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A001 . Issuance and Applicability

HQ Control: 02/11/2016

HQ Revision: 05e

a. These operations specifications are issued to Corporate Air Parts, Inc., 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:
7641 Densmore Ave.
Van Nuys, California 91406-2043

Mailing Address:
7641 Densmore Ave.
Van Nuys, California 91406-2043

b. The holder of these operations specifications is the holder of certificate number OOCR964K 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:

CAPS Aviation
Delegated authorities: None

U.S. Department
of Transportation
Federal Aviation
Administration

Operations Specifications

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



Digitally signed by Anthony V Capitelli, Principal Avionics Inspector (WP01)
[1] EFFECTIVE DATE: 3/28/2018, [2] AMENDMENT #: 7
DATE: 2018.03.28 11:37:25 -05:00

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

Jennifer Gamon

4-3-2018

Gamon, Jennifer, CEO / President / FAA Acc. Mgr. Date

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 primary contact with the FAA.

**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.

**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 Anthony V Capitelli, Principal Avionics Inspector (WP01)
[1] EFFECTIVE DATE: 3/12/2018, [2] AMENDMENT #: 7
DATE: 2018.03.12 16:14:29 -05:00

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

A handwritten signature in cursive script, reading "Jennifer Gamon".

Gamon, Jennifer, President

3-13-2018

Date

A003 . Ratings and Limitations

HQ Control: 04/03/2017

HQ Revision: 01a

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

Class Ratings

None authorized

Limited Ratings

<u>Rating</u>	<u>Manufacturer</u>	<u>Make/Model</u>	<u>Limitations</u>
Radio	From the Capability List, as amended.	From the Capability List, as amended.	None
Emergency Equipment	From the Capability List, as amended.	From the Capability List, as amended.	None

Limited Ratings - Specialized Services

<u>Rating</u>	<u>Specifications</u>	<u>Limitations</u>
None Authorized		

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



Digitally signed by Rafael V. Munguia, Principal Maintenance Inspector (WP01)
[1] SUPPORT INFO: National Policy N8900.411
[2] EFFECTIVE DATE: 5/4/2017, [3] AMENDMENT #: 6
DATE: 2017.05.04 16:47:57 -05:00

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

Handwritten signature of Jennifer Gamon in black ink.

8/9/2017

Gamon, Jennifer, CEO / President / FAA Acc. Mgr. Date

A004 . Summary of Special Authorizations and Limitations

HQ Control: 09/23/1998

HQ Revision: 010

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 safety-sensitive functions requiring a drug and alcohol testing program under 14 CFR part 120	A449

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 work, including continuous operations, at additional locations other than at its primary fixed location.	A101
Perform maintenance in accordance with foreign repair station geographic authorizations.	B050
Perform work, excluding continuous operations, at additional locations other than at its primary Fixed Location.	D100
Perform line maintenance for cert. holders conducting operations under Parts 121 and 135 and for foreign carriers/persons operating non-U.S.-registered aircraft in common carriage under Part 129, apart from D100 which authorizes that work away from station.	D107

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



Digitally signed by Shane Cavette, Principal Avionics Inspector (WP01)
[1] SUPPORT INFO: Added A025
[2] EFFECTIVE DATE: 5/31/2022, [3] AMENDMENT #: 4
DATE: 2022.05.31 09:20:31 -05:00

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

Tabitha Teutsch

05/31/2022

Tabitha Teutsch, Vice President of Operations

Date

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 / President/CEO	Gamon, Jennifer	A
Vice President of Operations	Teutsch, Tabitha	A
EASA Accountable Manager, 145 / President/CEO	Gamon, Jennifer	A

- 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
Jennifer Gamon	jgamon@capsaviation.com	818-997-0512	ALL
Tabitha Teutsch	tteutsch@capsaviation.com	818-997-0512 x 102	ALL

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



Digitally signed by Shane Cavette, Principal Avionics Inspector (WP01)
[1] SUPPORT INFO: Added Vice President of Operations
[2] EFFECTIVE DATE: 2/10/2021, [3] AMENDMENT #: 6
DATE: 2021.02.10 08:35:37 -06:00

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

Tabitha Teutsch, Vice President of Operations

Date

A025 . Electronic/Digital Recordkeeping System,
Electronic/Digital Signature, and Electronic Media

HQ Control: 04/03/2017

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.)

CAPS Aviation RSQCM Section 9.4 Page 9-4

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

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").

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 Shane Cavette, Principal Avionics Inspector (WP01)
[1] EFFECTIVE DATE: 5/31/2022, [2] AMENDMENT #: 0
DATE: 2022.05.31 09:21:45 -05:00

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

Tabitha Deutsch 05/31/2022

Tabitha Deutsch, Vice President of Operations

Date

A449 . Antidrug and Alcohol Misuse Prevention Program

HQ Control: 07/17/2009

HQ Revision: 00a

- 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:	A1 (818) 997-0512
Address:	Corporate Air Parts, Inc.
Address:	7641 Densmore Ave.
City:	Van Nuys
State:	CA
Zip code:	91406-2043

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 fewer than 50 safety-sensitive employees.

1. Issued by the Federal Aviation Administration .
2. Support information reference:
3. These Operations Specifications are approved by direction of the Administrator.



2011.03.03 13:12:34 Central Standard Time
Location: WebOPSS
Digitally signed by Louis A Piazza, Principal
Avionics Inspector (WP01)

4. Date Approval is effective: 03/03/2011 Amendment Number: 3
5. I hereby accept and receive the Operations Specifications in this paragraph.

Looy, Neil M., President

A handwritten signature in blue ink that reads "Neil M. Looy".

Date: 03/03/2011