

## C-4 AIRCRAFT MANAGEMENT

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### Summary

Discrepancies      Repeats

### Staffing

Position - Aircraft Maintenance Officer (AMO) held position:                      Year(s)                      Month(s)  
Logistics Specialty Track:

### Mission and Staffing Notes

<u>Y/N/R/NA</u>	<u>Topic/ Detailed Question</u>	<u>How to verify compliance</u>	<u>Discrepancy Write up</u>	<u>Notes</u>
01	Has the wing/region published a supplement to CAPR 66-1? a) Was the supplement to CAPR 66-1 updated at least biennially	Compliance is determined by comparing the wing's/region's published supplements/OIs with NHQ/DO records located in <a href="https://www.gocivilairpatrol.com/members/publications/approved-supplements-and-ois-by-region/">https://www.gocivilairpatrol.com/members/publications/approved-supplements-and-ois-by-region/</a> .	(Discrepancy): [xx] (C4 Question 1) Wing/Region failed to publish supplement to CAPR 66-1 IAW CAPR 66-1 para 4.  a) (Discrepancy): [xx] (C4 Question 1) Wing/Region failed to update their supplement to CAPR 66-1 at least biennially IAW CAPR 66-1 para 4.	
02	Does the wing/region AMO or his/her representative inspect each corporate aircraft at least annually?	Wing/Region will provide a copy of a current CAPF 71 for all assigned aircraft.	(Discrepancy): [xx] (C4 Question 2) Wing/Region failed to provide evidence of having at least annually completed a CAPF 71 inspection of all wing/region aircraft IAW CAPR 66-1 para 7.4.6.	

03 Does the wing/region utilize the online eAircraft Discrepancy System located in WMIRS IAW CAP regulations?	Verification based on a review of aircraft discrepancies in eAircraft Discrepancy System when compared to CAPFs 71 and log books.NOTE: Verify that entries match log book and entries are complete and current.	(Discrepancy): [xx] (C4 Question 3) Wing/Region failed to utilize the online eAircraft Discrepancy System located in WMIRS IAW CAPR 66-1 para 8.4.
04 Does the wing/region have a current certificate of insurance on file identifying the liability insurance coverage for all facilities performing maintenance on assigned aircraft?	Certificates of Insurance: Wing/Region will provide the CI Team with copies of current Certificates of Insurance for all maintenance facilities used by the wing/region and compare with a list of certificates provided by NHQ/LGM.	(Discrepancy): [xx] (C4 Question 4) Wing/Region failed to provide current Certificates of Insurance for all of the maintenance facilities performing maintenance on wing/region aircraft IAW CAPR 66-1 para 13. NOTE: List all of the facilities with missing Certificates of Insurance.

- 05 Is CAP aircraft documentation maintained IAW applicable 14CFRs and CAP regulations?
- a) Is required periodic maintenance on assigned aircraft accomplished?
- b) Are required logbook entries made for the 100 hour/annual inspection made, ADs and/or Mandatory Service Bulletins on assigned aircraft accomplished?
- c) Are inspection certification of its pitot-static, transponder, and altimeter systems accomplished as required?
- d) Are ELT batteries replaced before exceeding the replacement date specified by the battery manufacturer?
- e) Is the weight and balance (W&B) forms accurate in the POH? Do all other W&Bs in the Aircraft Information File (AIF), Log Book, and any Wing/Region pilot aids match?
- f) Was the annual/biennial corrosion control accomplished?
- g) Are FAA Form(s) 337, Major Repair and Alteration (Airframe, Power plant, Propeller, or Appliance) documented in the maintenance logs?
- all) Determined during aircraft inspection using inspection checklist.  
NOTE: use 14CFR 91.213 and Aircraft AFM/POH to determine required equipment. If an aircraft needs to be grounded inspector will follow CAPR 66-1 and 70-1 requirements for grounding the aircraft, placing the red placard in the aircraft and completing the eAircraft Discrepancy System log entry.
- a) (Discrepancy): [xx] (C4 Question 5) Wing/Region failed to ensure required periodic maintenance on assigned aircraft was accomplished IAW CAPR 66-1 para 7. (Use bullet points to explain what maintenance was not done)
- b) (Discrepancy): [xx] (C4 Question 5) Wing/Region failed to ensure required logbook entries for the 100 hour/annual inspection done in \_\_\_ 20\_\_ on N\_\_\_\_\_ reflected (AD compliance check) (and/or) Mandatory Service Bulletins as listed on CAP website \_\_\_\_\_ were accomplished during inspection IAW CAPR 66-1 para 8.2.
- c) (Discrepancy): [xx] (C4 Question 5) N\_\_\_\_\_ exceeded 24 months between inspection for and certification of its pitot-static, transponder, and altimeter systems IAW CAPR 66-1 para 7.4.1 and 14CFR Part 43.  
- List the dates between each inspection  
- This aircraft is grounded for flight under Instrument Flight Rules and flight within controlled airspace until these checks have been completed.  
- If the aircraft must be flown to another airport for inspections, the wing/region must obtain an FAA ferry permit for that flight.

h) Are logbook entries accurate and mid-cycle oil change completed

d) (Discrepancy): [xx] (C4 Question 5) The ELT battery on N\_\_\_\_\_ had not been replaced prior to exceeding the replacement date specified by the battery manufacturer (and the aircraft flew with the expired battery) IAW CAPR 66-1 para 7.4.4.  
- This aircraft is grounded pending replacement of the ELT battery.  
- If the aircraft must be flown to another airport to these inspections, the wing/region must obtain an FAA ferry permit for that flight.

e) (Discrepancy): [xx] (C4 Question 5) Wing/Region failed to ensure the weight and balance forms were accurate in the POH, Aircraft Information File (AIF), Log Book and any Wing/Region pilot aids IAW CAPR 66-1 para 12 and 14CFR 23.1583.  
- List the POH, Log Book and AIF weight and balance dates, weights and moments.

f) (Discrepancy): [xx] (C4 Question 5) Wing/Region failed to ensure the biennial corrosion control accomplished on N\_\_\_\_\_ IAW CAPR 66-1 para 7.4.5.

g) (Discrepancy): [xx] (C4 Question 5) Wing/Region failed to ensure that all FAA Form(s) 337, Major Repair and Alteration (Airframe, Power plant, Propeller,

or Appliance) were documented in the maintenance logs for N\_\_\_\_\_ for (describe the repair or alteration) IAW 14CFR part 91-417.

h) (Discrepancy): [xx] (C4 Question 5) Wing/Region failed to ensure the (airframe) (engine) (propeller) logbooks for N\_\_\_\_\_ had logbook entry for the mid-cycle oil change completed on \_\_\_/\_\_\_/\_\_\_\_ IAW CAPR 66-1 para 7.1.

<p>06 Are CAP aircraft maintained IAW applicable 14CFRs and CAP regulations?</p> <p>a) Are required aircraft placards installed?</p> <p>b) Are required aircraft fire extinguishers serviceable/properly secured?</p> <p>c) Are required CO detectors correctly installed?</p> <p>d) Are survival kits installed?</p> <p>e) Are aircraft properly secured?</p> <p>f) Are aircraft tires properly inflated?</p> <p>h) Is the aircraft external identification plate correct/serviceable/properly installed?</p> <p>j) Is the aircraft POH/AFM current and complete?</p> <p>k) Are 14CFR requirements for inoperative instruments and equipment complied with?</p>	<p>all) Determined during aircraft inspection using inspection checklist.</p> <p>f) Determined during aircraft inspection using inspection checklist.</p> <p>NOTE: There are no regulatory tire pressure tolerances. If during the inspection an aircraft tire is found to not be in safe working order, then the discrepancy will be listed as a Discrepancy.</p> <p>k) Review Logbooks and WMIRS maintenance discrepancy log for inoperative equipment. Verify that 14CFR 91.213 was complied with? If aircraft operation is not authorized, was inoperative equipment deactivated and placarded "Inoperative."</p>	<p>a) (Discrepancy): [xx] (C4 Question 6) In Aircraft (N____), wing/region failed to ensure that placards were installed IAW CAPR 66-1 para 11.</p> <p>- List by aircraft tail number the missing placards.</p> <p>b) (Discrepancy): [xx] (C4 Question 6) In Aircraft (N____), wing/region failed to ensure fire extinguisher was serviceable/properly secured IAW CAPR 66-1 para 10.2.</p> <p>c) (Discrepancy): [xx] (C4 Question 6) In Aircraft (N____), wing/region failed to ensure aircraft CO detector (select a statement from the following bullets)</p> <p>- had an installation date written on the detector IAW CAPR 66-1 para 10.4</p> <p>- was properly installed IAW CAPR 66-1 para 10.4. The detector was installed in a plastic holder that prevented proper airflow preventing it to perform its designed function.</p> <p>- was current IAW CAPR 66-1 para 10.4. - It had a manufacturer's expiration date of ____/____ and was out of date.</p> <p>- was replaced in January ____ IAW CAPR 66-1 para 10.4.</p> <p>- was installed IAW CAPR 66-1 para 10.4.</p>
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d) (Discrepancy): [xx] (C4 Question 6) Wing/Region failed to ensure that survival kits were installed in N\_\_\_\_ IAW CAPR 66-1 para 10.5.

(AoC): Wing/Region failed to ensure that contents/expiration dates for wing/region mandated items were IAW with wing/region guidance.

e) (Discrepancy): [xx] (C4 Question 6) Prior to the inspection, wing/region failed to properly secure aircraft IAW CAPR 66-1 para 17.

NOTE: List the following

- N\_\_\_\_ (and) N\_\_\_\_ were not properly tied down with the wheels chocked.
- The pitot cover was not installed on (N\_\_\_\_) (and) (N\_\_\_\_).
- The control lock was not installed on (N\_\_\_\_) (and) (N\_\_\_\_).

f) (Discrepancy): [xx] (C4 Question 6) Wing/Region failed to ensure aircraft tires were in safe working order IAW Pilot Operating Handbook (POH) and CAPR 66-1 Attachment 1 para 8.

NOTE: List the following

- List the aircraft and actual tire pressure verses specified the pressure.
- Tire pressures in the Pilot Operating Handbook (POH) for Cessna 172 (N\_\_\_\_) do not match the amended STC SA2196CE for

the 180 HP engine conversion which raised the maximum gross weight of the aircraft to 2550 pounds. N\_\_\_\_\_ is grounded until the wing/region corrects the checklist/POH and properly inflates the tires on this aircraft.

h) (Discrepancy): [xx] (C4 Question 6) Wing/Region failed to ensure aircraft external identification plate on aircraft (N\_\_\_\_\_) was properly secured to the aircraft fuselage exterior IAW CAPR 66-1 para 11.4 and 14CFR 45.11.

j) (Discrepancy-A): [xx] (C4 Question 6) Wing/Region failed to ensure AFM/POH cover page/contents for aircraft \_\_\_\_\_ was/were complete/accurate IAW FAA-H-8083-25A para 8-2 and 14CFR Sec 23.1581.  
- List details  
NOTE: List each discrepancy separately.

k) (Discrepancy): [xx] (C4 Question 6) Wing/Region failed to ensure aircraft \_\_\_\_\_ was grounded IAW 14CFR 91.213. or Wing/Region failed to ensure inoperative equipment was deactivated and placarded "Inoperative" IAW 14CFR 91.213.  
- List details.



