

Contents of the CD

- 1) SS01J_RSMQCM_Combo.pdf *J.H. Buscher, Inc. Standard Specification SS01J, Revision ~, Combination Quality Manual/Repair Station Manual*
- 2) 145NEWLOC_KR_15Aug12.pdf *Letter of Compliance for J.H. Buscher, Inc.*
- 3) EL002_CapabilityList.pdf *Repair Capability List for J.H. Buscher, Inc.*
- 4) ER001_JHBI_KeyEmpl_Roster.pdf *Roster of Key Employees for J.H. Buscher, Inc.*
- 5) Form_8310-3_version_11-2014_JHBI_filledout.pdf *Formal Repair Station Application*
- 6) Form_8610-2_Repairperson_App_JHBI_CharlesBuscher.pdf *Repair Person Application for Charles Buscher*
- 7) LOR_JHBI_CharlesBuscher_15July08.pdf *Repair Person Letter of Recommendation for Charles Buscher*
- 8) SS005A_Revisions_DCNS.pdf *J.H. Buscher, Inc. Standard Specification SS005, Revision A, Revisionisions and Document Change Notices*
- 9) SS00AD_Order_Processing.pdf *J.H. Buscher, Inc. Standard Specification SS00A, Revision D, Order Processing*
- 10) SS00C_C_Purchasing.pdf *J.H. Buscher, Inc. Standard Specification SS00C, Revision C, Purchasing*
- 11) SS00KA_CorrectiveAction.pdf *J.H. Buscher, Inc. Standard Specification SS00K, Revision A, Corrective Action Requests*
- 12) SS00VC_Inspection.pdf *J.H. Buscher, Inc. Standard Specification SS00V, Revision C, General Inspection Practice*
- 13) SS00XB_Audits.pdf *J.H. Buscher, Inc. Standard Specification SS00X, Revision B, Audits*
- 14) SS00YA_MatlHandling.pdf *J.H. Buscher, Inc. Standard Specification SS00Y, Revision A, Material Handling*
- 15) SS00ZB_Training.pdf *J.H. Buscher, Inc. Standard Specification SS00Z, Revision B, Training*
- 16) SS01HA_GageCal.pdf *J.H. Buscher, Inc. Standard Specification SS01H, Revision A, Gage Calibration*

Required Elements by location in *Standard Specification SS01J, Revision ~, Combination Quality Manual/Repair Station Manual* (other Standard Specifications are referenced therein).

<i>QCM Element</i>	<i>Section in SS01J</i>
(a) Revision Procedures and Notifying the CHDO.	2.3
(b) Qualifying and Surveilling Noncertificated Persons Performing Maintenance, Preventative Maintenance, or Alteration for the Repair Station.	6
(c) Establishing and Maintaining Proficiency of Inspection Personnel.	7.1
(d) Establishing and Maintaining Current Technical Data.	9
(e) Inspection System:	7
• Incoming raw material inspection	7.7
• Preliminary inspection	7.6
• Hidden damage inspection	7.8
• Final inspection and return to service	7.11, 10
Calibration of Measuring and Test Equipment, Including Intervals of Calibration.	13
Corrective Action.	12
Samples of Inspection Forms and Instructions for Completion (may be a separate manual)	8.4.4
(3) Portions Recommended for Most Manuals.	
(a) Table of Contents.	
(b) List of Effective Pages.	We have Section Revisions
(c) Record of Revisions.	
<i>RSM Elements:</i>	<i>Section in SS01J</i>
a) Manual Revision and Notifying the CHDO.	2.3
(b) Identification and Control of Sections of the Manual.	2.4.1
(c) Organization Chart:	3.2
• Identify each management position	3.2.1
• The area of responsibility assigned to each management position	3.2.1
• Duties and responsibilities	3.2.1
(d) Rosters—Procedures for Maintaining and Revising.	3.3.2
(e) Description of Operations, Including the Housing, Facilities, Equipment, and Materials.	4
(f) Capabilities List—Procedures for (if applicable):	5.1
• Revision	5.4
• CHDO Notification	5.4
• Self-Evaluation Before Revision	5.2, 5.3
• Methods	5.2, 5.3
• Frequency	5.2, 5.3
• Reporting Results	5.2, 5.3
(g) Training Program—Procedures for:	7.1, 7.1.1, 14
• Revision	7.1, 7.1.1
• Submitting to CHDO	7.1, 7.1.1
(h) Procedures Governing Work Performed at Another Location.	6.5
(i) Procedures for Maintenance, Preventive Maintenance, or Alterations for Air Carriers.	1.4.1
(j) Contracting—Procedures for:	6
• Maintaining and revising the list of approved maintenance functions, including submitting revisions to the CHDO	6
Maintaining and revising the list of contract maintenace providers, including submitting revisions to the CHDO	6.2
(k) Required Records and Recordkeeping System	11