# SELF SURVEY

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|---|---|
| **Supplier Name:** | AAR AIRCRAFT COMPONENT SERVICES - AMSTERDAM |
| **Address:** | Kruisweg 705 |
| | 2132 ND Hoofddorp |
| | The Netherlands |
| **Phone Number:** | +31 (0)23 8000600 |
| | **E-mail:** amsterdam@aarcorp.com |

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|---|---|
| **Type of Product of service:** | Repair Station |
| **CAGE Code:** | H3444 |

**Key Organization Personnel:**

| **Name:** | Eric Bron | **Title:** | General and Accountable Manager |
|---|---|---|---|
| **Name:** | Taco Vingerhoed | **Title:** | Director Commercial and Business Development |
| **Name:** | Esther Luijendijk | **Title:** | Director Operations |
| **Name:** | Edwin Lazonder | **Title:** | Director Finance |
| **Name:** | Salim Khamze | **Title:** | Director Engineering |
| **Name:** | Gerdinand Sijbring | **Title:** | Compliance Manager |

**The Compliance Manager reports directly to the Accountable Manager**

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|---|---|---|---|
| **Total Work Force:** | 98 | **QA/QC Personnel:** | 2 QA / 21 QC |
| **Repair Shop Personnel:** | 61 | **Engineering Personnel:** | 7 |

| **Certificates and Approvals:** | **Number:** | **Valid through:** |
|---|---|---|
| **EASA Part-145** | NL.145.1133 | unlimited |
| **FAR 145** | QT1Y438K | March 31, 2025 |
| **TCCA CAR-573** | 809-02 | unlimited |
| **UK-CAA Part 145** | UK.145.01480 | unlimited |
| **CCAR 145** | F03100202 | Valid till December 31, 2023 |
| **EN/AS 9110** | AS 9110 - 0022626 | April 24, 2025 |
| **ISO 9001** | ISO 9001 - 0022627 | April 24, 2025 |
| **MAA 145 (military)** | MAA-NLD A-145-010 | April 11, 2025 |

Copies of current certificates can be downloaded from: Certifications | AAR Corporate

**Facilities:**
Build out of brick/steel with concrete floors, heated/air-conditioned departments, adequate lighting.

| | | |
|---|---|---|
| **Total properties:** | ± 17,500 SQ Meters | (± 188,400 SQ Feet) |
| **Total floor space:** | ± 6,000 SQ Meters | (± 64,600 SQ Feet) |
| **Production area:** | ± 3,500 SQ Meters | (± 37,700 SQ Feet) |
| **Stockroom area:** | ± 900 SQ Meters | (± 9,700 SQ Feet) |
| **Receiving & Shipping area:** | ± 300 SQ Meters | (± 3,250 SQ Feet) |
| **Offices:** | ± 1,000 SQ Meters | (± 10,800SQ Feet) |

**Major Customers:**
JET2.COM, Fokker Services, Boeing, Air Canada, Alaska Airlines KLM/Air France, several Air Forces (including but not limited to Royal Netherlands Air Force, USAF, and NSPA).

**Types of products and / or services supplied:**
Maintenance of Aircraft Parts & Components, Logistical Support, Design and Manufacturing of Test Equipment.

**A. Certifications**

| | Questions | Yes | No | N/A |
|---|---|---|---|---|
| 1. | Does the vendor hold valid certifications for the assigned tasks? | ☒ | ☐ | ☐ |
| 2. | Does the vendor work under bilateral agreements? | ☒ | ☐ | ☐ |
| | If Yes, with whom? | United States of America Canada | | |
| 3. | Are all required certificates, Operations Specifications, licenses, standards and regulations available for review? | ☒ | ☐ | ☐ |
| 4. | Does the repair station work within the approved rating? | ☒ | ☐ | ☐ |
| 5. | Does the vendor have an FAA approved and active anti-drug & alcohol misuse testing plan? | ☐ | ☐ | ☒ |

**B. Quality Control Programs**

| | Questions | Yes | No | N/A |
|---|---|---|---|---|
| 1. | Does the vendor have a current Quality Control Manual that covers the following: | | | |
| | a) Inspecting incoming raw material to ensure acceptable quality? | ☐ | ☐ | ☒ |
| | b) Performing preliminary inspections of all articles that are maintained? | ☒ | ☐ | ☐ |
| | c) Inspection of all articles that have been involved in an accident for hidden damage before maintenance, preventive maintenance, or alteration is performed? | ☒ | ☐ | ☐ |
| | d) Establishing and maintaining proficiency of inspection personnel? | ☒ | ☐ | ☐ |
| | e) Establishing and maintaining current technical data for maintaining articles? | ☒ | ☐ | ☐ |
| | f) Qualifying and surveying non-certificated persons who perform maintenance, preventive maintenance, or alterations for the repair station? | ☒ | ☐ | ☐ |
| | g) Performing final inspection and return-to-service of maintained articles? | ☒ | ☐ | ☐ |
| | h) Calibrating measuring and test equipment used to maintain articles, including the intervals at which the equipment will be calibrated? | ☒ | ☐ | ☐ |
| | i) Taking corrective action on discrepancies? | ☒ | ☐ | ☐ |
| | j) References, where applicable, to manufacturer's inspection standards? | ☒ | ☐ | ☐ |
| | k) Samples of and instructions for completing maintenance and inspection forms, or reference to a separate forms manual? | ☒ | ☐ | ☐ |
| | l) Procedures for revising the Quality Control Manual? | ☒ | ☐ | ☐ |
| 2. | Does the vendor's program include procedures for controlling shelf life and scrapped parts? | ☒ | ☐ | ☐ |
| 3. | Does the vendor have | | | |
| | a) A current Repair Station Manual (Maintenance Organization Exposition) that contains the following: | ☒ | ☐ | ☐ |
| | i) An organization chart identifying each management position with authority to act on behalf of the repair station? | ☒ | ☐ | ☐ |
| | ii) An organization chart identifying the area of responsibility assigned to each management position? | ☒ | ☐ | ☐ |
| | iii) An organization chart identifying duties, responsibilities, and authority of each management position? | ☒ | ☐ | ☐ |
| | b) Procedures for maintaining the roster? | ☒ | ☐ | ☐ |
| | c) A description of the vendor's operations, equipment, and facility, including procedures for revising the capabilities list and notifying the applicable airworthiness authority? | ☒ | ☐ | ☐ |
| | d) Procedures for revising the training program? | ☒ | ☐ | ☐ |
| | e) Procedures to govern work performed at another location? | ☒ | ☐ | ☐ |
| | f) Procedures for managing contracted maintenance? | ☒ | ☐ | ☐ |
| | g) A description of the record keeping system? | ☒ | ☐ | ☐ |
| | h) Procedures for revising the repair station's manual, and notifying the applicable aviation authorities? | ☒ | ☐ | ☐ |

**B. Quality Control Programs (Continued)**

| | Questions | Yes | No | N/A |
|---|---|---|---|---|
| 4. | Is the Repair Station Manual current and available to employees? | ☒ | ☐ | ☐ |
| 5. | Does the vendor have an internal audit and surveillance function? | ☒ | ☐ | ☐ |
| 6. | Does the internal audit function ensure compliance with customer specifications? | ☒ | ☐ | ☐ |
| 7. | Does the internal audit program assure appropriate corrective action? | ☒ | ☐ | ☐ |
| 8. | Does the vendor maintain a file of audit findings and corrective action for three years and can it be reviewed by customers and/or other interested parties? | ☒ | ☐ | ☐ |
| 9. | Does the vendor maintain a list of sub-contracted maintenance functions and agencies including the type of certificate and rating, if any, held by each facility? | ☒ | ☐ | ☐ |
| 10. | Does the vendor ensure that sub-contractor quality meets customer specifications and legal requirements? | ☒ | ☐ | ☐ |
| 11. | Does the vendor maintain certification on sub-contractor work? | ☒ | ☐ | ☐ |
| 12. | Does the vendor have an agreement with non-certificated subcontractors allowing the applicable aviation authorities to inspect their activities when deemed necessary? | ☒ | ☐ | ☐ |
| 13. | Does the vendor have a procedure for reporting defects of unairworthy conditions to the customer and the applicable aviation authorities? | ☒ | ☐ | ☐ |

**C. Inspection programs**

| | Questions | Yes | No | N/A |
|---|---|---|---|---|
| 1. | Are RII inspectors properly trained and certified? | ☐ | ☐ | ☒ |
| 2. | Is there proper separation of maintenance and inspection responsibilities for vendors that perform required inspections? | ☐ | ☐ | ☒ |
| 3. | Does the vendor have an acceptable receiving inspection system? | ☒ | ☐ | ☐ |
| 4. | Does the vendor have an acceptable system for controlling stamps, for both inspection and production personnel? | ☒ | ☐ | ☐ |
| 5. | Are acceptable sampling procedures adequate to ensure quality? | ☒ | ☐ | ☐ |

**D. Personnel**

| | Questions | Yes | No | N/A |
|---|---|---|---|---|
| 1. | Has the vendor designated an employee as the "Accountable Manager"? | ☒ | ☐ | ☐ |
| 2. | Does the repair station roster identify all management, supervisory and inspection personnel? | ☒ | ☐ | ☐ |
| 3. | Does the roster identify all personnel authorized for return-to-service? | ☒ | ☐ | ☐ |
| 4. | Does the repair station have an employee summary for all personnel listed on the repair station roster? | ☒ | ☐ | ☐ |
| 5. | Are the vendor's supervisory personnel competent i.a.w. the applicable aviation regulations? | ☒ | ☐ | ☐ |
| 6. | Are the vendor's inspection personnel competent i.a.w. the applicable aviation regulations? | ☒ | ☐ | ☐ |
| 7. | Does the vendor perform any required inspections (RII) for any customer? | ☐ | ☐ | ☒ |
| 8. | Are the vendors return-to-service personnel competent i.a.w. the applicable aviation regulations? | ☒ | ☐ | ☐ |
| 9. | Are specific individuals, by title, responsible for the following programs? | | | |
| | i) Technical data? | ☒ | ☐ | ☐ |
| | ii) Shelf Life? | ☒ | ☐ | ☐ |
| | iii) Calibration tooling? | ☒ | ☐ | ☐ |
| | iv) Scrap parts? | ☒ | ☐ | ☐ |
| 10. | Is there a back-up person identified by title for all programs requiring one? | ☒ | ☐ | ☐ |

**E. Technical Data Program**

| | Questions | Yes | No | N/A |
|---|---|---|---|---|
| 1. | Does the vendor have the required shop manuals and specifications to perform the repair/overhaul in accordance with customer specifications? | ☒ | ☐ | ☐ |
| 2. | Are there established approved procedures controlling revisions in manuals deviating from OEM specifications? (e.g., EO or EA) | ☒ | ☐ | ☐ |
| 3. | Does the vendor have a documented system to ensure technical data is current? | ☒ | ☐ | ☐ |
| 4. | Does the vendor have records of manual revisions? | ☒ | ☐ | ☐ |
| 5. | Are manual revisions up to date? | ☒ | ☐ | ☐ |
| 6. | Is the technical data properly identified and available to mechanics? | ☒ | ☐ | ☐ |
| 7. | Does the vendor have a system to control working copies of manuals to ensure they are revised with masters? | ☒ | ☐ | ☐ |
| 8. | Is technical data stored in a manner that will protect it from dirt and damage? | ☒ | ☐ | ☐ |

## F. Shelf Life Program

| | Questions | Yes | No | N/A |
|---|---|---|---|---|
| 1. | Does the vendor have a documented shelf life program? | ☒ | ☐ | ☐ |
| 2. | Does the program list parts and materials that have shelf life limits? | ☒ | ☐ | ☐ |
| 3. | Does each shelf life item have the shelf life expiration limit displayed? | ☒ | ☐ | ☐ |
| 4. | Is there an adequate system to assure that no item will be issued or used past its expiration date? | ☒ | ☐ | ☐ |
| 5. | Were items sampled for shelf life within limits? | ☒ | ☐ | ☐ |

## G. Calibration Program

| | Questions | Yes | No | N/A |
|---|---|---|---|---|
| 1. | Does the vendor have a documented tool calibration program? | ☒ | ☐ | ☐ |
| 2. | Are all tools requiring calibration identified and on the tool calibration list? | ☒ | ☐ | ☐ |
| 3. | Are standards used to calibrate tools acceptable to the applicable aviation authorities  e.g., traceable to (inter)national standards? | ☒ | ☐ | ☐ |
| 4. | Is there a system to identify each tool in the program, its calibration frequency and its calibration due date? | ☒ | ☐ | ☐ |
| 5. | Does the vendor have a procedure for identifying, controlling and/or preventing out-of-service and due-for-calibration tools & equipment from being used? | ☒ | ☐ | ☐ |
| 6. | Does the vendor have a procedure to control the calibration of personal tools? | ☐ | ☐ | ☒ |
| 7. | Did a sample check of the calibrated tooling indicate that the tooling is within calibration? | ☒ | ☐ | ☐ |
| 8. | Are the tools and test equipment in a serviceable condition? | ☒ | ☐ | ☐ |
| 9. | Do records: | | | |
| | i)      Show date calibrated? | ☒ | ☐ | ☐ |
| | ii)     Show calibration due date? | ☒ | ☐ | ☐ |
| | iii)    Identify individual or vendor that performed calibration or check? | ☒ | ☐ | ☐ |
| | iv)    Contain a calibration certificate for each item calibrated by an outside agency? | ☒ | ☐ | ☐ |
| | v)     Record details of adjustments and repairs? | ☒ | ☐ | ☐ |
| | vi)    Show the identification of the standard used to perform the calibration? | ☒ | ☐ | ☐ |

## H. Training Programs

| | Questions | Yes | No | N/A |
|---|---|---|---|---|
| 1. | Does the vendor have a documented training program? | ☒ | ☐ | ☐ |
| 2. | Does the training program include all mechanics, inspectors and technical Supervisors? | ☒ | ☐ | ☐ |
| 3. | Are mechanics, inspectors and supervisors properly trained, authorized and certified, if required, for the work they perform? | ☒ | ☐ | ☐ |
| 4. | Is formal and OJT training documented? | ☒ | ☐ | ☐ |
| 5. | Are training records for mechanics, inspectors and supervisors retained for two years after the person leaves the company? | ☒ | ☐ | ☐ |
| 6. | Does the vendor maintain a Human Factors Training Program, both initial and recurrent? | ☒ | ☐ | ☐ |

## I. Housing and Facilities

| | Questions | Yes | No | N/A |
|---|---|---|---|---|
| 1. | If the vendor deals in non-aircraft parts, materials and/or maintenance activities, are they adequately segregated from the aircraft functions? | ☒ | ☐ | ☐ |
| 2. | Does the vendor have: | | | |
| | i) Sufficient work space and areas for the proper segregation and protection of articles? | ☒ | ☐ | ☐ |
| | ii) Segregated work areas enabling environmentally hazardous or sensitive operations such as painting, cleaning, welding, avionics work, and machining to be done properly and in a manner that does not adversely affect other maintenance? | ☒ | ☐ | ☐ |
| | iii) Suitable racks, hoists, trays, stands, and other segregation means for the storage and protection of all articles? | ☒ | ☐ | ☐ |
| | iv) Space sufficient to segregate articles and materials stocked for installation from those undergoing maintenance, preventive maintenance or alterations? | ☒ | ☐ | ☐ |
| | v) Ventilation, lighting, and control of temperature, humidity, and other climatic conditions sufficient to ensure personnel perform maintenance, preventive maintenance, or alterations to the standards required? | ☒ | ☐ | ☐ |
| | vi) Areas for receiving and for shipping customers units with adequate space, lighting, shelving, security, and fire protection to accommodate customer's units in a manner that will preclude damage, loss, and theft? | ☒ | ☐ | ☐ |
| | vii) Adequate and appropriate storage area to safely store customer's reusable shipping containers and to protect them from environmental damage? | ☒ | ☐ | ☐ |

## I. Housing and Facilities (continued)

| | Questions | Yes | No | N/A |
|---|---|---|---|---|
| 3. | If the vendor has an airframe rating, is suitable permanent housing provided to enclose the largest type and model of aircraft listed on its Operations Specifications? | ☐ | ☐ | ☒ |
| 4. | If the vendor performs maintenance, preventive maintenance, or alterations on articles outside of its housing, does it provide suitable facilities that are acceptable to the aviation authorities and its customers? | ☐ | ☐ | ☒ |
| 5. | Do facilities outside of the vendor's housing meet the requirements so that the work can be done in accordance with the requirements of the aviation authorities? | ☐ | ☐ | ☒ |

## J. Safety/Security/Fire Protection

| | Questions | Yes | No | N/A |
|---|---|---|---|---|
| 1. | Does the vendor provide adequate security for customer parts in its possession? | ☒ | ☐ | ☐ |
| 2. | Is the security reviewed periodically by management or an outside vendor? | ☒ | ☐ | ☐ |
| 3. | Are fire protection devices inspected periodically? | ☒ | ☐ | ☐ |
| 4. | Are fire stations identified and extinguishers in serviceable condition? | ☒ | ☐ | ☐ |
| 5. | Are fire lanes, doors and fire extinguishers clear of obstruction? | ☒ | ☐ | ☐ |
| 6. | Are safety guards in place on power equipment? | ☒ | ☐ | ☐ |
| 7. | Are the vendor's shop operations conducted in a safe manner and environment? | ☒ | ☐ | ☐ |

## K. Storage

| | Questions | Yes | No | N/A |
|---|---|---|---|---|
| 1. | Are parts and materials correctly identified and properly stored? | ☒ | ☐ | ☐ |
| 2. | Do parts in bins match part number on bins? | ☒ | ☐ | ☐ |
| 3. | Does the vendor have a quarantine area for rejected parts and Materials awaiting disposition? | ☒ | ☐ | ☐ |
| 4. | Are parts and materials properly protected from damage and deterioration? | ☒ | ☐ | ☐ |
| 5. | Are flammable, toxic or volatile materials properly identified and stored? | ☒ | ☐ | ☐ |
| 6. | Are sensitive parts and equipment (oxygen parts, O-rings, electrostatic sensitive devices, etc.) properly packaged, identified and stored to protect from damage and contamination? | ☒ | ☐ | ☐ |
| 7. | Are high pressure bottles correctly labelled, properly stored and Secured? | ☒ | ☐ | ☐ |
| 8. | Does the vendor maintain traceability certification on all parts and raw materials? | ☒ | ☐ | ☐ |

**L. Work Processing**

|  | Questions | Yes | No | N/A |
|---|---|---|---|---|
| 1. | Does the vendor observe duty time limitations? | ☒ | ☐ | ☐ |
| 2. | Does the vendor only perform work for which it is rated? | ☒ | ☐ | ☐ |
| 3. | Does the vendor have adequate tooling and test equipment to perform the work? | ☒ | ☐ | ☐ |
| 4. | Where a vendor uses specified OEM test equipment and/or test equipment other than that specified by the OEM, does that vendor: | | | |
| | i) Have an operating manual and maintenance manual for the equipment? | ☒ | ☐ | ☐ |
| | ii) Perform maintenance and servicing per the manual? | ☒ | ☐ | ☐ |
| | iii) Maintain maintenance and servicing records for two years? | ☒ | ☐ | ☐ |
| | iv) Where applicable, list the equipment in their calibration program? | ☒ | ☐ | ☐ |
| 5. | Where a vendor uses non-OEM specified equipment, is the equipment properly approved? | ☒ | ☐ | ☐ |
| 6. | Are adequate tools and current manuals available and at the mechanics' work stations? | ☒ | ☐ | ☐ |
| 7. | Are customers' parts properly identified throughout the maintenance actions and in storage? | ☒ | ☐ | ☐ |
| 8. | Is there a work turnover procedure used? | ☒ | ☐ | ☐ |
| 9. | Does the shop segregate serviceable from unserviceable components? | ☒ | ☐ | ☐ |
| 10. | Does the facility provide adequate protection of parts in work? e.g. filtered air or clean room depending on type of part? | ☒ | ☐ | ☐ |
| 11. | Are smoking, eating and drinking forbidden in the work area, or does the vendor have a written program to ensure units are protected from contamination? | ☒ | ☐ | ☐ |
| 12. | Are fluid dispensing cans and servicing units properly identified? | ☒ | ☐ | ☐ |
| 13. | Are the vendor's work records complete, in order, and legible? | ☒ | ☐ | ☐ |
| | Do the records contain: | | | |
| | i) The description of the work performed or reference to data acceptable to the administrator? | ☒ | ☐ | ☐ |
| | ii) The date of completion of the work performed? | ☒ | ☐ | ☐ |
| | iii) The name of the person performing the work? | ☒ | ☐ | ☐ |
| | iv) The name of the person inspecting the work? | ☒ | ☐ | ☐ |
| | v) The signature, certificate number of the person returning the article to service? | ☒ | ☐ | ☐ |
| 14. | Are all test and inspection records in work package? | ☒ | ☐ | ☐ |
| 15. | Does the vendor's return-to-service document meet customer and regulatory requirements? | ☒ | ☐ | ☐ |
| 16. | Does the vendor's record keeping system and retention time meet regulatory requirements? | ☒ | ☐ | ☐ |

## M. Shipping

|   | Questions | Yes | No | N/A |
|---|-----------|-----|-----|-----|
| 1. | Are components returned in an appropriate shipping container or as specified by the customer? | ☒ | ☐ | ☐ |
| 2. | Does the vendor verify that the identifying data (P/N, S/N, nomenclature, mod. no.) on the documentation and the data plate match? | ☒ | ☐ | ☐ |

## N. Scrapped Parts

|   | Questions | Yes | No | N/A |
|---|-----------|-----|-----|-----|
| 1. | Does the vendor have a documented procedure to assure that scrapped parts are either returned to the customer or mutilated beyond repair? | ☒ | ☐ | ☐ |
| 2. | Does the vendor maintain a record of scrapped life limited parts scrapped for at least two years? | ☒ | ☐ | ☐ |
| 3. | Does the record include the P/N, S/N, and date of the scrapped part? | ☒ | ☐ | ☐ |

I hereby certify that to the best of my knowledge the information supplied is accurate, complete and current and that I am an official of AAR Aircraft Component Services - Amsterdam, who is duly authorised to sign this survey.

**Questionnaire completed by**:

**Name and sign**     Gerdinand Sijbring

**Title**          Compliance Manager
**Date**          December 19, 2023