

Attachment 7
Procedural Issues

3. ROUTINE/NON-ROUTINE WORK FORMS (C.F.001)

Pre-printed serialized routine/non-routine work forms, are made available wherever maintenance is performed. These numbers are controlled by the Chief Inspector or his designee from the non-routine log located in the Chief Inspectors office.

- A. Aircraft discrepancies and corrective actions taken, during scheduled routine maintenance / inspections, other than transit services, shall be entered cleared, and accounted for, accurately and legibly on a routine/non-routine work form. The mechanic identifying a discrepancy will be responsible for initiating the forms, by filling in all required information. Also, if the item is generated from a routine inspection the non-routine will be crossed through. If the item is not a routine inspection item then cross through routine on the routine/non-routine form. Each corrective action will also include a reference to FAA approved data, such as repaired I/A/W GMM, chapter, sec, page or any other FAA approved document applicable to corrective action sign-off.
- B. When an item is entered the mechanic will enter his signature in the column provided. In the case of flight log book items, or open deferred items, at the time an aircraft enters a routine maintenance visit, the **Lead Mechanic** will transfer them to a non-routine work form and list them by flight log number, in the left hand column marked "originator". If the item will require inspection approval upon completion, the "RII" should be circled. If an "RII" does exist. An appropriately authorized inspector must inspect the work, and if found satisfactory, approve it for return to service.

NOTE: Use the back side of routine/non-routine form to identify steps and/or uncompleted corrective actions. (Example) components removed but not installed on maintenance steps concerning corrective action but not completed.

- C. Corrective actions of work performed by Non-licensed Mechanics or licensed Mechanics who have not previously performed the task, will be signed by them and then signed by a licensed mechanic who supervised the work. Both signatures shall be on the mechanics signature line.

Nº 0756



AIRCRAFT NO.

N 2969

NON ROUTINE WORK

ITEM	REPORTED BY	RII CHECK	AIRCRAFT NBR <u>2969</u>	TYPE SERVICE <u>AB-B3-C3</u>		
			STATION <u>KFLL</u>	DATE <u>1/21/01</u>		
			DESCRIPTION	MECH	INSP	
4	JA		NO. 3 BELGE PUMP SWITCH GROUND WIRE BROKEN AT TERMINAL END		[Redacted]	[Redacted]
CORRECTIVE ACTION			Replace Term Connector OP check Pump + lights			
9	JA		RT WING AILERON MIDDLE HINGE HAS BAD BEARING		[Redacted]	[Redacted]
CORRECTIVE ACTION			RT WING MIDDLE HINGE BEARING, REMOVED AND REPLACED (AILERON ASSY)			
10	JA		LT WING LANDING LT BURN OUT		[Redacted]	[Redacted]
CORRECTIVE ACTION			Replaced L/Side Landing Light #4553 OP Check OK!			
11	JA	*	RT WING TOP SKIN AREAS 48 STA AND 52 STA HAVE FIVE CRACKS		[Redacted]	[Redacted]
CORRECTIVE ACTION			RT WING TOP SKIN CRACKS AT STA 48 REPAIRED			
12	JA		L/H SIDE OF FUSelage STA 93 HAS SMALL CRACK		[Redacted]	[Redacted]
CORRECTIVE ACTION			Installed Flush Repair LT side of fuselage at STA 93			
13	JA		GPS ANTENNA PRC Re-Seal		[Redacted]	[Redacted]
CORRECTIVE ACTION			Remove old PRC Clean Mask Area Re Seal w/ Fresh PRC.			
14	JA		TWO CORRODED ATTACH. HARDWARE RT TOP CENTER SECTION FRONT SIDE STA 39		[Redacted]	[Redacted]
CORRECTIVE ACTION			Removed & replaced hardware RT TOP CENTER SECTION FRONT STA. 39			

NOTE: Only discrepancies not affecting airworthiness may be rescheduled.
Record serial numbers on and off.

Work Form Review:

Inspection Signature

[Redacted Signature]

Date

1-24-01

N^o 0796



AIRCRAFT NO.

N 2969

NON ROUTINE WORK

I T E M	REPORTED BY	BILL CHECK	AIRCRAFT NBR	TYPE SERVICE	MECH	INSP
			STATION	DATE		
			N 2969	AG - B3 - C6		
			FLL	7-18-01		
			DESCRIPTION			
29	MNR		Landing gear S/N/S Nut Fields from past damage			
	CORRECTIVE ACTION		INSPECTED ABOVE NOT SCREWED ON NO DEFECT NOTED			
30	Ju		BOW HATCH DOOR T-SUPPORT ANGLE ARE BEND REMOVE AND REPLACE			
	CORRECTIVE ACTION		BOW HATCH DOOR T-SUPPORT ANGLE REMOVED AND REPLACED			
31	Ju		BOTTOM OF EMERGENCY DOOR U-CHANNEL CORRODED			
	CORRECTIVE ACTION		Removed & replaced emergency door "U" channel			
32	Ju		REMOVE AND REPLACE ROW OF LOOSE RIVETS ON RT FLOAT ASSY OUTB. SIDE			
	CORRECTIVE ACTION		ROW OF LOOSE RIVET ON RT FLOAT ASSY OUTB. SIDE			
33	Ju		REMOVE SOME CORROSION FROM RT FLOAT ASSY, PRIMER AND PAINTED			
	CORRECTIVE ACTION		CORROSION REMOVED, PRIMER AND PAINTED ON RT FLOAT ASSY			
34	Ju		REMOVE AND REPLACE LOOSE RIVETS UNDER RT WING AT STA 48 AND 62			
	CORRECTIVE ACTION		Remove & replaced loose rivet under right wing at STA 48 + 62			
35	Ju		REPAIR SMALL SKIN CRACK UNDER RT WING AT STA 62			
	CORRECTIVE ACTION		stop drill crack & repair as needed			

NOTE: Only discrepancies not affecting airworthiness may be rescheduled.
Record serial numbers on and off.

Work Form Review:

Inspection Signature

[Signature]

Date

7-12-01