

MAINTENANCE RECORDS

DSA.AMO.CHL.310



CCAA

OPERATOR:		
CHECKED BY :	CHECK DATE:	SIGNATURE :

Maintenance Records			
N°	Designation	(S / U / NA)	Comment
	DOCUMENT EVALUATION		
	Does the MPM describe the system being used to record the performance of work?		
	Does the manual describe the procedures being used to control the distribution of and completion of assigned tasks? ❖ Are the work packages used as described in the MPM?		
	Does the manual specify how maintenance tasks are to be recorded?		
	Does the manual identify the standards, if other than those required by CCAA regulations utilized for the performance of work?		
	ON-SITE INSPECTION		
	Does the organization follow its approved methods, as described in the MPM, for recording of work performed and ensuring defects are recorded in appropriate documents? ❖ Are the methods effective / appropriate?		
	Is the process or procedure used to transmit maintenance information between bases / personnel as described in the MPM?		
	Are maintenance records complete?		
Comments/Summary:			
