



Inspection of a Continuing Analysis & Surveillance Programme (CASP)

(An operator to be inspected under this process must have Continuing Analysis & surveillance Programme (CASP) in place, approved and subsequently revision of the programme)

Purpose

The aim of the inspection is to ensure an operator/applicant's Continuing Analysis and Surveillance Program (CASP) / revision meets the necessary requirements for certification or revision after certification.

What to look for

S/N	Items	Sub-items		Seen (s)/ Not Seen (NS)/ NA	
				Sat ✓	Not Sat ✓
1	Availability of Continuing Analysis and Surveillance Program (CASP)	1.1	Ensure manual contains organizational responsibilities and accountability for control of CASP.		
		1.2	Evaluate available CASP staffing. <i>(Which staff is responsible for what)</i>		
		1.3	Personnel dedicated to implement the programme		
2	Evaluate operator/applicant's program	2.1	If it is a new programme		
		2.2	If it is a revision		
		2.3	Ensure program/ revision has a system to identify all maintenance deficiencies		
		2.4	How to implement <u>corrective action</u> to all identified maintenance deficiencies		
		2.5	Evaluate audit functions to ensure program procedures include all necessary requirements		

		2.6	Evaluate performance analysis functions to ensure company procedures include all necessary requirements.		
		2.7	Review operator/applicant's CASP/revision to ensure program audits and analyses complete maintenance and inspection function.		
3	CASP as independent from maintenance programme		Ensure operator/applicant's control of CASP is separate from other maintenance functions.		
4	Reporting channel/system		Verify operator/applicant has developed company procedures that ensure all contractors used to perform maintenance will inform operator/applicant of all deficiencies, failures, service times and any other essential information		
5	Feed-back to the system		Determine how operator utilizes the experience of the past deficiencies/ failures		
6			Discuss discrepancies with operator/applicant and advise which areas need corrective action.		

Inspector's Comment/ Recommendation		
Inspector's name	Signature	Date

Chief Airworthiness' Comment/ Conclusion

Inspector's name

Signature

Date