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Part A

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**A001 . Issuance and Applicability**

**HQ Control: 02/11/2016**

**HQ Revision: 05e**

a. These operations specifications are issued to The NORDAM Group, Inc., a Repair Station located in the United States, pursuant to 14 CFR Part 145, § 145.53. The repair station certificate holder shall conduct operations in accordance with 14 CFR Part 145 and these operations specifications.

The certificate holder's address:

Fixed Location:  
6911 North Whirlpool Drive  
Tulsa,, Oklahoma 74117

Mailing Address:  
P.O. Box 3365  
Tulsa, Oklahoma 74101-3365

b. The holder of these operations specifications is the holder of certificate number NZ6R569Y and shall hereafter be referred to as the "certificate holder".

c. These operations specifications are issued as part of this repair station certificate and are in effect as of the date approval is effective. This certificate and these operations specifications shall remain in effect until the certificate for a repair station that is located in the United States is surrendered, suspended, or revoked.

d. The repair station specified on these operations specifications and located within the United States performs maintenance and/or an alteration of aircraft and/or aeronautical products to be installed on aircraft under the terms and conditions of the U.S./EU Safety Agreement, Annex 2, Maintenance, between the FAA and the EU.

e. The certificate holder is authorized to use only the business name which appears on the certificate to conduct the operations described in subparagraph a.

Delegated authorities: None

1. The Certificate Holder applies for the Operations in this paragraph.
2. These Operations Specifications are approved by direction of the Administrator.



Digitally signed by Todd A. Evans, Principal Avionics Inspector (SW15)  
[1] SUPPORT INFO: Change of Quality Manager.  
[2] EFFECTIVE DATE: 6/29/2016, [3] AMENDMENT #: 7  
DATE: 2016.06.29 10:56:50 -05:00

3. I hereby accept and receive the Operations Specifications in this paragraph.

A handwritten signature in blue ink, appearing to read "Kurt Tschaepe".

2016.06.29

Tschaepe, Kurt, Quality Assurance Manager

Date

**A002 . Definitions and Abbreviations**

**HQ Control: 12/14/2017**

**HQ Revision: 05d**

Unless otherwise defined in these operations specifications, all words, phrases, definitions, and abbreviations have identical meanings to those used in 14 CFR and 49 U.S.C., as cited in Public Law 103-272, as amended. Additionally, the definitions listed below are applicable to operations conducted in accordance with these operations specifications.

<b>BASA</b>	The Bilateral Aviation Safety Agreement (BASA) is an executive agreement concluded between the United States and a foreign country for the purpose of promoting aviation safety; also known as an Agreement for the Promotion of Aviation Safety.
<b>Certificate Holder</b>	In these operations specifications, the term "certificate holder" means the holder of the repair station certificate described in these operations specifications in Part A paragraph A001 and any of its officers, employees, or agents used in the conduct of operations under this certificate.
<b>CAAS</b>	Civil Aviation Authority of Singapore
<b>CFR</b>	Code of Federal Regulations
<b>Class Rating</b>	As used with respect to the certification, ratings, privileges of airframes, powerplants, propellers, radios, instruments, and accessories within a category having similar operating characteristics.
<b>EASA</b>	European Aviation Safety Agency
<b>EASA Accountable Manager</b>	The manager who has corporate authority for ensuring that all maintenance required by the customer can be financed and carried out to the standard required by the EASA full-member Authority.
<b>EU</b>	European Union
<b>Exemption</b>	An authorization that permits an alternate means of compliance with a specific CFR. The exemption must meet the procedural requirements of 14 CFR Part 11.
<b>FOCA</b>	Federal Office of Civil Aviation
<b>FAA Accountable Manager</b>	A person designated by the certificated repair station who is responsible for and has authority over all repair station operations that are conducted under 14 CFR Part 145, including ensuring that the repair station's personnel follow the regulations and serving as the primary contact with the FAA.

<b>Geographic Authorization</b>	Authorization provided to a repair station located outside the United States to perform maintenance support under contract for a U.S. air carrier (or an operator of U.S.- registered aircraft under 14 CFR Part 129) at a location other than the repair station's main facility. A geographic authorization is issued by the FAA to respond to a U.S. air carrier's or Part 129 foreign operator's need for maintenance at a station where the frequency and scope of that maintenance does not warrant permanently staffing and equipping the station for its accomplishment.
<b>Limited Rating</b>	A rating issued to repair stations for the performance of maintenance on particular makes and models of airframes, powerplants, propellers, radios, instruments, accessories, and/or parts.
<b>Limited Ratings - Specialized Services</b>	Rating issued for a special maintenance function when the function is performed in accordance with a specification approved by the Administrator.
<b>Line Maintenance</b>	Any unscheduled maintenance resulting from unforeseen events, or scheduled checks where certain servicing and/or inspections do not require specialized training, equipment, or facilities.
<b>MAG</b>	The Maintenance Annex Guidance (MAG) defines the process that the FAA and EASA undertake in the inspection, findings of compliance certification, and monitoring of repair stations, as well as their joint cooperation in quality assurance and standardization activities in support of the EASA Agreement, Annex 2, Maintenance. The term Maintenance Agreement Guidance (MAG) defines the processes and activities applicable to a specific country under an MIP, and is not associated with the EASA Agreement.
<b>Maintenance</b>	The inspection, overhaul, repair, preservation, and replacement of parts, but excludes preventive maintenance.
<b>U.S./EU Aviation Safety Agreement, Annex 2, Maintenance</b>	Annex 2 covers the reciprocal acceptance of findings of compliance, approvals, documentation and technical assistance regarding approvals and the monitoring of repair stations/maintenance organizations.
<b>MIP</b>	Maintenance Implementation Procedures (MIP) are procedures for implementing the provisions of a BASA that apply to maintenance performed under 14 CFR Part 145, Section 145.53(b).
<b>MOE</b>	A maintenance organization exposition (MOE) pertains to procedural manuals used by maintenance organizations certificated by a foreign country. The MOE along with the FAA Supplement, sets forth the structure and procedures of the repair station to meet the requirements of 14 CFR Part 145 under a MIP.

**Preventive  
Maintenance**

As defined in 14 CFR part 1 and part 43 appendix A,  
subparagraph (c).

**QCM**

Quality Control Manual

**Repair Station located  
in the United States**

A FAA certificated repair station located in the United States.

**Repair Station located  
outside the United  
States**

A FAA certificated repair station located outside of the United States.

**RSM**

Repair Station Manual

1. Issued by the Federal Aviation Administration.
2. These Operations Specifications are approved by direction of the Administrator.



Digitally signed by Rakesh Patel, Principal Maintenance Inspector (SW15)  
[1] SUPPORT INFO: A007 issued due to change in Accountable Manager, A002  
issued due to template change.  
[2] EFFECTIVE DATE: 2/27/2018, [3] AMENDMENT #: 8  
DATE: 2018.02.27 07:13:09 -06:00

3. I hereby accept and receive the Operations Specifications in this paragraph.

A handwritten signature in black ink, appearing to read "Kurt Tschaeppe".

19 APRIL 2018

Tschaeppe, Kurt, Sr. Manager Quality

Date

**A003 . Ratings and Limitations**

**HQ Control: 04/03/2017**

**HQ Revision: 01a**

The certificate holder is authorized the following Ratings and/or Limitations:

**Class Ratings**

NONE

**Limited Ratings**

<b><u>Rating</u></b>	<b><u>Manufacturer</u></b>	<b><u>Make/Model</u></b>	<b><u>Limitations</u></b>
Airframe	From the accepted Capability List, as amended.	From the accepted Capability List, as amended.	Maintenance of nacelle assemblies and thrust reverser assemblies and associated systems and components in accordance with the component maintenance manuals, air carrier/customer's specifications, aircraft manufacturer's maintenance manuals or other FAA approved data.
Nondestructive Inspection, Testing, and Processing	From the accepted Capability List, as amended.	From the accepted Capability List, as amended.	Fluorescent penetrant inspections In Accordance With ASTM E- 1417, or other data approved by the Administrator
Nondestructive Inspection, Testing, and Processing	From the accepted Capability List, as amended.	From the accepted Capability List, as amended.	Thermography inspection In Accordance with NDT-QC-101
Accessories	From the accepted Capability List, as amended.	From the accepted Capability List, as amended.	Maintenance of accessories associated with nacelle assemblies and thrust reverser assemblies in accordance with the component maintenance manuals, air carrier/customer's specifications, aircraft manufacturer's maintenance manuals or other FAA approved data.

**Limited Ratings - Specialized Services**

<b><u>Rating</u></b>	<b><u>Specifications</u></b>	<b><u>Limitations</u></b>
None Authorized		

1. Issued by the Federal Aviation Administration.
2. These Operations Specifications are approved by direction of the Administrator.



Digitally signed by Rakesh Patel, Principal Maintenance Inspector (SW15)  
[1] SUPPORT INFO: Reissued at the request of Air Agency - Amendment level was  
not changed.  
[2] EFFECTIVE DATE: 3/14/2018, [3] AMENDMENT #: 4  
DATE: 2018.03.14 13:44:10 -05:00

3. I hereby accept and receive the Operations Specifications in this paragraph.

A handwritten signature in black ink, appearing to read "Kurt Tschaepe".

19 April 2018

Tschaepe, Kurt, Sr. Manager Quality

Date



**A004 . Summary of Special Authorizations and Limitations**

**HQ Control: 09/23/1998**

**HQ Revision: 010**

**a. The certificate holder, in accordance with the reference paragraphs, is authorized to:**

	Reference Paragraphs
Use an approved electronic recordkeeping system, electronic/digital signature, and/or electronic media.	A025
Conduct operations choosing to have an antidrug and alcohol misuse prevention program.	A449
Conduct operations choosing to have an antidrug and alcohol misuse prevention program.	A449

**b. The certificate holder is *not authorized* and *shall not*:**

	Reference Paragraphs
Use Exemptions.	A005
Perform maintenance with EASA ratings where the scope of work is authorized by a BASA/MAG (U.S.-EU), MIP/MaG (U.S.-Swiss).	A060
Perform work, including continuous operations, at additional locations other than at its primary fixed location.	A101
Perform maintenance in accordance with foreign repair station geographic authorizations.	B050
Perform work, excluding continuous operations, at additional locations other than at its primary Fixed Location.	D100
Perform line maintenance for cert. holders conducting operations under Parts 121 and 135 and for foreign carriers/persons operating non-U.S. registered aircraft in common carriage under Part 129, apart from D100 which authorizes that work away from station.	D107

1. The Certificate Holder applies for the Operations in this paragraph.
2. These Operations Specifications are approved by direction of the Administrator.



Digitally signed by Todd A. Evans, Principal Avionics Inspector (SW15)  
[1] SUPPORT INFO: Change of Quality Manager.  
[2] EFFECTIVE DATE: 6/29/2016, [3] AMENDMENT #: 7  
DATE: 2016.06.29 11:00:03 -05:00

3. I hereby accept and receive the Operations Specifications in this paragraph.

Handwritten signature of Kurt Tschaepe in blue ink.

Handwritten date "2016.06.29" in blue ink.

Tschaepe, Kurt, Quality Assurance Manager

Date

**A007 . Designated Persons**

**HQ Control: 12/19/2006**

**HQ Revision: 030**

a. The personnel listed in the following table are designated to officially apply for and receive operations specifications for the certificate holder indicated below.

**Table 1 – Designated Persons to Apply for and Receive Authorizations**

Title	Name	Parts Authorized
EASA Accountable Manager, 145 / General Manager	Clawson, John	A,D
FAA Accountable Manager, 145 / Sr. Manager Quality	Tschaepe, Kurt	A,D

b. The following personnel listed in Table 2 are designated by the certificate holder to receive Information for Operators (INFO) messages for the certificate holder as indicated below. A receipt for the information by an operator or person is not required.

**Table 2 – Designated to Receive INFO Messages**

Name	Email Address	Telephone No.	Type of Information to Receive
Kurt Tschaepe	ktschaepe@nordam.com	918-878-6317	ALL
John Clawson	jclawson@nordam.com	918-878-4893	ALL

1. Issued by the Federal Aviation Administration.
2. These Operations Specifications are approved by direction of the Administrator.



Digitally signed by Rakesh Patel, Principal Maintenance Inspector (SW15)  
[1] SUPPORT INFO: Corrected email address for Mr. Kurt.  
[2] EFFECTIVE DATE: 3/7/2018, [3] AMENDMENT #: 11  
DATE: 2018.03.07 09:51:03 -06:00

3. I hereby accept and receive the Operations Specifications in this paragraph.

Tschaepe, Kurt, Sr. Manager Quality

3/8/2017

Date

**A025 . Electronic/Digital Recordkeeping System,  
Electronic/Digital Signature, and Electronic Media**

**HQ Control: 04/03/2017**

**HQ Revision: 00b**

a. The certificate holder is authorized to use an acceptable electronic/digital recordkeeping system, described and/or referenced in this paragraph (if none, enter N/A.)

Repair Station Manual Procedure 434

b. The certificate holder is authorized the use of the following electronic/digital signature procedures (if none, enter "N/A").

Repair Station Manual Procedure 434

c. The certificate holder is authorized to use electronic media for the repair station and quality control manuals, if acceptable (if none, enter "N/A").

Repair Station Manual Procedure 434 - 420

1. Issued by the Federal Aviation Administration.
2. These Operations Specifications are approved by direction of the Administrator.



Digitally signed by Rakesh Patel, Principal Maintenance Inspector (SW15)  
[1] SUPPORT INFO: Reissued at the request of Air Agency - Amendment level was not changed.  
[2] EFFECTIVE DATE: 3/14/2018, [3] AMENDMENT #: 2  
DATE: 2018.03.14 13:45:20 -05:00

3. I hereby accept and receive the Operations Specifications in this paragraph.

Handwritten signature of Kurt Tschaep in black ink.

19 APRIL 2018

Tschaep, Kurt, Sr. Manager Quality

Date

**A449 . Antidrug and Alcohol Misuse Prevention Program**

**HQ Control: 07/17/2009**

**HQ Revision: 00a**

- a. The Part 145 repair station certificate holder has elected to implement an Antidrug and Alcohol Misuse Prevention Program, because the certificate holder performs safety-sensitive functions for a 14 CFR Part 121, and 135 certificate holder and/or for a 14 CFR Part 91 operator conducting operations under Section 91.147.
- b. The certificate holder certifies that it will comply with the requirements of 14 CFR Part 120 and 49 CFR Part 40 for its Antidrug and Alcohol Misuse Prevention Program.
- c. Antidrug and Alcohol Misuse Prevention Program records are maintained and available for inspection by the FAA's Drug Abatement Compliance and Enforcement Inspectors at the location listed in Table 1 below:

**Table 1**

<b>Location &amp; Telephone of Antidrug and Alcohol Misuse Prevention Program Records:</b>	
<b>Telephone Number:</b>	A2
<b>Address:</b>	6911 North Whirlpool Drive
<b>Address:</b>	
<b>City:</b>	Tulsa
<b>State:</b>	OK
<b>Zip code:</b>	74117

**d. Limitations and Provisions.**

- (1) Antidrug and Alcohol Misuse Prevention Program inspections and enforcement activity will be conducted by the Drug Abatement Division. Questions regarding these programs should be directed to the Drug Abatement Division.
- (2) The certificate holder is responsible for updating this operations specification when any of the following changes occur:
  - (a) Location or phone number where the Antidrug and Alcohol Misuse Prevention Program Records are kept.
  - (b) If the certificate holder's number of safety-sensitive employees goes to 50 and above, or falls below 50 safety-sensitive employees.
- (3) The certificate holder with 50 or more employees performing a safety-sensitive function on January 1 of the calendar year must submit an annual report to the Drug Abatement Division of the FAA.
- (4) The certificate holder with fewer than 50 employees performing a safety-sensitive function on January 1 of any calendar year must submit an annual report upon request of the Administrator, as specified in the regulations.

The certificate holder has 50 or more safety-sensitive employees.

1. Issued by the Federal Aviation Administration .
2. Support information reference: Name change to match the state corporation documents
3. These Operations Specifications are approved by direction of the Administrator.



2011.10.12 12:19:22 Central Daylight Time  
Location: WebOPSS  
Digitally signed by Billy D Risley, Principal  
Maintenance Inspector (SW15)

4. Date Approval is effective: 10/12/2011 Amendment Number: 6
5. I hereby accept and receive the Operations Specifications in this paragraph.

Dashner, Jim D., Quality Assurance Manager

A handwritten signature in blue ink that reads "Jim D. Dashner".

Date: 10/12/2011

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Part D

	HQ CONTROL DATE	EFFECTIVE DATE	AMENDMENT NUMBER
100 Work to be Performed at a Place Other Than the Repair Station Fixed Location(s)	11/16/2004	10/12/2011	3

**D100 . Work to be Performed at a Place Other Than the Repair Station Fixed Location(s)** HQ Control: 11/16/2004  
HQ Revision: 050

- a. The certificate holder may perform work at a place other than its Fixed Location (as listed in paragraph A001, and paragraph A101 if issued, of these operations specifications) provided it has the facilities, material, equipment and technical personnel to perform the work authorized in the following table.

Table 1

Work Authorized	Repair Stations Manual References	Quality Control Manual References
maintenance of nacelle assemblies, thrust reverser assemblies and related systems and components.	RSM Procedure 711	RSM Procedure 711

- b. The certificate holder **may not** perform **continuous** operation at a facility other than the station's Fixed Location listed in paragraph A001, and paragraph A101 if issued.
- c. Line Stations . Privileges of a line station, as set forth by the EASA certificate and scope of work and located within the country where the main facility is domiciled are listed in Table 1 are authorized.
- d. Work may be due to a special circumstance or on a recurring basis. If on a recurring basis, the repair station must have procedures in its manual.



1. Issued by the Federal Aviation Administration .
2. Support information reference:
3. These Operations Specifications are approved by direction of the Administrator.



2011.10.12 12:25:35 Central Daylight Time  
Location: WebOPSS  
Digitally signed by Billy D Risley, Principal  
Maintenance Inspector (SW15)

4. Date Approval is effective: 10/12/2011 Amendment Number: 3
5. I hereby accept and receive the Operations Specifications in this paragraph.

Dashner, Jim D., Quality Assurance Manager

A handwritten signature in blue ink that reads "Jim D. Dashner".

Date: 10/12/2011

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