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Audit Report A234 - Supplier - Brisbane Calibrations

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Auditor: Simmonds, J

Status: In Progress

Risk: Low

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Audit

Audit Name: Supplier - Brisbane Calibrations

Audit Type: CAR 30 Maintenance

Criteria: **TAE MOM Part 3 Base Maintenance Procedures, Chapter 3 - Tools & Equipment Maintenance & Calibration Requirements, Part 4 Quality System, Chapter 8 - Quality Monitoring Of Sub-Contractors CASA CAAP 30-2(1) Calibration Of Test Equipment For Maintenance Purposes ISO/IEC 17025:1999 General requirements for the competence of testing and calibration laboratories AS/NZS ISO 10012:2004 Measurement Management Systems - Processes and Equipment**

Scope: **1. Acceptable Processes & Equipment; 2. Traceability; 3. Calibration records for master test equipment; 4. Record keeping; 5. Training records of staff; 6. CASA approvals/licences current; 7. Quality system/manuals; 8. Receipt inspection procedures; 9. Use of controlled/approved data for use in calibration; 10. Appropriate facilities, quarantine and workshop areas; 11. Details recorded on calibration reports/certificates.**

Objective: **To determine compliance by an approved supplier of services to CASA CAR 30 requirements for traceability and control of the calibration of instrument, measuring and testing equipment used in the maintenance of aircraft by Toll Aviation Engineering under the authority of their Certificate of Approval.**

Personnel

Auditor: Simmonds, J

Primary Contact

Name: Peter Pippig

Organisation: Brisbane Calibrations

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Schedule

Start Date: 6/03/2012

Estimated Start Date: 23/03/2012

End Date: N/A

Estimated End Date: 23/03/2012

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Final Comments

Executive Summary:

The audit was carried out at Brisbane Calibrations testing facility at Clare Avenue, Deception Bay QLD on 14 March 2012. An entry meeting was held with the general manager Peter Pippig and sales manager Mathew Clarke. The previous supplier audit (Mar 2011) identified a risk regarding the reliability of Toll Aviation Wheel Bay torque meters used to verify the accuracy of torque wrenches in constant use. The observation resulted in the replacement of the analogue meters with electronic meters that are permanently installed in the wheel and brake facility.

The standard used for this audit was CASA Civil Aviation Advisory Publication CAAP 30-2(1) Feb. 2004. The guidance document requires a determination to be made if the calibration organisation is certified to a national standard. Brisbane Calibrations is not certified to a national standard. There is a documented Quality Assurance manual reflecting current practice and work instructions. This document was referenced during the audit. CAAP 30-2 Appendix 1 section 1.2 recommends a checklist to determine a number of specified requirements. This checklist was used during this audit.

National Standards were documented in certificates issued for the scheduled calibration of the calibrator's test equipment. The calibration organisation's general manager has access to NATA accredited laboratories and performs and certifies some of these calibrations of the organisation's test equipment. All test equipment is validated monthly in accordance with the Quality Management System and records indicated this process.

There were no findings resulting from the audit.

Summary of Findings:

Nil

Opportunity for Improvement:

Nil

Risk Index:

Low

Sign-Off Personnel:

Murray Collings (General Manager)
 Matt Hobson (Acting HOM)
 Safety Systems (Toll Aviation Safety Systems)

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