

**S-TEC Corporation
 FAA Certified Repair Station
 FF2R818K**

87289

One S-TEC Way, Mineral Wells TX, 76067		TITLE: Repair Station Contract Maintenance List					
Originator:	Tina Kidwell	Department:	Repair Station	Title:	FAA Accountable Manager	Date:	7/10/2018
Department Approved:	<i>Tina Kidwell</i>			Title:	<i>FAA Acct. Mgr.</i>	Date:	<i>7/10/18</i>
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Cover Page				Rev. 3			

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Revision Reference Sheet		
Rev.	Date	Description of Change
-	6/21/2011	Initial Release
1	12/20/2011	Added F O Engineering in List of Approved Contract Maintenance – Non-Certified Repair Station
2	5/10/2016	Added part number to cover page. Updated Table of Contents to reflect correct pages and added Section 1, 1.4. In Section 2.1 removed table as it listed incorrect contract maintenance data. In Section 2.2 change Cobham to Genesys Aerosystems and updated the date of last audits. In Section 3.1 change maintenance of 01311-()-() and Mode S certification for IRF, 91.411 & 91.413 from must contract out to may contract out. In Section 3.1 removed Globe Motors and Mid-Continent.
3	7/10/2018	<i>Removed “Date of last audit” column from table in Section 2.2 as to not have to continually revise manual.</i>

Revision Approval:
 Accountable Manager _____ Date _____

LIST OF EFFECTIVE PAGES

SECTION	PAGE	DATE	SECTION	PAGE	DATE
Table of Content	i	6/21/2011			
Revision Reference Sheet	ii	7/10/2018			
List of Effective Pages	iii	7/10/2018			
1. General Information	1-1 1-2	6/21/2011 6/21/2011			
2. List of approved subcontractors	2-1 2-1	6/21/2011 7/10/2018			
3. List of Approved Maintenance Functions	3-1	5/10/2016			

SECTION 1 GENERAL INFORMATION

1.1 Purpose

The S-TEC Repair Station Contract Maintenance List identifies each contractor and reflects their current capability status for the performance of maintenance, preventative maintenance and alterations for the S-TEC Repair Station per S-TEC Repair Station Procedures Manual, PN 8745. This S-TEC Repair Station Contract Maintenance List will be submitted to the FAA Administrator.

1.2 Revision Process

S-TEC Repair Station will complete an approval process for all prospective contractors as outlined in section 1.3. This approval may be completed by Supervisory and/or Management personnel within the Repair Station and will remain on file in the FAA Accountable Manager's office after submittal to the Accountable Manager. Once the approval is complete, this document will be updated with the new source information. The Accountable Manager is responsible for submitting new revision to the Administrator.

The approval of Maintenance Functions must be signed and dated by the Administrator. Any functions added to or removed from the list require revision of the document and submittal to the Administrator for approval.

1.3 Contract Maintenance Provider

1.3.1 Certificated Provider

This Repair Station may contract maintenance functions to outside sources. If the outside source is a certificated repair station, the FAA Accountable Manager is responsible for obtaining from the source the following information:

- Name of Repair Station and Certificate Number (copy of Air Agency Certificate)
- Ratings (copy of paragraph A003)
- Drug and alcohol compliance statement (copy of paragraph A449)

1.3.1 Non-Certificated Provider

If the outside source is a non-certified organization, the FAA Accountable manager is responsible for obtaining the following information:

- Name of organization
- Scope of work allowed to perform
- Quality policy
- Drug and alcohol compliance statement

In addition, the non-certified organization will be audited by the FAA Accountable Manager or designee to ensure all applicable policies and procedures are followed for the scope of work being performed. The audit shall take place before any work is performed by the non-certificated organization, and on an annual basis as long as the work is performed.

All records for both certificated and non-certificated organizations shall be kept in the office of the FAA Accountable Manager in a format acceptable to the Administrator.

1.4 Maintenance Function Approval

All maintenance functions S-TEC Repair Station contracts out must be approved by the FAA Administrator. Section 3 of this document lists the maintenance functions S-TEC Repair Station is approved to contract out. This section must be signed by the Administrator showing acceptance of the maintenance functions outlined in the table.

SECTION 2 CONTRACT MAINTENANCE LIST

2.1 List of Approved Contract Maintenance – Certified Repair Station.

N/A

2.2 List of Approved Contract Maintenance – Non-Certified Repair Station.

Name	Address	Scope of work performed
Genesys Aerosystems, dba S-TEC Corporation	One S-TEC Way, Mineral Wells, TX 76067	Supply parts, test equipment, engineering, and support for all OEM equipment Repair Station is authorized to perform service on.
F O Engineering	28231 Ave Crocker Suite 10 Santa Clarita, CA 91355	Repair, overhaul, calibrate of the 01311-XX-XX Flight Control Computer, F O Engineering part numbers 301440000-X & 302260000-X.

SECTION 3 MAINTENANCE FUNCTION LIST

3.1 List of Approved Contract Maintenance Functions

Maintenance Function	S-TEC Must Contract Out	S-TEC May Contract Out	Date of Original FAA Approved
Mode S certification for IFR, 91.411 & 91.413		X	6/22/2011
Maintenance of Accessory, Instrument, and Radio, not listed on S-TEC Repair Station's Capability List	X		6/22/2011
Maintenance of items listed on S-TEC Repair Station's Capability List, due to workload		X	6/22/2011
Maintenance of HeliSAS Flight Control Computer, S-TEC PN 01311-(-)-()		X	6/22/2011

This document requires FAA approval and must be made available upon request by the FAA inspector. S-TEC Repair Station Procedures Manual Section 10 provides instructions for keeping this document current and obtaining FAA approval.

FAA Approved:

_____ Date: _____
Principal Avionics Inspector