

Title	Ensure the integrity of parts and materials for aircraft use		
Level	5	Credits	24

Purpose	<p>This unit standard is intended for people providing quality assurance support for aircraft operating and maintenance activities.</p> <p>People credited with this unit standard are able to: audit documentation for incoming aircraft parts and materials; inspect and process incoming parts and materials for use on an aircraft; release parts and materials for use on an aircraft; monitor storage procedures for aircraft parts and materials; and maintain traceability of aircraft parts and materials.</p>
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Classification	Aeronautical Engineering > Aeronautical Engineering Quality Assurance
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Available grade	Achieved
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Guidance Information

- All tasks must be carried out in accordance with enterprise procedures.
- Definitions

Enterprise procedures – procedures used by the organisation carrying out the work and applicable to the tasks being carried out. Examples are – standard operating procedures, safety procedures, equipment operating procedures, codes of practice, quality management practices and standards, procedures to comply with legislative and local body requirements.

Integrity of parts and materials for aircraft use means conformity to all legal and enterprise procedures in terms of serviceability and documentation.

Outcomes and performance criteria

Outcome 1

Audit documentation for incoming aircraft parts and materials.

Performance criteria

- Documentation is matched with incoming parts and materials to allow discrepancies and/or omissions to be identified.

Range packing notes, invoices, release notes, serviceability labels, vendor documentation, certificates of conformity.

- 1.2 Incoming parts and materials are confirmed as originals from an approved vendor.
- 1.3 Incoming parts and materials with incomplete documentation are processed.
- 1.4 Incoming parts and materials which do not originate from an approved vendor, or do not have an approved release note are processed.

Outcome 2

Inspect and process incoming parts and materials for use on an aircraft.

Performance criteria

- 2.1 Inspection of parts and materials compliance are confirmed with specifications and enterprise procedures.
 - Range freedom from damage, correct identification, correct shipping and/or packing procedures, physical security, matches ordering specifications, approved alternate part numbers, shelf life limitations.
- 2.2 Parts and materials are processed.
 - Range accepted parts, rejected parts.

Outcome 3

Release parts and materials for use on an aircraft.

Performance criteria

- 3.1 Release notes, and airworthiness release tags are issued for parts and materials which satisfy inspection requirements.
 - Range for parts and materials being released internally, for parts and materials being released to another organisation.
- 3.2 Details of parts and materials are recorded.
 - Range part number, serial number, hours, cycles, last type of maintenance activity, shelf life expiry, next servicing due.

Outcome 4

Monitor storage procedures for aircraft parts and materials.

Performance criteria

4.1 Storage conditions are checked to determine compliance with enterprise approved storage procedures.

Range humidity, compatibility, temperature, lighting, static sensitivity, packaging, special labelling conditions for dangerous and/or hazardous materials.

4.2 Shelf-life items are monitored in accordance with enterprise procedures to determine compliance with shelf-life requirements.

4.3 Action is taken to rectify non-conformities in storage procedures.

Outcome 5

Maintain traceability of aircraft parts and materials.

Performance criteria

5.1 Document filing system for traceable aircraft parts, materials and history is maintained.

Planned review date	31 December 2027
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Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	23 July 1997	31 December 2016
Revision	2	8 May 2001	31 December 2016
Review	3	19 May 2006	31 December 2016
Review	4	22 August 2014	31 December 2017
Review	5	21 January 2016	31 December 2021
Review	6	26 March 2020	N/A
Rollover and Revision	7	26 April 2024	N/A

Consent and Moderation Requirements (CMR) reference	0028
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This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.

Comments on this unit standard

Please contact Ringa Hora Services Workforce Development Council qualifications@ringahora.nz if you wish to suggest changes to the content of this unit standard.