Perform Air International Inc.
Quality System Manual
Policy QSM.05: Resource Management Policy

Revision	Revision Date	Revision Change
N/I	02/08/10	Initial Release/Re-release
1	10/31/13	Revision to policy for grammar.
2	12/27/24	*Revision to include the reference to RSM I.15 Att 52.07 Record Retention Table and inclusion of "duty time limitation" per 14 CFR 121.377.*

The resource management procedures of Perform Air International Inc. shall determine and provide the resources needed to implement and maintain the quality system and continually improve its effectiveness. The procedures for resource management contained in the Quality System Manual will enhance customer satisfaction by meeting customer requirements.

The Repair Station Training program established and maintained by the Training Department ensures all personnel performing work affecting product quality shall be competent on the basis of appropriate education, training, skills, and experience.

The training program determines the necessary competence for each position and provides training or other actions to satisfy these needs. The program evaluates the effectiveness of the actions taken at predetermined intervals and identifies the need for recurrent training. The training program ensures that all personnel are aware of the relevance and importance of their activities and how they contribute to the achievement of the quality objectives.

Training records are maintained for all classroom education, training, and skills development programs and are retained per the Records Retention Table (*RSM I.15, Att 52.07) as revised.*

It is the policy of Perform Air International Inc. to define and communicate to all concerned the duties and responsibilities of all personnel. The Organization Chart reflects each position within the company. A detailed description of the duties, responsibilities and authority are maintained in the job description of each position within this manual.

It is the policy of Perform Air International Inc. to determine, provide, and maintain the infrastructure that achieves conformity to product requirements. The infrastructure includes, but is not limited to, buildings, workspace, associated utilities, operations, equipment, process equipment (software and hardware), and supporting services. This infrastructure is evident in the Process & Department Interaction Flowchart. Additional information is available on the infrastructure by reviewing the specific related procedure.

The company will determine and manage the work environment needed to achieve conformity to product requirements. The Operations/Housing/Facilities/Equipment and Tooling Procedure and Procedure for Capability Self-Evaluation in the Repair Station Manual help ensure that requirements are reviewed and met prior to addition of any capability.

Perform Air International Inc. adheres to the policy *and duty time limitation found in 14 CFR 121.377 as revised,* that each certificate holder (or person performing maintenance or preventive maintenance functions) shall relieve each person performing maintenance or preventive maintenance for a period of at least twenty-four consecutive hours, during any seven consecutive days, or the equivalent thereof within any one calendar month.