



Freedom Aero Service Inc.
 3200 Howard Street, McClellan, CA 95652
 FAA CRS 25FR283B
 916-434-5194
 Midwest Satellite
 949 Main Street, Hamilton, OH 45013
 FAA CRS 25FD283B
 513-868-8000

QUALITY SYSTEM AUDIT CHECKLIST

VENDOR NAME: Freedom Aero Service Inc.	ADDRESS: 3200 Howard St., McClellan, CA 95652
QA CONTACT PERSON: Kevin Sherman	TITLE: Chief Inspector
PHONE: 916-434-5194	EMAIL: kevin@freedom-aeroservice.com

	SECTION A: General	YES	NO	N/A
1.	Does the vendor hold an FAA approved Air Agency Certificate and OpSpecs? (145.53/59/61) <i>Please provide copies of certificates.</i>	X		
2.	Does the vendor hold an EASA approved Certificate and Terms of Approval? <i>Please provide copy of certificate.</i>	X		
3.	Does the vendor hold other National Aviation Authorization Certificate and Terms of Approval? <i>Please provide copy of certificate.</i>		X	
4.	Are the Certificates displayed on the premises and visible to the public? (145.5)	X		
5.	Does the vendor only perform work for which they are rated as indicated on their OpSpecs? (145.5/59/61/201/215) <i>Please provide a copy of the OpSpecs.</i>	X		
6.	Has the vendor received any new ratings or had any ratings removed from their Certificate in the last year?		X	
7.	Does the vendor operate any Satellite Repair Stations? (145.107)	X		
	If yes, is the Satellite Repair Station operated in accordance with 14 CFR Part 145 §145.107? <i>Please provide copy of satellite Air Agency Certificate.</i>	X		

	SECTION A: General (continued)	YES	NO	N/A
8.	Does the vendor have an approved Antidrug and Alcohol Misuse Prevention Program? (14 CFR Part 120 and 49 CFR Part 40) <i>Please provide copy of cert., OpSpecs A449 or FAA Registration number.</i>	X		
	SECTION B: Housing and Facilities	YES	NO	N/A
1.	Does the vendor's facility incorporate enough workspace for the segregation and protection of articles during maintenance? (145.103)	X		
2.	Does the vendor have suitable racks, trays, stands and other safe means for the storage and protection of articles undergoing maintenance? (145.103)	X		
3.	Is the vendor's facility of adequate size to house all necessary tooling, equipment, material, and parts to perform the work? (145.103)	X		
4.	Is the vendor's facility adequate to segregate environmentally hazardous or sensitive operations so they do not adversely affect other maintenance or personnel? (145.103)	X		
5.	Does the vendor's facility have adequate lighting, ventilation, temperature control and other environmental controls to protect personnel and ensure quality workmanship? (145.103)	X		
6.	Are flammable, toxic, and volatile materials properly identified and stored? (145.103)	X		
	SECTION C: Tools and Equipment	Yes	No	N/A
1.	Does the vendor have the equipment, tools, and material necessary to perform the maintenance under its repair station certificate and OpSpecs in accordance with 14 CFR Part 43? (145.109)	X		
2.	Does the vendor have a tool calibration program? (145.109)	X		
3.	Are tools calibrated to a standard that is traceable to the National Institute of Standards and Technology (NIST)? (145.109)	X		
4.	Are all tools that require calibration listed on the tool calibration list? (145.109)	X		
5.	Are tools identified with the date of calibration and the calibration due date? (145.109)	X		
6.	Does the vendor have a procedure to ensure tools that are out of calibration or due for calibration are removed from service? (145.109)	X		
7.	Does the tool calibration program have procedures for controlling personal tools?	X		
8.	Do calibration records:			
	Show date calibrated?	X		
	Identify the individual or vendor that performed calibration?	X		
	Show calibration due date?	X		
	Have a certificate of calibration?	X		

SECTION C: Tools and Equipment (continued)		YES	NO	N/A
	Show the part number and serial number of the standard used to perform the calibration?	X		
SECTION D: Technical Data		YES	NO	N/A
	<i>Note: Technical data includes A.D.s, maintenance manuals, ICA, standard practice manuals, service bulletins, repair specifications, and any other data acceptable to or approved by the FAA.</i>			
1.	Does the vendor have the required technical data to perform maintenance in accordance with its repair station certificate, OpSpecs, and customer's requirements? (145.109/205/211)	X		
2.	Does the vendor have procedures to verify the current revision level of technical data? (145.109/211)	X		
3.	Is the necessary technical data accessible to the personnel performing the work? (145.109)	X		
4.	Does the vendor have a system to control working copies of technical data to ensure they are the most recent revision? (145.109/211)	X		
SECTION E: Personnel		YES	NO	N/A
1.	Does the vendor have a sufficient number of personnel with the training or knowledge and experience to perform the work in accordance with 14 CFR Part 43? (145.151)	X		
2.	Does the vendor have a sufficient number of supervisors to direct and oversee the work performed by any individual not yet familiar with the methods, techniques, practices, aids, equipment, and tools used to perform the work? (145.153)	X		
3.	Are all supervisors appropriately certificated under 14 CFR Part 65? (145.153)	X		
4.	Are all inspectors thoroughly familiar with the applicable FARs and the inspection methods, techniques, practices, aids, equipment, and tools used to determine the airworthiness of articles on which maintenance is being performed? (145.155)	X		
5.	Are all inspectors proficient in using the various types of inspection equipment and visual inspection aids appropriate for the article being inspected? (145.155)	X		
6.	Are the personnel authorized to approve articles for the return to service appropriately certificated under 14 CFR Part 65? (145.157)	X		
7.	Are all inspectors and personnel authorized to approve articles for the return to service able to understand, read, and write English? (145.155/157)	X		
8.	Does the vendor have a Personnel Roster and Employment Summary for all managerial, supervisory, inspection, and personnel authorized to sign a maintenance release? (145.161)	X		

SECTION E: Personnel (continued)		Yes	NO	N/A
9.	Does the vendor determine the abilities of its noncertificated personnel based on training, knowledge, experience, or practical test?	X		
SECTION F: Shelf Life Program		YES	NO	N/A
1.	Does the vendor have a documented shelf life program?	X		
2.	Does the program list parts and materials that have shelf life limits?	X		
3.	Is the shelf life displayed on the part/material?	X		
4.	Is there a system to assure that no item will be issued or used past its expiration date?	X		
SECTION G: Contracted Maintenance		YES	NO	N/A
1.	Is a list of the maintenance functions to be performed for the vendor under contract by another person maintained and approved by the FAA before contracting the work? (145.217)	X		
2.	Do maintenance functions contracted to non-certificated persons comply with 14 CFR Part 145 §145.217?			X
3.	Does the vendor ensure that subcontractors quality control systems are equivalent to the vendor's QC system? (145.217)	X		
4.	Does the vendor ensure that U.S.-based subcontractors have an FAA approved Antidrug and Alcohol Misuse Prevention Program A449 or FAA program registration?	X		
5.	Does the vendor maintain a Vendors List of the facilities approved by the vendor to perform maintenance functions? (145.217)	X		
SECTION H: Quality Control System		YES	NO	N/A
1.	Does the vendor have an FAA-accepted Quality Control System? (145.211)	X		
2.	Is the current Quality Control Manual available to the relevant personnel.? (145.211)	X		
3.	Does the vendor ensure that personnel follow the quality control system when performing maintenance? (145.211)	X		
4.	Does the vendor have any other quality certifications, ISO9000/9001, etc.? <i>If yes, please list:</i>		X	
5.	Does the vendor have an established receiving inspection system for purchased parts and/or material? (145.211)	X		
6.	Does the vendor retain traceability documentation such as authorized release documents, certificates of conformance, packing lists from OEM, etc.? (145.109/211)	X		
7.	Are nonconforming parts segregated and kept out of inventory until their disposition is determined? (145.211)	X		
8.	Does the vendor have a procedure for reporting Suspected Unapproved Parts?	X		
9.	Are there procedures for performing preliminary, in-process, final, and approval for return to service inspections on articles maintained by the vendor? (145.211)	X		

SECTION H: Quality Control System (continued)		YES	NO	N/A
10.	Are there procedures for performing hidden damage inspections on articles maintained by the vendor that have been involved in and accident? (145.211)	X		
11.	Does the vendor keep a record of work for articles maintained that indicate the names of the personnel that performed the work and the inspections? (145.219)	X		
12.	Does the vendor issue FAA Form 8130-3 Authorized Release Certificate?	X		
13.	Does the vendor have a procedure for reporting failures, malfunctions, or defects to the FAA? (145.221)	X		
14.	Does the vendor have an established procedure of corrective action to identify and correct the root causes of deficiencies in the vendor's procedures or processes? (145.211)	X		
15.	Does the vendor have an internal audit/surveillance program? (145.211) <i>If yes, please provide the date of last audit:</i>	X		
SECTION I: Training		YES	NO	N/A
1.	Does the vendor have an FAA approved Training Program? (145.163)	X		
2.	Are technicians, inspectors, supervisors, and maintenance release personnel included? (145.163)	X		
3.	Is formal and OJT training documented? (145.163)	X		
4.	Are training records retained for at least two years after a person leaves the company? (145.163)	X		

Vendor comments or explanations:

Regarding Section G, Question #2: Freedom Aero Service only uses certificated persons to perform contracted maintenance functions.

Audit completed by:

SIGNATURE

May 18, 2022

DATE

Kevin Sherman

PRINTED NAME

Chief Inspector

TITLE