

Subject : APPROVAL OF ORGANISATION - Category 'D' - TESTING LABORATORIES.

1. Scope :

This part of the series 'E' of Civil Airworthiness Requirements is applicable to organisations engaged in carrying out chemical analysis, physical tests and metallurgical examinations, calibration of instruments of master gauges and of tools as applied to the activities of Civil Aviation.

- 1.1 Approval of organisation in this category authorises the firm to provide reports and certify that the tests/examination carried out have been made according to the requirements of the DGCA.

2. Definitions :

Approved : means drawings and specifications approved by DGCA or already approved by Airworthiness authorities of other countries and acceptable to DGCA.

3. Requirements for approval :

- 3.1 The firm will have to conform to requirements laid down in CAR Series 'E' Part I, as applicable, regarding the workshop facility, tools/machinery, jigs, personnel, approval of Quality Control Manager and the functioning of Quality Control Organisation etc.
- 3.2 The laboratory section should be equipped with such test machines and apparatus as the Director General of Civil Aviation may consider necessary. The laboratory equipment should be periodically checked for accuracy to the satisfaction of the Director General of Civil Aviation.
- 3.3 The testing, analysis and examination equipment should be housed in a satisfactory manner. The meteorology section should have a controlled atmosphere.

4. Quality Control Requirements :

- 4.1 The Quality Control Organisation will be accorded approval according to the norms laid down in CAR Series 'E' Part I and its functioning will be on the same lines as stated in this part.
- 4.2 The persons, required to be approved, shall be approved by

Regional Airworthiness Offices. In some cases this authority may be delegated to QCM, who will then approve such personal on behalf of DGCA.

- 4.3 The QCM will be responsible for standard and quality of tests, analysis and will ensure that at all times the product is tested to specifications.
- 4.4 A record system acceptable to DGCA and pertaining to Incoming Certificate for raw materials/store, tests, calibrations and inspection of specifications during various stages of processes/ final test and inspection before release shall be maintained by the organisation.
- 4.5 All modifications or changes affecting airworthiness and/or safety of aircraft shall have prior concurrence of DGCA before the same are implemented. All other changes should be notified to the DGCA promptly.
- 4.6 All records of inspections and certifications of completed work shall be retained for a period of five years unless permission for their destruction at an earlier date is obtained in writing from Director General of Civil Aviation.
- 4.7 The firm will have an appropriate stores procedure which will ensure that only materials of high quality are used during chemical analysis and test.

5. Manual Requirements :

- 5.1 The firm will prepare organisation and Quality Control Manual taking cue from the CAR Series 'E' Part - I. The contents of the Manual will be consistent with the scope of approval of the firm.
- 5.2 The manual will also cover such subjects as procedures for conducting test/examinations.
- 5.3 The firm may be directed by DGCA to incorporate any other material in their manuals as may become necessary after the initial assessment of the firm or subsequent to supervisory visits.

6. Certification :

- 6.1 After completion of Test/Analysis according to approved specifications/procedure etc. the QCM will issue the Test reports the format of which shall have prior approval of DGCA. Specimen copy of certificate is given hereunder for guidance.

T E S T R E P O R T

This is to certify that the under mentioned Aircraft parts/item of equipment, material has been analysed/tested as per approved specification/requirements, mentioned therein.

Aircraft Part/ Item of Equipment material Name & S. No./P. No. etc.	Specification to which tested	Method of test	Remarks
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Signature of QCM
Date
Firm's Approval No

6.2 The test report signed by the QCM will accompany the aircraft parts/item of equipments, material for use by the outside party. In case at any time the outside party returns parts which do not conform to specification/requirements, the QCM will immediately inform the Regional Airworthiness Office of the full details.

7. Supervision by DGCA :

7.1 DGCA representative will have, at all reasonable time, the right to check drawings/documents, witness tests etc.

Sd/-
(V. N. Kapur)
Director of Airworthiness
for Director General of Civil Aviation