

*As one of the market leaders in the aerospace distribution business, Satair is committed to being a world-class service provider for the aerospace industry.*

*We receive many requests for quality evaluation from customers and in order to be able to provide you with the very best of service in terms of quality, information and response time, we have therefore developed this Satair Self Assessment.*

*Should you have any further questions, please do not hesitate to contact us.*

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### General Facility Information

Location	Total Facility Area (m <sup>2</sup> )	Number of Buildings
Copenhagen, Denmark (Headquarters)	9,500 m <sup>2</sup>	3
Hamburg, Germany (Headquarters)	36,000 m <sup>2</sup>	10
China	654.39 m <sup>2</sup>	1
Middle East	3,500 m <sup>2</sup>	2
Singapore	16,700 m <sup>2</sup>	1
UK	1783 m <sup>2</sup>	1
USA (Ashburn, VA)	128,000 m <sup>2</sup>	1
USA (Sterling, VA)	1.7094 m <sup>2</sup>	1
USA (Miami, FL)	2,323 m <sup>2</sup>	1
USA (Peachtree City, GA)	13,000 m <sup>2</sup>	1

### Certification

#### Headquarters Copenhagen Denmark

	Certification Number	Certificate Expiry Date
ISO 9001:2015	SATA-004-05-20-4	26 May 2023
AS 9100D:2016	SATU-004-07-20-1	18 July 2023
AS 9120B:2016	SATA-004-05-20-4	26 May 2023
ISO 14001:2015	10000318443-MSC-DANAK-DNK	15 March 2023
FAA AC 00-56	Please see <a href="http://www.aviationsuppliers.org/FAA-AC-00-56B">http://www.aviationsuppliers.org/FAA-AC-00-56B</a>	

#### Headquarters Hamburg Germany

	Certification Number	Certificate Expiry Date
EASA	EASA.21G.0001	Unlimited

#### Local Office China

	Certification Number	Certificate Expiry Date
ISO 9001:2015	SATA-004-05-20-4	26 May 2023
AS 9120B:2016	SATA-004-05-20-4	26 May 2023
FAA AC 00-56	Please see <a href="http://www.aviationsuppliers.org/FAA-AC-00-56B">http://www.aviationsuppliers.org/FAA-AC-00-56B</a>	

#### Local Office Middle East

	Certification Number	Certificate Expiry Date
EASA	EASA.21G.0001	Unlimited

#### Local Office Singapore

	Certification Number	Certificate Expiry Date
ISO 9001:2015	SATA-004-05-20-4	26 May 2023
ISO 9001:2015	SATS-001-09-19-1	9 September 2022
AS 9120B:2016	SATA-004-05-20-4	26 May 2023
AS9110C:2016	SATS-001-09-19-1	9 September 2022
EASA	EASA.145.0149	Unlimited
EASA	EASA.21G.0001	Unlimited

FAA	T1LY549Y	30 September 2020
CAAC (China)	F06500274	31 December 2020
CAAS (Singapore)	AWI/231	30 June 2021
CAAV (Vietnam)	VN-235NN	30 September 2020
CCA (Thailand)	215/2540	31 December 2020
DCA (Malaysia)	FAMO/2017/18	19 February 2021
FAA AC 00-56	<i>Please see <a href="http://www.aviationsuppliers.org/FAA-AC-00-56B">http://www.aviationsuppliers.org/FAA-AC-00-56B</a></i>	

### Local Office UK

	<b>Certification Number</b>	<b>Certificate Expiry Date</b>
ISO 9001:2015	FS 635703-1 & FS 635703-2	21 December 2021
ISO 14001:2015	EMS 708410	7 January 2023
AS 9110C:2016	FS 635703-1	21 December 2021
AS 9120B:2016	FS 635703-2	21 December 2021
EASA	UK.145.00518	Unlimited
FAA	WL5Y964N	31 March 2022
TCCA	820-07	Unlimited

### Local Office USA (Ashburn, VA)

	<b>Certification Number</b>	<b>Certificate Expiry Date</b>
ISO 9001:2015	SATA-004-05-20-4	26 May 2023
AS 9120B:2016	SATA-004-05-20-4	26 May 2023
EASA	EASA.21G.0001	Unlimited
FAA AC 00-56	<i>Please see <a href="http://www.aviationsuppliers.org/FAA-AC-00-56B">http://www.aviationsuppliers.org/FAA-AC-00-56B</a></i>	

### Local Office USA (Sterling, VA)

	<b>Certification Number</b>	<b>Certificate Expiry Date</b>
ISO 9001:2015	SATA-004-05-20-4	26 May 2023
AS 9120B:2016	SATA-004-05-20-4	26 May 2023
FAA AC 00-56	<i>Please see <a href="http://www.aviationsuppliers.org/FAA-AC-00-56B">http://www.aviationsuppliers.org/FAA-AC-00-56B</a></i>	

### Local Office USA (Miami, FL)

	<b>Certification Number</b>	<b>Certificate Expiry Date</b>
ISO 9001:2015	SATA-004-05-20-4	26 May 2023
AS 9100D:2016	SATU-004-07-20-1	18 July 2023
AS 9110C:2016	SATM-001-12-19-2	25 December 2022
AS 9120B:2016	SATA-004-05-20-4	26 May 2023
EASA	EASA.21G.0001	Unlimited
EASA	EASA.145.6782	15 November 2021
FAA	19UR764B	Unlimited
NADCAP	5019188891	31 October 2021
FAA AC 00-56	<i>Please see <a href="http://www.aviationsuppliers.org/FAA-AC-00-56B">http://www.aviationsuppliers.org/FAA-AC-00-56B</a></i>	

### Local Office USA (Peachtree City, GA)

	<b>Certification Number</b>	<b>Certificate Expiry Date</b>
ISO 9001:2015	SATA-004-05-20-4	26 May 2023
AS 9100D:2016	SATU-004-07-20-1	18 July 2023
AS 9110C:2016	SATM-001-12-19-2	25 December 2022
AS 9120B:2016	SATA-004-05-20-4	26 May 2023
FAA AC 00-56	<i>Please see <a href="http://www.aviationsuppliers.org/FAA-AC-00-56B">http://www.aviationsuppliers.org/FAA-AC-00-56B</a></i>	

**Please note that all certificates will be available for download on our website via this link <https://www.satair.com/about-satair/about-satair/quality-and-certifications>**

### Quality Management System

1		Yes	No	N/A
A	Do you have a current Quality Assurance Manual? <b>DK, CHI, SIN, USA Ref: CM-01 Rev No: 17 Date of Rev: 24 Apr 2020</b> <b>UK Ref: Q001 Rev No: Issue 22 amdt 1 Date of Rev: 7 May 2019</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B	Is there an established Quality Control Programme and is it defined in the Quality Assurance Manual?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C	Does the Quality Assurance Manual clearly identify the people responsible for the following tasks including their reporting relationships and back-up persons for the various quality functions below	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	I. Quality Programme	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	II. Inspection	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	III. Tool & Test Equipment Calibration	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	IV. Technical Data Control	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	V. Shelf Life Programme and Administration	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	VI. Control and disposal of scrap parts / components	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D	Do you have an internal audit system?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	I. Does the audit programme assure appropriate corrective/preventive action for non-compliance findings?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	II. Are the corrective/preventive actions documented accordingly?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	III. Is there a verification process for the corrective/preventive actions, i.e. is there checks to see if the non-compliance is properly addressed	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
E	Are the audit findings accessible to the customer?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
F	Are the internal auditors independent of other duties?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
G	Is the following information available?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	I. Current list of approved inspection staff	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	II. List of inspection they are authorised to perform	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	III. List of current suppliers (e.g. OEM, MMF, PAH, etc.)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### Inspection

2		Yes	No	N/A
A	Does company carry out incoming inspection?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B	Are inspections conducted by approved personnel only?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C	What form of inspection is accomplished? I. Visual <input checked="" type="checkbox"/> II. Dimensional <input checked="" type="checkbox"/> III. Sampling <input checked="" type="checkbox"/> IV Other <input type="checkbox"/> (If "Other" please specify)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D	If "Sampling", is there a sampling specification procedure in place? <b>Yes, as per Mil Standard</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
E	Does the company have a non-conforming materials control procedure?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
F	Are inspection stamps used?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	I. If "Yes", is there an inspection stamp control policy?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	II. Does this policy identify procedure for retiring inspection stamps?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	III. Is there a controlled register of stamp holders?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	IV. Who controls the issue/withdrawal of inspection stamps? Title: <b>Manager – Quality</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### Technical Data

3	<i>Note: Technical data includes any documents used to verify that the parts comply with OEM requirements/specifications, i.e. drawings, manuals, parts catalogues, etc. It also includes any software package used to control specialized equipment/process used in the maintenance of components or piece parts</i>	Yes	No	N/A
A	Is the appropriate, current technical data readily available to all staff?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B	Is there a documented system for obtaining technical data and maintaining it up to date?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C	Is there an approved procedure to control and maintain a record of manual revisions?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D	Is technical data stored in a manner that will protect it from dirt and damage?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
E	Does the company maintain a current set of EASA/FAA regulations?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
F	Does the company have a method for verifying AD status of a part/component?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### Procurement

4		Yes	No	N/A
A	Does the company procedure demonstrate the ability to			
	I. Trace parts/components to the source of procurement and to the source production or to an FAA and an EASA certificate holder	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	II. Provide, upon request, information pertaining to the production approval status of each part/component in accordance with the applicable FAA and EASA regulation?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B	Where the part/component is <u>not</u> in new condition, can the company assure the following			
	I. Part/component have not been subjected to extreme heat or stress	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	II. All parts/components procured have traceability and/or airworthiness certification as required by FARs / EASAs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	III. All Airworthiness Directives (A.D. s) which have been accomplished are documented on release documentation ( <i>where applicable</i> )	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	IV. Where a part/component is identified as "Overhauled " that the appropriate documentation to substantiate the condition of the part/component is available ( <i>if requested</i> )	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	V. Part number conforms to the customer purchase request	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### Material Control

5		Yes	No	N/A
A	Is batch segregation utilized for aircraft materials requiring batch control?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B	Is material handled/protected in such a manner as to preclude damage and or deterioration from (i.e. blanking caps, plugs, protective packing)			
	I. Environment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	II. Electrostatic discharge	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	III. FOD	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C	Is the original packaging used where practical/appropriate?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D	Does the packing clearly identify			
	I. Part number	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	II. Shelf life ( <i>if applicable</i> )	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	III. Batch/lot number ( <i>if applicable</i> )	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
E	Is there a system/procedure in place for identifying non-conforming parts or material? ( <i>Explain briefly</i> ) <b>As per AS/EN 9120</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
F	Is the non-conforming stock identified in item 5 segregated from usable stock?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### Shelf Life Control Programme

6		Yes	No	N/A
A	Is there a documented shelf life programme?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B	Is there a list of parts and materials which have shelf life limits in the programme?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C	Does each shelf life item show evidence of a shelf life limit?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D	Is there a system to assure that no item will be issued past its expiration date?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### Records

7		Yes	No	N/A
A	Can the company provide Certificate of Conformance/FAA 8130-3/ EASA Form 1 for all parts supplied showing the approved source and origin of the parts?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B	Is serial number traceability maintained where applicable?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C	Can the company purchase records/sales orders show chain of ownership to a production approval holder (e.g. PMA, TSO, PC, TC, STC Holder) or a manufacture of standard parts?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D	Are records protected against damage, alteration, deterioration and loss?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
E	Are test and inspection records for parts/components available for inspection? (if requested)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
F	How long are part/component certification and maintenance history records retained? Months/Years? <ul style="list-style-type: none"> <li>• <b>electronically on file permanently</b></li> <li>• <b>hard copies in fireproof cabinets for 10 years</b></li> <li>• <b>documents older than 10 years in boxes on ordinary shelves</b></li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### Measuring and Test Equipment

8		Yes	No	N/A
A	Does your company use measuring or test equipment to ensure part/component meets manufacturer's specifications?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B	Is there a programme/procedure to calibrate and maintain serviceability of these tools?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C	Are precision tools stored in a manner that will ensure that they <ul style="list-style-type: none"> <li>I. do not get damaged</li> <li>II. maintain their accuracy</li> </ul>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
D	Do calibration records contain the following information <ul style="list-style-type: none"> <li>I. Date of calibration</li> <li>II. Calibration next due date</li> <li>III. Inspection interval</li> <li>IV. Tool part number</li> <li>V. Tool serial number</li> <li>VI. Reference standard used to calibrate</li> </ul>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
E	Is the Reference Standard used traceable to National/International Standards?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
F	Is employee-owned measuring equipment allowed to be used on the premises?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
G	If "Yes", is this measuring equipment subject to the control of the calibration programme?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

### Training and Authorized Personnel

9		Yes	No	N/A
A	Is training provided for personnel who perform inspection, supervisory, shipping and receiving functions?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B	Is both formal classroom and on-the-job training documented and maintained?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C	Is a list of certified staff maintained?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### Housing and Facilities

10		Yes	No	N/A
A	Is your facilities of adequate size to house all material	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B	Is the receiving and shipping area separate and do they have adequate shelving and space?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C	Is your facility environmentally controlled	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D	Is there adequate			
	I. Lighting	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	II. Humidity Control	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	III. Security	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
E	Is there a separate quarantine area (stores)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### Scrapped Parts

11		Yes	No	N/A
A	Is there a documented procedure for handling, mutilating of scrapped parts which will preclude their being returned to service?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B	Does the supplier identify by title or position the individual responsible for verifying compliance with this procedure?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C	Are records maintained of all serialized parts that are scrapped?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D	Is the procedure for the control and disposal of scrapped parts imposed on subcontractors and repair facilities with which you do business?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### Shipping

12		Yes	No	N/A
A	Is there a visual inspection of all parts/components being shipped?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B	Are all parts/components packed to preclude the possibility of contamination, i.e. blanks, caps, plugs, bagged etc?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C	Are units shipped in containers that comply with or are equivalent to ATA 300 container specifications?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D	Is a checklist used to verify shipping requirements and documentation to be enclosed in the shipment, i.e. customer details, part/serial number, certification etc?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### Approval of Self Assessment

*I hereby certify that the information supplied in this Self Assessment (Standard Response) is true and that our company complies with the requirements as outlined above*

**Tanja Neuland**

**Head of Satair Quality Management**