)
- 6.7** Foreign Authorized Release Certificate
- 6.8** Teardown Report (Form PAI2001)
- 6.9** CAAC AAC-038
- 6.10** Certificate of Conformance (Form 60.06)