



Supplier Self Audit Questionnaire / Quality Assurance Survey

This Questionnaire/Survey is intended to gather data from the supplier regarding their Quality and Compliance system for products and/or services provided to AerSale. It is the Supplier's responsibility to notify AerSale, Inc. of any changes that occur to the information that the Supplier is providing in this document. Be advised that your performance will be rated based on product quality and on-time delivery with the expectation that both will be a minimum of 90%.

INSTRUCTIONS

Check all that apply to your company and complete Sections accordingly:

Type 1 Certified Supplier – Complete Sections 1 & 3 only.

Please attach copies of supporting documentation, as appropriate.

- OEM
- Authorized Distributor
- All Scheduled Domestic and Foreign Carriers
- 145 Repair Station (FAA, EASA, CAAC, TCCA, CAA, etc.)
- Supplier with Accredited Quality Management System
(ASA-100, TAC2000, NADCAP, ISO9001/AS9100/AS9110/AS9120, etc.)

Type 2 Non-Certified Supplier - Complete ALL Sections

Please attach copies of supporting documentation, as appropriate

- Supplier with Non-Accredited Quality Management System
- Supplier of commercial material or equipment (Tooling, Stands, etc.)
- Government or Military supplier

SECTION 1 - General Information

Supplier/Sub-contractor Details

Name:	Cage Code (if applicable):		
Street Address:			
City:	Province/State:	Postal Code/Zip:	Country:
Telephone No.:			
Fax Number:			
Email Address:			
Website:			



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Key Management/Principal Personnel (i.e., Officer/Owners, CEO, CFO, President)			
Name:		Title:	
Name:		Title:	
Name:		Title:	
Name:		Title:	

Personnel Numbers				
Production	Quality	Engineering	Admin.	Total

General Facility Information		
Total Facility Area (Sq. Ft.)	Number of Buildings:	
Type of Building (e.g., 3-Story Brick, etc.)		

Supplier Scope
<input type="checkbox"/> Engine/Aircraft Parts Purchase <input type="checkbox"/> Engine/Aircraft Purchase <input type="checkbox"/> Repair of Engine/Aircraft Parts <input type="checkbox"/> Teardown Service <input type="checkbox"/> Purchase of commercial material or equipment <input type="checkbox"/> Other
<u>Type of Repair Shop Business/Scope Examples (check if applicable):</u>
<input type="checkbox"/> 1. Machining: Wire EDM, Electrochemical machining, Electron beam machining, CNC Photochemical machining, Ultrasonic machining, Conventional machining, Waterjet, other. <input type="checkbox"/> 2. Welding: Arc, MIG, TIG, Electron Beam. <input type="checkbox"/> 3. Plating: Gold, Silver, Rhodium, Zinc, Zinc-Nickel, Tin, Alloy, Composite, Cadmium, Nickel, Electroless Nickel, other. <input type="checkbox"/> 4. Coatings: Anodizing, Chromate Conversion, Plasma Spray (detail type), Thermal Spray (detail type), other. <input type="checkbox"/> 5. Assembly, disassembly, testing (detail type), etching (laser etch, vibropeen), Composites (detail type). <input type="checkbox"/> 6. Surface treatment: Grit Blast, Shotpeen, Glassbeed, Laser Shockpeening, other. 7. Aircraft components and materials: <input type="checkbox"/> 7.1 Avionics components such as flight data computers, switches, modules, data cards, Monitors, wire, connectors, etc. <input type="checkbox"/> 7.2 Airframe components such as flight controls, valves, panels, hydraulic and pneumatic components, etc. <input type="checkbox"/> 7.3 Engine components such as valves, blades, hardware, panels, lines, tubes, etc. <input type="checkbox"/> 7.4 Composite and Structure components such as raw materials, aramid fibers, Aluminum and composite honeycomb materials, adhesives, etc. <input type="checkbox"/> 7.5 Materials General such as adhesives, tapes, coatings, placards, solvents, etc.



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** AerSale USE ONLY **		
Approved:	<input type="checkbox"/> Yes <input type="checkbox"/> No	Vendor #:
One-time approval	<input type="checkbox"/> Yes <input type="checkbox"/> No	Export Approval:
Comments:	TYPE: Purchase <input type="checkbox"/> Repair/Overhaul <input type="checkbox"/> Both <input type="checkbox"/>	
Expiration Date:		
Approved by:		
Date:		



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SECTION 1 – Authorization/Quality Control System Accreditation			
* Please attach copies of supporting documentation, as appropriate			
Air Agency Certificate or Approving Body		Certification Number	Expiration Date
FAA	<input type="checkbox"/> Yes <input type="checkbox"/> No		
EASA	<input type="checkbox"/> Yes <input type="checkbox"/> No		
CAAC	<input type="checkbox"/> Yes <input type="checkbox"/> No		
CAA (UK, Singapore, etc.)	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Transport Canada	<input type="checkbox"/> Yes <input type="checkbox"/> No		
AS9100/AS9110/AS9120 and/or ISO 9000 Certificate	<input type="checkbox"/> Yes <input type="checkbox"/> No		
ASA-100 or TAC2000 Certificate	<input type="checkbox"/> Yes <input type="checkbox"/> No		
ISO 14001	<input type="checkbox"/> Yes <input type="checkbox"/> No		
FAA/PMA or TSO Approval	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Mil-Q-9858	<input type="checkbox"/> Yes <input type="checkbox"/> No		
SFAR 36 Authority	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Other:	<input type="checkbox"/> Yes <input type="checkbox"/> No		

Please attach copies of ADDITIONAL supporting documentation, as appropriate:	
<input type="checkbox"/>	FAA OPS Spec. (Table of Contents with entire Spec) + Anti-Drug Program Approval Letter
<input type="checkbox"/>	Letter from OEM/Manufacture authorizing any distributorship
<input type="checkbox"/>	Company Organization Chart
<input type="checkbox"/>	Capabilities List
<input type="checkbox"/>	W-9 Request for Taxpayer Identification Number and Certificate (U.S. Companies Only)
Additional Info	



QUALITY ASSURANCE SURVEY

*** If your organization meets one of the approvals listed above, do not fill out Section 2 instead proceed to Section 3**

	Stop – only needed for Type 2 Non-Certified Suppliers	SECTION 2 Quality Control System	Type 1 Certified Suppliers Proceed to page 11
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	Yes	No	N/A
A. Do you have a current Quality Assurance Manual? <i>(If requested, a copy may be required)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B. Is there an established Quality Control Program and is it defined in the Quality Control manual?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C. Does the Quality Manual clearly identify the people responsible for the following duties and tasks, including their reporting relationships and back-up person for Various quality functions below			
i. Quality Program?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ii. Inspection?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
iii. Tool & Test Equipment Calibration?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
iv. Technical Data Control?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
v. Shelf Life Program and Administration?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
vi. Control and disposal of scrap parts/components?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D. Do you have an internal audit system that has:			
i. An audit program that assures appropriate corrective/preventive action for non-compliance findings?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ii. Corrective/preventive actions documented accordingly?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
iii. A verification process for the corrective/preventive actions i.e., are there checks to see if the non-compliance is properly addressed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
E. Are the audit findings accessible to the customer?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
F. Are the internal auditors independent of other duties?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
G. Is the following information available:			
i. Current list of approved inspection staff?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ii. List of inspection they are authorized to perform?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
iii. List of current suppliers (e.g., OEM, MMF, PAH, etc.)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Environmental Management System

A. Does your company have an Environmental Management System, Re: ISO 14001?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B. Is worked performed involve disassembly, recycling of engine or aircraft? If yes -	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are you currently certified or have processes that confirm to “Best Management Practice” of “Aircraft Fleet Recycling Association” (AFRA)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



QUALITY ASSURANCE SURVEY

For Non-Certified Suppliers Only **SECTION 2 (continued)**
Inspection

	Yes	No	N/A
A. Does company carry out incoming inspection?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B. Are inspections conducted by approved personnel only?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C. What form of inspection is accomplished:			
i. Visual?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ii. Dimensional?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
iii. Sampling?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
iv. Other (specify as required):	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D. If "Sampling", is there a sampling specification procedure in place? Explain briefly:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
E. Does the company have a non-conforming materials control procedure?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
F. Are inspection stamps used? If "Yes" -			
i. Is there an inspection stamp control policy?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ii. Does this policy identify procedure for retiring inspection stamps?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
iii. Is there a controlled register of stamp holders?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
iv. Who controls the issue/withdrawal of inspection stamps? Name of stamp manager:			

Technical Data

Note: Technical data includes any documents used to verify that the parts comply with OEM requirements/specifications i.e., drawings, manuals, parts catalogues, etc. *It also includes any software package used to control specialized equipment/process that are used in the maintenance of components or piece parts.*

A. Is the appropriate, current technical data readily available to all staff?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B. Is there a documented system for obtaining technical data and maintaining it up to date?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C. Is there an approved procedure to control and maintain a record of manual revisions?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D. Is technical data stored in a manner that will protect it from dirt and damage?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
E. Does the company maintain a current set of FAA/EASA regulations?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
F. Does the company have a method for verifying AD status of a part/component?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



QUALITY ASSURANCE SURVEY

For Non-Certified Suppliers Only

SECTION 2 (continued) Procurement

	Yes	No	N/A
A. Do company procedures demonstrate the ability to:			
i. Trace parts/components to the source of procurement and to the source of production or to an FAA/EASA/TC certificate holder?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ii. Provide, upon request, information pertaining to the production approval status of each part/component in accordance with the applicable FARs/CAAs?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B. Where the part/component is <u>not</u> in new condition, can the company assure the following:			
i. Part/component has not been subjected to extreme heat or stress?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ii. All part/components procured have traceability and/or airworthiness certification as required by FARs/CAAs?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
iii. All Airworthiness Directives (A.D.s) which have been accomplished are documented on release documentation? (Where applicable)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
iv. Where a part/component is identified as "Overhauled/Repaired" that the appropriate documentation to substantiate the condition of the part/component will be provided at time of shipment?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
v. Part number conforms to the customer purchase order?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Material Control

A. Is batch segregation utilized for material requiring batch control?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B. Is material handled/protected in such a manner to preclude damage and/or deterioration from (i.e., blanking caps, plugs, protective packing):			
i. Environment?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ii. Electrostatic discharge?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
iii. FOD?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C. Is the original packaging used where practical?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D. Does the packing clearly identify:			
i. Part number?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ii. Shelf life (if applicable)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
iii. Batch/lot number (if applicable)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
E. Is there a system/procedure for identifying non-conforming parts of materials? (If No, briefly explain method used):	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
F. Is the non-conforming stock identified and segregated from usable stock?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



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For Non-Certified Suppliers Only

SECTION 2 (continued) Shelf Life Control Program

	Yes	No	N/A
A. Is there a documented shelf-life program?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B. Does the program list parts and materials that have shelf life limits?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C. Does each shelf-life item show evidence of a shelf life limit?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D. Is there a system to assure that no item will be issued past its expiration date?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Records

A. Can company provide Certificate of Conformance/FAA 8130-3 Form/EASA Form 1's (Dual Release) for all parts supplied showing the approved source and origin of the parts/components?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B. Is serial number traceability maintained where applicable?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C. Can company purchase records/sales orders show chain of ownership to a production approval holder (e.g., PMA, TSO, PC, TC, STC holder) or a manufacturer of standard parts?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D. Can you supply a Material Certificate conforming to ATA 106 for all components?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
E. Are records protected against damage, alteration, deterioration, loss and retained for a minimum of 7 years?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
F. Are test and inspection records for parts/components supplied with all repaired/overhauled material supplied?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Training and Authorized Personnel

A. Is training provided for personnel who perform inspection, supervisory, shipping and receiving functions?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B. Is both formal classroom and on-the-job training documented and maintained?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C. Is a list of certifying staff maintained?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Scrapped Parts

A. Is there a documented procedure for handling, mutilating of scrapped parts which will preclude their being returned to service?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B. Does the supplier identify by title or position the individual responsible for verifying compliance with this procedure?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C. Are records maintained of all serialized parts that are scrapped?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



QUALITY ASSURANCE SURVEY

For Non-Certified Suppliers Only **SECTION 2 (continued)**
Measuring and Test Equipment

	Yes	No	N/A
A. Does your company use measuring or test equipment to ensure part of component meets manufacturer's specifications?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B. Is there a program/procedure to calibrate and maintain serviceability of these tools?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C. Are precision tools stored in a manner that will ensure that they:			
i. Do not get damaged?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ii. Maintain their accuracy?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D. Calibration records, do they contain the following information:			
i. Calibration next due date?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ii. Inspection interval?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
iii. Tool part number?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
iv. Tool serial number?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
v. Date of calibration?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
vi. Reference to standard used to calibrate?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
E. Are Reference Standards used traceable to National/International Standards?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
F. Is employee-owned measuring equipment allowed to be used on the premises?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
G. If "Yes", is this measuring equipment subject to the control of the calibration program?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Housing and Facility

A. Is your facility of adequate size to house all materials?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B. Is the receiving and shipping area separate and do they have adequate shelving and space?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C. Is your facility environmentally controlled?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D. Is there adequate:			
i. Lighting?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ii. Humidity control?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
iii. Security?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
E. Is there a separate:			
i. Bonded area?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ii. Unserviceable area?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
iii. Quarantine area?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
iv. Scrap area?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



QUALITY ASSURANCE SURVEY

For Non-Certified Suppliers Only

**SECTION 2 (continued)
Shipping**

		Yes	No	N/A
A.	Is there a visual inspection of all parts/components being shipped?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B.	Are all parts/components packaged to preclude the possibility of contamination i.e., blanks, caps, plugs, bagged, etc.?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C.	Are units shipped in containers that comply with or equivalent to ATA300 container specifications?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D.	Is a checklist used to verify shipping requirements and documentation to be enclosed in the shipment i.e., customer requirements, part/serial number, certification, etc.?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Additional Comments

Please provide an explanation or brief description to any answers that were marked "No" or "N/A"



QUALITY ASSURANCE SURVEY

**SECTION 3
SURVEY APPROVAL**

Only Repair Stations Sign: *Confirmation of Contractors Authority Limit*

The statement below applies to all FAA/EASA & Transport Canada Repair Stations Only:

Any supplemental instructions must be noted on the Repair Order and approved by the appropriate person(s).

1. A written supplemental instruction issued to the vendor in an acceptable manner of changing work instructions or other pertinent concern as long as it is issued by the buyer who is listed as a buyer on the specific Repair Order.
2. SFAR 36 repairs are **NOT** approved on any part without the prior and expressed written authorization of AerSale.
3. FAA authorized major repairs (i.e., 8110, DER) are **NOT** approved without the prior written authorization of AerSale.
4. AerSale repair orders only authorize repairs and limits specified as approved by the manufacturer of the engine, airframe or component unless specifically noted otherwise (e.g., EOs, POSH, etc.).
5. Written communication is the only means of authorizing a change in workscope, authorizing repairs other than manufacture repair or communicating any other pertinent change such as the use of PMA material, price, etc.
6. Material on AerSale, Inc. Repair Orders is **NOT** to be exchanged without prior written authorization of the buyer identified on the repair order.

BY SIGNING BELOW, YOU ARE CONFIRMING RECEIPT AND UNDERSTANDING OF THE CONFIRMATION OF CONTRACTORS AUTHORITY LIMIT NOTICE.

- ***Repair Stations also need to sign again below.***

Company Officer or Manager - Quality Control: **Only Repair Stations need to sign here.**

Date: _____

MUST BE SIGNED BY ALL PURCHASE AND REPAIR SUPPLIERS:

BY SIGNING BELOW, YOU ARE CONFIRMING RECEIPT AND WILL COMPLY WITH ALL REQUIREMENTS CONTAINED IN THE AERSALE CERTIFICATION AND TRACEABILITY STANDARD AND THE INFORMATION CONTAINED IN THIS QUESTIONNAIRE IS TRUE AND ACCURATE AT THE TIME OF ISSUE. And that, all supplemental instructions will be noted on a copy of the AerSale purchase/repair order issued at the time of purchase.

Company Officer or Manager - Quality Control:

Date: _____