

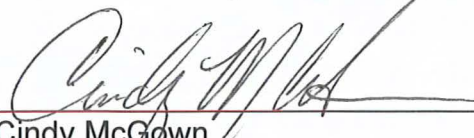
	Perform Air International Inc. Maintenance Organization Manual	Revision: 9 Issue Date: 15 Dec 2023
	Record of Revision	

RECORD OF REVISION


Retain this record with the CAAC Supplement. Upon receipt of revisions insert revised pages in the Supplement and enter the revision number, revision date, insertion date, and the initials of the person incorporating the revision, in the appropriate blocks.

Rev. No.	Rev. Date	Issued By	Remarks	Date	Inserted By
Basic	10/04/15		CAAC Supplement based on CCAR-145-R3 (English Version)	10/04/15	
1	11/05/20		Revision to Perform Air International Inc. CAAC Supplement	11/05/20	
2	11/10/25		Revision to Perform Air International Inc. CAAC Supplement	11/10/25	
3	13/01/11		Revision to Perform Air International Inc. CAAC Supplement	13/01/11	
4	08 July 2013		Revision to Perform Air International Inc. CAAC Supplement	08 July 2013	
5	07 Jan 2014		Revision to Perform Air International Inc. CAAC Supplement	07 Jan 2014	
6	29 May 2015		Revision to Perform Air International Inc. CAAC Supplement	29 May 2015	
7	31 March 2017		Revision to Perform Air International Inc. CAAC Supplement	31 March 2017	
8	14 August 2019		Revision to Perform Air International Inc. CAAC Supplement	14 August 2019	
9	15 December 2023		Revision to Perform Air International Inc. CAAC Supplement	15 December 2023	

Authorization by President / Accountable Manager:


Cindy McGown

Date 15 Dec 2023

	Perform Air International Inc. Maintenance Organization Manual	Revision: 9 Issue Date: 15 Dec 2023
	Title	

General Administration of Civil Aviation of China

Supplement to FAA Repair Station Manual

CAAC Certificate Number F00100571

This Supplement does not form part of the FAA FAR-145 Repair Station Manual.

Compliance with the CAAC Approved Supplement together with the FAA FAR-145 Repair Station Manual forms the basis of the General Administration of Civil Aviation of China (CAAC) Part 145 Approval in accordance with CCAR-145-R4.

This Supplement forms part of the applicant's obligations for CAAC Part-145 approval as specified in the Civil Aircraft Maintenance Organization Certification Regulations Document CCAR-145-R4 (English Version).

This Supplement together with the FAA FAR-145 Approved Repair Station Manual forms the basis for maintenance carried out by this organization on aircraft and/or components under the regulatory control of the CAAC Member Authorities.

SUPPLEMENT REFERENCE NUMBER: CAAC145

DATE/ISSUE: 15 December 2023, Revision 9



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Introduction:

This Supplement will be considered the Maintenance Organization Manual for Perform Air International Inc.'s operation as a CAAC-Approved Repair Station.

This Supplement, in conjunction with the approved FAA FAR-145 Repair Station Manual, is prepared to conform to CCAR-145 requirements for CAAC-HQ's approval of this FAA Repair Station IS3R590L to maintain the components of the commercially operated aircraft under the regulatory control of the CAAC Member Authorities. This Supplement will ensure this Repair Station operates in accordance with the Unilateral Acceptance or Bilateral Agreement, as appropriate, and identify the differences from the CFR's that need to be taken into account.


In addition to the above conditions, CAAC staff will be allowed access to the Repair Station for the purpose of ascertaining compliance with the procedures and standards and to investigate specific problems.

1. Accountable Manager Commitment Statement:

The Accountable Manager, Cindy McGown, hereby pledges that the Repair Station will comply with the conditions specified by the CAAC, and will assume full responsibility to accept consequences of failing to meet requirements or standards.

This Supplement defines, in conjunction with the approved FAA Repair Station Quality Management System Operations Manual, the organization and procedures upon which CAAC acceptance is based. These procedures are approved by the undersigned and must be adhered to, as applicable, when maintenance work/orders are being processed under the conditions of the interim CAAC Unilateral Acceptance of USA maintenance. It is accepted that the Repair Station's procedures do not override the necessity of complying with any additional requirements formally published by the CAAC and notified to this Repair Station from time to time.

It is further understood that the CAAC will list this Repair Station in a formal CAAC Publication whilst the CAAC is satisfied that the procedures are being followed and work standards maintained. It is further understood that the CAAC reserves the right to remove the Repair Station from the formal CAAC publication if the CAAC considers that procedures are not followed or standards not upheld.

Signed 

for and on behalf of Perform Air International Inc.

2. Revision and Distribution:

2.1 Revision of the Manual

The amendments will be prepared to conform to the latest CAAC-145 requirements as required. The amendment will also be prepared to reflect the latest change in the operation of the Repair Station deemed necessary to revise this Supplement as per RSM I.10 Procedure for Document and Data Control located in the Perform Air International Inc. Quality System Manual.

2.2 Revision Responsibility

Cindy McGown (President) or Mark Davis (Executive Vice President Operations) will be responsible for amendment action and submission of such to CAAC-HQ for acceptance.

A Master copy of this CAAC Supplement will be maintained by the Quality Assurance Department and will contain the original approval page. An electronic un-editable copy will be available to all employees of Perform Air International Inc.

3. Facilities:

Perform Air International Inc. maintains housing, facilities and equipment appropriate for our regulatory agency ratings. Sufficient work space is available to house articles during work. Special operations such as welding, bead blasting, grinding, etc. are located and performed in an alternate facility and does not affect other operations. Suitable racks and storage locations are available to protect raw materials, incoming work, reusable packaging containers, out-going products, and associated records. There is also sufficiently well lit, protected and ventilated storage and work areas for materials, data and personnel.

3.1 Facilities – 463 South Hamilton Court, Gilbert, AZ 85233:

The building is 49,910 sq/ft, 11,000 sq/ft is office space and the additional 38,910 sq/ft is warehouse. It is a tilt-concrete constructed building.

Floors are constructed of reinforced concrete. The offices have carpet or floor tile coverings, forced air heating and air conditioning. The offices and shop spaces are illuminated with fluorescent light fixtures. The shop area is provided with 90 psi dry compressed air, 110 and 220 Volt / 60 Hz electrical power (higher voltages are available if required), evaporative cooling, and cold weather heating.

A locking fence to ensure no unauthorized access segregates the Stock Room (Warehouse) and Work In-Process (Planning) areas. The Stock Room area contains storage cabinets for materials. The Work In-Process area contains articles awaiting maintenance.

3.2 Facilities – 300 South Hamilton Place, Gilbert, AZ 85233:

The building is 5,610 sq./ft., 2,280 sq./ft. is office space and the additional 3,330 sq./ft. is warehouse space. It is a cinder block constructed building.

The warehouse area of 300 S. Hamilton Place contains various mills, lathes and additional machining equipment.

3.3 Facilities – 300 South Hamilton Place, Gilbert, AZ 85233 (Extension Under Construction):

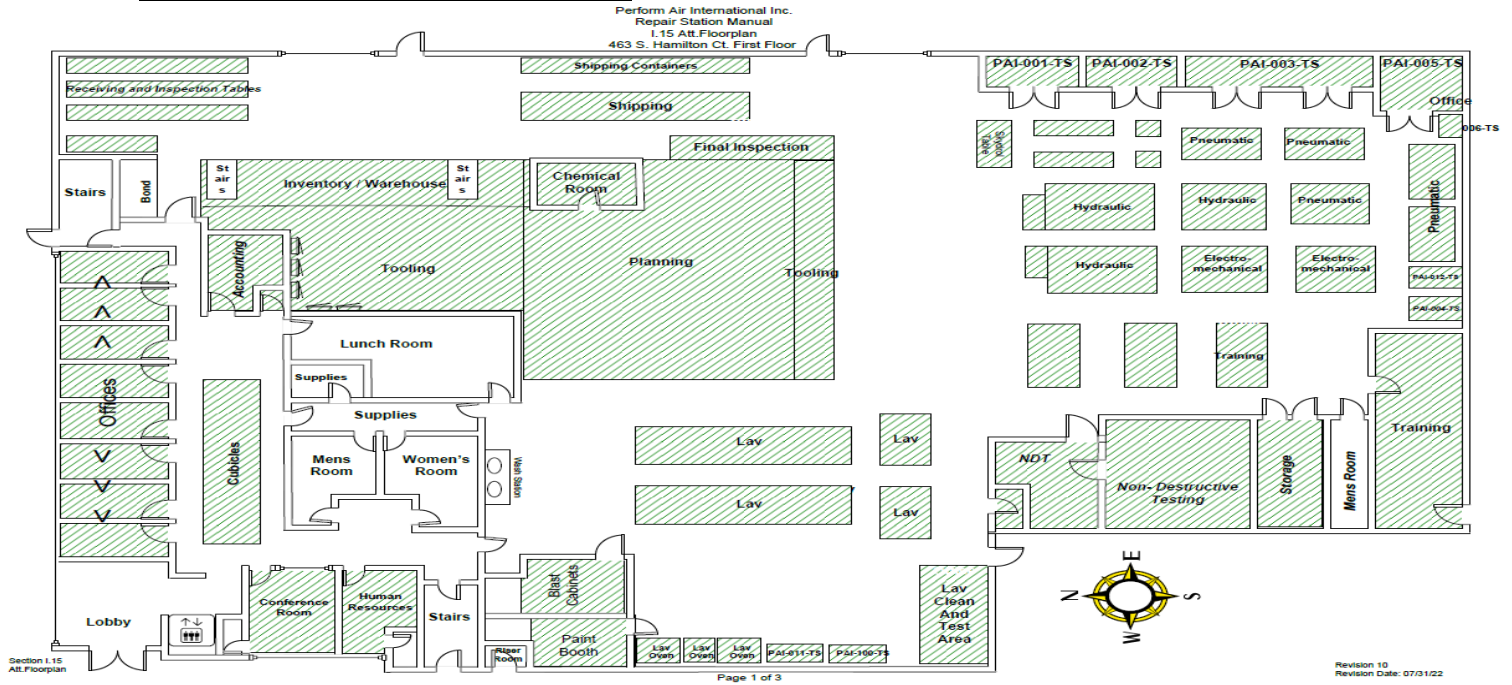
The building is 15,732 Sq. Ft. Is an extension of 300 South Hamilton Place. It is a cinder block constructed building.

This building is currently under construction. Final floor plan layout should be submitted upon building completion.

Perform Air International Inc. does not perform maintenance at any location other than our fixed locations in Gilbert, Arizona, USA. Advance CAAC approval will be acquired if any work is intended at another location.

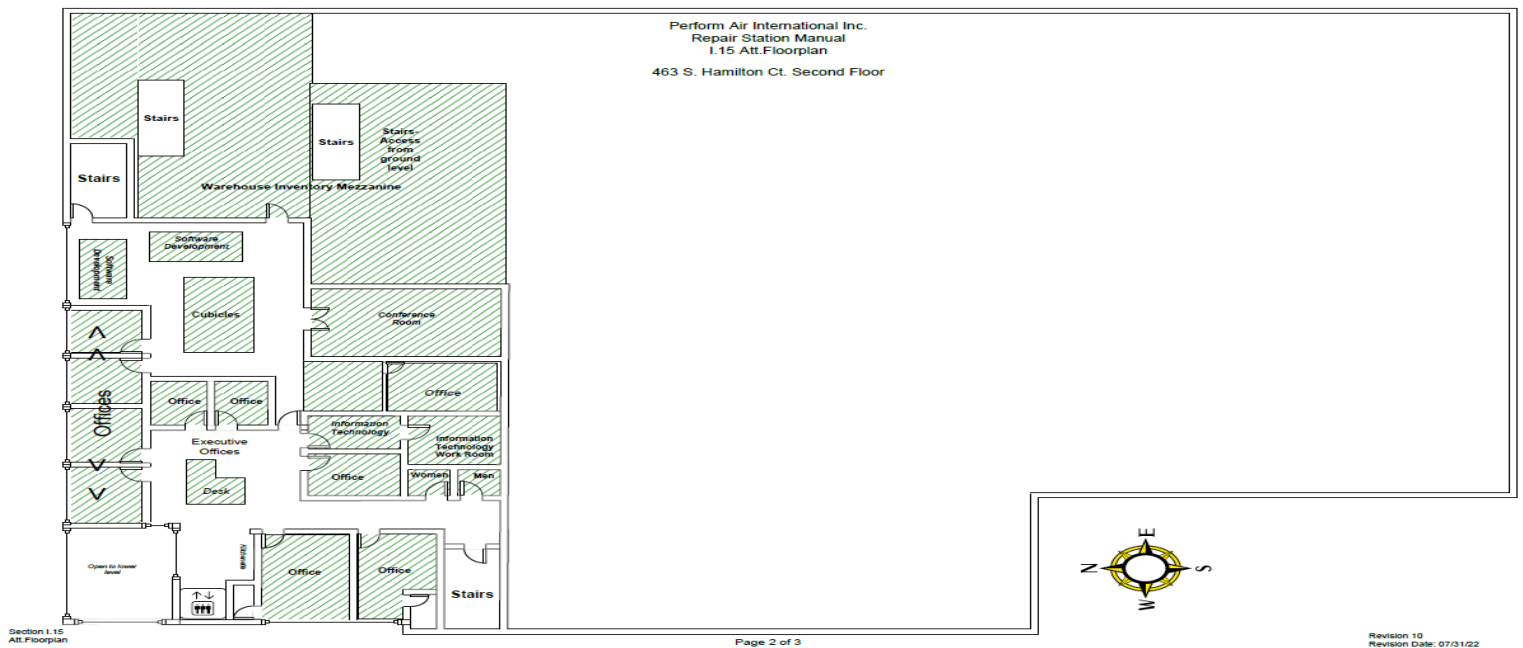
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3.4 Facilities – 463 S. Hamilton Court:

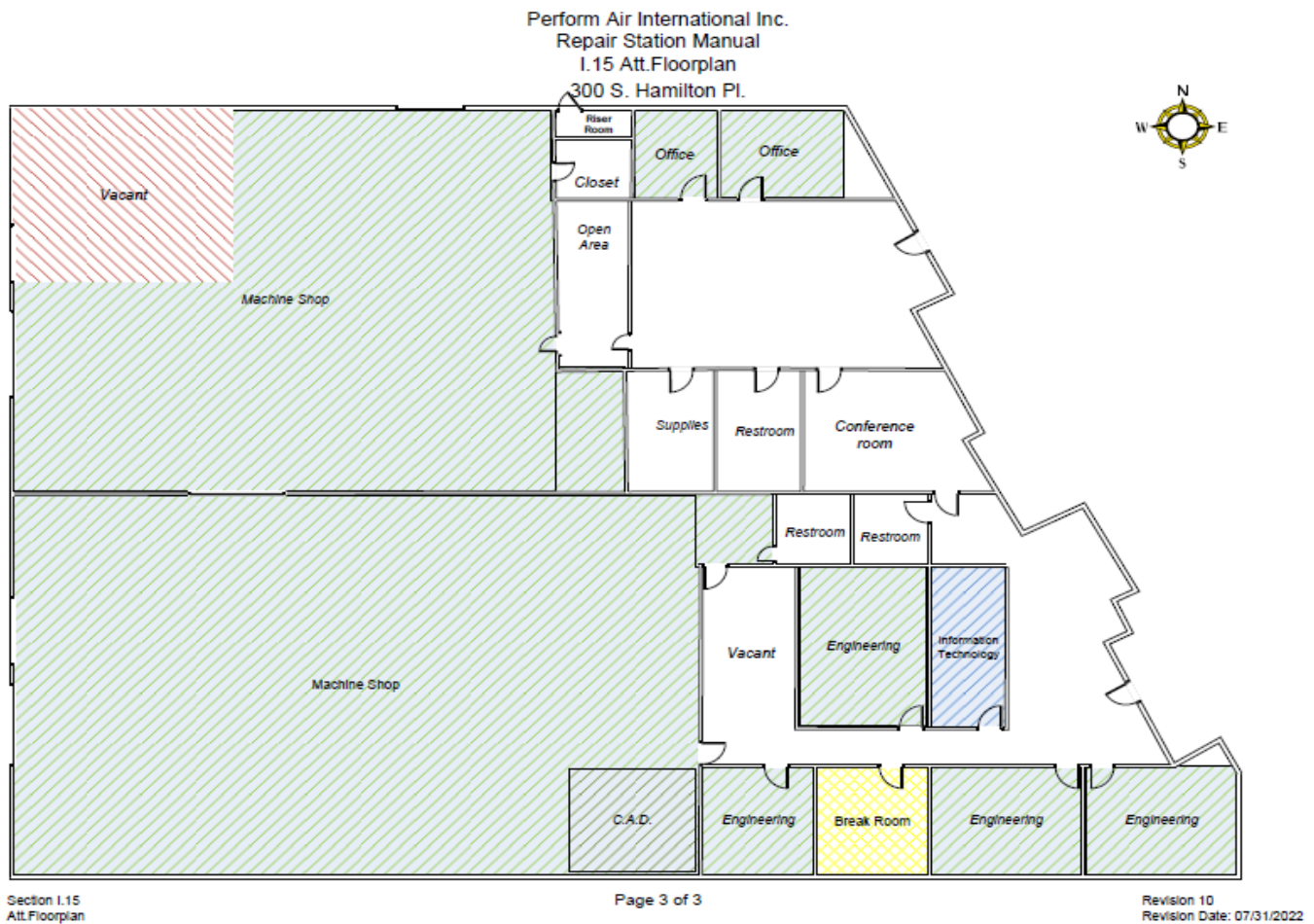


Legend

PAI-001-TS	SunSource Skydrol Test Stand
PAI-002-TS	Skydrol Pump Test Stand
PAI-003-TS	Skydrol Test Stand
PAI-004-TS	5606 (Red Oil) Test Stand
PAI-005-TS	High Flow Pneumatic Test Stand
PAI-006-TS	Low Flow Pneumatic Test Stand
PAI-011-TS	Lavatory Pedestal Test Stand
PAI-012-TS	Prop. Feathering Pump Test Stand
PAI-100-TS	Lavatory Vacuum Toilet Test Stand



3.5 Facilities – 300 S. Hamilton Place:



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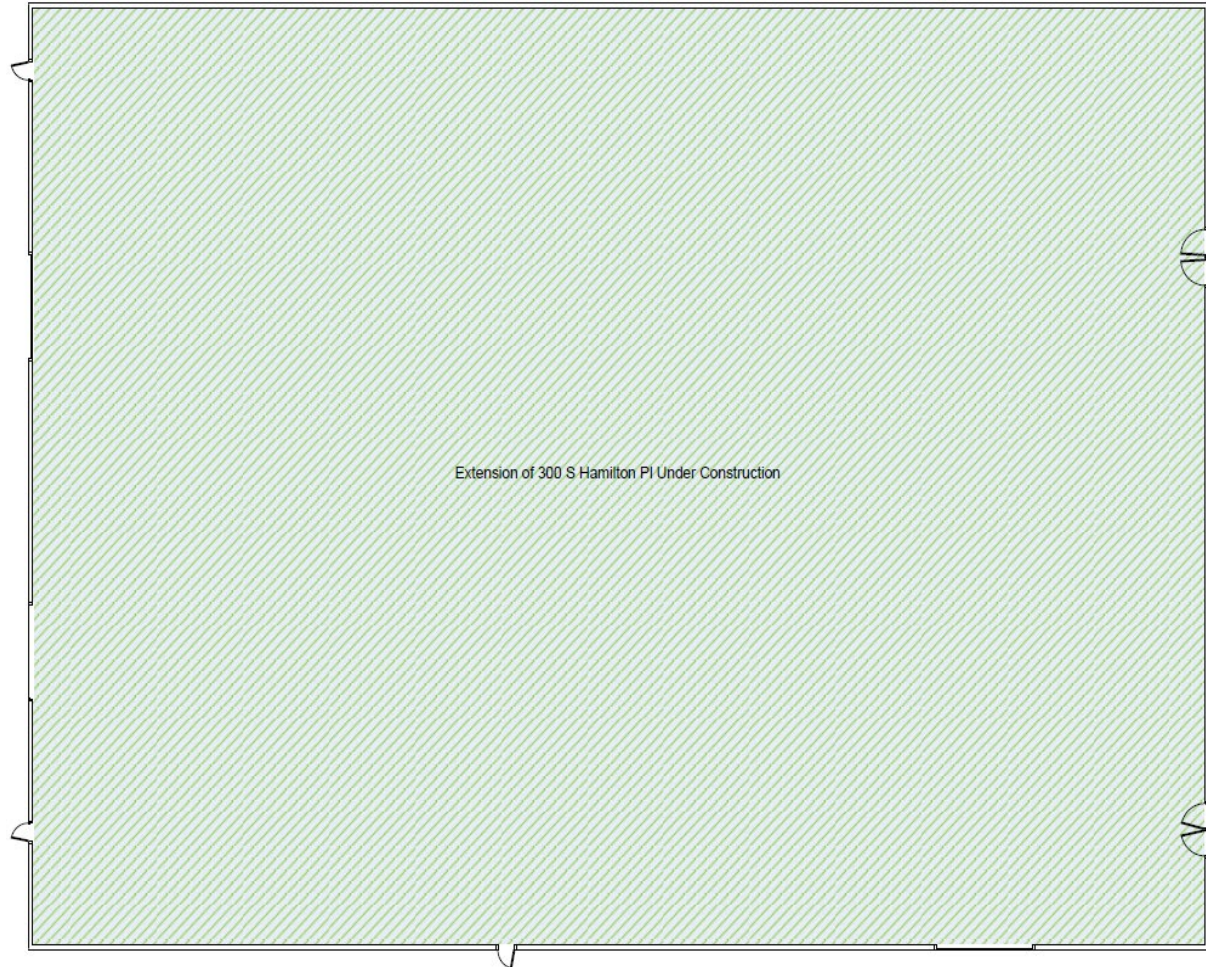
3.6 Facilities – 300 S. Hamilton Place (Extension Under Construction):

Perform Air International Inc.

Repair Station Manual

I.15 Att.Floorplan

300 S. Hamilton Pl. (Extension Under Construction)



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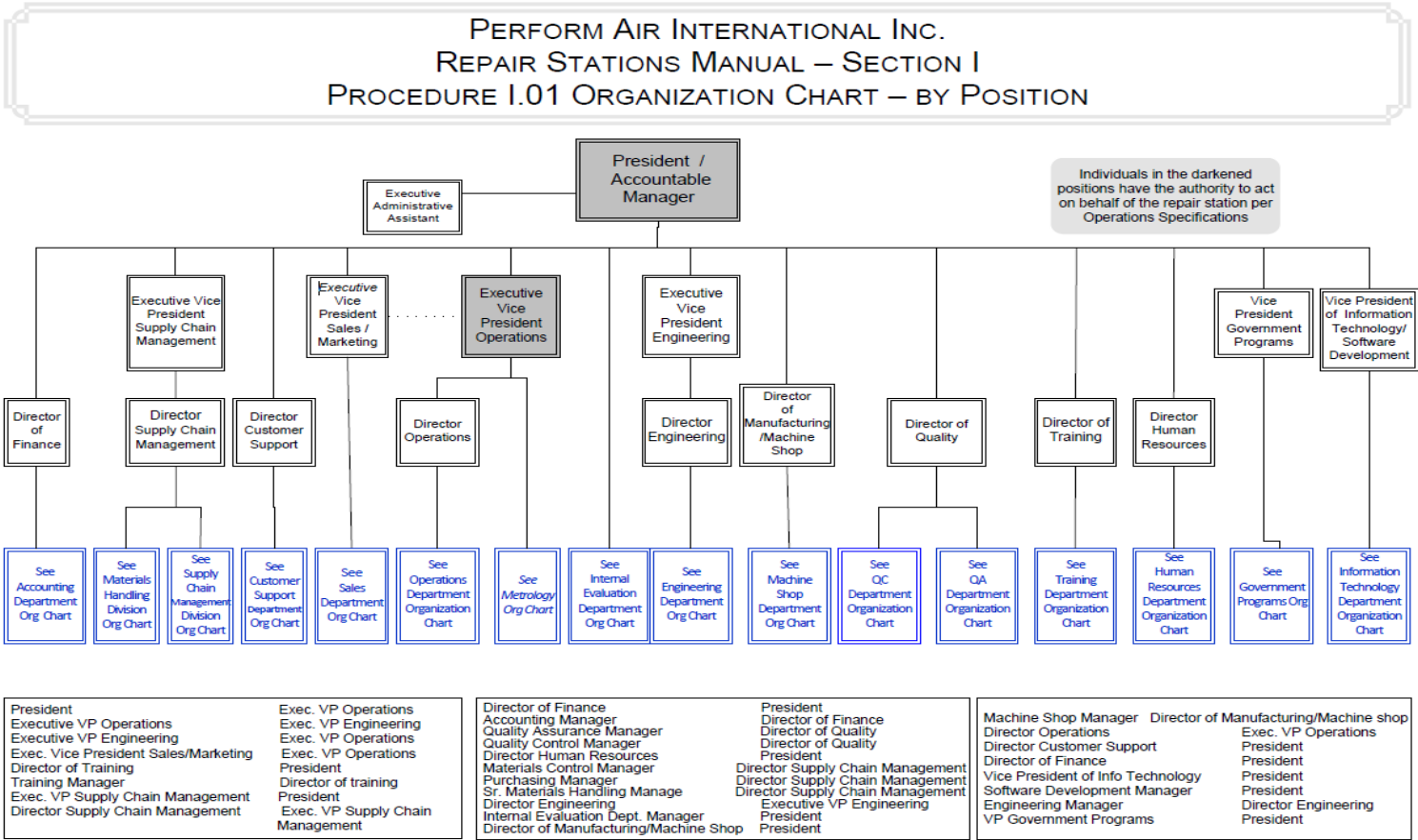
4. Personnel:

Perform Air International Inc. currently staffs 150 people; 6 Management/Corporate Officers, 31 Administrative people, 7 Quality Inspectors/Auditors, 67 Shop Personnel and 8 Planning/Warehouse.

5. Organization:

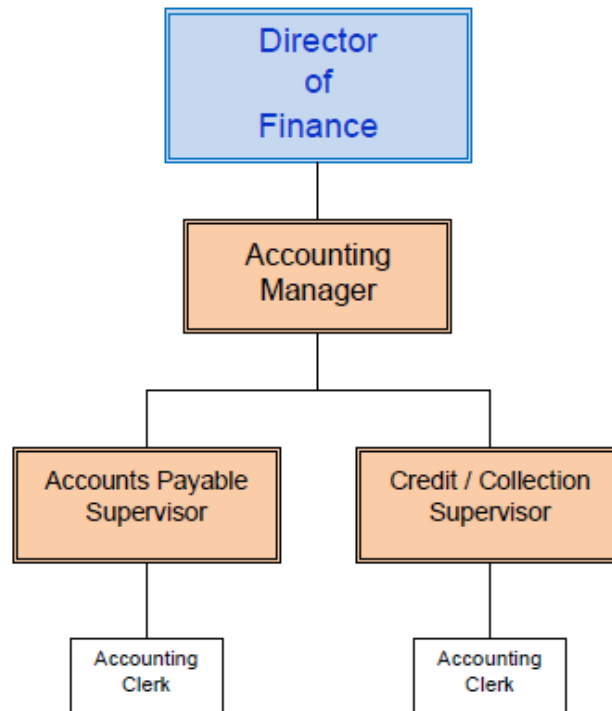
5.1 General Organization Chart:

Definitions:
President = Accountable Manager
Executive Vice President Operations = Production Manager



For detail of respective departments listed on the Organization Chart, refer to Departmental Organization Charts – By Position in the following pages.

**PERFORM AIR INTERNATIONAL INC.
ATT. 52.09 DEPARTMENT ORGANIZATION CHART - BY POSITION
ACCOUNTING**

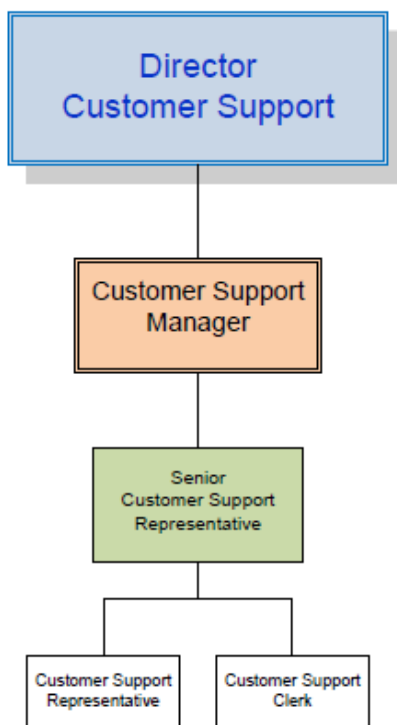


See Job Descriptions located in Section VI and I.15 for Duties, Responsibilities, and Authority.
See I.01 for Personnel who have the authority to act on behalf of the repair station per Operations Specifications.

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**PERFORM AIR INTERNATIONAL INC.
ATT. 52.09 DEPARTMENT ORGANIZATION CHART - BY POSITION
CUSTOMER SUPPORT**

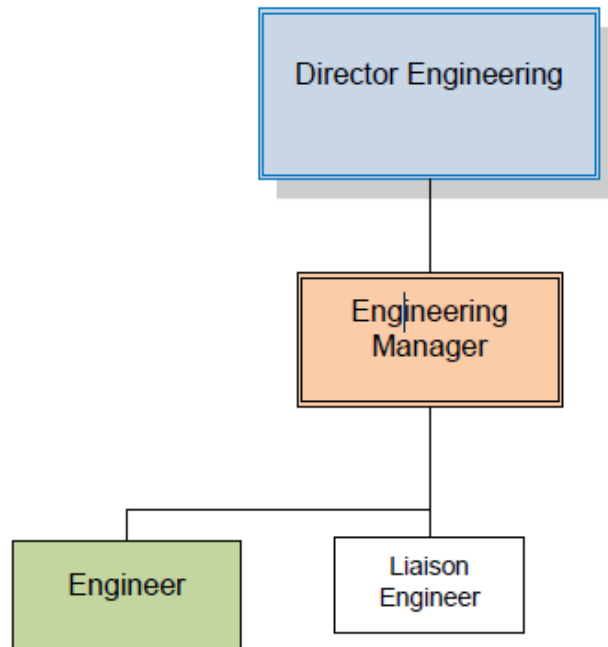


See Job Descriptions located in Section VI and I.15 for Duties, Responsibilities, and Authority.
See I.01 for Personnel who have the authority to act on behalf of the repair station per Operations Specifications.

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PERFORM AIR INTERNATIONAL INC.
ATT. 52.09 DEPARTMENT ORGANIZATION CHART - BY POSITION
ENGINEERING

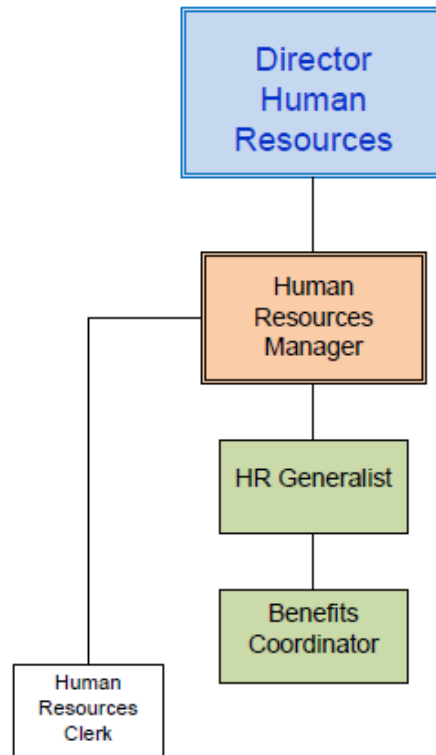


See Job Descriptions located in Section VI and I.15 for Duties, Responsibilities, and Authority.
See I.01 for Personnel who have the authority to act on behalf of the repair station per Operations Specifications.

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PERFORM AIR INTERNATIONAL INC.
ATT. 52.09 DEPARTMENT ORGANIZATION CHART - BY POSITION
HUMAN RESOURCES

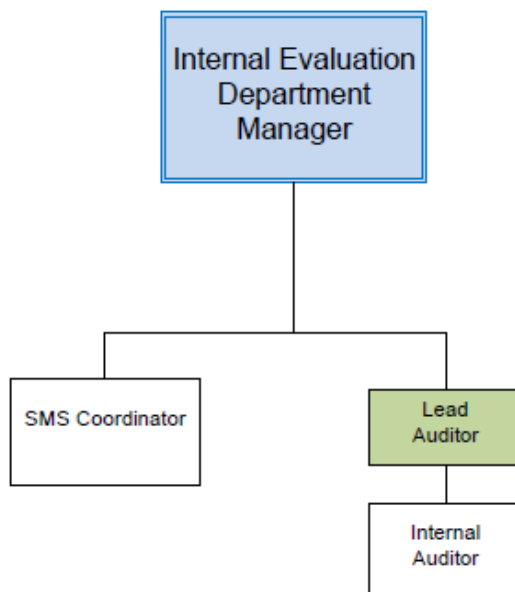


See Job Descriptions located in Section VI and I.15 for Duties, Responsibilities, and Authority.
See I.01 for Personnel who have the authority to act on behalf of the repair station per Operations Specifications.

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**PERFORM AIR INTERNATIONAL INC.
ATT. 52.09 DEPARTMENT ORGANIZATION CHART - BY POSITION
INTERNAL EVALUATION DEPT**

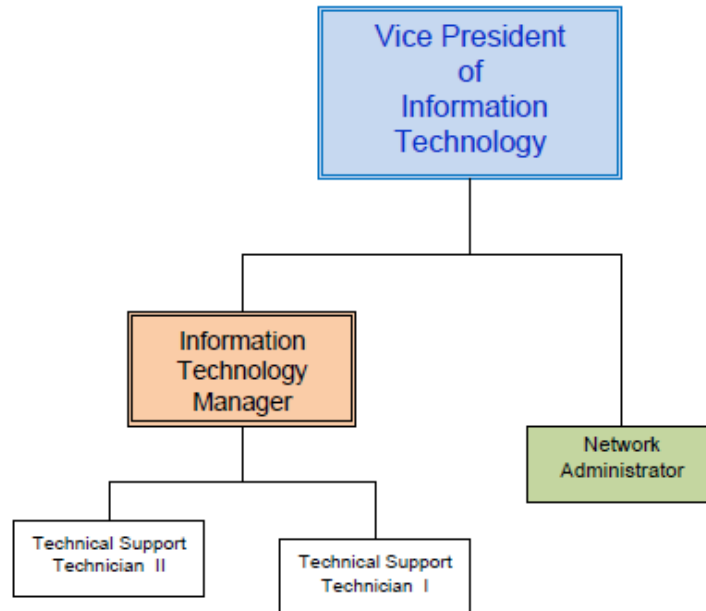


See Job Descriptions located in Section VI and I.15 for Duties, Responsibilities, and Authority.
See I.01 for Personnel who have the authority to act on behalf of the repair station per Operations Specifications.

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**PERFORM AIR INTERNATIONAL INC.
ATT. 52.09 DEPARTMENT ORGANIZATION CHART - BY POSITION
INFORMATION TECHNOLOGY**

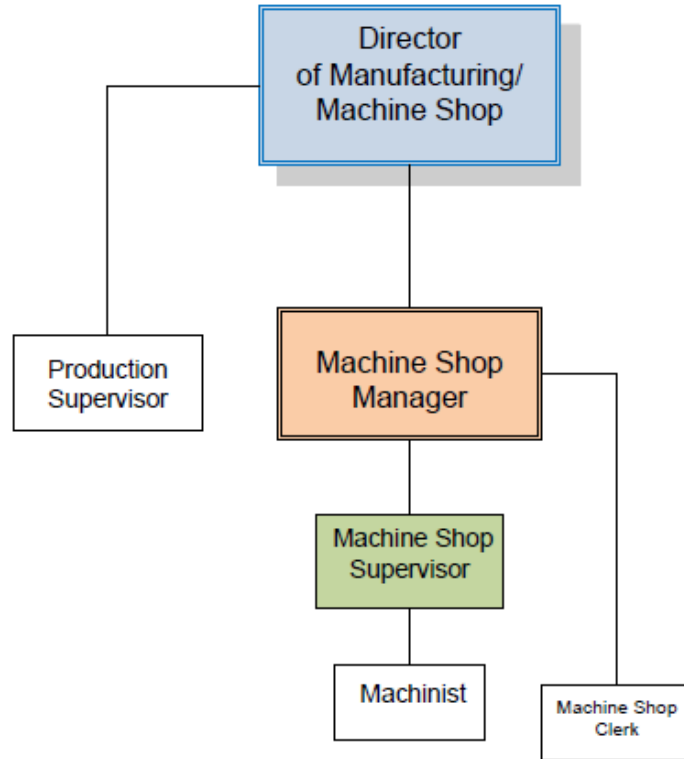


See Job Descriptions located in Section VI and I.15 for Duties, Responsibilities, and Authority.
See I.01 for Personnel who have the authority to act on behalf of the repair station per Operations Specifications.

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**PERFORM AIR INTERNATIONAL INC.
ATT. 52.09 DEPARTMENT ORGANIZATION CHART - BY POSITION
MACHINE SHOP**

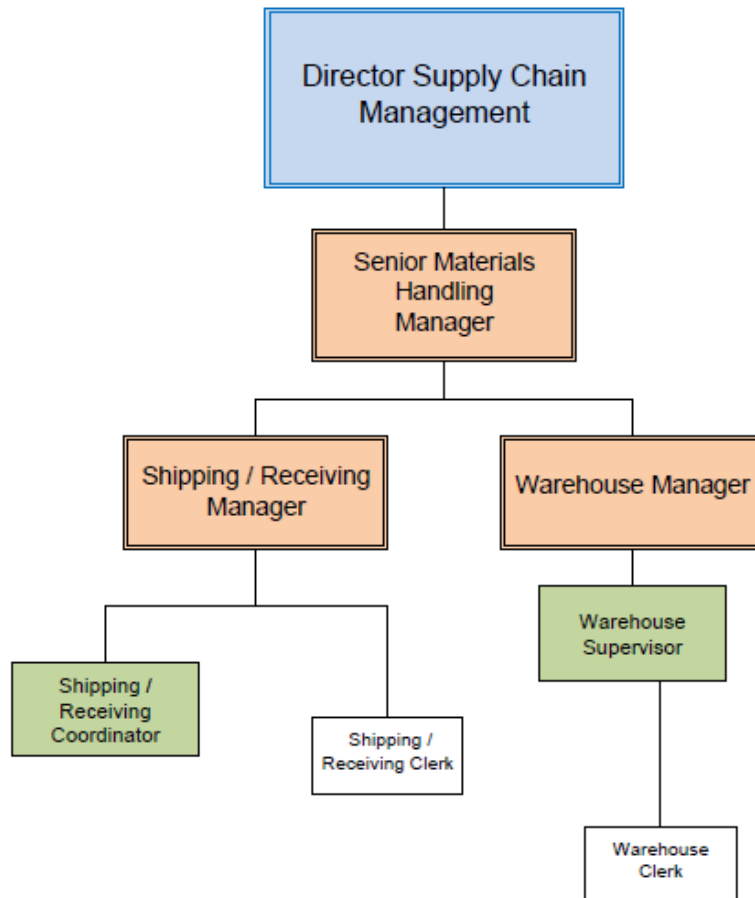


See Job Descriptions located in Section VI and I.15 for Duties, Responsibilities, and Authority.
See I.01 for Personnel who have the authority to act on behalf of the repair station per Operations Specifications.

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**PERFORM AIR INTERNATIONAL INC.
ATT. 52.09 DEPARTMENT ORGANIZATION CHART - BY POSITION
MATERIALS HANDLING DIVISION**

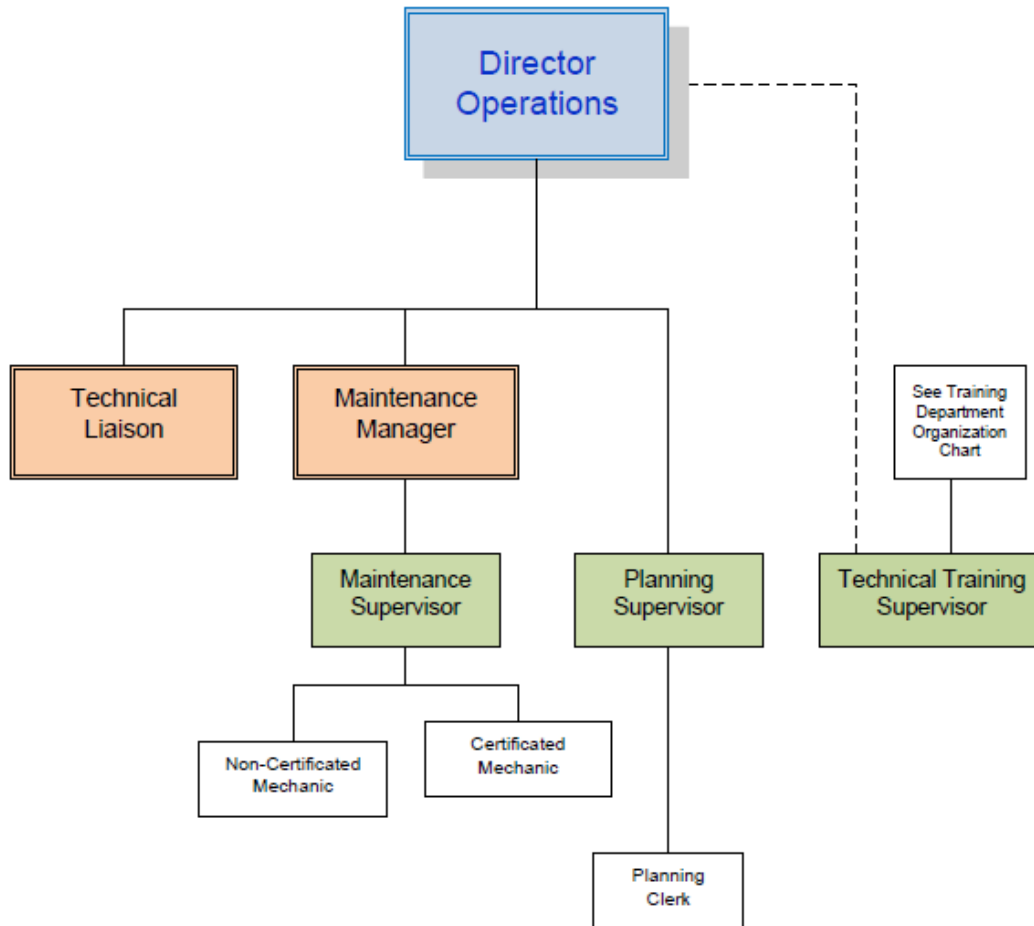


See Job Descriptions located in Section VI and I.15 for Duties, Responsibilities, and Authority.
See I.01 for Personnel who have the authority to act on behalf of the repair station per Operations Specifications.

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Issue Date: 10/31/23

PERFORM AIR INTERNATIONAL INC.
ATT. 52.09 DEPARTMENT ORGANIZATION CHART - BY POSITION
OPERATIONS

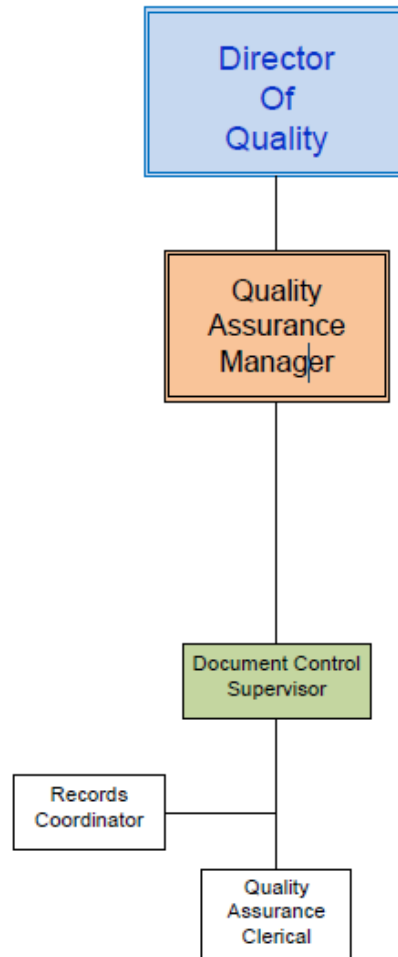


See Job Descriptions located in Section VI and I.15 for Duties, Responsibilities, and Authority.
See I.01 for Personnel who have the authority to act on behalf of the repair station per Operations Specifications.

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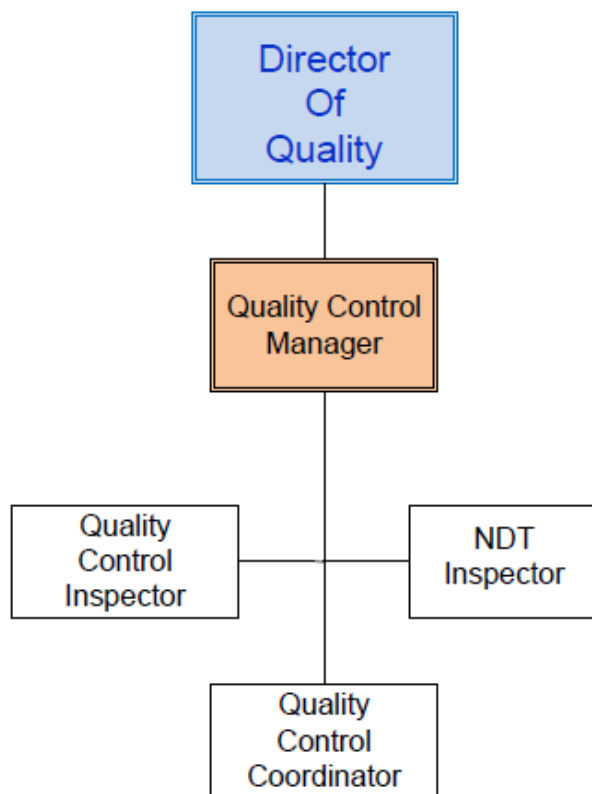
Revision: 38
Issue Date: 10/31/23

PERFORM AIR INTERNATIONAL INC.
ATT. 52.09 DEPARTMENT ORGANIZATION CHART - BY POSITION
QA



See Job Descriptions located in Section VI and I.15 for Duties, Responsibilities, and Authority.
See I.01 for Personnel who have the authority to act on behalf of the repair station per Operations Specifications.

PERFORM AIR INTERNATIONAL INC.
ATT. 52.09 DEPARTMENT ORGANIZATION CHART - BY POSITION
QC

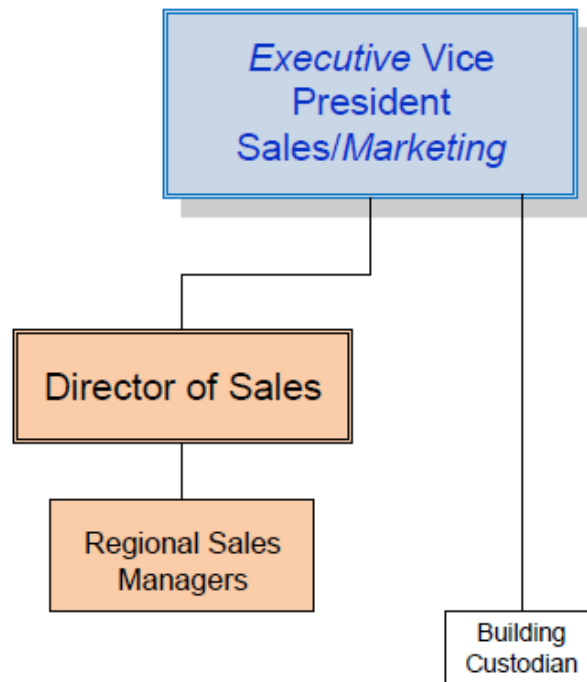


See Job Descriptions located in Section VI and I.15 for Duties, Responsibilities, and Authority.
See I.01 for Personnel who have the authority to act on behalf of the repair station per Operations Specifications.

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PERFORM AIR INTERNATIONAL INC.
ATT. 52.09 DEPARTMENT ORGANIZATION CHART - BY POSITION
SALES

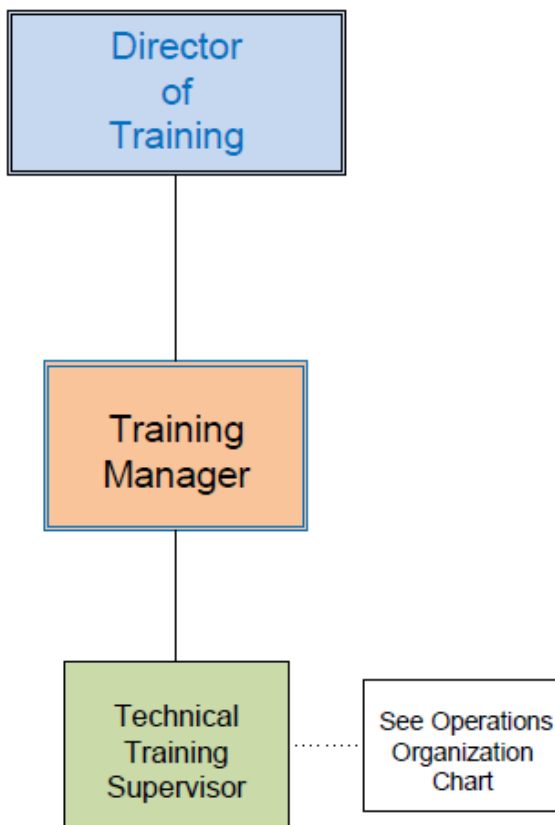


See Job Descriptions located in Section VI and I.15 for Duties, Responsibilities, and Authority.
See I.01 for Personnel who have the authority to act on behalf of the repair station per Operations Specifications.

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PERFORM AIR INTERNATIONAL INC.
ATT. 52.09 DEPARTMENT ORGANIZATION CHART - BY POSITION
TRAINING

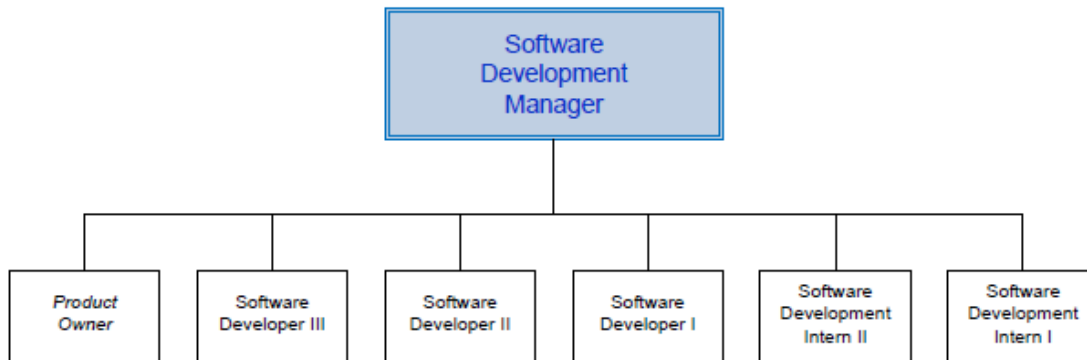


See Job Descriptions located in Section VI and I.15 for Duties, Responsibilities, and Authority.
See I.01 for Personnel who have the authority to act on behalf of the repair station per Operations Specifications.

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**PERFORM AIR INTERNATIONAL INC.
ATT. 52.09 DEPARTMENT ORGANIZATION CHART - BY POSITION
SOFTWARE DEVELOPMENT**

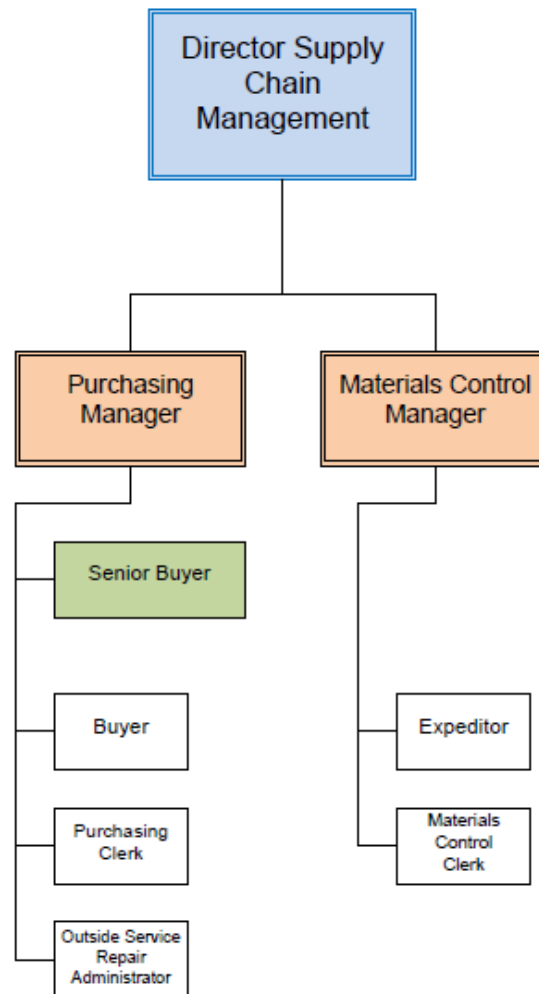


See Job Descriptions located in Section VI and I.15 for Duties, Responsibilities, and Authority.
See I.01 for Personnel who have the authority to act on behalf of the repair station per Operations Specifications.

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**PERFORM AIR INTERNATIONAL INC.
ATT. 52.09 DEPARTMENT ORGANIZATION CHART - BY POSITION
SUPPLY CHAIN MANAGEMENT**

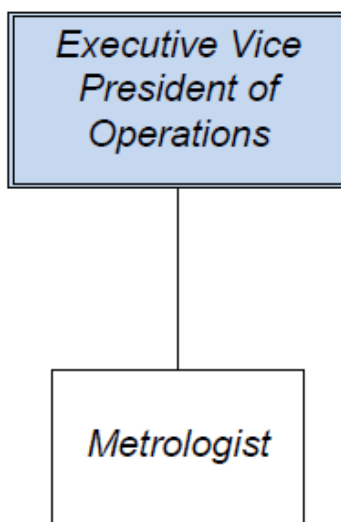


See Job Descriptions located in Section VI and I.15 for Duties, Responsibilities, and Authority.
See I.01 for Personnel who have the authority to act on behalf of the repair station per Operations Specifications.

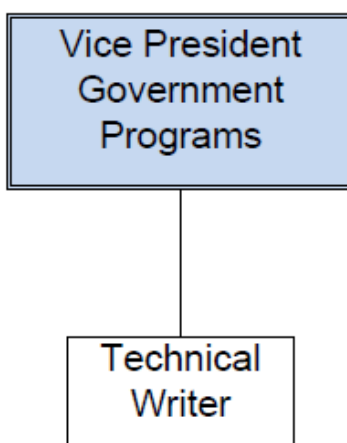
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PERFORM AIR INTERNATIONAL INC.
ATT. 52.09 DEPARTMENT ORGANIZATION CHART - BY POSITION
METROLOGY



PERFORM AIR INTERNATIONAL INC.
ATT. 52.09 DEPARTMENT ORGANIZATION CHART - BY POSITION
GOVERNMENT PROGRAMS



6. Main Management Personnel

6.1 President = Accountable Manager

**Perform Air International Inc.
Supplemental Log
SL.04 – Employment Summary**

Name: Cindy McGown

Position Title: President / Accountable Manager

Total Years of Experience: 1982 to Present
Type of Maintenance Work Performed: None

Employer Name:	From:	To:
Perform Air International Inc. – President	2002	Present
Perform Air International Inc. – Vice President Finance / Administration	2000	2002
Perform Air International Inc. – Controller	1993	2000
Exide Corporation	1990	1993
Westinghouse Corporation	1982	1990

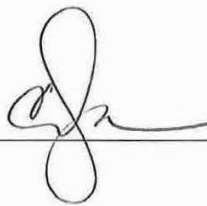
Scope of Present Employment: This position is responsible for all activities of the organization, and has authority to act on behalf of the repair station in all aspects of the business. This position is the responsible Accountable Manager. This position has the authority to enforce all aspects of the system as per policy. This position assumes responsibility for the profitability of the company and must have a thorough knowledge of accounting theory, concepts and practices, as well as strong mathematical and analytical skills. This position prepares or directs the preparation of financial statements, forecasts and budgets. The President is responsible for the integrity of all information distributed both within the company, as well as any outside agencies. This position must be computer literate with the ability to utilize databases, and all standard software, and to understand technical aspects of the Information Technology Department. The President is responsible for ensuring management of all functions to ensure compliance to all extrinsic standards, as well as internal policies and procedures, and has the responsibility for ensuring the quality of the product meets required standards.

In the absence of any subordinate management position, the President will assume the responsibility of that position and all duties and activities required of the position. The President may delegate these duties to any individual as needed.

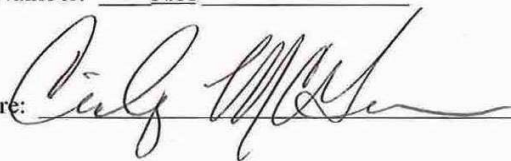
Certificate Name and Number: N/A

Stamp Number: N/A

Initials:



Signature:



* To determine total years experience, calculate based on history dates provided.

6.2 Executive Vice President Operations = Production Manager

**Perform Air International Inc.
Supplemental Log
SL.04 – Employment Summary**

Name: Mark Davis

Position Title: Executive Vice President Operations

Total Years of Experience: 1984 - Present

Type of Maintenance Work Performed: Aviation Maintenance

Employer Name:

Perform Air International Inc. - Executive Vice President Operations

Perform Air International Inc. - Executive Vice President Operations / Sales

Perform Air International Inc. - Vice President Operations

Perform Air International Inc. - Vice President Operations / Sales

Perform Air International Inc. - Quality Control Manager

Perform Air International Inc. - Mechanic

Scottsdale Aviation

Butler Aviation

From:

2019

2011

2009

2003

1995

1990

1989

1984

To:

Present

2019

2011

2009

2003

1995

1990

1989

Scope of Present Employment:

This position has the authority and responsibility for all manufacturing / servicing activities within the organization. The *Executive Vice President Operations* is responsible and has authority over all maintenance personnel. This position has the authority to set policies, procedures, and manufacturing standards. This position has responsibility for coordinating and directing all *operations* aspects of the company's activities to ensure customer satisfaction. This position oversees the processes within the Maintenance Department including non-conforming product, product realization, warranty analysis and determination and all other process functions pertaining to the Maintenance Department.

In addition, the *Executive Vice President Operations* is also responsible for ensuring adequate training, equipment, adequate housing and the facilities materials and competent personnel pertinent to the operations of the repair station are provided in order that it may comply with all applicable manufacturers' specifications, FAA and any foreign entity regulations, as required.

The *Executive Vice President Operations* is responsible for establishing procedures to determine the need for initial and recurrent training, of personnel consistent with the work to be performed. Establish liaison with air carriers with regard to applicable technical requirements, when work for air carriers is to be performed.

This position also *provides support to the Executive Vice President Sales/Marketing* for sales activities within the organization *as needed*.

The *Executive Vice President Operations*, while conducting Inspection duties, is responsible to the Quality Control Manager. It is the responsibility of this position to ensure the details of inspection standards and the methods and procedures used by the repair station are compliant with all applicable manufacturers' specifications, FAA and foreign regulations, as required.

Certificate Name and Number: FAA Mechanic Certificate

Ratings: Airframe & Powerplant 2796539

Stamp Number:

46



Initials:

[Handwritten initials]

Signature:

[Handwritten signature]

* To determine total years experience, calculate based on history dates provided.

7. Duties and Responsibilities:

7.1 Quality Management Division

7.1.1 President / Accountable Manager:

The President is responsible for all activities of the organization, and has the authority to act on behalf of the Repair Station in all aspects of the business. This position is the responsible Accountable Manager. This position has the authority to enforce all aspects of the system as per policy. This position assumes responsibility for the profitability of the company and must have a thorough knowledge of accounting theory, concepts and practices, as well as strong mathematical and analytical skills. This position prepares or directs the preparation of financial statements, forecasts and budgets. The President is responsible for the integrity of all information distributed both within the company, as well as any outside agencies. This position must be computer literate with the ability to utilize databases, and all standard software, and to understand technical aspects of the information technology department. The President is responsible for ensuring management of all functions to ensure compliance to all extrinsic standards, as well as internal policies and procedures, and has the responsibility for ensuring the quality of the product meets required standards.

The backup personnel is the Executive Vice President Operations/Sales.

7.1.2 Executive Vice President Engineering:

The Executive Vice President Engineering has the authority to, and is responsible for the design and development of approved repairs, PMA parts and tooling. This position ensures adequate staffing is maintained in order to meet the organization's needs and objectives, while meeting financial/budgetary limits. This position serves as the liaison with the FAA, CAAC and all other foreign regulatory agencies and outside manufacturing companies and customers.

The backup personnel is the Executive Vice President Operations/Sales.

7.1.3 Executive Vice President Operations:

The Executive Vice President Operations is responsible for all manufacturing/servicing activities within the organization. This position is responsible and has authority over all maintenance personnel.

The Executive Vice President Operations has the authority to set policies, procedures, and manufacturing standards. This position has responsibility for coordinating and directing all maintenance aspects of the company's activities to ensure customer satisfaction. This position oversees the processes within the maintenance department including non-conforming product, product realization, warranty analysis and determination and all other process functions pertaining to the maintenance department.

7.1.4 Director of Quality:

The Director of Quality is responsible to the President for the direction of the procedures, controls, process measures and interfaces of all activities related to the Quality Assurance and Quality Control Departments. This position ensures that adequate staffing and training are maintained to meet the organization's needs and service objectives while meeting financial/budgetary limits.

This position has the authority to modify and enforce all aspects of the procedures, controls, process measures and interfaces within the Perform Air International Inc. quality system. This position prepares and/or directs the preparation of financial statements, forecasts, budgets, and manpower allocation in coordination with Quality Assurance and Quality Control departmental managers as well as lead team effort among all employees of these departments in order to meet customer service internal policies and procedures and profitability objectives. This position is responsible for the integrity of all information distributed both within the company, as well as any outside agencies.

This position is responsible for the review, approval, and implementation and monitoring of the repair station Quality Assurance and Quality Control departmental policies/procedures that ensure compliance with applicable CFRs and company policies and procedure requirements. Assures responsibilities for ensuring required procedures are followed (as provided) for all airline customers. Maintains liaison with all regulatory agencies and serves as primary liaison with the FAA and foreign entities, as required. This position develops and implements programs, policies and procedures which will improve the quality and efficiency of each of the departments under his/her direction.

The Director of Quality may delegate all duties assigned to any qualified assistant or designee as necessary; however, such delegation does not relieve the Director of Quality of overall responsibility.

The backup personnel is the President / Accountable Manager.

7.1.5 Quality Assurance Manager:

The Quality Assurance Manager is responsible to the Director of Quality and is responsible for and has authority to direct, plan, and lay out the procedures used by the repair station in complying with all applicable regulatory requirements and standards the repair station complies with.

It is the responsibility of the Quality Assurance Manager to maintain and revise the Quality System Manual as required. Notify and provide revisions as necessary, both internally and to regulatory authority. Serve as the company representative for Outside Audits

The backup personnel is the *Director of Quality*

7.1.6 Quality Control Manager

The Quality Control Manager is responsible to the Director of Quality. The position has responsibility for the overall operation of the inspection department, and as such will have final authority for release to service aircraft accessories. In addition, the Quality Control Manager has responsibility for and authority to direct, plan, and lay out the details of inspection standards, methods and procedures used by the repair station in complying with all applicable regulatory requirements, applicable standards and manufacturers specifications/regulations. It is the duty of the Quality Control Manager to assist, supervise and direct all personnel assigned to the inspection department, to include NDT. Determine all technical data on all articles overhauled or repaired by the repair station are secured and kept current with the latest revisions.

The data will include repair station process specification for limited rating specialized services, manufacturers overhaul manuals, service bulletins, parts specifications, related FAA/CAAC approved data and other technical data used by the repair station. Ascertain that all inspections are properly performed on all completed work and that the proper inspection records, reports and forms are used by the repair station and are properly executed prior to releasing the product for return to service. Determine that no defective, unserviceable or un-airworthy parts are installed in any component or article released by the repair station. Accomplish the final acceptance of all incoming material and the airworthiness of articles which subcontractors have performed work on outside the repair station. Conduct preliminary, hidden damage, in progress and final inspection of all articles processed by the repair station and record the results as outlined in this manual. Provide for continuity of inspection responsibility and assuring the completion of required inspection when personnel shift or assignment changes occur. Ascertain that all inspections are properly performed on all completed work before it is approved for return to service, and that the proper inspection and maintenance records, reports and forms required for such release are properly executed. Ensure rejected and unserviceable parts are handled in such way as to prevent their reuse as serviceable parts.

The backup personnel is the Director of Quality.

7.1.7 Director of Operations

This position reports directly to the Executive Vice President Operations and is responsible for and has authority to ensure the functions as performed are per the technical data, properly documented, and inspected and tested as required. In addition, the Director of Operations is responsible for training and assisting subordinates in the proper work procedures and practices to be followed. This position has responsibility for maintaining the premises of the repair station in a clean and orderly manner, initiation of Purchase Requisition for tooling required, ensuring all Maintenance Department personnel perform quality work, ensuring the proper handling of all parts while in the repair process and when work is completed

as well as maintaining the preservation of all units or parts during the work process, installation and storage.

The backup personnel is the Executive Vice President Operations.

7.1.8 Quality Control Inspector:

The Quality Control Inspectors are responsible to the Quality Control Manager. It is the responsibility of this position to ensure the details of inspection standards and the methods and procedures used by the repair station are compliant with all applicable FAA, CAAC and any additional foreign regulations, as well as any manufacturer's specifications. Within the Perform Air International Inc. Quality System, the position of Quality Control Inspector refers to those individuals with authorization per the roster to perform receiving inspection, preliminary inspection, in-process inspection or final (return to service) inspection.

It is the Quality Control Inspector's responsibility to ascertain that all inspections are properly performed on all completed work and that the proper inspection records, reports and forms used by the repair station are properly executed prior to releasing the product for return to service. Determine that no defective, unserviceable or un-airworthy parts are installed in any component or article released by the repair station. When required, assure proper execution of CAAC AAC-0185 and/or maintenance release. Submit reports of defects of un-airworthy condition to the Quality Control Manager. Accomplish the final acceptance of all incoming material and the airworthiness of article's which subcontractors have performed work on outside the repair station. Conduct preliminary, hidden damage, in progress and final inspection of all articles processed by the repair station and record the results as outlined in this manual.

Provide for continuity of inspection responsibility and assuring the completion of required inspection when personnel shift or assignment changes occur. See that rejected and unserviceable parts are handled in such way as to prevent their reuse as serviceable parts. Ascertain that all inspections are properly performed on all completed work before it is approved for return to service, and that the proper inspection and maintenance records, reports and forms required for such release are properly executed. It is the responsibility of the Quality Control Inspector (Receiving) to accomplish the final acceptance of all incoming material to ensure the proper trace documents are received with the parts.

The backup personnel are the management team as listed on Supplement Log SL.02.

7.1.9 Internal Evaluation Department Manager:

It is the responsibility of the IED Auditor to ensure all internal Audits are conducted per audit schedule and schedule the opening and closing audit meetings. The IED Auditor determine which scheduled areas of audit are assigned to the Internal Auditors. This position will supervise all Internal Auditors assigned to conduct the formal review of records and/or processes to determine compliance to the company's documentation. Upon review of all objective evidence, all results will be recorded.

The IED Auditor shall ensure all Internal Auditors compose the audit with objectivity and impartiality. The IED Auditor shall not assign an Internal Auditor to audit their department.

The IED Auditor ensures audit reports are completed, all Management personnel are aware of findings, and issue any Corrective I Preventive Actions.

Supervise all other Lead and Internal Auditors assigned to monthly audits.

Coordinate implementation, maintenance, and integration of the SMS throughout the organization. Partnering with the SMS Coordinator for collection of data, presentation of data to executive management and adjusting the internal audit schedule as risk ratings change throughout the calendar year.

Ensure the SMS and safety policies are properly implemented and performing in all areas of the Perform Air organization.

Monitor and maintain the Corrective and Preventive Action system.

The backup personnel is the President / Accountable Manager.

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7.1.10 Maintenance Technicians:

This position reports directly to the Maintenance Manager and is responsible for ensuring the maintenance functions performed are per the technical data, are documented, and inspected and tested as required.

The backup personnel are the Maintenance Manager and management team.

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8. Maintenance Capability Description:

8.1 Maintenance Organization Certificate

CAAC Certificate No: F00100571

8.2 Maintenance Capability Description

The acceptance of maintenance is limited to the scope of work permitted under the current Approval granted by the CAAC to the Repair Station in accordance with CCAR-145 and to the locations specified therein.

8.2.1 Maintenance Capability List

Refer to current approved F145-2 in Appendix 1.

8.2.2 Additional Description to the Maintenance Items

Non-Destructive Testing conducted in-house (Magnetic Particle Inspection and Fluorescent Particle Inspection) per Perform Air International Inc. QSM Section IX- NDT Manual.

8.2.3 Work Performed at Another Location

Perform Air International Inc. does not perform work at any other locations, and therefore addresses only the housing, facilities, and environmental conditions of the physical location of 463 South Hamilton Court, Gilbert, Arizona, 85233.
Refer to RSM I.03.

8.2.4 Maintenance Performance Basis Documentation (AC-145-08)

As required per AC-145-8 – Technical Documents for Aircraft and Aircraft Components.

8.2.5 The Maintenance Items Accepted and Approved by Civil Aviation Department of Hong Kong and Civil Aviation Authority of Macau (AC-145-11)

N/A- Perform Air International Inc. does not have Civil Aviation Department of Hong Kong and Civil Aviation Authority of Macau approval

9. Management Requirements:

9.1 Technical Documentation Requirements

The Repair Station shall ensure to fully understand the work orders received from the customers. The work order should specify the full work-scope that must be carried out. It is the Repair Station's responsibility to obtain a clear work order from the customer. It is also essential for the Repair Station to ensure that the customer has obtained or is in the process of obtaining any necessary approvals from CAAC.

Note: Formal Approval must be received in advance of any FAA DER, EASA DOA or Perform Air International EO being incorporated in the repair of a Chinese Air Carrier's components/parts.

The Repair Station shall maintain all components in accordance with the CAAC approved data, data provided or approved by the customer, manufacturer's published data or CAAC approved data. The CAAC approved data is normally the data formally published by the original manufacturer but there can be exceptions, including, but not limited to, FAA-Approved engineering authorizations such as Service Bulletins, Airworthiness Directives or other FAA-Approved data not listed herein. The Repair Station shall also have the knowledge of the relevant airworthiness directives the customer requires embodied.

9.1.1 Airworthiness Data Receiving and Distribution Control

The *Quality Assurance* Manager or designee will also perform research to determine if there exists any Airworthiness Directives or applicable customer requested service bulletins/modifications that apply to the components as indicated on Form PAI3001A.

Refer to QCM II.05.

It is the responsibility of the Document Control Supervisor to ensure all maintenance manuals, engineering letters, service letters, FAA, EASA, and CAAC regulations, and Airworthiness Directives are maintained and available for use.

Refer to QCM II.04.

9.1.2 Effectiveness Control of Airworthiness Data

All Maintenance and Inspection personnel will verify current revision of technical data, Airworthiness Directives, Service Bulletins and Modifications.

Refer to QCM II.10.

9.1.3 Accessibility of Airworthiness Data and Reading Equipment

Viewing devices used for technical data will be kept in good working condition and all technical data will be kept in an environment that will protect it from loss or damage. Computer backup conducted daily ensures electronic data is secure. Refer to QCM II.05.

9.1.4 Identification Label and Management Requirements of Un-Controlled Data

Obsolete documents may be retained for reference and must be clearly marked "For Reference Only". Refer to RSM I.10.

9.1.5 Development of Work Card/Work Order

Upon receipt of a unit from a customer, the repair order for the unit is reviewed by the Customer Support Department to determine the requested work, and the capability of the Perform Air International Inc. to perform the work to the specifications called out for on the customer purchase order/repair order. Form PAI3001A is generated and routed to Quality Control Department for inspection. Refer to QCM II.15.

9.1.6 Revision of Work Card/Work Order

All amendments to a purchase/repair order (contract) will be negotiated with the customer by the Director Customer Support or designee. The documentation of the approval and any applicable amendments to the contract will be maintained in the PAI System. Refer to QCM II.15.

9.1.7 Development of Maintenance Accomplishment Instruction

Upon receipt of a unit from a customer, the repair order for the unit is reviewed by the Customer Support Department to determine the requested work, and the capability of Perform Air International Inc. to perform the work to the specifications called out for on the customer purchase/repair order. Complete and correct instructions are required on customer documents. Refer to QCM II.15.

9.1.8 Revision of Maintenance Accomplishment Instruction

Refer to 9.1.6.

9.2 Personnel Training Management Requirements

9.2.1 Staff Training Requirements

Perform Air International Inc. establishes and maintains the proficiency and continuous training of company personnel to promote customer satisfaction, competitive business practices, quality improvements and product compliance. Personnel training proficiency is evaluated by management.

- a. Evaluations and training consider regulatory, customer and Perform Air International Inc. requirements, methods and responsibilities. Required training is accomplished by classroom instructions and On-The-Job training.
- b. Classroom training is taught by management, trainers selected by management, or seminars/external classes.
- c. In addition, a certification and training recall list is maintained to ensure timely renewal and recertification of required training needs.
- d. All maintenance personnel who work on Chinese civil aircraft components and certifying staff shall receive recurrent training on the relevant civil aviation laws and regulations, required competency training, working procedures and maintenance human factors.
- e. All managers and auditors will receive CCAR-145 Regulation Training.

9.2.2 Training Plan

Perform Air International Inc. complies with requirements set-forth by the FAA/EASA and CAAC regulations. Refer to Repair Station Training Manual (RSTM).

9.2.3 Training Organization

Perform Air International Inc. complies with requirements set-forth by the FAA, CAAC, and any additional foreign regulations. Refer to Repair Station Training Manual (RSTM).

9.2.4 Technical Archive and Training Records

Current records are maintained by the *Training Department* and kept on file in the individual's training file for a minimum of two years. Refer to RSM I.06.

9.2.5 Revision and Storing of Technical Archive and Training Records

Current records are maintained by the *Training Department* and kept on file in the individual's training file for a minimum of three years. Refer to RSM I.06.11

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9.3 Equipment and Tools Management Requirements

Perform Air International Inc. shall determine the tools and equipment necessary for the maintenance work according to the CAAC approved scope and the relevant airworthiness data, and fulfill the following requirements to effectively control and keep the tools and equipment to ensure that the tools and equipment are in good and serviceable conditions:

Perform Air International Inc. shall keep sufficient tools and equipment to ensure that the relevant maintenance work could be resumed in a reasonable short-term period in the case of failure of the tools and equipment which are used for maintenance work at that time.

Perform Air International Inc. may use alternative tools and equipment where the function is equivalent to that of the tools and equipment required or recommended in the OEM maintenance instructions.

Prior to use of alternate or equivalent tools; equivalency must be demonstrated by the Engineering Department and the tools must be verified and approved per Equivalency Procedure RSM I.14.

9.3.1 Equipment and Tools Identification and List

Each piece of equipment has a visual indicator sticker showing the calibration date, next calibration due date, tool serial number and initials of the Perform Air International technician or outside company name. Duplicate serial numbers are not allowed. Serial numbers may be reassigned one year after equipment is removed from service.

“Reference Only” and “Out Of Service” tags are used to identify equipment that is not to be used for product acceptance. Out of service Perform Air International Inc. equipment is quarantined, and employee-owned equipment that is out of service is returned to the employee and requested to be removed from the premises.

Refer to QCM II.08.

9.3.2 Preservation of Equipment and Tools

Perform Air International employees are responsible to check each piece of precision measuring equipment prior to use to ensure it has a current calibration sticker, as required. Any piece of precision measuring equipment found damaged or without a current calibration sticker is given to the Quality Control

Department for repair and recalibration. At no time are employees allowed to use precision measuring equipment which is out of calibration, damaged and / or inoperative. Precision measuring equipment that inadvertently exceeds its calibration date, becomes damaged or inoperative will be removed from service until the equipment is repaired and/or a calibration check is performed.

Refer to QCM II.08.

9.3.3 Calibration of Equipment and Tools

Perform Air International Inc. calibrates precision measuring equipment on established intervals to standards traceable to the U.S. National Institute of Standards and Technology (NIST). Perform Air International Inc. has a computer system that provides calibration control functions and this is maintained by the *Metrology Department*. Perform Air International Inc. performs calibration on company precision inspection equipment at prescribed intervals based on equipment history, industry practices and manufacturer recommendations to assure accuracy.

Calipers and Micrometers are calibrated by Perform Air International Inc. per manufacturer specifications. Other calibrations are done by certified sources traceable to NIST. Newly purchased precision measuring and test equipment is added to the inventory list and calibrated prior to use. Refer to QCM II.08.

9.3.4 Software Control

A computer database is maintained on all precision test equipment that will properly identify each piece of equipment. Refer to QCM II.08.

9.3.5 Personal Tools

All personal tools require calibration to the same controls and calibration requirements of this manual. The tools will be included in the calibration records of the repair station. As long as such tooling remains at Perform Air International Inc., it is the responsibility of the *Metrology Department* to maintain calibration on the tool or equipment. If any personal tools are removed from the facility, the *Metrology Department* is advised and the tooling is removed from the Perform Air International Inc. calibrated tool list, making note of removal from the facility. Personal tools removed from the facility are subject to calibration prior to return to the system. Refer to QCM II.08.

9.3.6 Lost Tools

If at any time a calibrated item is inadvertently misplaced, it will be removed from service by the Quality Assurance Manager or designee until it is located.
Refer to QCM II.08.

9.3.7 Leased or Borrowed Equipment and Tools

Perform Air International Inc. does not lease or borrow equipment and tools.

9.3.8 Self-Manufactured Tools and Equipment (reference AC-145-10)

Perform Air International Inc. employees who perform maintenance on components may initiate a request for equivalency in cases where the current technical data specify the use of test equipment, tools, or materials, and equivalent alternatives are requested instead.

Executive Management may be responsible for the completion of the Engineering Equivalency Form, as well as the research, recommendation, and approval of the initial request.
Refer to RSM I.14.

9.3.9 Maintenance Servicing and Handling Description of Tools and Equipment

The *Exec. Vice President Operations* is responsible to identify and control the precision equipment and calibration program.

A recall list is used to track each piece of equipment by equipment category type, tool serial number, and general location. In most cases, the tool serial number is etched into the tool, but the calibration sticker has the serial number marked on it in every case. Equipment not listed on the calibration recall list does not require calibration.

Calibration records are maintained and controlled by the *Metrology* Department who will record calibration results. These records are filed for a minimum of two years.

Calibration standards used for the precision measuring equipment calibration are recorded in the calibration records. Recalls every month ensure all equipment requiring calibration is removed from service in a timely manner.
Refer to QCM II.08.

9.4 Material Management Requirements:

9.4.1 Material Purchase

Perform Air International Inc. Purchasing Department has responsibility for ensuring all aspects of the Perform Air International Inc. contract known as a Purchase Order, and that the Purchase Order is documented per internal requirements, and adhered to by our vendors.

Perform Air International Inc. Purchasing Department works with the Quality Assurance Department to ensure the purchasing process satisfies regulatory requirements related to the use of non-certificated suppliers (when applicable).

Perform Air International Inc. Purchasing Department evaluates and selects suppliers based on their ability to supply product in accordance with company requirements (see Att.63.06).

Perform Air International Inc. Purchasing Department establishes criteria for selection, evaluation, and re-evaluation

Perform Air International Inc. Purchasing Department maintains a register of approved suppliers that includes the scope of approval and takes necessary actions per company defined protocols for suppliers that do not meet requirements.

Perform Air International Inc. Purchasing Department sources only customer approved special process suppliers and flow down customer specific, regulatory oversight and quality requirements for product purchase.

Perform Air International Inc. Purchasing Department takes appropriate measures to prevent the purchase of counterfeit/unapproved products.

Perform Air International Inc.'s Quality Control Department will ensure purchased product conforms to quality and specified purchase standards; validated during the receiving process.

In instances where serviceable parts are used for repair of components, the serviceable parts MUST be traceable to a CAAC certificated entity.
Refer to ASM III.03.

Note: Repairs, on aircraft components from CAAC certificated customers, incorporating the use of FAA PMA parts must be pre-approved by the customer.

9.4.2 Storage Inspection

All incoming material will be inspected in accordance with receiving inspection procedures in this manual. Perform Air International Inc. staff will ensure all materials are:

- 1) Properly stored, segregated, and protected.
- 2) Provide suitable storage facilities for storing standard parts, spare parts and assure that raw materials are segregated from the shop and working area.
- 3) Provide for the preservation of all articles, materials, and parts that are subject to deterioration and shelf-life specifications while in inventory.
- 4) Acceptable industry practices shall be followed for the proper protection and storage of all materials.

All items or components undergoing maintenance in the repair station shall have the component parts segregated and in containers. This is to assure that all parts of the same units are kept together, while segregating serviceable parts from unserviceable parts. Suitable trays, racks, stands, and protective coverings are provided in the shop areas to ensure maximum protection of all parts.

Components are preserved in accordance with manufacture's recommendations or other acceptable industry standards.

To afford protection against humidity, extreme temperatures, dust, rough handling, or other damage, storing it in a suitable container, plastic bag, and/or rigid box containing suitable shock absorption material will preserve the component.

All repair station components will be stored in the same manner and kept in a designated area to provide maximum protection from physical damage.

Refer to QCM II.12.

9.4.3 Self Manufactured Parts

Perform Air International Inc. does not produce Self Manufactured Parts for installation on aircraft components under CAAC control / oversight.

9.4.4 Storage and Distribution of Materials

The Warehouse stores all material appropriate for the components awaiting repair. This is accomplished by use of storage cabinets, sealed plastic bags, etc.

The allocation of parts is completed in the PAI System. The sequence number and quantity pulled will be recorded in the work order screen of the PAI System.

In the event the product to be allocated is customer furnished parts, Warehouse personnel will confirm with the Customer Support Department, the work order(s) to be completed with the customer furnished product.

Refer to QCM II.12.

9.4.5 Transportation of Materials

Refer to 9.4.4.

9.4.6 Storage of Materials on Maintenance Site

Refer to 9.4.4.

9.4.7 Shelf Life Control

At the time of receipt, the receiving inspector identifies all parts and consumables having limited shelf life. The inspector will stamp "Shelf Life" on the applicable packing slips or certification documents. A traceability sequence number will be issued for all items. If required, an identification sticker is issued showing the pertinent information. (i.e., P/N, P/O, Cure Date, etc.)

Refer to QCM II.01.

All chemicals, sealants or those items that may be shelf life items, but are not identified as such by markings on the product or on the packing slip, will be placed in Bond until determination can be made. If shelf life is applicable, the Purchasing Department will obtain the necessary documentation.

The item will be added to the shelf-life computer system for tracking. The Materials Control Manager completes a shelf-life computer query within the first ten calendar days of each month.

All items that have exceeded allowable shelf-life limits will be removed from the system and forwarded to the Quality Control Manager for disposition.

Any item found by inspectors or mechanics without identification tag or with an expired shelf life will be forwarded first to the Quality Control Manager for review and then to the Materials Control Manager for disposition.

Perform Air International Inc. refers to the recommended shelf life as determined by the OEM. In the event an expiry date is not provided, Perform Air International Inc. incorporates the use of SAE standard ARP5316, the Aerospace Recommended Practice for determination of shelf-life applicability of seals and packing's. This guidance provides a breakdown by polymer specification of maximum storage life for each item. Perform Air International Inc. utilizes the FIFO (First In, First Out) principal in conjunction with minimum quantity purchase to prevent the over purchase of shelf-life items.

Refer to QCM II.12.

9.4.8 Safety Protection of Chemicals

Perform Air International Inc. ensures the safe and proper storage of in-house consumables and to dispose of limited life products properly all items intended for use as required for customer components or for in-house consumption that are considered consumable, and not a direct material are controlled.

Refer to QCM II.12.

9.4.9 Anti-Electrostatic Action

Electrostatic Sensitive Device (ESD) self-testing, positive ground, portable units are located in various locations where required. An ESD program is maintained by the Training Department and is administered per the training procedures in the RSTM. Refer to RSM I.03.

9.4.10 Segregation of Unserviceable

If product is non-compliant to the criteria specified above, the item is placed in bond hold. The inspector documents the noncompliance in the electronic bond log, and forwards a copy of the packing list, noting discrepancy to the Purchasing Department. Refer to QCM II.01 and ASM III.31.

9.4.11 Scrap Materials

Rejected/unserviceable parts being returned to the customer/vendor will be tagged using rejection tag, Form PAI2006.

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. These parts will then be discarded in a container marked as "SCRAP" until disposed of by the Quality Control Manager or designee.

Refer to QCM II.01.

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9.5 Production Control Requirements

9.5.1 Work Preparation

To ensure all new items are appropriately identified and to ensure capabilities functions are addressed prior to commencement of work, all items received by Perform Air International Inc. will be inspected at receiving, and at preliminary inspection conducted to ensure configuration is identified, and that the company has current capabilities.

Part number and serial number discrepancy results are recorded on the customer repair order and are highlighted by the inspector who performed the inspection. Verification and inspection stamp placement is conducted by another inspector to ensure accuracy.

The Quality Control Department personnel initiate work orders in the PAI System for all components received for maintenance functions. The component is toe tagged with the work order number, and is forwarded to the Planning Department for appropriate storage.
Refer to QCM II.15.

9.5.2 Work Planning

The Director of Operations is responsible for maintenance scheduling.
Refer to QCM II.15.

9.5.3 Work on Shift Policy

Perform Air International Inc. adheres to the policy 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. Refer to QSM.05

Perform Air International Inc.'s Business Hours are 6:00 A.M. to 7:00 P.M., Monday through Friday. Refer to QSM.17.

9.5.4 Work Safety

Perform Air International Inc. is committed to ensuring the safety and security of all personnel and facilities. We will work cooperatively with any individual who represents a regulatory agency or other authorities and will adhere to any and all safety requirements. Refer to QSM 20.

9.5.5 Continuity of Maintenance Work

Perform Air International Inc. ensures continuity of the inspection and maintenance work in progress. The intent is to provide cohesion in the event of shift changes between mechanics or Quality Control Inspectors.
Refer to QCM II.10.

9.5.6 Man-Hour Management

Refer to 9.5.3.

9.6 Contracted Out Items and Contractors Management Requirements:

9.6.1 Ascertainment of Contracting Work

If outside service is required, the Maintenance Department via the Outside Service Requisition submits a request to the Materials Control Department.

The use of sub-contractors for performance of major repairs, final test, or return to service is strictly prohibited for CAAC certification.

Refer to RSM I.08.

9.6.2 Selection of Contractors

The Materials Control Department works in conjunction with the Quality Assurance Department for vendor selection.

The use of sub-contractors for performance of major repairs, final test, or return to service is strictly prohibited for CAAC certification.

When a sub-contract vendor is approved, the Document Control Supervisor enters all relevant data into the Perform Air International Inc. database. The PAI System includes an Adobe Acrobat .pdf of all regulatory certifications for each certificated, approved sub-contractor.

Refer to RSM I.08.

9.6.3 Assessment of Contractors

The Quality Assurance Manager is responsible for verifying the sub-contract function required is listed on the List of Sub-Contracted/Maintenance Functions,

and is listed on the sub-contractors Operations Specifications (pdf. File) prior to choosing that sub-contractor.

If no approved vendor exists, it is the responsibility of the Purchasing Department to source a sub-contractor.

It is the responsibility of the Quality Assurance Department to obtain a completed Sub-contract Vendor Audit Checklist (an onsite audit may be performed in lieu of the audit checklist) and assure the required function is added to the list.

If the vendor is not approved by the Quality Assurance Manager, the function is re-sourced until a suitable sub-contractor is located.

Once the sub-contracted function is approved and the vendor qualified, the Purchasing Department may issue a repair order and send the sub-contract function to the approved sub-contractor.

Refer to RSM I.08.

9.6.4 Receiving Inspection of Contract Items

Perform Air International Inc. receiving inspectors are authorized to inspect components and parts to verify condition and documentation conformance. All components or parts whether new, overhauled, serviceable, or repairable will be inspected by an authorized receiving inspector. Technical data may be required for inspection. Ensure the appropriate technical data for the specific item being inspected is used.

If product conforms to the above criteria, the receiving inspector stamps the traceability document (certification) with the inspection stamp and highlights the part number on the document as required that is considered appropriate certification for trace.

The inspector forwards the trace documents to the Warehouse Department where the items are assigned a sequence number, which is used as the unique identifier in the certification database. All valid information is entered into the certification database including the part number, serial number, if applicable, vendor, date of purchase, and cure date if applicable. These parts are then moved to the stockroom (Warehouse) for proper storage.

A label is printed and placed on the trace documents as well as the product packaging for quick identification when the Warehouse Department pulls inventory for work in process.

The incoming product receiver is forwarded to the Quality Assurance Department where the documents are electronically retained.

Refer to QCM II.01.

9.7 Maintenance Recording & Reporting Requirements

9.7.1 Maintenance Records Requirements

The computer system, (icon) PAI System, automatically generates Form PAI3001A upon the initiation of the work order by the Customer Support Department. Once printed, Form PAI3001A is forwarded to the Quality Control Department to begin the process per the instructions listed below.

Once relevant information has been verified, i.e. part number, serial number, current revision of technical data, the component, with Form PAI3001A is forwarded to the Planning Department for scheduled teardown.

Maintenance personnel complete the back of Form PAI3001A in the applicable blocks. Quality Control Inspector stamps where required demonstrating the completion of an inspection process.

Maintenance personnel will record information regarding findings, test results and discrepancies in the applicable area(s) on the back of Form PAI3001A.

Maintenance personnel will record the unique identifier of the calibrated test equipment utilized in the appropriate block located on the back of Form PAI3001A. If test equipment is not utilized, maintenance personnel will indicate N/A.

In the event that the work scope/repair status of a component changes, Perform Air International Inc.'s Customer Support Department will revise Form PAI3001A (hard card) to reflect current information. Changes may be either handwritten, stamped, or card re-issued as deemed appropriate by the Customer Support Department. Mechanics need to ensure they are reviewing this section for possible changes at this time.

Form PAI3001A includes the following information at least:

- Customer Name
- Work Order number.
- Title/subject of the maintenance work requested by customer.
- The basic technical documentation to perform the maintenance work and its revision status.
- Aircraft registration number or the component part number if provided.
- Sequence of the working process.
- Autographic signature or stamp of the responsible maintenance personnel.
- Date of issuance or revision.

- Date of completion.
Refer to QCM II.07.

9.7.2 Filling out of Maintenance Record

Release to service of components will be carried out in accordance with CAAC approved scope contained within this manual. A CAAC AAC-038 Certificate must be issued as a maintenance release by the Repair Station. The CAAC AAC-038 Certificate should specify any repairs or alterations and quote the reference and issue/revision of the approved data used. The repair station shall also identify in the repair station manual roster those staff members that are authorized to issue the form on behalf of the repair station. Refer to QCM II.07

9.7.3 Preservation of Maintenance Record

Perform Air International Inc. will ensure all records are maintained in accordance with the FAA, EASA, ANAC, CAAC or any additional foreign regulatory agencies, as well as external quality organizations Perform Air International Inc. is a member of and the standards as set forth by the Executive Management of Perform Air International Inc. Refer to RSM I.09.

9.7.4 Records of Computer System

All documents and data relevant to the quality system of Perform Air International Inc. will be controlled. This is a requirement whether they are of internal or external origin. The responsibility for document and data control maintenance lies with the Quality Assurance Manager.

The Information Technology Department is responsible for ensuring all computer software operates properly, recorded on the controlled list of IT assets, licensed, and in company approved version(s). Refer to RSM I.10.

9.7.5 Maintenance Organization Annual Report

Refer to Section 13.

9.7.6 Report of Defect and Un-airworthy Conditions

Refer to Section 13.

9.7.7 Other Report Required by CAAC

Refer to Section 13.

9.8 Quality Control in Maintenance Process

9.8.1 Incoming Inspection

All components, chemical materials consumed during maintenance, parts received from customers, suppliers, approved sub-contractor, or any other entity prior to acceptance into the Perform Air International Inc. system.
Refer to QCM II.01.

9.8.2 Ascertainment of Work Scope

Components which have been established as eligible for overhaul or repair at Perform Air International Inc. will be identified with appropriate remarks regarding component status entered on Form PAI3001A, as authorized by the customer repair order. Any discrepancies noted will be documented and communicated.
Refer to QCM II.15.

9.8.3 Use of work card/work order and Accomplishment Instruction

Refer to 9.8.2.

9.8.4 Over-limit Handling

N/A

9.8.5 Use of Tools and Equipment

Standard tools and equipment may be utilized to confirm serviceability of materials/units whether dimensional or functional testing requirements. Refer to QCM II.01.

9.8.6 Use of Material

Refer to 9.4.1.

9.8.7 Qualification and Authorization of Maintenance Personnel

It is the responsibility of the Quality Control Manager to ensure all inspection personnel are, and remain knowledgeable of inspection methods, techniques and equipment used to determine airworthiness and quality per the standards.

It is the responsibility of the maintenance personnel to have the ability to read and understand FAA, CAAC and any additional foreign regulations, Airworthiness Directives, Advisory Circulars, manufacturer's service letters and bulletins.
Refer to QCM II.04.

9.8.8 Maintenance Releasing

All overhauled or serviceable material will be inspected for proper maintenance release tags in accordance with applicable FAA, CAAC and any additional foreign regulatory regulation. Quality Control Inspectors are required to, at a minimum; inspect the appropriate document for the following items:

- Name of certificated entity listed on the certification document.
- Repair Station certification number.
- Signature of Quality Inspector.
- Date of work accomplishment.
- Teardown reports or inspection reports as applicable.
- Referenced supporting documentation necessary for the user or installer to make final determination of airworthiness.
- Type of work performed.
- Part numbers, serial numbers, and quantities where applicable.
- Reference to technical data used including the revision status and date.
- Compliance with AD's and/or Service Bulletins including revision status and date.
- Certification statement that the unit was maintained, altered, and/or made serviceable in accordance with CAAC regulations and current manufacturers technical data.

9.8.9 Use of Work Instructions

It is the responsibility of the Executive Vice President Operations and the Quality Control Manager to ensure that proper supplemental instructions are furnished to assure proper progressive servicing, inspection and testing of the product involved. Refer to ASM III.09.

9.8.10 Work Records and Daily Log

To ensure that all records are maintained in accordance with the FAA, CAAC or any additional foreign regulatory agencies, as well as external quality organizations that Perform Air International Inc. is a member of, and the standards as set forth by the Executive Management of Perform Air International Inc. Refer to RSM I.09.

9.8.11 Human Factors Control

Human Factors training will be conducted annually per Perform Air International Inc. Repair Station Training Manual (RSTM). Perform Air International Inc. complies with the requirements set forth in CCAR-145 regulations and section 9.5.3.

9.8.12 Control of Foreign Objects

Perform Air International Inc. will ensure all components received for maintenance will be reviewed for FOD prior to returning units to customer.

Refer to ASM III.07.

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10. Quality Self Audit:

10.1 Responsibilities of Audit

Perform Air International Inc. conducts internal audits to verify whether quality/environmental activities and related results comply with the planned arrangements, and to determine the overall effectiveness of the quality/environmental system. Refer to QCM II.11.

10.2 Audit Scope

Internal quality audits shall be scheduled on the basis of the status and importance of the activity to be audited and shall be carried out by any qualified auditor who is independent of direct responsibility for the area of quality system being audited. Refer to QCM II.11.

10.3 Audit Interval

All aspects of the Quality System and the elements required by CCAR-145 Regulations will be audited annually.

The audit schedule will be determined by the Executive Management of Perform Air International Inc., and be continually evaluated and adjusted by the means of risk assessment. Audit Frequency will be based upon the Measurement, Analysis and Improvement procedure and the Safety Management System
Refer to QCM II.11, ASM III.04 and SMS XIV.

10.4 Audit Plan

All aspects of the Quality System and the applicable Regulations will be audited every 12 months.

Refer to Attachment Att.52.02 – PAI Internal Audit Schedule and QCM II.11.

The Quality Assurance Manager will establish an audit checklist to ensure standardization and integrity of internal audit. The checklist will also ensure all CCAR-145 requirements have been reviewed.

10.5 Auditor

Perform Air International Inc. defines an auditor as a company employee who conducts a formal review of records or processes to determine compliance to the company's documentation. Perform Air International Inc. requires internal auditors obtain a two-day internal auditor class, and a minimum of 24 hours of on the job training with a qualified auditor. This requirement may be waived in the case where an employee has valid and recent documentation to show qualification as an auditor.

10. Quality Self Audit - Continued:

All Internal Auditors for Perform Air International Inc. will be trained, experienced auditors. Selection of auditors and conducting of audits shall ensure objectivity and impartiality of the audit process. Auditors shall not audit their own work.

10.6 Audit Item Sheet and Audit Records

The personnel having responsibility in an audit will review the objective evidence and record the results of the audit on the Audit Assessment Form. If required, any non-conformity will be recorded in the CAPA system.

In the event an auditor identifies an area that he/she feels could be a potential non-conformance, the auditor is mandated to follow any natural leads that may provide evidence of a systematic problem. Any deficiencies discovered will be identified and a corrective action request will be issued. Corrective action taken, root cause determined, and a follow-up review/verification will be conducted to ensure the corrective action was implemented effectively.

The records of internal audits will be maintained for 3 years as per the Records Retention Table Att.52.07.
Refer to QCM II.11.

10.7 Notification of Audit Findings

The management personnel responsible for the area shall take timely corrective action on deficiencies found during the audit as noted in the CAPA system.
Refer to QCM II.09.

10.8 Remedial Action of Audit Findings

Root cause analysis will be conducted by the department manager receiving the corrective action request by use of the information provided within the CAPA system. Long term corrective action will be determined based on root cause analysis findings. Refer to QCM II.09.

10.9 Follow-up of Remedial Action

Verification of the actions taken and the reporting of the verification results will be recorded and reviewed at the next management review meeting. Refer to QCM II.09.

10. Quality Self Audit - Continued:

10.10 Audit Report







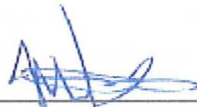


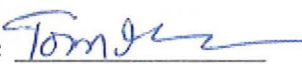







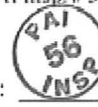
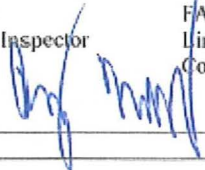


The records of internal audits will be maintained for 3 years as per the Records Retention Table Att.52.07.


10.11 Preservation of Audit Records and Reports

Refer to Section 10.10

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11. Roster of Authorized Personnel:

Name and Title	Certificate Type and Number	Stamp Number Issued
Blake, Danny Training Manager	FAA Repairman Certificate No. 3310735 Limited to Accessories, Airframe Related Components and Instruments and Non-Destructive Testing NDT Certification, Level III	PAI Insp. #53
Signature: 	Initials: 	Stamp: 
Coggon, Christopher Maintenance Manager	FAA Repairman Certificate No. 3691264 Limited to Accessories, Airframe Related Components and Instruments	PAI Insp. # 68
Signature: 	Initials: 	Stamp: 
Davis, Mark T. Executive Vice President Operations/Sales	FAA Mechanic Certificate No. 2796539 Rating: Airframe & Powerplant	PAI Insp. # 46 (Removed 01/23/23) PAI Insp. # 100 (Removed 06/07/23) PAI Insp. # 102 (Issued 06/07/23)
Signature: 	Initials: 	Stamp: 
Grossman, Tom Director of Operations	FAA Repairman Certificate No. 3067920 Limited to Accessories, Airframe Related Components and Instruments and Non-Destructive Testing	PAI Insp. # 16 (Removed 03/06/13) PAI Insp. # 64 (Issued 03/06/13)
Signature: 	Initials: 	Stamp: 
Mollman, Michael Quality Control Manager	FAA Mechanic Certificate No. 2644585 Rating: Airframe & Powerplant	PAI Insp. # 63
Signature: 	Initials: 	Stamp: 
Schmitz, Steven Director of Quality	FAA Mechanic Certificate No. 3311872 Rating: Airframe & Powerplant	PAI Insp. # 56
Signature: 	Initials: 	Stamp: 
Wallace, Randy Quality Control Inspector	FAA Repairman Certificate No. 4355291 Limited to Accessories, Airframe Related Components and Instruments	PAI Insp. # 79
Signature: 	Initials: 	Stamp: 

Approved by	(Printed Name) Cindy McGown	(Signature) 	Revision Date: 12/15/2023
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12. List of Sub-Contracted Functions/Sub-Contractors:

List of Sub-contractors and Sub-Contracted items applicable to the Capabilities Listing provided in Section 8 is located below. Any maintenance work to determine the final airworthiness status of the product being repaired shall not be subcontracted out: They are: The Major part of maintenance or repair work, Final Test and Releasing to Service.

Vendor Name	Rating/Name	Address	Function	Certificates
-------------	-------------	---------	----------	--------------

Aerospace Coatings International	Limited Rating – Specialized Services	370 Knight Drive, P.O. Box 7340 Oxford, AL 36203	Plating Large Items	FAA A9PR286X EASA.145.4565 CAAC F00100553
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Aviation Repair Solutions	Limited Specialized Service	1480 Canal Avenue Long Beach, CA 90813	Plating Small Items	FAA ZY3R041M EASA.145.4964
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Accuwright Industries, Inc	Limited Specialized Service	1350 North Mondel Dr Gilbert, AZ 85233	Metal Spray	FAA UWZR525X EASA.145.6496
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Approved by:	(Printed Name) Cindy McGown	(Signature) 	Approval Date: 31 March 2017
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13. Forms and Tags:

13.1 Forms and Tags List

Number	Description	Revision	Revision Date	Page
AAC-038	CAAC Authorized Release Certificate/Airworthiness Approval Form	Controlled by CAAC	12/94	67
AAC-085	CAAC Major Repair & Modification Form	Controlled by CAAC	08/2005	68-69
F145-1	Application for Issue of Maintenance Organization Certificate	Controlled by CAAC	10/2001	70-71
F145-2	Perform Air International Inc. Maintenance Capability List	5	15 Dec 2023	72-76
F145-4	CAAC Annual Report of Maintenance Organization Form	Controlled by CAAC	08/2005	77-81
F145-5	CAAC Unairworthy Condition Report Form	Controlled by CAAC	10/2001	82
PAI2001	<i>Perform Air International Inc. Teardown Report</i>	6	31 Dec 20	83
PAI3001A	<i>Perform Air International Inc. Hard Card/Shop Traveler</i>	9	31 May 20	84-85
PAI2006	<i>Perform Air International Inc. Rejected Article Form</i>	4	31 May 20	86
M2008E	Corrective Actions Report	Controlled by CAAC	2008/08/10	87

13.2 Sample of Forms and Tags

Refer to Appendix 1 for Sample Forms

13.2.1 Airworthiness Approval Tag/Approval Releasing Certificate

Refer to Appendix 1 for Sample Forms

14. Statement of Compliance to CCAR Part 145:

CCAR-145 article	MOM	Working Procedures Instruction	Compliance	Notes
Article 13 Responsibilities and Duties of Maintenance Organization	Chapter 1,8,9.7, 12	RSM I.01	Comply	
Article 15 Subcontract	Chapter 9.6,12	RSM I.08	Comply	
Article 20 Housing and Facilities	Chapter 3	RSM I.03	Comply	
Article 21 Tools and Equipment	Chapter 8,9.3	RSM I.03	Comply	
Article 22 Material	Chapter 9.4	QCM II.01 QCM II.12	Comply	
Article 23 Personnel	Chapter 4,6	RSM I.01	Comply	
Article 24 Airworthiness Data	Chapter 9.1	QCM II.14	Comply	
Article 25 Quality System	Chapter 5,6,7,9, 11	RSM I.02	Comply	
Article 26 Self Quality Audit System	Chapter 5,10	QCM II.11	Comply	
Article 27 Engineering & Technical System	Chapter 5,9.1	RSM I.14	Comply	
Article 28 Production Control System	Chapter 5,9.5	QCM II.14	Comply	
Article 29 Training System	Chapter 5,9.2	RSM I.06	Comply	
Article 30 Maintenance Organization Manual	Chapter 1-14	Section XII of QSM	Comply	
Article 31 Maintenance Criteria	Chapter 9.8	QCM II.15	Comply	
Article 32 Maintenance Records	Chapter 9.7,13	RSM I.09	Comply	
Article 33 Maintenance Release Certificate	Chapter 9.8,13	QCM II.07	Comply	

List of Effective Pages Appendices

Appendix	PAGE NO.	REV	DATE
Appendix 1 – Forms Cover Page	66	9	12/15/23
Appendix 1 – AAC-038; CAAC Authorized Release Certificate	67	Controlled by CAAC	12/94
Appendix 1 - AAC-085: CAAC Major Repair & Modification Form	68-69	Controlled by CAAC	08/2005
Appendix 1 – F145-1: Application for Issue of Maintenance Organization Certificate	70-71	Controlled by CAAC	10/2001
Appendix 1- F145-2: Perform Air International Inc. Maintenance Capability List	72-76	5	15 Dec 23
Appendix 1 - F145-4; CAAC Annual Report of Maintenance Organization Forms	77-81	Controlled by CAAC	08/2005
Appendix 1 - F145-5; CAAC Unairworthy Condition Report Form	82	Controlled by CAAC	10/2001
<i>Appendix 1 – PAI2001 Perform Air International Inc. Teardown Report</i>	83	6	12/31/20
Appendix 1 – PAI3001A Perform Air International Inc. Hard Card/Shop Traveler	84-85	9	05/31/20
Appendix 1 – PAI2006 Perform Air International Inc. Rejected Article Form	86	4	05/31/20
Appendix 1 – M2008E: Corrective Actions Report	87	Controlled by CAAC	2008/08/10

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SUPPLEMENT APPENDIX 1 – Form Samples

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AAC-038; CAAC Authorized Release Certificate/Airworthiness Approval Form

Attachment 7

1 国家 Country		2. 中国民用航空总局 CAAC <input type="checkbox"/> 符合性 Conformity <input type="checkbox"/> 适航性 Airworthiness				3 证书编号 Certificate Ref. No.	
批准放行证书/适航批准标签 AUTHORIZED RELEASE CERTIFICATE/AIRWORTHINESS APPROVAL TAG							
4 单位 Organization					5 工作单/合同单/货单 Work Order/Contract/Invoice		
6 序号 Item	7 内容 Description	8 件号 Part No.	9 适用性 Eligibility	10 数量 Qty	11 系列号/批号 Serial/Batch No.	12 产品状态 Status/Work	
13 备注 Remarks							
14 新产品 New Parts 兹声明上述产品除第 13 项的其它规定以外，已按照上述国家适航条例进行制造/检查，并且该产品（出口产品）符合经批准的型号设计资料和进口国提出的专用要求。 Certifies that the Part(s) identified above except as otherwise specified in block 13 was(were) manufactured/inspected in accordance with the airworthiness regulations of the stated country and/or in the case of parts to be exported with the approved design data and with the notified special requirements of the importing country.				15 使用过的产品 Used Parts 兹声明上述产品除第 13 项的其它规定以外，已按照上述国家适航条例和进口国通知的特殊要求进行了工作，该产品处于安全可用状态可以批准放行使用。 Certifies that the work specified above except as specified in block 13 was carried out in accordance with the airworthiness regulations of the stated country and the notified special requirements of the importing country and in respect to that work, the part(s) is (are) in condition for safe operation and considered ready for release to service. (over)			
16 批准人签名 Signature		18 批准日期 Date		19 中国民航总局授权 Issued by or on behalf of the CAAC			
17 批准人姓名（打印的） Name (Printed)							


AAC-038 (12/94)

*参阅产品目录详细查找适用性
Cross-check eligibility for more details with parts catalogue

Attachment 7

批准放行证书/适航批准标签 AUTHORIZED RELEASE CERTIFICATE/AIRWORTHINESS APPROVAL TAG 使用者/安装者职责 USER/INSTALLER RESPONSIBILITIES
<p>(1) 必须明确：本文件并不批准零件/组件/部件可以装到有关产品上。</p> <p>(2) 当使用者/安装者使用的是所在国适航局的条例，而不是本表第 1 项中所指国家适航局的条例时，使用者/安装者必须保证所在国的适航当局能接受所指国家适航当局批准出口的零件/组件/部件。</p> <p>(3) 表中第 14 项、第 15 项的陈述，并不说明本表是安装批准。在所有情况下，航空器使用前，航空器使用者/安装者应把按本国适航条例颁发的安装批准放入维修记录中。</p> <p>(1) It is important to understand that the existence of this document alone does not automatically constitute authority to install the part/component/assembly.</p> <p>(2) Where the user/installer works 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 ensure that his/her Airworthiness Authority accepts parts/components/assemblies from the Airworthiness Authority of the country specified in block 1.</p> <p>(3) Statements 14 and 15 do not constitute installation certification. In all cases the aircraft maintenance record must contain an installation certification issued in accordance with the national regulation by the user/installer before the aircraft may be flown.</p>

AAC-085; CAAC Major Repair & Modification Form

		General Administration of Civil Aviation of China CAAC MAJOR REPAIR AND MODIFICATION (Airframe, Powerplant, Propeller and Appliance)		Beijing, P.R. China (100710) 155 Dongsi Street West Fax: 86-10-64030987	
1. Aircraft	Maker		Model		
	Serial No.		Nationality & Registration No.		
2. Owner	Name		Address		
3. Unit Identification					
Airframe <input type="checkbox"/> Powerplant <input type="checkbox"/> Propeller <input type="checkbox"/> Appliance <input type="checkbox"/>					
Unit	Maker	Model	Serial No.	Type	
				Repair	Modification
4. Conformity Statement					
Name and address of Agency		Kind of Agency		Agency's certificate No.	
		<input type="checkbox"/> CAAC Authorized Mechanic <input type="checkbox"/> CAAC Certified Organization <input type="checkbox"/> Manufacturer <input type="checkbox"/> Manufacturer Authorized Organization			
I certify that the repair and/or modification made to unit(s) identified in item 3 above and described in item 6 of this form have been made in accordance with requirements of CCAR of P.R.C. and that the information furnished herein is true and correct to the best of my acknowledge.					
Date:		Signature of authorized individual:			
5. Approval for return to service					
Pursuant to the authority given to persons specified below, the unit identified in item 3 was inspected in the manner prescribed by the minister of CAAC and is Approved <input type="checkbox"/> Rejected <input type="checkbox"/>					
By:	<input type="checkbox"/>	CAAC Flt. Standards inspector	<input type="checkbox"/>	CAAC designee	
	<input type="checkbox"/>	CAAC certified maintenance organization	<input type="checkbox"/>	Other	
Date of approval or rejection:		Signature of Authorized individual:			

Note: Weight and balance of operating limitation changes shall be entered in the appropriate aircraft record. A modification must be compatible with all previous modification to assure continued conformity with the applicable airworthiness requirements.

6. Description of work accomplished (applied technical standard and/or document in repair operation. Any other hidden malfunction found and corrected result in shop repairing and final test data sheet shall be included.)

SAMPLE

F145-1: Application for Issue of Maintenance Organization Certificate

中国民用航空总局

GENERAL ADMINISTRATION OF CIVIL AVIATION OF CHINA

维修许可证申请书

APPLICATION FOR ISSUE OF MAINTENANCE ORGANIZATION CERTIFICATE

1. 申请单位名称/Name of applicant Perform Air International, Inc.

2. 单位通讯地址/Address 463 South Hamilton Court
Gilbert, AZ 85233 USA

3. 电话/Telephone 480-610-3500 传真/Fax 480-610-3501

4. 申请理由/Reason for application

☒ (1) 初次申请/Original application for certificate

☐ (2) 改变维修类别或项目/Change in maintenance rating or items

☐ (3) 改变地点或设施/Change in location or facilities of organization

☐ (4) 改变机构或名称/Change in organization structure or name

☐ (5) 其它/Others

5. 申请的维修项目/Maintenance functions applied for

☐ 机体/Airframe ☐ 动力装置/Powerplant

☐ 螺旋桨/Propeller ☒ 航空器部件/Components

☐ 特种作业/Specialized service ☐ 其它/Others

6. 责任经理/Accountable Manager

姓名/Name Cindy McGown 职务/Title President

签名/Signature [Signature] 日期/Date 5/20/2011

F145-1(10/2001)

1/2

- 1 -

F145-1: Application for Issue of Maintenance Organization Certificate

7. 具体申请维修项目及地点/Detail maintenance functions applied for and facilities

Component: Inspection, Repair, Overhaul, Modification of components for ATA 21 (Air Conditioning), ATA 29 (Hydraulic Power), ATA 32 (Landing Gear), ATA 36 (Pneumatic), ATA 38 (Water/Waste), ATA 49 (Airborne Aux. Power), ATA 52 (Doors), ATA 78 (Engine Exhaust), Detail as listed in CAAC approved maintenance capability list.

Location:

463 South Hamilton Court

Gilbert, AZ 85233

8. 外委维修项目/Maintenance functions contracted to outside agencies

None

F145-2: Perform Air International Inc. Maintenance Capability List

**Perform Air International Inc.
Maintenance Capability List for CAAC**

CAAC Certificate Number: F00100571

Issue Date: 15 Dec 2023

Revision No.: 05

Revision Date: 15 Dec 2023

Address:
463 S. Hamilton Ct.
Gilbert, AZ 85233
U.S.A.



Statement of Compliance

All the items listed in the maintenance capability list should not exceed the approved item scope in the CAAC certificate (Certificate No.: F00100571). Perform Air International Inc. ensures that the facilities, tools and equipment, airworthiness data, and personnel should be provided for carrying out the maintenance work listed in the maintenance capability list, the developed working procedures conform with the requirements of CCAR145 in any time.

Any change or update of the maintenance capability list should be submitted to CAAC for approval.

Name: Cindy McGown

Signature: _____

Position: President/Accountable Manager

Date: _____

15, December 2023

Perform Air International, Inc.
Maintenance Capability list for CAAC

List of Effective Pages

CAAC Certificate No.: F00100571

Revision No: 5

Pages	Revision Date	Item Quantity	Remark
Page 1	15-Dec-23		
Page 2	15-Dec-23		

Approved by: Cindy McGown

Signature: 

Position: President / Accountable Manager

Date: 12/15/2023

CAAC Approved Maintenance Capability List CAAC MOC No. F00100571

ATA Chapter Code	Chapter Title (Aircraft System)	Section Code (subsystem)	Section Title	Limitation
21	Air Conditioning	-00	Air Conditioning System	Inspection, repair, modification, overhaul of valves and filters within the Air Conditioning System in accordance with CMM
		-10	Cabin Compressor System	
		-20	Air Distribution System	
		-50	Cabin Cooling System	
		-60	Cabin Temperature Control System	
25	Equipment / Furnishings	-20	DOUBLE ROLLER ELECTRIC STRIKE ASSY	Inspection, repair, modification, overhaul of Strike Assemblies within the Equipment / Furnishings in accordance with CMM
27	Flight Controls	-41	Control Module	Inspection, repair, modification, overhaul of Pressure Switch, Selector Valves, Solenoid Valves within the Flight Controls in accordance with CMM
29	Hydraulic Power	-00	Hydraulic Power System	Inspection, repair, modification, overhaul of valves, filters, pumps, regulators and sensors within the Hydraulic System in accordance with CMM
		-10	Hydraulic System Main	
		-12	Hydraulic Filter Main	
		-13	Hydraulic Pump (Elect/Engine, Main)	
		-15	Hydraulic Relief Pressure Relief Valve, Main	
		-17	Hydraulic Pressure Regulator, Main	
		-20	Hydraulic System, Auxiliary	
		-22	Hydraulic Filter, Auxiliary	
		-23	Hydraulic Pump, Auxiliary	
		-27	Hydraulic Pressure Regulator, Aux	
		-32	Hydraulic Pressure Sensor	
32	Landing Gear	-11	Main Landing Gear Attach Section	Inspection, repair, modification, overhaul of valves, manifolds, actuators and attaching fixtures within the Landing Gear System in accordance with CMM
		-21	Nose Landing Gear Attach Section	
		-30	Landing Gear Retract/Extend System	
		-40	Landing Gear Brake System	
		-50	Landing Gear Steering System	
36	Pneumatic System	-10	Pneumatic Distribution System	Inspection, repair, modification, overhaul of valves within the Pneumatic System in accordance with CMM

CAAC Approved Maintenance Capability List CAAC MOC No. F00100571

38	Water/Waste	-00	Water and Waste System	Inspection, repair, modification, overhaul of toilets, valves, sensors, faucets and components of the Waster and Water System in accordance with CMM
		-10	Potable Water System	
		-20	Wash Water System	
		-30	Waste Disposal System	
		-40	Water Press. System	
49	Airborne Auxiliary Power	-10	APU Cowling/Containment	Inspection, repair, modification, overhaul of valves and actuators within the Airborne Auxiliary Power Unit and Cowl in accordance with CMM
		-50	APU Bleed Air System	
52	Doors	-30	Cargo/Baggage Doors	Inspection, repair, modification, overhaul of actuators within the Cargo/Baggage Door System in accordance with CMM
73	Engine-Fuel & Control	-20	Wiring Harness	Inspection, repair, modification, overhaul of Wiring Harness with in the Engin-Fuel & Control in accordance with CMM
78	Engine Exhaust	-30	Thrust Reverser	Inspection, repair, modification, overhaul of actuators within the Thruster Reverser System in accordance with CMM

F145-4; CAAC Annual Report of Maintenance Organization Forms

<p align="center">Annual Report of Maintenance Organization</p> <p align="center">(CAAC Certificate No.)</p> <p align="center">(Name of Company)</p> <p align="center">(Address of Company)</p> <p align="center">Report from MM ____ YY ____ to ____ MM ____ YY</p> <p align="center">Quality Manager _____ (Print Name)</p> <p align="center">_____ (Signature)</p> <p align="center">____ DD ____ MM ____ YY</p>	
<p>Instructions:</p> <ol style="list-style-type: none"> 1. This report shall be submitted annually, included the information from 1st January last year to 1st January of this year, and submitted to CAAC before 1st February. 2. The CAAC address is as follows: Continue Airworthiness & Maintenance Division Flight Standards Department of CAAC 155 Dongsu Street West, Beijing 100710, P. R. China Tel: 86-10-64092423/64091402 Fax: 86-10-64030987 3. This report shall be filled carefully, clean and tidy, better in printing. 4. If the blank given is not enough, please write in attached pages and mark clearly in the form. 	
<p>F145-4(08/2005)</p>	<p>1/5</p>

1. Any changes in the following of the company:

_____ Amendment to the Maintenance Organization Manual; (refer to §145.30 of CCAR145)

_____ Significant change in Facilities; (refer to §145.20 of CCAR145)

_____ Significant change in Tools and Equipment; (refer to §145.21 of CCAR145)

_____ Significant Change in Personnel; (refer to §145.23 of CCAR145)

_____ Significant change in Procedures;

_____ Other significant change.

If "Yes", please tick "X" before the above item, and give details in the blank below.

Details of the change:

Have the changes been reported to CAAC? _____Yes _____No

[illegible]

3. Major repair and modification provided to Chinese Customer within the year of report.

Maintenance Item	Maintenance Function	Date of Completion	Quality feedback

Have been reported to CAAC and filled out the Form AAC-085? ☐ Yes ☐ No

4. Unairworthy condition report to CAAC within the year of report.

Content of report	Description for the related aircraft or its component	Date of report

Have been reported to CAAC and filled out the Form F145-5? ☐ Yes ☐ No

5. Self-audit within the year of report:

(1) Have been developed self-audit plan of the year?

_____Yes _____No

(2) Was the self-audit conducted according to the plan?

_____Yes _____No

If "No", please give the reason of plan change or un-conduct in the blank below:

(3) Major findings from self-audit: (Please describe in the blank below)

(4) Corrective status of the major findings: (Please describe in the blank below)

Comment of Principal Inspector: (For CAAC use only)



Perform Air International Inc. Maintenance Organization Manual

Revision: 9
Issue Date: 15 Dec 2023

Form PAI2001

Perform Air International, Inc.
463 South Hamilton Court
Gilbert, Arizona 85233
Tel. (480) 610-3500
Fax. (480) 610-3501



Date:

FAA Repair Station IS3R590L

EASA Repair Station EASA.145.4741
CAAC Repair Station F00100571



Customer Information

Customer Code:

Customer Name:

Warranty Terms for Repair:

Warranty Terms for Overhaul:

Information from Repair Order / Purchase Order

Repair Order#:

Mfg P/N from RO/PO:

Mfg S/N from RO/PO:

Nomenclature:

RO/PO Disposition:

Warranty Request:

Reason for Removal:

Information for Part Received

Work Order#:

Mfg P/N Received:

Mfg S/N Received:

Date Received:

Fault Confirmed:

Normal Wear and Tear:

Any Unrelated Faults:

Preliminary Inspection:

Warranty Granted:

Warranty Comments:

Information for Part Shipped Back

Mfg P/N Out:

Mfg S/N Out:

Customer P/N Out:

Customer S/N Out:

Status:

Manual Ref#:

Teardown Procedure:

Repair Procedure:

Test Procedure:

Modifications Incorporated:

Parts Replaced:

Not Requested

Mechanic:

Certificate #:

Inspector:

Date Repaired:

Date Inspected:

Stamp: _____


Form PAI3001A (Page 1 of 2)



Component Repair Worksheet

Repair
Modify

Overhaul
Inspect

Customer:		R.O.#:		Received Date:	
Part Number:		Serial Number:		Shipping Use Only:	
Cust Part Number:		Cust Serial Number:			
Nomenclature:		O.E.M.:			
Tail Number:		Shop / Category:			
Work Order:		Customer Work Scope:			
Regulatory Authorities: FAA: <input type="checkbox"/> Military: <input type="checkbox"/> CAAC: <input type="checkbox"/> 					
Discrepancy:				Life Limited	
				Verification:	
				Inspect: Employee #, Initials, Date	
				Teardown: Employee #, Initials, Date	
Reassembly: Employee #, Initials, Date					
Quality Information:					
ADs:		SBs:		Technical Data:	
				Manual #: Part #: Rev #: Rev Date: Revision Check:	
				Initial:	
				Date:	
				Employee #:	
Applicable Aircraft:		Customer Data:		Scanning Request:	
Re-Receive Parts:					
Part Number	Nomenclature	Qty			

Form PAI3001A (Page 2 of 2)

Continuity of Inspection / Maintenance	Date	Maintenance	QC
1. Verify part number and serial number from Form PAI3001A to component. If not verifiable, note requirement for a Configuration Inspection in block 4. If not required, mark checkbox and N/A Configuration Block in Block 4. Identify if Hidden Damage inspection is required in Block 2, if not N/A Block 2. Document all inspection discrepancies on Form PAI2001.			
2. Inspect unit for Hidden Damage (If Applicable). <input type="checkbox"/> Hidden Damage Inspection N/A <input type="checkbox"/> Hidden Damage Inspection Required			
3. Perform Preliminary Visual Inspection. Note any discrepancies in the Preliminary Inspection section of Form PAI2001.			
4. Perform P/N configuration inspection (If Applicable), perform inspection with QC Inspector and record results in teardown section of Form PAI2001. Record Part Number (If Applicable) on Form PAI2001 and on page 1 of this form. <input type="checkbox"/> Config. Audit N/A <input type="checkbox"/> Config. Audit Required			
5. Pre-Test unit and record findings. Verify and note Warranty Status and record results in teardown section of Form PAI2001. Pre-Test Calibrated Equipment:			
6. Disassemble, clean, inspect / check in accordance with current technical data and / or customer data and record results in tear-down section of Form PAI2001.			
7. Perform Fits and Clearances as required per current technical data. Note all discrepancies on Form PAI2001. Fits & Clearances Calibrated Equipment:			
8. Comply with required ADs, SBs, MOs, EOs and other customer requirements. Record in the modification section of Form PAI2001. Record Part Number (If Applicable) on Form PAI2001 and on page 1 of this form. <input type="checkbox"/> ADs Incorporated <input type="checkbox"/> SBs C/W <input type="checkbox"/> Customer Requirements C/W			
9. Submit a request for special processes as required per applicable technical data. Document specific processes on Form PAI2001. <input type="checkbox"/> NDT Needed <input type="checkbox"/> CAD Plating Needed <input type="checkbox"/> Machine Shop Needed <input type="checkbox"/> Outside Service Needed			
10. Assemble unit in accordance with current technical data. Prior to close a Visual Inspection to include internal safeties must be accomplished by a QC Inspector. Note all ADs/SBs, EOs and other customer requirements. Verify P/N change if applicable. Record all work on Form PAI2001. Reassembly Calibrated Equipment:			
11. Test unit in accordance with current technical data. Record test findings as required on Form PAI2001 or attach applicable test data sheets. Final Test Calibrated Equipment:			
12. Verify all applicable safeties, and torque seals. Review all paperwork for correctness and ensure proper completion of Form PAI2001. Verify part number and serial number on unit match documentation to include modification status, if applicable.			
Mechanic Signature:		Oversight Mechanic Signature:	
Date:		Oversight Mechanic Certificate Number:	
Date:		Date:	
13. Perform Final Inspection. Verify all applicable safeties, and torque seals, and free from FOD. Review all paperwork for correctness and ensure proper completion of Form PAI2001. Verify part number and serial number on unit match documentation to include modification status.			
14. SHIPPING ONLY: Confirm Part Number and Serial Number on Page 1 with component prior to packaging.		Initial	Verification Initial

Form PAI2006 Rejected Article Tag



Date:

Perform Air International, Inc.
463 South Hamilton Court
Gilbert, Arizona 85233
Tel. (480) 610-3500 Fax. (480) 610-3501
FAA Repair Station IS3R590L

UNSERVICEABLE / REJECTION

This unit is in unserviceable condition. This unit is not airworthy, do not install on any aircraft.

Perform Air International Inc. Information:

Work Order#:

Date Received:

Customer Information:

Customer:

Customer Repair Order#:

Unit Information:

Part Number:

Serial Number:

Nomenclature:

Manual Ref#:

Status:

Comments:

Scrap Acknowledgment

This form certifies that the material listed above has been mutilated / destroyed beyond use.

Inspector:

Date:



M2008E: Corrective Actions Report

**Civil Aviation Administration of China
Corrective Actions Report**

MRO Name:

MRO Certificate No:

Audit No.:

Finding No:

Finding Level:

Finding Description:

Finding Analyse:

Direct cause:

Root Cause:

Corrective Action Taken

Immediate Corrective Action:

Preventive Corrective Action:

Signature (Quality Manager):

Printed name: (Quality Manager):

Date: