

COMPANY PROFILE AND QUALITY AUDIT

INTRODUCTION

Worthington Aviation, LLC receives numerous requests for the completion of Quality Systems desk-top and mail audits. With the rapid pace of business and the requirement to meet customer needs, Worthington Quality Assurance has prepared this document to respond to these requests.

This format is designed to meet the varying requirements of our valued customer. However, if more specific data is requested, Worthington Quality Assurance would be pleased to process the request.

COMPANY PROFILE

Founded in 1998, Worthington Aviation, LLC is a Stratus Aero Partners company and a wholly owned subsidiary of Air T, Inc. Worthington Aviation has grown to become a globally recognized leader and trusted source of aviation aftermarket services.

COMPANY INFORMATION

Key Personnel:	Mark Harris	President
	Vernice Dabu	Controller
	Greg Sand	Director of Supply Chain
	Dale Printy	VP of Technical Services

Our Partners:	AirCo, LLC
	AirCo Services
	Jet Yard
	Worthington Repair Service
	Worthington MRO Center

Accrediting Agencies:	Aviation Suppliers Association (ASA-100)
	International Certifications (ISO 9001:2015)
	Federal Aviation Administration (FAA-145)
	European Union Aviation Safety Agency (EASA-145)

PRODUCTS AND SERVICES

Worthington specializes in three distinct segments of aircraft components and services: corporate, regional, and commercial. Our extensive parts distribution center and corporate headquarters are located in Eagan, MN, just minutes away from the Minneapolis-St. Paul International Airport. Worthington also operates regional distribution centers located in Stafford-UK, and Brisbane-Australia that are uniquely located to quickly serve the needs of our customers. Worthington also operates FAA certified repair stations in Eagan-Minnesota and Tulsa-Oklahoma to serve our customers repair and overhaul requirements.

In addition, Worthington manages the IAI authorized Global Service network organization for the Westwind fleet inclusive of parts support, technical services, and publications subscription service. Worthington also authorizes and approves Westwind service centers worldwide to meet our customer's needs.

QUALITY MANAGEMENT CERTIFICATIONS

ISO 9001-2015, Certification Number: C46955, Expires: January 19, 2024

ASA-100 (FAA AC 00-56A), Certification Number: 16000109-8, Expires: January 20, 2024

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Company Information	
Company Name	Worthington Aviation, LLC
Mailing Address	2995 Lone Oak Circle Suite 10, Eagan, MN 55121
Telephone	651-994-1600
Fax	651-393-3310
Quality Assurance Manager	Dale Printy
QA Signature	<i>*Please contact for signature*</i>

A. CERTIFICATION	
1. Quality Standards and Accreditation	
• ASA-100	Certificate # 16000109-8
• ISO 9001-2015	Certificate # C46955
2. FAA Certification	
• FAR 145 Repair Station (Eagan, MN)	Certificate # Z5ER857X
• FAR 145 Repair Station (Tulsa, OK)	Certificate # 6W0R213C
3. EASA Certification	
• EASA 145 Repair Station (Eagan, MN)	EASA.145.6717
• EASA 145 Repair Station (Tulsa, OK)	EASA.145.6554
NOTE: This audit pertains to Worthington Aviation, LLC ONLY .	

B. QUALITY SYSTEM ORGANIZATION AND QUALITY MANUAL		Yes	No	N/A
1.	Is there a documented Quality Program?	X		
2.	Are Quality Systems Manuals maintained and available to all personnel?	X		
3.	Does the Quality Manual describe the Quality Department and its relationship to the rest of the organization?	X		
4.	Does the Quality Manual describe the duties and responsibilities of key personnel?	X		
5.	Does the Quality Manual identify procedures to prevent the decision of an inspector from being countermanded by anyone other than Quality Systems management personnel?	X		
6.	Does the Quality System undergo internal audits for continual improvement?	X		
7.	Does the vendor contract work out to a non-certificated repair station?		X	

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C. INSPECTION PROCEDURES		Yes	No	N/A
1.	Does the vendor maintain a list of items each inspector is authorized to inspect?	X		
2.	Does the vendor have an established receiving inspection system for parts, manufacturing materials, and consumable supplies?	X		
3.	Is there a procedure that adequately identifies customer parts during the receiving process?	X		
4.	Does the vendor have certification on all raw materials received for aerospace applications?	X		
5.	Is there a documented method to control the issue and retirement of inspector stamps?	X		
6.	Does the vendor maintain traceability certification during receiving and inspection?	X		
7.	Does the vendor maintain an approved supplier/vendor list?	X		
8.	Are rejected parts / materials properly identified and segregated?	X		

D. NON-DESTRUCTIVE TEST AND INSPECTION		Yes	No	N/A
1.	Does the vendor complete NDT inspections internally?		X	

E. TECHNICAL DATA CONTROL		Yes	No	N/A
1.	Does the vendor have the required manuals and specifications to perform the repair/manufacture to include NDT in accordance with customer requirements? NOTE: Manuals in this context include any technical data (i.e. drawings, wiring diagrams, and test specifications) necessary to perform the required services.	X		
2.	Does the vendor have records of manual revisions?	X		
3.	Are manual revisions (including working copies) up to date?	X		
4.	Is a system in place to prevent hand entries and / or corrections to technical data?	X		
5.	Is technical data stored in a manner that will protect it from damage, deterioration and loss?	X		
6.	Are adequate viewing devices in good condition and available for viewing the technical data?	X		

F. CALIBRATION OF TOOLS		Yes	No	N/A
1.	Does the vendor have a tool calibration program?			X

G. TRAINING		Yes	No	N/A
1.	Does the vendor have a documented comprehensive training program pertinent to the work performed?	X		
2.	Does vendor maintain training records for its mechanics, inspectors, and supervisors for a period of 2 years after departure from the company?	X		

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		Yes	No	N/A
3.	Is OJT and formal training properly documented?	X		
4.	Are Inspection personnel properly authorized?	X		
5.	Are personnel who perform inspection, supervisory, receiving, and shipping and HAZ MAT processing properly trained?	X		

H. SHELF LIFE PROGRAM		Yes	No	N/A
1.	Does the vendor have a documented shelf life program?	X		
2.	Does each shelf life item have a shelf-life time limit displayed?	X		
3.	Is there an adequate system to assure that no item will be issued or used past its expiration date?	X		
4.	Does expired shelf life product become scrap material?	X		

I. HOUSING AND FACILITIES		Yes	No	N/A
1.	Does the vendor have a facility of adequate size to house all necessary tooling, equipment, material, and parts to perform the work?	X		
2.	Does the facility adequately protect parts, materials, and customer property from damage, theft, and contamination?	X		
3.	Does the facility maintain an operational security system?	X		
4.	Are adequate temperature and humidity controls in place to ensure environment is conducive to produce the quality of airworthiness for articles being stored and maintained?	X		
5.	Are storage facilities separate from shop and work areas?	X		
6.	Do shipping and receiving areas have adequate space, lighting, shelving, security, and fire protection?	X		
7.	Are fire-protection devices inspected periodically to local fire code or fire department requirements?	X		

J. RECORDS AND REPORTS		Yes	No	N/A
1.	Is there a documented procedure in place to mutilate scrapped parts?	X		
2.	Does the vendor maintain traceability of parts and materials to include sub-contract work?	X		
3.	Does the vendor maintain records for a minimum of seven (7) years?	X		
4.	Are records confirming fastener integrity maintained for 7 years after a business transaction?	X		
5.	Are parts subjected to extreme stress or heat identified?	X		
6.	Is traceability and certification documentation maintained for 7 years after a business transaction?	X		

K. STORES		Yes	No	N/A
1.	Are parts and material properly stored and identified?	X		
2.	Do parts in bins match the part numbers on the bins?	X		
3.	Is certification/traceability maintained?	X		

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		Yes	No	N/A
4.	Are parts and materials properly protected from damage and deterioration?	X		
5.	Are sensitive parts and equipment (i.e. oxygen parts, O-rings, circuit boards) properly packaged, identified, and stored to protect from damage and contamination?	X		
6.	Are non-aircraft parts segregated from aircraft parts?	X		
7.	Are customers' parts properly identified throughout processing and storage?	X		
8.	Does the facility segregate serviceable from unserviceable components?	X		

L. SCRAPPED PARTS		Yes	No	N/A
1.	Does the vendor have a documented procedure to assure that scrapped parts are either returned to the customer or mutilated beyond repair?	X		
2.	Does the system require records and documentation to be kept on all serialized scrapped parts?	X		
3.	Does the vendor complete a form for customer verification of a scrapped component/unit?	X		
4.	Does the program identify an individual responsible for verifying that mutilation is accomplished?	X		
5.	Is non-conforming product segregated and processed with a closed loop system to prevent its use?	X		
6.	Is serviceable product stored separately from unserviceable product?	X		

M. SHIPPING		Yes	No	N/A
1.	Are components shipped in ATA-300 containers or equivalent as specified by the OEM or the customer?	X		
2.	Does the quality system provide for a visual inspection of all items and accompanying documentation prior to shipping to ensure verification of part and serial numbers, proper documentation, a check for obvious physical damage, verification of packing slips, and all plugs, caps and dust covers are in place?	X		
3.	Does the vendor verify that identifying data (P/N, S/N, nomenclature, modification number) on the parts tag and the data plate match?	X		
4.	Is the vendor compliant with Hazardous Materials Shipping requirements as mandated by DOT?	X		
5.	Are documented training certificates available for HAZ-MAT training completion?	X		
6.	Are shipping records retained as required by the Quality process?	X		

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ADDITIONAL COMMENTS

<p>At present time Worthington Aviation has no calibrated tooling within the aircraft parts distribution portion of the facility. Should this equipment be required in the future, the Quality Operating Manual will be revised to include calibration tooling processes and handling procedures.</p>

Revision: 8
 Date: 1/10/2021
 By: Michael Conrad

Record: A
 Date: 3/1/2021
 Changed by: Michael Conrad