

CONTRACT MAINTENANCE PROVIDER AUDIT FORM

West Star Aviation is an FAA Certified Repair Station and is required to perform an audit of your facility to meet the requirements of Federal Regulations 14CFR §145.211 (c)(1)(vi) & §145.223, which will allow us to have your organization as an approved Contract Maintenance Provider. It is acceptable to return your "standard packet, including a self-audit" in lieu of completing this document so long as it contains the information requested. For assistance in completing this form, please contact the Quality Assurance Manager, Jeffrey Sneden, at 800-922-2421 or 423-661-8900 Ext. 924.

Company Name:		
Street Address:		
Mailing Address:		
City: State:	Postal Code:	Country:
Phone: ()	Fax: (
This form was completed by:		
Print Name:	Title or Position:	
Signature:	Date Comple	eted:
Email Address:	Phone: ()
Please fax, send or email the completed of West Star Aviation Attn: Jeffrey Sneden, Quality Manager 5904 Pinehurst Ave. Chattanooga, TN 37421 Phone (423) 661-8900 Ext 924 Fax (423) 269-8903 E-mail jsneden@wsa.aero	Contract Maintenance Provider audi	it form and supporting documents to:
Please include copies of all supporting do Air Agency Certificate Anti Drug and Alcohol Plan Operations Specifications 3rd Party Quality Certification (i.e. ISO, AS EASA Certification FAA Production Authorization Certificate Capabilities List Indicate which of the following Contract I	SA, etc.)	oply to your organization:
☐ FAA Certified Repair Station ☐ FAA Certified PMA Manufacturer ☐ Parts Distributor ☐ Other	33	

Maintenance Contract Providers	Yes	No	N/A
As required by the Federal Aviation Regulation are you willing to allow the Federal Aviation			
Administration (FAA) to conduct an inspection of your facility as required? Does your Repair Station comply with all applicable requirements of Subpart C of 14 CFR 145 –			
Housing, Facilities, Equipment, Materials, and Data?			
Does your Repair Station comply with all applicable requirements of Subpart D of 14 CFR 145 – Personnel?			
Does your Repair Station comply with all applicable requirements of Subpart E of 14 CFR 145 –			
Operating Rules?			
Quality Organization	Yes	No	N/A
Is an established Quality Program in place and in use?			
To which standards does the Quality Program conform (i.e. ISO 9000, FAA)? (List below)			
Are Quality personnel's authorities and responsibilities clearly defined in writing?			
Do Quality personnel clearly have the authority to withhold items, which do not meet acceptable quality standards?			
Do Quality personnel have direct access to the appropriate levels of company management to correctly and effectively resolve quality problems and issues?			
Are current work instructions, drawings, procedures, etc., readily available at each operation or workstation, and are personnel familiar with them?			
If inspection stamps are used, are they adequately controlled?			
Do Quality personnel maintain records relative to item acceptance/rejection and disposition of rejected items?			
Do written procedures provide for the following: Control of Documents			
Purchasing Control (Approved Vendors)			
Receiving Inspection Procedures			
Product Identification and Traceablility Requirements			
Process ControlInspection and Testing Procedures	<u> </u>		
Inspection and Test Status of In-Process Items			
Material Receiving Control	Yes	No	N/A
Are all incoming items checked against the Purchase Order and/or referenced specifications prior to being placed in inventory?			
Are incoming materials identified to the applicable Purchase Order or material specifications?			
Are test reports or certificates of chemical and physical analysis maintained on file?			
Do Receiving Inspection records indicate acceptance or rejection of incoming material, including quantities?			
Are adequate controls for the handling and protection of received materials in use?			
Are inspected items properly segregated from material awaiting inspection?			
Does Receiving Inspection check the acceptability of items returned to stock from production (manufacturing, maintenance, assembly, etc.) areas?			
Are controls adequate to properly segregate customer furnished materials and ensure their use in the intended end item?			
Does QA or QC approve company vendors?			
Is there a list of approved suppliers and subcontractors?			
Are only approved vendors used?			
Material Storage and Handling	Yes	No	N/A
Are materials properly handled and stored to prevent damage, contamination, and/or loss?			
			
Is access to stock rooms and material storage areas controlled to prevent unauthorized stocking or removal?			
Is access to stock rooms and material storage areas controlled to prevent unauthorized stocking or			

Material Storage and Handling (Cont.)	Yes	No	N/A
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Nonconforming Material Control	Yes	No	N/A
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Ü^Ë3 •] ^&cat } Áxec^ (Áxec c Q Lã ^ à ÁQT ÜÓDÁ^] æðiÑ	Á	Á	Á
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Sub-Tier Supplier/Vendor Control	Yes	No	N/A
QÁc@¦^ÁcA^^•c^{ Ág Ácē åãcÁ]] ā^¦•Ág¦Ág æc°¦ãceþ•Áce}åÁr^¦çãb ^•ÑÁ	Á	Á	Á
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UNITED STATES OF AMERICA DEPARTMENT OF TRANSPORTATION FEDERAL AVIATION ADMINISTRATION

Air Agency Certificate

Number 3WTR399B

This certificate is issued to WEST STAR AVIATION, LLC "DBA" WEST STAR AVIATION whose business address is 5904 PINEHURST AVE. CHATTANOOGA, TN 37421

upon finding that its organization complies in all respects with the requirements of the Federal Aviation Regulations relating to the establishment of an Air Agency, and is empowered to operate an approved REPAIR STATION.

with the following ratings:

LIMITED AIRFRAME
LIMITED POWERPLANT (03/08/2010)
LIMITED INSTRUMENT (04/07/2010)
LIMITED RADIO (04/07/2010)
LIMITED RADIO (04/07/2010)
LIMITED NON-DESTRUCTIVE TESTING (03/04/2014)
LIMITED ACCESSORY (08/06/2018)
LIMITED LANDING GEAR COMPONENTS (08/06/2018)

This certificate, unless canceled, suspended, or revoked, shall continue in effect INDEFINITELY.

Date issued:

NOVEMBER 2, 2009

By direction of the Administrator

Manager, AFG-200-CE19

This Certificate is not Transferable, and any major change in the basic facilities, or in the location thereof, shall be immediately reported to the appropriate regional office of the federal aviation administration

Any alteration of this certificate is punishable by a fine of not exceeding \$1,000, or imprisonment not exceeding 3 years, or both

Operations Specifications

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Part A

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001 Issuance and Applicability	02/11/2016	05/03/2021	8
002 Definitions and Abbreviations	12/14/2017	05/03/2021	5
003 Ratings and Limitations	04/03/2017	12/15/2020	10
004 Summary of Special Authorizations and Limitations	09/23/1998	05/03/2021	5
007 Designated Persons	12/19/2006	12/15/2020	9
025 Electronic/Digital Recordkeeping System, Electronic/Digital Signature, and Electronic Media	04/03/2017	05/03/2021	5
101 Additional Fixed Locations	12/11/2020	01/28/2021	1
449 Antidrug and Alcohol Misuse Prevention Program	07/17/2009	05/04/2021	6

West Star Aviation, LLC Part A-1 Certificate No.: 3WTR399B

Operations Specifications

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Part D

	HQ CONTROL DATE	EFFECTIVE DATE	AMENDMENT NUMBER
Work to be Performed at a Place Other Than the Repair Station Fixed Location(s)	11/16/2004	05/03/2021	2

West Star Aviation, LLC Part D-1
Print Date: 5/3/2021

Operations Specifications

A001 . Issuance and Applicability

HQ Control: 02/11/2016

Certificate No.: 3WTR399B

HQ Revision: 05e

a. These operations specifications are issued to West Star Aviation, LLC, a Repair Station located in the United States, pursuant to 14 CFR Part 145, § 145.53. The repair station certificate holder shall conduct operations in accordance with 14 CFR Part 145 and these operations specifications.

The certificate holder's address:

Fixed Location: 5904 Pinehurst Ave. Chattanooga, Tennessee 37421 Mailing Address: 5904 Pinehurst Ave. Chattanooga, Tennessee 37421

- b. The holder of these operations specifications is the holder of certificate number 3WTR399B and shall hereafter be referred to as the "certificate holder".
- c. These operations specifications are issued as part of this repair station certificate and are in effect as of the date approval is effective. This certificate and these operations specifications shall remain in effect until the certificate for a repair station that is located in the United States is surrendered, suspended, or revoked.
- d. The repair station specified on these operations specifications and located within the United States performs maintenance and/or an alteration of aircraft and/or aeronautical products to be installed on aircraft under the terms and conditions of the U.S./EU Safety Agreement, Annex 2, Maintenance, between the FAA and the EU.
- e. The certificate holder is authorized to conduct the operations described in subparagraph a under the following other business names:

West Star Aviation
Delegated authorities: None

Operations Specifications

1. Issued by the Federal Aviation Administration.

2. These Operations Specifications are approved by direction of the Administrator.



Digitally signed by Michael J Salas, Principal Maintenance Inspector (CE19) [1] EFFECTIVE DATE: 5/3/2021, [2] AMENDMENT #: 8 DATE: 2021.05.03 06:38:50 -05:00

3. I hereby accept and receive the Operations Specifications in this paragraph.

Jeffrey Sneden, Manager of Quality

Date

5/3/2021

Operations Specifications

A002. Definitions and Abbreviations

HQ Control: 12/14/2017

HQ Revision: 05d

Unless otherwise defined in these operations specifications, all words, phrases, definitions, and abbreviations have identical meanings to those used in 14 CFR and 49 U.S.C., as cited in Public Law 103-272, as amended. Additionally, the definitions listed below are applicable to operations conducted in accordance with these operations specifications.

BASA The Bilateral Aviation Safety Agreement (BASA) is an executive

agreement concluded between the United States and a foreign country

for the purpose of promoting aviation safety; also known as an

Agreement for the Promotion of Aviation Safety.

Certificate Holder In these operations specifications, the term "certificate holder" means

the holder of the repair station certificate described in these operations specifications in Part A paragraph A001 and any of its officers, employees, or agents used in the conduct of operations under this

certificate.

CAAS Civil Aviation Authority of Singapore

CFR Code of Federal Regulations

Class Rating As used with respect to the certification, ratings, privileges of

airframes, powerplants, propellers, radios, instruments, and

accessories within a category having similar operating characteristics.

EASA European Aviation Safety Agency

EASA Accountable

Manager

The manager who has corporate authority for ensuring that all

maintenance required by the customer can be financed and carried out

to the standard required by the EASA full-member Authority.

EU European Union

Exemption An authorization that permits an alternate means of compliance with a

specific CFR. The exemption must meet the procedural requirements

of 14 CFR Part 11.

FOCA Federal Office of Civil Aviation

FAA Accountable

Manager

A person designated by the certificated repair station who is

responsible for and has authority over all repair station operations that are conducted under 14 CFR Part 145, including ensuring that the repair station's personnel follow the regulations and serving as the

Certificate No.: 3WTR399B

primary contact with the FAA.

Operations Specifications

Geographic Authorization

Authorization provided to a repair station located outside the United States to perform maintenance support under contract for a U.S. air carrier (or an operator of U.S.- registered aircraft under 14 CFR Part 129) at a location other than the repair station's main facility. A geographic authorization is issued by the FAA to respond to a U.S. air carrier's or Part 129 foreign operator's need for maintenance at a station where the frequency and scope of that maintenance does not warrant permanently staffing and equipping the station for its accomplishment.

Limited Rating

A rating issued to repair stations for the performance of maintenance on particular makes and models of airframes, powerplants, propellers, radios, instruments, accessories, and/or parts.

Limited Ratings - Specialized Services

Rating issued for a special maintenance function when the function is performed in accordance with a specification approved by the Administrator.

Line Maintenance

Any unscheduled maintenance resulting from unforeseen events, or scheduled checks where certain servicing and/or inspections do not require specialized training, equipment, or facilities.

MAG

The Maintenance Annex Guidance (MAG) defines the process that the FAA and EASA undertake in the inspection, findings of compliance certification, and monitoring of repair stations, as well as their joint cooperation in quality assurance and standardization activities in support of the EASA Agreement, Annex 2, Maintenance. The term Maintenance Agreement Guidance (MAG) defines the processes and activities applicable to a specific country under an MIP, and is not associated with the EASA Agreement.

Maintenance

The inspection, overhaul, repair, preservation, and replacement of parts, but excludes preventive maintenance.

U.S./EU Aviation Safety Agreement, Annex 2, Maintenance

Annex 2 covers the reciprocal acceptance of findings of compliance, approvals, documentation and technical assistance regarding approvals and the monitoring of repair stations/maintenance organizations.

MIP

Maintenance Implementation Procedures (MIP) are procedures for implementing the provisions of a BASA that apply to maintenance performed under 14 CFR Part 145, Section 145.53(b).

MOE

A maintenance organization exposition (MOE) pertains to procedural manuals used by maintenance organizations certificated by a foreign country. The MOE along with the FAA Supplement, sets forth the structure and procedures of the repair station to meet the requirements of 14 CFR Part 145 under a MIP.

Operations Specifications

Preventive Maintenance As defined in 14 CFR part 1 and part 43 appendix A,

subparagraph (c).

QCM

Quality Control Manual

Repair Station located in the United States

A FAA certificated repair station located in the United States.

Repair Station located

outside the United States

A FAA certificated repair station located outside of the United States.

RSM

Repair Station Manual

1. Issued by the Federal Aviation Administration.

2. These Operations Specifications are approved by direction of the Administrator.



Digitally signed by Michael J Salas, Principal Maintenance Inspector (CE19) [1] EFFECTIVE DATE: 5/3/2021, [2] AMENDMENT #: 5

DATE: 2021.05.03 06:38:42 -05:00

3. I hereby accept and receive the Operations Specifications in this paragraph.

Jeffrey Sneden, Manager of Quality

Date

U.S. Department
of Transportation
Federal Aviation
Administration

Operations Specifications

A003. Ratings and Limitations

HQ Control: 04/03/2017 **HQ Revision:** 01a

Certificate No.: 3WTR399B

The certificate holder is authorized the following Ratings and/or Limitations:

Class Ratings

None authorized

Limited Ratings

Rating Airframe	Manufacturer From the accepted Capability List, as amended.	Make/Model From the accepted Capability List, as amended.	Limitations Maintenance, Preventative Maintenance, and Alterations
	From the accepted Capability List, as amended.	From the accepted Capability List, as amended.	Interior Refurbishment
Powerplant	From the accepted Capability List, as amended.	From the accepted Capability List, as amended.	Maintenance is limited to inspection, removal/installation of accessories, componets, and adjustments, minor repairs and alterations, excluding hot section inspections, disassembly of engine modules, or overhauls.
Instruments	From the accepted Capability List, as amended.	From the accepted Capability List, as amended.	Perform test and inspections of each altimeter, static pressure system and automatic altitude reporting equipment IAW CFR Part 43, App. E.
Radio	From the accepted Capability List, as amended.	From the accepted Capability List, as amended.	Perform test and inspection of each installed ATC transponder and encoder IAW CFR Part 43, App. F.
Nondestructive Inspection, Testing, and Processing	N/A	N/A	Eddy Current Inspection is to be accomplished in accordance with MIL-STD-1537, as, revised, or aircraft manufacturer's instructions and FAA approved methods, techniques, and practices.

Operations Specifications

Rating	<u>Manufacturer</u>	Make/Model	Limitations
Nondestructive Inspection, Testing, and Processing	N/A	N/A	Magnetic Particle Inspection is to be accomplished in accordance with ASTM E1444, as revised, or aircraft manufacturer's instructions and FAA approved methods, techniques, and practices.
Nondestructive Inspection, Testing, and Processing	N/A	N/A	Liquid Penetrant Inpection is to be accomplished in accordance with ASTM E1417, as revised, or aircraft manufacturer's instructions and FAA approved methods, techniques, and practices.
Nondestructive Inspection, Testing, and Processing	N/A	N/A	Ultrasonic Inpection is to be accomplished in accordance with ASTM E2375, as revised, or aircraft manufacturer's instructions and FAA approved methods, techniques, and practices.
Landing Gear Components	From the Capability List, as amended.	From the Capability List, as amended.	Maintenance, Preventative Maintenance, and Alterations
Accessories	From the Capability List, as amended.	From the Capability List, as amended.	Limited to inspection, maintenance, preventative maintenance, and alterations of aircraft NiCad and lead acid batteries.

Limited Ratings - Specialized Services

Rating **Specifications** Limitations None Authorized

1. Issued by the Federal Aviation Administration.

2. These Operations Specifications are approved by direction of the Administrator.



Digitally signed by Michael J Salas, Principal Maintenance Inspector (CE19) [1] EFFECTIVE DATE: 12/15/2020, [2] AMENDMENT #: 10 DATE: 2020.12.15 07:49:11 -06:00

3. I hereby accept and receive the Operations Specifications in this paragraph.

Jeffrey Sneden, Manager of Quality

Date

12/15/20

West Star Aviation, LLC

A003-2 Amdt. No: 10

Operations Specifications

A004 . Summary of Special Authorizations and Limitations HQ Control: 09/23/1998

HQ Revision: 010

Certificate No.: 3WTR399B

a. The certificate holder, in accordance with the reference paragraphs, is authorized to:

	Reference Paragraphs
Use an acceptable electronic recordkeeping system, electronic/digital signature, and/or electronic media.	A025
Perform work, including continuous operations, at additional locations other than at its primary fixed location.	A101
Conduct operations choosing to have an antidrug and alcohol misuse prevention program.	A449
Perform work, excluding continuous operations, at additional locations other than at its primary Fixed Location.	D100

b. The certificate holder is not authorized and shall not:

	Reference Paragraphs
Use Exemptions.	A005
Perform maintenance with ratings for repair stations located outside the United States under a Bilateral Aviation Safety Agreement with Maintenance Provisions.	A060
Perform maintenance in accordance with foreign repair station geographic authorizations.	B050
Perform line maintenance for cert. holders conducting operations under Parts 121 and 135 and for foreign carriers/persons operating non-U.Sregistered aircraft in common carriage under Part 129, apart from D100 which authorizes that work away from station.	D107

Operations Specifications

1. Issued by the Federal Aviation Administration.

2. These Operations Specifications are approved by direction of the Administrator.



Digitally signed by Michael J Salas, Principal Maintenance Inspector (CE19) [1] EFFECTIVE DATE: 5/3/2021, [2] AMENDMENT #: 5 DATE: 2021.05.03 06:38:31 -05:00

3. I hereby accept and receive the Operations Specifications in this paragraph.

5/3/2021

Jeffrey Sneden, Manager of Quality Date

Operations Specifications

A007. Designated Persons

HQ Control: 12/19/2006

HQ Revision:

030

a. The personnel listed in the following table are designated to officially apply for and receive operations specifications for the certificate holder indicated below.

Table 1 - Designated Persons to Apply for and Receive Authorizations

Title	Name	Parts Authorized
FAA Accountable Manager, 145 / Manager of Quality	Sneden, Jeffrey	A,D
General Manager	Goede, Steve	A,D
EASA Accountable Manager, 145 / Manager of Quality	Sneden, Jeffrey	A,D
Chief Inspector	Sanfilippo, Joseph	A,D

b. The following personnel listed in Table 2 are designated by the certificate holder to receive Information for Operators (INFO) messages for the certificate holder as indicated below. A receipt for the information by an operator or person is not required.

Table 2 - Designated to Receive INFO Messages

Name	Email Address	Telephone No.	Type of Information to Receive
Sneden, Jeffrey	JSneden@wsa.aero	423-661-8924	ALL

- 1. Issued by the Federal Aviation Administration.
- 2. These Operations Specifications are approved by direction of the Administrator.



Digitally signed by Michael J Salas, Principal Maintenance Inspector (CE19) [1] EFFECTIVE DATE: 12/15/2020, [2] AMENDMENT #: 9 DATE: 2020.12.15 07:49:14 -06:00

3. I hereby accept and receive the Operations Specifications in this paragraph.

effrey Sneden, Manager of Quality

Date

12/15/20

Operations Specifications

A025 . Electronic/Digital Recordkeeping System, HQ Control: 04/03/2017
Electronic/Digital Signature, and Electronic Media HQ Revision: 00b

a. The certificate holder is authorized to use an acceptable electronic/digital recordkeeping system, described and/or referenced in this paragraph (if none, enter N/A.)

Repair Station and Quality Control Manual, Section 6.13

b. The certificate holder is authorized the use of the following electronic/digital signature procedures (if none, enter "N/A").

Repair Station and Quality Control Manual, Section 6.13

c. The certificate holder is authorized to use electronic media for the repair station and quality control manuals, if acceptable (if none, enter "N/A").

Repair Station and Quality Control Manual, Section 6.13

- 1. Issued by the Federal Aviation Administration.
- 2. These Operations Specifications are approved by direction of the Administrator.



Digitally signed by Michael J Salas, Principal Maintenance Inspector (CE19) [1] EFFECTIVE DATE: 5/3/2021, [2] AMENDMENT #: 5 DATE: 2021.05.03 06:38:23 -05:00

3. I hereby accept and receive the Operations Specifications in this paragraph.

Jeffrey Sneden, Manager of Quality

Date

Operations Specifications

A101 . Additional Fixed Locations

HQ Control: 12/11/2020

Certificate No.: 3WTR399B

HQ Revision:

01b

a. The certificate holder is authorized to perform work at the following additional fixed location(s) listed in Table 1 below, provided it has the facilities, materials, equipment, and technical personnel to perform the work authorized.

Table 1

Additional Location Address(es)				
Address	City	State	Country	Postal Code
5900 Pinehurst Ave.	Chattanooga	Tennessee	UNITED STATES	37421
5900 Lovell Field Loop	Chattanooga	Tennessee	UNITED STATES	37421
106 Nowlin Ln.	Chattanooga	Tennessee	UNITED STATES	37421

- b. This authorizes the certificate holder to use multiple locations to perform its operations under a single certificate.
- c. With the exception of the provisions of subparagraph g below, this authorization does not constitute work performed at additional location(s) outside the domiciled country.
- d. The certificate holder may perform continuous operations at the facilities listed in Table 1 above.
- e. All the authorizations and exemptions authorized for the certificate holder apply at these locations, as applicable.
- f. Repair stations located outside the United States covered by the U.S./European Union (EU) Safety Agreement must be under the surveillance of an aviation authority (AA), hold a European Aviation Safety Agency (EASA) line station approval, and must be located within the EU Member States.
- g. Repair stations with their principal place of business located within the United Kingdom of Great Britain and Northern Ireland (UK) operating under the Maintenance Implementation Procedures (MIP) are authorized additional fixed locations outside of the UK. The repair station must hold a UK Civil Aviation Authority (CAA) approval, be under direct surveillance by the UK CAA for that location, and must not be located within the United States.

Operations Specifications

1. The Certificate Holder applies for the Operations in this paragraph.

2. These Operations Specifications are approved by direction of the Administrator.



Digitally signed by Michael J Salas, Principal Maintenance Inspector (CE19) [1] EFFECTIVE DATE: 1/28/2021, [2] AMENDMENT #: 1 DATE: 2021.01.28 14:39:05 -06:00

3. I hereby accept and receive the Operations Specifications in this paragraph.

Jeffrey Sneden, Manager of Quality

Date

Operations Specifications

A449. Antidrug and Alcohol Misuse Prevention Program

HQ Control: 07/17/2009 **HQ Revision:** 00a

Certificate No.: 3WTR399B

- a. The Part 145 repair station certificate holder has elected to implement an Antidrug and Alcohol Misuse Prevention Program, because the certificate holder performs safety-sensitive functions for a 14 CFR Part 121, and 135 certificate holder and/or for a 14 CFR Part 91 operator conducting operations under Section 91.147.
- b. The certificate holder certifies that it will comply with the requirements of 14 CFR Part 120 and 49 CFR Part 40 for its Antidrug and Alcohol Misuse Prevention Program.
- c. Antidrug and Alcohol Misuse Prevention Program records are maintained and available for inspection by the FAA's Drug Abatement Compliance and Enforcement Inspectors at the location listed in Table 1 below:

Table 1

	Location & Telephone of Antidrug and Alcohol Misuse Prevention Program Records:
Telephone Number:	A2 (CONN608C)
Address:	
Address:	
City:	
State:	
Zip code:	

d. Limitations and Provisions.

- (1) Antidrug and Alcohol Misuse Prevention Program inspections and enforcement activity will be conducted by the Drug Abatement Division. Questions regarding these programs should be directed to the Drug Abatement Division.
- (2) The certificate holder is responsible for updating this operations specification when any of the following changes occur:
 - (a) Location or phone number where the Antidrug and Alcohol Misuse Prevention Program Records are kept.
 - (b) If the certificate holder's number of safety-sensitive employees goes to 50 and above, or falls below 50 safety-sensitive employees.
- (3) The certificate holder with 50 or more employees performing a safety-sensitive function on January 1 of the calendar year must submit an annual report to the Drug Abatement Division of the FAA.
- (4) The certificate holder with fewer than 50 employees performing a safety-sensitive function on January 1 of any calendar year must submit an annual report upon request of the Administrator, as specified in the regulations.

The certificate holder has 50 or more safety-sensitive employees.

Operations Specifications

- 1. Issued by the Federal Aviation Administration.
- 2. These Operations Specifications are approved by direction of the Administrator.



Digitally signed by Michael J Salas, Principal Maintenance Inspector (CE19) [1] EFFECTIVE DATE: 5/4/2021, [2] AMENDMENT #: 6 DATE: 2021.05.04 11:57:28 -05:00

3. I hereby accept and receive the Operations Specifications in this paragraph.

5/4/21

Jeffrey Sneden, Manager of Quality Date

Operations Specifications

D100. Work to be Performed at a Place Other Than the Repair HQ Control: 11/16/2004 Station Fixed Location(s) **HQ** Revision: 050

a. The certificate holder may perform work at a place other than its Fixed Location (as listed in paragraph A001, and paragraph A101 if issued, of these operations specifications) provided it has the facilities, material, equipment and technical personnel to perform the work authorized in the following table.

Table 1

Work Authorized	Repair Stations Manual References	Quality Control Manual References
Maintenance and Inspection subject to the conditions in paragraph A003.		Repair Station and Quality Control Manual, Section 6.2

- b. The certificate holder may not perform continuous operation at a facility other than the station's Fixed Location listed in paragraph A001, and paragraph A101 if issued.
- c. Line Stations. Privileges of a line station, as set forth by the EASA certificate and scope of work and located within the country where the main facility is domiciled are listed in Table 1 are authorized.
- d. Work may be due to a special circumstance or on a recurring basis. If on a recurring basis, the repair station must have procedures in its manual.
- 1. Issued by the Federal Aviation Administration.
- 2. These Operations Specifications are approved by direction of the Administrator.



Digitally signed by Michael J Salas, Principal Maintenance Inspector (CE19) [1] EFFECTIVE DATE: 5/3/2021, [2] AMENDMENT #: 2 DATE: 2021.05.03 06:38:17 -05:00

3. I hereby accept and receive the Operations Specifications in this paragraph.

Jeffrey Sneden, Manager of Quality

Date

West Star Aviation, LLC

D100-1 Amdt. No: 2



Karl Specht Maintenance Organisation Oversight Section Manager Flight Standards Directorate

Ares (2019)3559689 KSP/ape/FS.1 Cologne, 21.06.2019 The Quality Manager
West Star Aviation, LLC.
d/b/a West Star Aviation
5904 Pinehurst Ave.
Chattanooga, Tennessee 37421
United States of America

Subject:

Renewal and change to EASA Part-145 approval EASA.145.6637

Reference:

L9a/Rev 1/EASA.145.6637/FAA.3WTR399B

Attachment:

EASA Part-145 approval certificate

Dear Sir or Madam,

Following a positive recommendation from the **FAA** the European Aviation Safety Agency hereby accepts the changes to your EASA Part-145 approval.

In addition, subject to continued compliance with the FAR 145 and the EASA special conditions as detailed in the Agreement between the United States of America and the European Community on Cooperation in the Regulation of Civil Aviation Safety and associated Maintenance Annex Guidance (MAG), the renewal date is confirmed as 24 June 2021:

West Star Aviation, LLC. d/b/a West Star Aviation

EASA Part-145 Approval certificate reference number:

EASA.145.6637

This certificate supersedes the EASA.145.6637 approval certificate dated 22 June 2017. The superseded certificate shall be destroyed locally by your organisation and does not need to be returned to the EASA.

You are reminded that you will be required to submit your next renewal paperwork package in accordance with the MAG available on our web site at http://www.easa.europa.eu

Yours faithfully,

Kan Specht



Postal address: Postfach 10 12 53 50452 Cologne, Germany Visiting address: Konrad-Adenauer-Ufer 3

Visiting address: Konrad-Adenauer-Ufer 3 50668 Cologne, Germany

Tel.: +49 221 89990 6047 E-mail: foreign145@easa.europa.eu Web: www.easa.europa.eu ISO 9001 Certified

TE.GEN.00101-006



U.S. APPROVAL CERTIFICATE

EASA.145.6637

Taking into account the provisions of Article 12 of Regulation (EC) 216/2008 of the European Parliament and of the Council and the bilateral agreement currently in force between the European Community and the Government of the United States of America, the European Aviation Safety Agency (EASA) hereby certifies:

West Star Aviation, LLC.
d/b/a West Star Aviation

FAA NUMBER: 3WTR399B

5904 Pinehurst Ave.
Chattanooga, Tennessee 37421
United States of America

as a Part-145 maintenance organization approved to maintain the products listed in the FAA Air Agency Certificate and associated Operations Specifications and issue related certificates of release to service using the above reference, subject to the following conditions:

- The scope of the approval is limited to that specified on the 14 CFR part 145 repair station Air Agency Certificate, and the associated Operations Specifications for work carried out in the United States (unless otherwise agreed in a particular case by EASA).
- 2. The approval scope shall not exceed the permitted EASA Part-145 ratings as detailed in Regulation EC (No) 1321/2014.
- 3. This approval requires continued compliance with 14 CFR part 145 and the differences as specified in the Maintenance Annex Guidance (MAG), including the use of the FAA Form 8130-3 for release/return to service of components up to and including power plants.
- 4. Certificates of return to service must quote the EASA Part-145 approval reference number quoted above and the 14 CFR part 145 Air Agency Certificate number.
- 5. Subject to compliance with the foregoing conditions, this approval shall remain valid until:

24 June 2021

unless the approval is surrendered, superseded, suspended or revoked.

Date of issue: 21/June 2019

Signed

For EASA

EASA Form 3 - U.S. Approval Certificate Rev 1



Ministry of Transport, Communications and Primary Sector

Department of Civil Aviation

ARUBA

CERTIFICATE OF ACCEPTANCE

Name of holder:

Address of holder:

WEST STAR AVIATION, LLC. d/b/a WEST STAR AVIATION

5904 PINEHURST AVE, CHATTANOOGA, TENNESSEE 37421

UNITED STATES OF AMERICA

Authorized location(s):

~ 5904 Pinehurst Ave, Chattanooga, Tennessee 37421, United States of America.

It is hereby certified that in accordance with article 96, of the Landsbesluit Luchtwaardigheid (AB 1995 no. 71, gewijzigd bij A.B. 2000 no. 58), the holder identified above has been approved for performing the following activities:

Same as in the current U.S. Approval Certificate EASA.145.6637 issued by the European Aviation Safety Agency.

Conditions / Limitations:

- 1. The same privileges, conditions and limitations as the U.S. Approval Certificate EASA.145.6637 apply;
- 2. Besides the requirements specified in the U.S. Approval Certificate EASA.145.6637, additional Aruba DCA regulations shall be complied with once issued;
- 3. Authorization DL-ACC-235 shall be quoted as the authority in the appropriate records;
- 4. No scheduled maintenance shall be performed at other location(s) than those specified above without prior DCA Aruba approval;
- 5. Only parts and hardware traceable to the Original Equipment Manufacturer shall be installed on Aruban registered aircraft;
- 6. Subject to compliance with the foregoing conditions, this acceptance shall remain valid until the date of expiry mentioned below, unless the EASA.145.6637 approval has previously been surrendered, superseded, suspended or revoked.

This acceptance is valid until: 05 March 2022

Aruba, 06 March 2020

Revocation prior to this date remains reserved.

For the Director of Civil Aviation:

Certificate no.:

DL-ACC-235

Date of first issue:

06 March 2020

ING. G.G.A. KELLY



Federal Aviation Administration

February 1, 2019

Kraig A. Meyer Director of EHS West Star Aviation, LLC 790 Heritage Way Grand Junction, CO 81506

Dear Mr. Meyer:

We have processed your program registration amendment and a copy is enclosed. Your Registration number, **CONN608C**, has not changed.

Office of Aerospace Medicine

Drug Abatement Division 800 Independence Ave., S.W.

Washington, D.C. 20591

Your program registration includes the following certificated repair stations or locations:

#	Name	Certificate #	Location
1	West Star Aviation, LLC	3WTR399B	Chattanooga, TN
2	Premier Air Center, Inc.	PAZ3068H	Englewood, CO
3	Premier Air Center, Inc.	PAZD068H	Wheeling, IL
4	MSP Aero	5MAR502B	Minneapolis, MN
5	Dallas Aeronautical Services LLC	XQDR264Y	Cedar Hills, TX
6	Premier Air Center, Inc.	PAZR068H	East Alton, IL
7	West Star Aviation LLC	WTXR173J	Grand Junction, CO
8	Premier Air Center, Llc	PAZ4068H	Conroe, TX
9	Flite Composites LLC	FBQR568Y	Dallas, TX

To complete your registration process, please contact your FAA Principal Maintenance Inspector and request that an "A2" and your registration number are added to Table 1 of the drug and alcohol paragraph (A449) in each repair station's Operations Specifications.

Please note that your registration will **expire on February 1, 2022** and we request that you submit a Renewed Registration prior to the date.

If you have any questions, please contact our office at (202) 267-8442 or drugabatement@faa.gov.

Sincerely,
Jamika Juner-Graydon
For Margie Rustin
Manager, Program Administration Branch
Drug Abatement Division

The Drug Abatement Division strives to provide quality service. We invite you to complete a feedback form at http://www.faa.gov/about/office_org/headquarters_offices/avs/stakeholder_feedback/aam/aam800/.



WEST STAR AVIATION

FAA Certificated Repair Station

Air Agency Certificate Number 3WTR399B 5904 Pinehurst Ave. Chattanooga, TN 37421

Capabilities List Manual

Original Issue Date: August 6, 2010

Revision: 35 Date: May 3, 2021

Manual Approved By:

Jeffrey S Sneden, FAA-Accountable Manager



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Record of Revisions

This Capabilities List will be revised electronically. The footer will indicate the current revision number and date of the entire manual. Revision bars in the left margin are used to indicate revised material in this manual.

Refer to the chart below to see past revision numbers and release dates.

Revision Number	Revision Date	Revision Number	Revision Date
Original	August 6, 2010	Revision 31	December 8, 2020
Revision 1	September 17, 2010	Revision 32	January 8, 2021
Revision 2	November 2, 2011	Revision 33	February 01, 2021
Revision 3	January 30, 2012	Revision 34	March 10, 2021
Revision 4	February 28, 2012	Revision 35	May 03, 2021
Revision 5	May 21, 2012		
Revision 6	June 7, 2012		
Revision 7	February 17, 2013		
Revision 8	May 14, 2013		
Revision 9	2013, October 23		
Revision 10	April 17,2014		
Revision 11	May 19, 2014		
Revision 12	October 17, 2014		
Revision 13	September 4, 2016		
Revision 14	March 1, 2016		
Revision 15	March 25,2016		
Revision 16	May 4, 2016		
Revision 17	July 20, 2016		
Revision 18	August 02, 2016		
Revision 19	December 2, 2016		
Revision 20(Rewrite)	October 30, 2017		
Revision 21	August 13, 2018		
Revision 22	February 26, 2019		
Revision 23	February 28, 2020		
Revision 24	April 28, 2020		
Revision 25	May 4, 2020		
Revision 26	August 24, 2020		
Revision 27	August 27, 2020		
Revision 28	September 29, 2020		
Revision 29	October 21, 2020		
Revision 30	November 16, 2020		



Manual Control

- A. Procedures for revising West Star Aviation Capability list.
 - 1. The Accountable Manager will be responsible for making and submitting revisions.
 - 2. The Capability List will be kept in electronic format accessible on West Star Aviation (WSA) computer network. An up-to-date electronic version will also be available on West Star Aviation's Shared Network File computer system, which is available for employee use and reference. The revised list and any other necessary technical data will be submitted via email within 5 business days of revising to West Star Aviation's Principal Inspector at the Nashville Flight Standards District Office.
 - 3. Revised material will be indicated by revision bars on the side margins. All revisions will be dated using the revision approval date by the Accountable Manager. The table of contents and list of effected pages will also be updated to reflect the revision.
 - 4. The cover page of the manual will be approved and signed by the Accountable Manager.
 - 5. The Nashville Flight Standards District Office will receive a copy of the Capabilities List showing revision(s) in an electronic format, and will be sent to the assigned Principal Inspector (PI) for the acceptance.
- B. Procedures for self-evaluation and reporting the results of the self-evaluations for the capability list 145.215(c)
 - Self-evaluation will be performed when another aircraft, engine, or article needs to be added or removed.
 - 2. An example of the Self Evaluation Form WSA-F100 can be found in section 3 of this manual.
 - The Accountable Manager will perform the self-evaluations and must have the following qualifications:
 - a. Experience with performing evaluations.
 - b. An understanding of the requirements of Part 145.
 - c. Knowledge of the maintenance requirements for the particular make/model of article to be added to the list.
 - Each article in the list must have a self-evaluation form WSA-F100 completed by the Accountable Manager.
 - This form must be completely filled out, signed and available for review to the Nashville Flight Standards District Office.
 - 6. The self-evaluation forms WSA-F100 will be kept in an electronic version available on West Star Aviation's Shared Network File computer system.
- C. Procedures for reporting deficiencies found.
 - WSA-F026 Nonconformance write-up and corrective action form will be filled out to report any
 deficiencies found during the self-evaluation. This form will be used to report to the Accountable
 Manager for review and resolution.
 - 2. The nonconformance forms will be kept in an electronic version available on West Star Aviation's Shared Network File computer system. West Star Aviation will keep records of the self-evaluation on file for a period of 2 years.
- D. Procedures for completing the Self Evaluation Form WSA-F100 (on page 15 of this manual)
 - Enter Accountable Manager's name and date.
 - 2. List the Manufacturer, make and/or model of the aircraft, engine, or article that is being evaluated.
 - 3. Answer all of the 10 questions accurately and add comments if necessary.
 - 4. Any additional Comments may be added on the last 3 lines.



Limited Ratings

Airframe

Manufacturer	Make / Model	Limitations
Textron Aviation Formerly Cessna	Cessna 425 & 441 Citation 500 & 501 Cessna 510 Citation 525, 525A, 525B, 525C Citation 550, 551 & 560, 560XL, 560XLS, 560XLS+ Citation 650 Citation 680 Citation X (750)	None
Gulfstream Aerospace LP	G100 Astra SPX 1125 Westwind Astra G150 G200 G280	None
Gulfstream Aerospace Corporation	G-IV GV GV-SP GIV-X GVI G650	None
Dassault Aviation	Falcon 10 Series Falcon 20 Series Falcon 50 Series Falcon 900 Series Falcon 2000 Series Falcon 7X	None
Learjet Inc.	31,35,36,45,55,60 Series	None
Textron Aviation Formerly Beechcraft	90, 100, 200 & 300 Series HS-125-700A & -700B Hawker 800 Hawker 800A & -800B Hawker 800XP Hawker 850XP Hawker 900XP Hawker 1000 Beechjet 400 Series	None
Bombardier	BD-100-1A10	None
(Challenger) Bombardier (Global)	CL-600 Series BD-700-1A10 BD-700-1A11	None



Airframe (continued)

Manufacturer	Make / Model	Limitations
Embraer	EMB-500 (Phenom 100)	None
	EMB-505 (Phenom 300)	
	EMB-545 (Legacy 450)	
	EMB-545 (Praetor 500)	
	EMB-550 (Legacy 500)	
	EMB-550 (Praetor 600)	
Yaborã	EMB-190-100 ECJ	None
Formerly Embraer	(Lineage 1000)	
	EMB-135BJ (Legacy 600/650)	
	EMB-135 Series	
	EMB-145 Series	



Powerplant

Manufacturer	Make / Model	Limitations
Williams International	FJ44-1A FJ44-1AP FJ44-2C FJ44-3A FJ44-3A-24 FJ44-4A	Maintenance is limited to inspection, removal/installation of accessories, components, and adjustments, minor repairs and alterations, excluding hot section inspections, disassembly of engine modules, or overhauls.
Honeywell International	TFE731-2 TFE731-2B TFE731-3 TFE731-3A TFE731-3C TFE731-3R TFE731-4R Series TFE731-5 TFE731-5 TFE731-5BR TFE731-5BR TFE731-20AR TFE731-20BR TFE731-40R-200G TFE731-40R-200G TFE731-60-1C TPE-331 Series AS907-1 Series AS907-2 Series GTCP-36-100 Series GTCP-36-150 36-150IAI RE100CX RE100XL HTF 7000 Series	Maintenance is limited to inspection, removal/installation of accessories, components, and adjustments, minor repairs and alterations, excluding hot section inspections, disassembly of engine modules, or overhauls.
Pratt and Whitney Canada Corp.	JT15D-1, -1A, -1B JT15D-4 JT15D-5, 5A,5B,5D,5R,5F PT-6 Series	Maintenance is limited to inspection, removal/installation of accessories, components, and adjustments, minor repairs and alterations, excluding hot section inspections, disassembly of engine modules, or overhauls.
Pratt and Whitney Canada, Inc.	PW305 Series PW306A PW306C PW308C PW500 Series PW530A PW535B,E PW545A,B,C PW615	Maintenance is limited to inspection, removal/installation of accessories, components, and adjustments, minor repairs and alterations, excluding hot section inspections, disassembly of engine modules, or overhauls.
General Electric	CF-34-1 and 3 Series CFE738	Maintenance is limited to inspection, removal/installation of accessories, components, and adjustments, minor repairs and alterations, excluding hot section inspections, disassembly of engine modules, or overhauls.



Powerplant (Continued)

Manufacturer	Make / Model	Limitations
Rolls Royce	Tay Mark 611-8C AE3007C Series BR700-725A1-12	Maintenance is limited to inspection, removal/installation of accessories, components, and adjustments, minor repairs and alterations, excluding hot section inspections, disassembly of engine modules, or overhauls.
Hamilton Sundstrand	T-62T-20G-10C3/4	Maintenance is limited to inspection, removal/installation of accessories, components, and adjustments, minor repairs and alterations, excluding hot section inspections, disassembly of engine modules, or overhauls.



Instruments and Radio

Component	Make / Model	Limitations
Transponders	Honeywell MST-67A Honeywell XS-850A Honeywell XS-852 Honeywell XS-857A Honeywell XS-858B Rockwell Collins TDR-90 Rockwell Collins TDR-94 Rockwell Collins TDR-94D Garmin GTX-33 Garmin GTX-33D Garmin GTX-3000 Bendix King KT 76A Honeywell KT-74	Air data Computer Systems, Standby Altimeters, Mode S Transponders, Signal Interface Adapters, Micro Air Data Computer Systems, VHF Comms, Perform test and inspections of each altimeter, static pressure system and automatic altitude reporting equipment IAW CFR Part 43, Appx. E & F.
Air Data	Honeywell AZ-242 Honeywell AZ-800 Honeywell AZ850 Honeywell AZ-950 Honeywell AZ-960 Rockwell Collins ADC-3000 Bendix King KDC-481 Garmin GDC-74A Garmin GDC-74B	
Altimeter	Honeywell AM-250(ADDU) IS&S Air Data Display Unit Rockwell Collins ALI-80A Bendix with encoder	
Integrated Flight Suites	Honeywell Primus Apex Honeywell Primus Elite Honeywell Primus Epic Honeywell Primus 1000 Honeywell Primus 2000 Rockwell ProLine IV Rockwell ProLine 21 Garmin G1000 Garmin G3000	



Interior Refurbishment

Manufacture	Make / Model	Limitations
Textron Aviation Formerly Cessna	Cessna 425 & 441 Citation 500 & 501 Cessna 510 Citation 525, 525A, 525B, 525C Citation 550, 551 & 560, 560XL, 560XLS, 560XLS+ Citation 650 Citation 680 Citation X (750)	Perform repairs or refurbishment of aircraft interior components, seats, berths, and / or litters. Perform repairs or refinish of aircraft interior cabinets, bulkheads, racks, and / or shelves. Work shall be accomplished in accordance with the manufacture's current technical data, the customers air carrier data, or other data approved by the Administrator.
Gulfstream Aerospace LP	G100 Astra SPX 1125 Westwind Astra G150 G200	
Gulfstream Aerospace Corporation	G-IV GV GV-SP GIV-X	
Dassault Aviation	Falcon 10 Series Falcon 20 Series Falcon 50 Series Falcon 900 Series Falcon 2000 Series Falcon 7X	
Learjet Inc.	31,35,36,45,55,60 Series	
Textron Aviation Formerly Beechcraft	90, 100, 200 & 300 Series HS-125-700A & -700B Hawker 800 Hawker 800A & -800B Hawker 800XP Hawker 850XP Hawker 900XP Hawker 1000 Beechjet 400 Series	
Bombardier Challenger	300 Series	
Bombardier Global	600 Series BD-700-1A10	
Embraer	EMB-500 (Phenom 100) EMB-505 (Phenom 300) EMB-545 (Legacy 450) EMB-545 (Praetor 500) EMB-550 (Legacy 500) EMB-550 (Praetor 600)	
Yaborã Formerly Embraer	EMB-190-100 ECJ (Lineage 1000) EMB-135BJ (Legacy 600/650) EMB-135 Series EMB-145 Series	



Landing Gear Components (Wheel Assembly)

Manufacture	Part Number	Description	Limitations
Aircraft Braking	PN 5011740 series	Wheel Assembly	Limited to inspection, maintenance,
System			and alterations of aircraft wheels.
Goodrich	PN 3-1481 series	Wheel Assembly	
Goodrich	PN 3-1341-1 series	Wheel Assembly	
Safran	PN C20180410 series	Wheel Assembly	

Landing Gear Components

Manufacture	Part Number	Description	Limitations	
EMB-500 Phenom 100	2310-2000-XXX	MLG Shock Strut	Limited to Inspection, Repair, Overhaul	
	2136-1000-XXX	MLG Locking Actuator		
	2310-4000-XXX	MLG Shock Absorber		
	2310-1000 2310-5000	NLG Shock Strut		
	2310-1700-XXX	NLG Locking Stay		
	2310-1400-XXX	NLG Drag Brace		
EMB-505 Phenom 300	2317-1100-XXX	MLG Shock Strut	Limited to Inspection, Repair,	
	2117-3000-XXX	MLG Locking Actuator	Overhaul	
	2317-3000-XXX	MLG Shock Absorber		
	2317-5100-XXX	NLG Shock Strut		
	2317-6500-XXX	NLG Locking Stay		
	2317-6000-XXX	NLG Drag Brace		
Cessna	6541425-13	MLG Shock Absorber	Limited to Seal and Outer Bearing Replacement Only	



Accessories (Batteries)

Manufacture	Part Number	Description	Limitations	
Concorde Battery Corp.	RG Series	Sealed Lead Acid Batteries	Limited to inspection, maintenance, and alterations of batteries.	
L3 Harris	PS-835	Emergency Power Supply Batteries		
Honeywell	60-1321	Emergency Power Supply Batteries		
Gill	PN 7639 series PN 7025 series PN 7035 series PN 7242 series PN 7243 series PN 7246 series PN 7407 series PN 7649 series PN 7638 series	Sealed Lead Acid Batteries		
Saft	5317CH-1 267CH-7 257CH-9 1756-3 427CK-1	Nickel-Cadmium (NiCad) Batteries		
Hawker	Hawker Valve Regulated Sealed Lead Acid Batteries	Sealed Lead Acid Batteries		



Self-Evaluation Form

West Star Aviation								
Repair Station Number: 3WTR399B								
Self Evaluation Form WSA-F100								
for Capability List 145.217(c)								
Accountable Manager: Date:								
Manufacturer:	·							
Make/Model:								
Evaluation Questions	Comments	Yes	No					
1. Can the facility accommodate the								
aircraft or article?								
2. Does the facility have sufficient								
workspace for the proper segregation								
and protection of articles?								
3. Does the facility have segregated								
areas for hazardous materials?								
4. Does the facility have suitable								
racks, trays, stands, and other								
segregation means for storage and								
protection of articles?								
5. Does the facility have sufficient								
space to segregate articles for								
installation, or articles undergoing								
any kind of maintenance?								
6. Does the facility have the tools?								
7. Does the facility have the								
equipment?								
8. Does the facility have the current								
technical data?								
9. Does the facility have sufficient								
qualified personnel?								
10. Does the Certificate have the								
Limited Rating for this article?								
11. Additional Comments:								
Signature of Accountable Manager:								