# Attachment 6 Method of Record Keeping

# FLYING BOAT, INC.

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### **RECORD KEEPING** (Continued)

### **MAINTENANCE RECORDS & RETENTION**

All Flying Boat, Inc. Airlines maintenance, preventative maintenance, and alteration records will be retained for at least the periods required by FAR121.380 or longer periods as detailed below:

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A Service Check, Transit Service Inspection Worksheets	Retained until superseded or until 1 year after work is performed.
B Continuous Airworthiness Inspection Program Worksheets	The worksheets for the last complete inspection cycle C1-C6, in additions to those in current cycle, will be retained until the next cycle is completed for the G-73
C Inspection Worksheets	The worksheets for the last complete inspection cycle, C1-C6, in addition to those in the current cycle, will be retained until the present cycle is completed.
D Aircraft Flight Log Sheets	Retained one year then archived.
E Master AD" Compliance Records	Retained and transferred with the aircraft at the time the aircraft is sold.
F Component Record	Retained and transferred with the aircraft at the time the aircraft is sold, except may be discarded when the unit is "Condemned" and removed from the inventory.
G Repetitive AD Compliance Records	Retained and transferred with the aircraft at the time the aircraft is sold.
H Inspection Record	Retained and transferred with the aircraft at the time the aircraft is sold.

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## **Maintenance Record Retention (Continued)**

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	Engine and propeller Logbooks	Retained and transferred with the aircraft at the time the aircraft is sold.
J	Non-Routine Work Forms	Retained and transferred with the aircraft at the time the aircraft is sold.
K	Serviceable Parts Tags	Retained until unit overhauled
L	Shift Turnover Log	Retained for a period of 3 months
M	Service Bulletin Modification and Alteration Record	Retained and transferred with the aircraft at the time the aircraft is sold.
N	Modification Order	Retained with the permanent maintenance record of equipment effected.
О	A Master Deferred Item List	Retained for a period of 1 year from date of clearance of the last item.
P	Continuous analysis and Surveillance Topic and Evaluation Report	Retained for a period of 1 year.
Q	Aircraft and Engine Status Report	Retained for a period of 1 year
R	Scheduling Control Forms	Retained from the last complete inspection cycle in addition to those in the current cycle.

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### Maintenance Record Retention (Continued)

S. Special Inspection Worksheets

Retained and transferred with the

aircraft at the time the aircraft is

sold.

T. Cannibalization Form

Retained for a period of 1 year

U. Work Orders

Retained for a minimum of 2 years

V. Aircraft Fleet Status Sheets

Retained permanently.

ALL RECORDS LISTED ABOVE SHALL BE MADE AVAILABLE FOR INSPECTION BY REQUEST OF THE F.A.A. OR THE N.T.S.B. ONLY.