# Venezuela Supplement

Reference No. OMAC - E No. 659 under INAC Approved RAV Part 145

## BOCA AIRCRAFT MAINTENANCE, LLC


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INAC Maintenance Organization No. OMAC-E 659

FAA Certificated Repair Station No. 3BOR535B

This Supplement, together with the FAA Boca Aircraft Maintenance, LLC Repair Station / Quality Control Manual, forms the basis of acceptance by the INAC for maintenance carried out by this organization on aircraft and/or components under the regulatory control of the INAC

Maintenance carried out in accordance with the referenced Maintenance Organization Manual and this Supplement is accepted by the INAC as compliance with RAV-145.

Manual Control Number: _____

Assignment: _____

_____ Accountable Manager
Approved by:

_____ INAC Approval Signature
Approved by:

**Contens** **Page.**

## RECORD OF REVISIONS

| REVISION NUMBER | REVISION DATE | INSERTION DATE | BY |
|---|---|---|---|
| Original | 07 JUL 2018 | 07 JUL 2018 | Mike Reed |
| Reissue | 12 AUG 2020 | 12 AUG 2020 | Roger James |
| 1 | 27 JUL 2021 | 27 JUL 2021 | Mike Valdez |
| 2 | 30 JAN 2023 | 30 JAN 2023 | William Ramon |
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## LIST OF EFFECTIVE PAGES

| Page | Revision | Date | Page | Revision | Date |
|---|---|---|---|---|---|
| 1 | Reissue | 02 SEP 2025 | 20 | Reissue | 02 SEP 2025 |
| 2 | Reissue | 02 SEP 2025 | 21 | Reissue | 02 SEP 2025 |
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| 4 | Reissue | 02 SEP 2025 | 23 | Reissue | 02 SEP 2025 |
| 5 | Reissue | 02 SEP 2025 | 24 | Reissue | 02 SEP 2025 |
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| 9 | Reissue | 02 SEP 2025 | 28 | Reissue | 02 SEP 2025 |
| 10 | Reissue | 02 SEP 2025 | 29 | Reissue | 02 SEP 2025 |
| 11 | Reissue | 02 SEP 2025 | 30 | Reissue | 02 SEP 2025 |
| 12 | Reissue | 02 SEP 2025 | 31 | Reissue | 02 SEP 2025 |
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| 14 | Reissue | 02 SEP 2025 | 33 | Reissue | 02 SEP 2025 |
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| 16 | Reissue | 02 SEP 2025 | | | |
| 17 | Reissue | 02 SEP 2025 | | | |
| 18 | Reissue | 02 SEP 2025 | | | |
| 19 | Reissue | 02 SEP 2025 | | | |

## 1. INTRODUCTION

**Objective of the supplement.**

The supplement is developed and updated by OMAC and aims to guide the organization's staff and establish the work guidelines that will govern its operations in accordance with Venezuelan regulations.

**Scope of reach for this supplement**

Inform all OMAC personnel who perform preventive maintenance and repairs or alterations, as well as administrative staff, of the special procedures the organization must follow when working on an aircraft registered under Venezuelan registration.

**Applicable certification**

This supplement meets the requirements of Venezuelan regulations 145 and 43.

**Supplement Approval**

This supplement will be submitted by the Quality Control Manager or his/her representative to INAC for acceptance, as applicable.

Once INAC approval is received, the supplement will be published and distributed for consultation by all areas of OMAC.

**Revisions**

a) The Chief Inspector/Director of Quality is responsible for having changes found necessary produced in a final form (Revision or Reissue) for incorporation into the Manuals System.

b) Revisions will be identified by a vertical bar mark in the left-hand page margin adjacent to the content change. Add a new revision number and date in the Record of Revisions. Apply the revision number, date to the footer of each page revised, and update the List of Effective Pages (L.E.P.). The Chief

c) Inspector/Director of Quality will approve each Revision/Reissue with signature on the List of Effective Pages retaining the original signed copy. Upon approval of the Training Program Manual by the FAA and an "accepted" acknowledgement on RSM/QCM/Forms L.E.P., the Master Copy file will be updated with the latest revision.

d) A Reissue of the manual should be rare and only used when extensive reformatting or significant changes affect the manual. Reissues will not use a bar mark, but will follow page controls in the same manner as the Revision steps above. When a Reissue is executed, it shall be understood that a significant portion of the manual's content has changed and that it shall be reviewed in its entirety, similar to the issuance of an "Original" manual.

e) A List of Effective Pages will be issued with each Revision/Reissue in order that each manual can be audited and kept current.

f) Highlights of the Revision/Reissue will be documented in the Record of Revision page.

**Supplement Review Procedure**

This Supplement will be reviewed on an ongoing basis. These revisions may be caused, but are not limited to, the following reasons:

a) Transcription or information presentation errors.

b) Change in any procedure, position, duties, or organizational structure.

c) Deletion of any procedure, position, duties, or organizational structure.

d) Addition of any procedure, position, duties, or organizational structure.

e) Compliance with any requirement of the National Aeronautical Authority.

f) Compliance with any requirement of the Company's management.

If any of the above conditions generate a revision, it will be received, prepared, and approved by the Quality Control Department.

All revisions, both temporary and permanent, will be submitted to the Aeronautical Authority for review and approval.

These changes will be submitted for acceptance before incorporation and will be sent to the following address:

Instituto Nacional de Aeronautica Civil

Gerencia General de Seguridad Aeronautica

Aeropuerto Internacional "Simon Bolivar"

Edificio Sede Nivel 1

Maiquetia, Estado Vargas, Venezuela

(Telephones: 58-212-3551670/2624/2362)

(Web site: www.inac.gov.ve) Or through the

Principal Maintenance Inspector

### 1.1. Acronyms and Definitions

- FAA: Federal Aviation Administration
- BAM Boca Aircraft Maintenance
- APRS Approval to Return to Service
- FAR: Federal Aviation Regulation
- RSM: Repair Station Manual
- QCM: Quality Control Manual
- ICA: Instruction for Continued Airworthiness
- CFR: Code of Federal Regulations
- RTS: Return To Service
- RAV: Venezuelan Aeronautical Regulation
- OMAC-E: Foreign Certified Maintenance Organization
- INAC: National Institute Of Civil Aeronautics
- AC: Advisory Circular
- TCDS: Type Certificate Data Sheet
- STC: Supplemental Type Certificates

### 1.2. OMAC Certificate: Expiration, Renewal and Changes (RAV 145 Sections 145.6 and 145.7)

The continued validity of the approval certificate issued to an Aeronautical Maintenance Organization will be subject to the satisfactory result of an inspection/audit of the continued validity of the approval conducted by the Aeronautical Authority, the periods of which must not exceed twenty-four (24) continuous months.

Therefore, the OMAC should apply for the renewal of the Certificate issued by INAC by requesting and an audit as a Venezuelan Maintenance Organization using Form INAC 145-003 and applicable procedures.

This Maintenance Organization shall apply to INAC the renewal certification at least one (1) month prior to the Certification expiration date. This will be accomplished in order to complete any new requirements and shall ensure that all applicable arrangements can be made prior to the arrival of the Venezuelans INAC Inspectors. INAC fee must be paid in advance with INAC renewal request.

All works to be performed should comply with the approved INAC capability list.

The INAC Maintenance Organization Approval Certificate shall be prominently displayed in an area accessible to the general public. This certificate shall be made available for prompt presentation whenever requested by the INAC.

The following changes to the OMAC-E must be notified to INAC IAW (RAV 145.15):

- Changes to the Organization name or title
- Changes to the location of the OMAC-E
- Adding new satellite bases
- Change of the responsible manager
- Change of any management position according RAV 145.17
- Boca Aircraft Maintenance shall notify the INAC upon any change to the existing facility floor plan, new tools or procedures that could change affect this approval.
- Changes of ownership of the OMAC-E.

### 1.3. BAM Facilities

Boca Aviation Maintenance will use any of the following locations.

- BAM main base, operates out of Boca Aircraft Maintenance FBO, located at: 3300 Airport Road Hangar 2, Boca Raton, FL 33431
- BAM additional Fixed Location located at: 14600 NW 42nd Avenue, Opa-Locka, FL 33054

### 1.4. Aircraft Airworthiness Certifications Renewal (AACR)

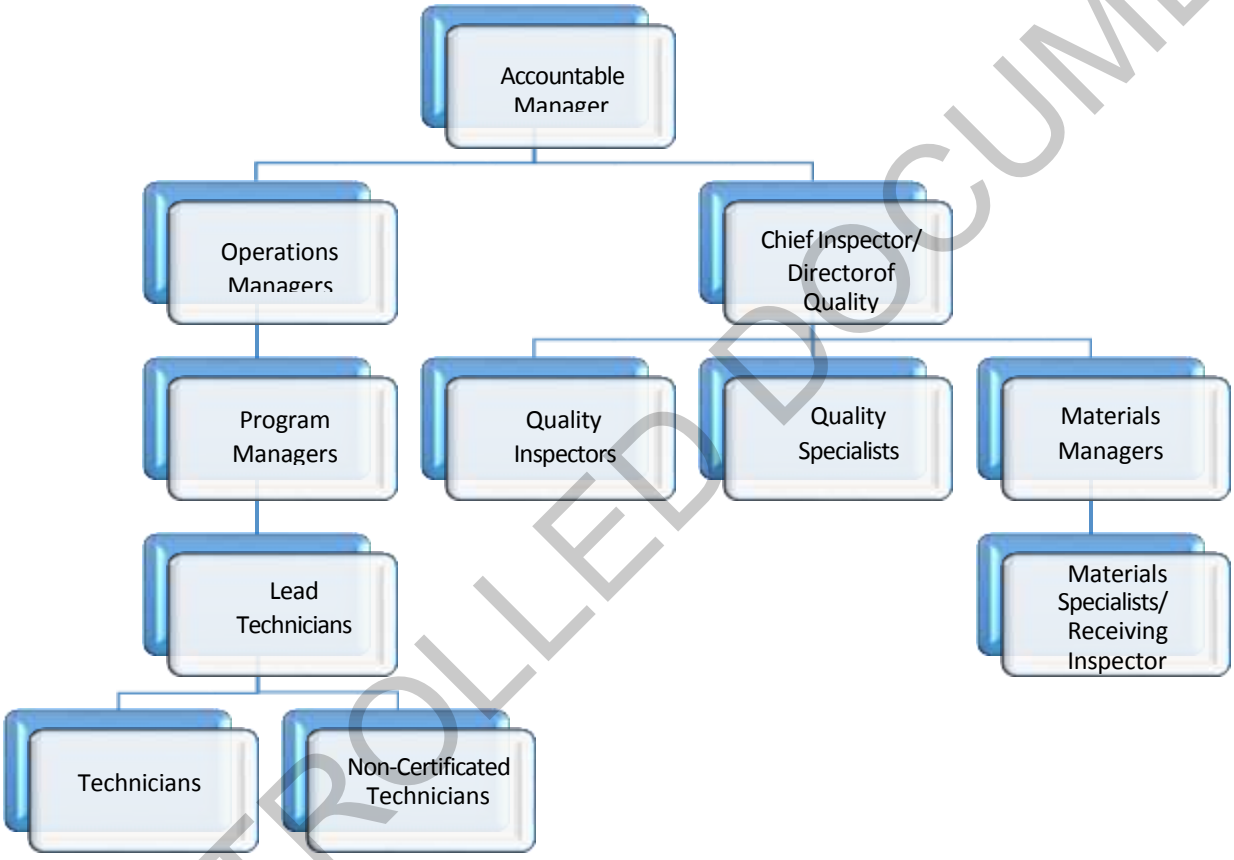
The AACR should be performed every two years; this process is a verification of the airworthiness status of the aircraft. The AACR consists of, (but not limited to) review of AD's, major repair/ alterations, weight & balance checks, Venezuelan documentation on board aircraft, scheduled maintenance check, and other airworthiness requirements applicable to the aircraft. The AACR must be accomplished following the requirements of Advisory Circulars 21-D.

In the event any Maintenance Inspection on a Venezuelan aircraft Registered, Quality Control Inspector will review the aircraft logbooks and list any overdue inspections, AD's, life-limited components, and improper logbook entries. If a non-conformance occurs, prepare a Non-Conformance report, which is provided to the operator, informing them of all non-conformance issues. If the operator disapproves the maintenance required to correct the non- conformances; this Non-Conformance report must be notified to INAC.

During an AACR, all Venezuelans Airworthiness Directives (DA) and state of design *(country of origin of the TC holder)* Airworthiness Directives applicable to the aircraft, engines and components will be reviewed.

The INAC is empowered to adopt the necessary measures to suspend or cancel the approval certificate if it is evident that the maintenance of an aircraft or any component of the aircraft carried out by the OMAC is not suitable for receiving maintenance conformity.

### 1.5. Repair Station Organization chart and duties/ responsibilities. Refer to the FAA RSM and QCM Section I. General.




## 2. System Maintenance Procedures (RAV. 145.30)

Boca Aircraft Maintenance provide procedures for ensuring that maintenance and alterations performed in accordance with the Maintenance Program, Maintenance Manuals and Hazardous Materials Handling Policies and Procedures. Refer to the FAA RSM and QCM Section II.

### 2.1. Approval to Return to Service (APRS)

Boca Aircraft Maintenance inspection personnel authorized to return Venezuelan aeronautical products to service must be qualified under FAA and be familiar with the RAV's (as applicable) and these Supplement procedures.

Prior to returning to service, Inspection personnel will perform an audit of the Work Order Package for the aircraft to determine that all work was performed in accordance with this inspection system established by RAV 145 and all applicable Forms are included.

The return to service process shall be in compliance with FAA applicable and RAV 43, as appropriate to the work accomplished and any special requirements of the Operator.

The maintenance record shall include the following documentation:

A copy of the Work Order including the signature of the Technician who performed the work as well as the signature of the Inspector who was responsible for the inspection of the maintenance accomplished. A signed maintenance release statement with the Certified Maintenance Organization number along with the INAC Certification number (OMAC-E- # 659).

### 2.2. Record Keeping

A copy of each Work Order with all attached supplementary forms and Part Certifications shall be maintained in the Boca Aircraft Maintenance records section for a period of five (5) years in accordance with the applicable regulations of the INAC (RAV 145.29).

### 2.3. Major Repair and Alterations

Major repairs performed by Boca Aircraft Maintenance to any Venezuelans registered aircraft (or its components), shall be accomplished in accordance with the manufacturer's approved data or in accordance with any data approved by INAC ( RAV 145.36 and RAV 43 as be applicable). The approved data shall be referenced on INAC form 43-001 (similar to FAA Form 337).

Major alterations performed by Boca Aircraft Maintenance to any Venezuelans registered aircraft (or its components), shall be accomplished in accordance with data previously approved in Venezuela. This major alteration will be referenced on INAC form 43-001.

For an STC that is not approved by Venezuelans Authority before the installation on a Venezuelans Aircraft, the STC holder must apply for a Venezuelans convalidation STC (CHSTC) following the procedures stated in the RAV 21. Section 21.9.

### 2.4. Technical Documentation

Boca Aircraft Maintenance shall maintain in a current status at all times a technical library for all articles for which it is certified in accordance with RAV 145 section 145.27.

The Technical Library shall contain the RAV, AC, TCDS, Venezuelans Airworthiness Directives, and State of Design Airworthiness Directives. The website www.inac.gov.ve will be reviewed monthly for current information.

## 3. Additional Maintenance Procedures by Location (Where applicable) Off-Site Maintenance

Boca Aircraft Maintenance may perform off-site maintenance, previous notification and acceptance of the INAC, only within Boca Aircraft Maintenance localization country. Off-site maintenance shall consist of line maintenance items such as servicing, Line Replacement Unit (LRU's), or other maintenance activities not considered complex.

If it is necessary to perform work away from the Maintenance Organization, such work shall not exceed the scope of the INAC Rating. It is the responsibility of the Accountable Manager or designee to assure that the work performed outside of Boca Aircraft Maintenance facility is performed to the same rules and standards as work performed at the main base. It shall be assured by the Accountable Manager or designee that this work away from the main base is the exception and will not be used to permanently perform work at places other than the main base.

To ensure the same standards for work performed away from the main base, the Accountable Manager or designee will assure the following:

- The acceptable technical data is available at the location where the work is performed, to the extent necessary to perform this work and that this data is current.
- The necessary tooling, test equipment and facilities are available at the work site and that precision tooling and test equipment is calibrated.

The documentation for the work performed is kept in the same manner as for work performed at the Maintenance Organization. The Accountable Manager or designee is responsible that the work

records are prepared as soon as possible before the work is started.

Appoint a person as inspector to inspect the work and assure that all required work and forms are completed as necessary before the return of a product to service. This person must be included in the INAC Roster as an employee authorized to make a maintenance release of Venezuelans aeronautical products or a delegated Inspector authorized by the Accountable Manager or designee. INAC must be notified before executing the work outside of the facility.

**4. Inspection System Procedures RAV. 145.30, literal (e).**

Boca Aircraft Maintenance provide a description of the system and procedures used for: Inspecting incoming materials to ensure acceptable quality, Performing Preliminary Inspections of all articles that are maintained, inspecting all articles involved in an accident for Hidden Damage, Performing Final Inspection, and approval for Return To Service (RTS) of maintained articles. Refer to the FAA RSM and QCM Section III.

**4.1. Malfunction and Defect Report**

If a defect or malfunction is detected during the maintenance and inspection process that could result in an imminent hazard to the safety of flight for the aircraft involved, the INAC shall be notified within seventy-two (72) hours after the discovery of the defect (RAV 145.32). INAC Form 43-002 will be completed by Boca Aircraft Maintenance Inspection Department and sent to the INAC.

**4.2. Periodical Reports**

Boca Aircraft Maintenance shall report to the INAC annually, all maintenance performed on Venezuelans registered aircraft (or its components). This report shall include the name of the customer, date of return to service (RTS), aircraft or product model, serial number, aircraft registration (if applicable), and the scope of the work performed.

Boca Aircraft Maintenance shall supply the INAC a revised List of the Inspection Personnel assigned to return to service, a Venezuelans aeronautical product anytime the list is revised.

### 4.3. Equipment and Materials

Boca Aircraft Maintenance is equipped to meet the requirements of RAV 145.22. All inspection and test equipment will be calibrated at regular intervals specified by equipment manufacturer or not exceeding 12 months, with standards traceable to an approved international or local Calibration Standards Organization set forth by the manufacturer.

### 4.4 Subcontracted Work

All subcontracted work for Venezuelans registered aircraft shall be accomplished in accordance with the accepted Repair Station / Quality Control Manual (RS/QCM). The following job function will be provided by a subcontracted agency that has the necessary equipment and material (for instance):

- Metal Plating or Anodizing;
- Complex Machining involving Planners, Shapers, Milling, Machines, etc.;
- Welding;
- Fuel Tank Repair;
- Aircraft Painting;
- Aircraft Cleaning;
- Aircraft Interiors (seats, side panels, headliners, carpets, cabinetry, window shades);
- Windshield Polishing;
- Non-destructive Testing (NDT) (X-Ray), Liquid Penetrant, Eddy Current, Magnetic Particle, Ultrasound)

If an operator requests to perform a specific specialized service which requires sub-contracting or a specialized service which Boca Aircraft Maintenance is not rated for, this service may only be performed by a INAC certificated facility, if it this a Class 1 product.

If the specialized service is included in the performance of a maintenance task that Boca Aircraft Maintenance is rated to perform, a sub-contractor can be used under Certificate Holder responsibility.

### 4.5. Additional Venezuelan Maintenance Organization Requirements

In the case of a failed component on a Venezuelans registered aircraft, there are two available options for correction:

- Send unit to a INAC certificated facility with the appropriate ratings, if the unit is Class 1 o 2 product, in accordance with RAV 43.1 (c)
- Component can be exchanged with replacement stock or customer supplied stock, but the component must have a valid Authorized Release Certificate Form by the FAA or similar form.

Records for all personnel with release to service authority of Venezuelans aeronautical products shall be maintained by Quality Assurance Department. Records shall show the training and experience required to perform such duties.

Boca Aircraft Maintenance shall submit any changes to the RS/QCM that might affect Venezuelans requirements.

Boca Aircraft Maintenance, upon receipt of a request, shall grant access to this facility by the INAC for inspection purposes (RAV 145.14).

Boca Aircraft Maintenance shall have on staff an employee who can read and have basic comprehension of the Spanish language. This person must be available for immediate consultation whenever maintenance, preventative maintenance, or alterations are performed. This person will be available to review and translate entries on the aeronautical products logbooks, and create, review for currency, and administer training on the INAC Supplement and Venezuelans Regulations.

Any material released by this Boca Aircraft Maintenance for Venezuelans public domain, as far as and including any maintenance release documents, advertisements and other company literature, shall display the Venezuelans Maintenance Organization Number.

## 5. Quality and Operational Safety System Procedures (RAV. 145.30, literal (h) until (j))

The primary objective of the Quality Monitoring System is to ensure within Boca Aircraft Maintenance, that it can deliver a safe product, and that it remains in compliance.

There are two elements to the Quality Monitoring System:

### 5.1. Independent Audit System

The Independent Audit System is a process of sample audits covering all aspects of Boca Aircraft Maintenance ability to carry out all forms of maintenance to the required standards. It represents an overview of the complete Maintenance System and does not replace the individual need for mechanics to ensure that they carry out maintenance to the required standard, nor does it replace any associated Inspection/Quality Control System. The audits are not carried out by the personnel responsible for the function, procedure, or product being audited, in order to maintain the audits "independence".

The Independent Audit System assures Boca Aircraft Maintenance maintains compliance with all applicable 14 CFR Parts 43 and 145 provisions Procedural and Product Audits are conducted by segmented schedule through each calendar year. Product Audits are conducted throughout the maintenance process on aircraft/components.

- Procedural Audits

  The audits monitor compliance with required aircraft/aircraft component standards and adequacy of the maintenance procedures, to ensure that such procedures invoke good maintenance practices and airworthy aircraft/aircraft components.

- Product Audits

  The sample check of a product means to witness any relevant testing and visually inspect the product and associated documentation. The sample check does not involve repeat disassembly or testing unless the sample check identifies findings requiring such action.

  The Supplement Internal Audit Forms (Form IA #) will be used when conducting scheduled

audits with date of completion recorded for audit file. Findings/discrepancies from audits are addressed per Section 12.2, "Management/Control Follow-up System".

Boca Aircraft Maintenance (whenever having less than 10 employees) may contract the audit function to a person acceptable, who is not employed by the repair station. The audit of all applicable 14 CFR Parts 43 and 145 paragraphs Special Conditions as detailed in the MAG, will be carried out two times per year.

### 5.2 Management/Control Follow-up System

The Management/Control Follow-up System ensures that audit findings and discrepancies resulting from the Independent Audit System are corrected in a timely manner. It will also ensure that each manager remains informed of the state of compliance in their areas of responsibility, as well as any safety issues. Additionally, the Accountable Manager holds meetings to check the progress on clearing outstanding findings and/or discrepancies. Procedures for management are covered in RSM/QCM Section III.M.1.c. "Self-Audit Non-Conformities". The Management Control/Follow-up System will not be contracted to any outside agency or individuals.

In addition to in-house auditing, Boca Aircraft Maintenance also accomplishes vendor approval and audits.

## 6. Maintenance Personnel Competency Procedures

In order to maintain compliance with Venezuelans Certification Regulations, return to service and inspection personnel shall conduct recurrent training. Training on the Venezuelans Supplement, RAVs, and ACs shall be conducted on a continuous basis throughout each calendar year. A completed copy of the training documentation shall be maintained on file in the employee's training record in the office of the Manager, Quality Assurance.

The training program documents contain policies and procedures for Boca Aircraft Maintenance use to determine its training requirements and develop its FAA approved training program. Boca Aircraft Maintenance is responsible for ensuring each of its repair station employees performing maintenance, preventive maintenance, inspection and alteration are properly trained to perform

their Job Descriptions. This plan identifies the procedures for Boca Aircraft Maintenance to identify an employee's training needs in a systematic manner, develop training and/or identify appropriate existing training, select the best training methods, provide training, record training accomplishments.

Boca Aircraft Maintenance provide procedures for establishing and maintaining proficiency of inspection personnel. Refer to the Boca Aircraft Maintenance Training Manual Section 1.0.

## 7. Operational Safety Management System (SMS)

Boca Aircraft Maintenance shall establish, implement, update and maintain the operational safety management system SMS approved by the FAA. This should comply with INAC requirements.

The system is designed around four pillars: Safety policies and objectives, safety risk management, safety assurance, and safety promotion.

The SMS aims to verify and measure performance in terms of operational safety, maintaining a continuous improvement of the performance of the SMS system, sharing operational safety policies with all staff and establishing a periodic review to ensure that the system is adjusted to the functioning of the organization.

The operational safety policy and objectives are contained in the OMAC-E SMS manual.

## 8. INAC Forms

| | |
|---|---|
| INAC-21-004 | Tarjeta de Aprobacion de Aeronavegabilidad<br>Airworthiness Approval Card |
| INAC-21-005 | Solicitud Emision / Renovacion de un certificado de aeronavegabilidad.<br>Application for Issuance / Renewal of an Airworthiness Certificat |
| INAC-2l-006A/B | lnspeccion Otorgamiento/Renovacion del Certificado de Aeronavegabilidad.<br>Inspection Granting/Renewal of the Certificate of Airworthiness |
| INAC-21-007 | Certificacion de aeronavegabilidad.<br>Airworthiness Certification |
| INAC-39-001 | Control de Directivas de Aeronavegabilidad.<br>Control of Airworthiness Directives |
| INAC-43-001 | Reparacion y Alteracion Mayor.<br>Major Repair and Alteration |
| INAC-43-002 | Reporte de malfuncionamiento o defectos.<br>Report of malfunction or defects. |
| INAC-43-003 | Informe de Dificultades en servicio.<br>Service Difficulty Report |
| INAC-43-004 | Control de componentes.<br>Component control |
| INAC-43-005 | Control de componentes de avionica.<br>Avionics component control |
| INAC-43-006 | Cambio de plantas propulsoras y/o hélices.<br>Change of propulsion plants and/or propellers. |
| INAC-145-003 | Solicitud para Certificado y/o Categoría de un OMAC.<br>Application for Certificate and/or Category of an OMAC |
| INAC-145-004 | lnspeccion /auditoria OMAC.<br>OMAC inspection/audit |
| INAC-145-005 | lnspeccion del Manual de Procedimientos de la OMAC.<br>Inspection of the OMAC Procedures Manual |

## 9. Guidelines for the Development, Implementation, and Procedures Related To Human Factors in Aircraft Maintenance

Boca Aircraft Maintenance *Training Manual* contains the procedures for Human Factors training. The Human Factors training program is designed to detect, rectify and prevent maintenance errors that may endanger the safe operation of aircraft. The program addresses resources; human performance limitations and shift changeover; and how personnel are trained to ensure an understanding of the application of human factors principles. The initial Human Factors training is incorporated into the employee indoctrination course with recurring training every year.

The following topics are covered in Human Factors Training:

- General/Introduction to human factors
- Safety Culture/Organizational factors
- Human Error
- Human performance and limitations
- Environment
- Procedures, information, tools, and practices
- Communication
- Teamwork
- Professionalism and integrity
- Organization's Human Factors program

The recurrent human factors training will not repeat the initial course but is built upon errors/lessons learned and the experiences within the organization where results of internal quality audits and occurrence reports are shared.

## 10. List of Authorized Maintenance Release Inspectors

| Inspector | Stamp | Title and Location | Cert & Number |
|---|---|---|---|
| Michael Arato | 156 | Quality Inspector - BCT | A&P 2764597 |
| William Ramon | 359 | Chief Inspector - BCT | A&P 3114825 |
| Ricky Lambert | 307 | Quality Inspector - BCT | A&P 3142513 |
| Arturo Diaz | 310 | Quality Inspector - OPF | A&P 3315639 |
| Julio Filgueiras | 163 | Quality Inspector - OPF | A&P 93763911 |
| Felix Rodriguez | 326 | Quality Inspector - OPF | A&P 3361796 |
| Vito Rinaldi | 275 | Quality Inspector - OPF | A&P / IA 2852555 |

Boca Aircraft Maintenance will notify the INAC of a change in personnel or authorized inspector list whenever a revision to the Authorized Inspector list is made.

**Appendix B. Filling out the maintenance conformity certificate Form INAC 21-004 Forms**

Instructions related to the use of the INAC 21-004 form, only in its application as a Maintenance Conformity Certificate (CCM). Original accompanying the component; and copy in the file of the issuing OMAC-E

- Box 1 - Name of the country of origin of the State Aviation Authority issuing the certificate.
- Box 2 - The (Maintenance Compliance) checkbox must be marked with an X to indicate that the form is being used for that purpose.
- Box 3 - Enter the unique number established through a numbering system/procedure of the organization identified in Box 4; this may include alphanumeric characters for certificate control and tracking purposes.
- Box 4 - Enter the full name and address of the AMO/AMAC-E that performs the work covered by this certificate. The use of logos is permitted if the logo fits within the box.
- Box 5 - Its purpose is to reference the work order number or any other internal process code of the AMO, so that a quick tracking (traceability) system can be established
- Box 6 - Enter the number of units of the aircraft component
- Box 7 - Enter the name or description of the aircraft component. Preference should be given to the term used in the maintenance instructions for continued airworthiness or in the maintenance data (for example: Illustrated Parts Catalog – IPC, Service Bulletins, Component Maintenance Manual – CMM).
- Box 8 - Enter the part number, as it appears on the component or the component identification tag/packing tag. In the case of engines or propellers, the type designation may be used.
- Box 9 - Specify the quantity of components, in this case one component per certificate.
- Box 10 - Specify the serial number or equivalent identification for the component; if none is applicable, indicate "N/A".
- Box 11 - Type of work performed, for example:

"Overhaul"; "Repair", "Inspection and testing", "Minor modification", etc. The above statements must be supported by reference (in Box 13) to the approved data/manual/specification(s) used during maintenance.

- Box 12 - Describe the work identified in Box 11, either directly or by referring to the supporting documentation, necessary for the user or installer to determine the airworthiness of the component(s) in relation to the work being certified. If necessary, a separate sheet can be used and referenced in the main INAC Form 21-004. Each statement must identify which item(s) in Box 6 it refers to.
- Boxes 13, 14, 15, 16, and 17 - These boxes are specifically reserved for certifying the manufacturing conformity of newly manufactured components. The issuing AMOC may cancel this group of boxes with two diagonal lines to prevent any accidental entry in any of them.
- Box 18 - Contains the required maintenance conformity statement that all maintenance was properly carried out by the AMOC in accordance with the applicable regulation (RAV 43 / RAV 145.28) or other regulation from another Aviation Authority that has been identified in box 12.
- Box 19 - To be used for the signature of the personnel authorized for certification by the CAMA.
- Box 20 - The CAMA Approval Certificate number is recorded here, as applicable.
- Box 21 - The printed name of the signatory in box 20 and license number.
- Box 22 - The date on which the maintenance conformity certificate in box 18 is signed.

1. REPÚBLICA BOLIVARIANA DE VENEZUELA

2.

# FORMA INAC-21-004

**TARJETA DE APROBACION DE AERONAVEGABILIDAD**

**Ministerio de Infraestructura**

**Instituto Nacional de Aviación Civil**

3. Referencia de seguimiento, No.

4. Organización

5. Orden de trabajo, o Número de factura:

| 6. Ítem | 7. Descripción | 8. Número de Parte | 9. Elegibilidad | 10. Cantidad | 11. Número de Serial | 12. Estatus/ Condición |
|---|---|---|---|---|---|---|
| | | | | | | |

13. Observaciones

*Las partes con vida limitada deben estar acompañadas con los historiales de mantenimiento incluyendo tiempo total/ciclos totales/tiempo desde nuevo.*

14. Certifico que la(s) parte(s) identificadas arriba fueron fabricadas de acuerdo con:

Datos de diseño aprobados y que este en una condición segura de operación.
Datos de diseño no aprobado especificado en la casilla 13.

NOTA: En caso de partes a ser exportadas, se debe cumplir con los requerimientos del Estado de importación.

19. ☐ Retorno a servicio según la parte 43,
☐ Otra regulación especificada en la casilla 13

Certifico que el trabajo especificado en la casilla 12 y descrito en la casilla 13 o de otra manera especificado en la casilla 13 (o sus anexos), fue cumplido de acuerdo con las regulaciones de aeronavegabilidad de la República Bolivariana de Venezuela y con respecto al trabajo realizado a la(s) parte(s), ésta(s) es(son) aprobadas para su retorno al servicio.

| 15. Firma Autorizada: | 16. No. de Autorización/ Aprobación: | 20. Firma Autorizada: | 21. Número de certificado: |
|---|---|---|---|
| 17. Nombre: | 18. Fecha: | 22. Nombre y No. licencia: | 23. Fecha: |

Forma INAC-21-004 Edición: Original (30/09/03)

**Appendix C. Approved Supplier List**

| NAME<br>CRS # | ADDRESS AND/OR CONTACT INFORMATION | SERVICES |
|---|---|---|
| AC Shares | 1321 Apopka Airport Rd, Hangar 114, Apopka, FL. 32712 | Aircraft Management, Aircraft Sales, Parts Sales |
| Advance Finish Corporation | 2880 SW 23rd Terrance, STE 106/107 | Aircraft Interior |
| Aero Design, Inc. / Batteryshop LLC | 101 Clemmons Rd, Mt. Jullet, TN., 37122 | Manufacturer of PMA articles and repair |
| Aero Fastener Co, Inc. | 76 Servistar Industrial Way | Distribution of Aerospace Products |
| Aero Precision Repair and Overhaul | 580 South Military Trail, Deerfield Beach, FL., 33442 | Repair and Overhaul of landing gears, hydraulic components, flight controls, wheels, and brakes |
| Aerocore X | 4312 SE 31 | MRO, Engineering, Manufacturing |
| Aeromech Inc. | 1604 Hewitt Ave. Suite 505, Everett, WA., 98201 | FAA Repair Station – Limited Specialized Service |
| Aircraft Covers, Inc. | 18850 Adams Court. Morgan Hill, CA., 95037 | Protective fabric covering solutions |
| Aerospace Lubricants, Inc. | 1600 Gerogesville Rd., Columbus, OH., 43228 | |
| Aerospace Maintenance Supplies and Services, Inc. | 8163 NW 91st Terrance, Medley, FL., 33166 | NDT Services |
| Aerospace Turbine Rotables, Inc. | 1919 E. Northern St. Wichita, KS., 67216 | MRO |
| Mask-Off Company | 8750 Exchange Dr., Suite 5, Orlando, FL., 32809 | Aerospace Tapes and Films |
| Air Nation LLC | 21730 Lassen Street, Chatsworth, CA., 91311 | Fastener Machining for the Commercial and Aerospace Industries |
| VSE Aviation, Inc | 8578 NW 23rd Street | Distribution |

| NAME<br>CRS # | ADDRESS AND/OR CONTACT INFORMATION | SERVICES |
|---|---|---|
| **Airmark Components, Inc.** | **2701 SE 2nd Ave, Fort Lauderdale, FL., 33315** | **MRO** |
| **Alberth Air Parts** | **36027 FM 1774 Road, Magnolia, TX., 77355** | **Aircraft parts and tooling** |
| **Alto Technologies Corp.** | **86 Leominster Road** | **Manufacturer of Entertainment and Cabin Control Systems** |
| **AOG Accessories** | **2549 NW 74th Avenue, Miami, FL., 33178** | **Repair and overhaul limited accessories per approved capability list** |
| **AP Jets LLC.** | **5525 NW 23rd Ave., Fort Lauderdale, FL., 33309** | **RX-Stereo Borescope Inspections** |
| **Apex Aviation Inc.** | **1410 Jet Stream Drive** | **Limited airframe, engine, electrical, Instrument, and avionics** |
| **Applied Avionics, Inc.** | **3201 Sandy Lane, Fort Worth, TX 76112** | **Illuminated pushbutton switches and indicators** |
| **ATCO Inc.** | **521 Shattuck Way, Newington, NH 03801** | **Oxygen Mask Overhaul & Repair** |
| **ATLANTA AIR EXCHANGE** | **1145 Uniform Rd, Griffin, GA., 30224** | **Part Sales** |
| **AvAir, LLC** | **6877 W. Frye Road, Chandler, AZ., 85226** | **Stocklist distributor of consumable and rotable aircraft parts** |
| **AvGroup Inc.** | **1770 Corporate Drive, Suite 580** | **Provider of repaired and overhauld components for turbine powered GA aircraft** |
| **Aviall / Boeing Distribution, Inc.** | **2750 & 2755 Regent Blvd, Texas, 75261** | **Worldwide distribution of aircraft parts, supplies and chemical materials** |
| **Aviation & Marketing International, Inc.** | **1903 Russell Palmer Rd., Bldg. 200** | **Sell TFE731 Engine and Parts** |
| **Aviation Resource Group** | **3019 Ravenswood Road, Suite 108, Fort Lauderdale, FL., 33312** | **Aircraft Parts** |

| NAME<br>CRS # | ADDRESS AND/OR<br>CONTACT INFORMATION | SERVICES |
|---|---|---|
| **Aviation Window Services** | **7114 Rustic Trail, Suite 100, Boulder, CO., 80301** | **Window and Transparency Services** |
| **Avionic Industries Inc.** | **4175 W. New Haven Ave., Ste 10, West Melbourne, FL., 32904** | **Electronics, Avionics, etc.** |
| **C&L Aerospace** | **40 Wyoming Ave, Bangor, ME., 04401** | **Aviation Parts Supplier and Repair Management** |
| **Chariot Aerospace Materials, Inc.** | **4394 NW 120th Avenue, Coral Springs, FL., 33065** | **Aircraft Parts, services, and related equipment** |
| **Clero Enterprises, Inc.** | **3881 NW 125th Street, Opa Locka, FL., 33054** | **Component Repair and Overhaul** |
| **Consolidated Aircraft Supply Company, Inc.** | **55 Raynor Ave., Ronkonkoma, NY., 11779-6649** | **FAA Certified Repair Facility** |
| **Craters & Freighters of SEFL** | **2089 N. Powelrine Road** | **Wooden crates** |
| **CRS Jet Spares** | **6701 NW 12th Ave., Fort Lauderdale, FL., 33309** | **Parts sales** |
| **Dodson International Parts** | **2155 Vermont Road, Rantoul, KS., 66079** | **Aircraft Parts** |
| **Engineering & Inspections Unlimited, Inc.** | **2801 NW 55th Court, Suite 5W, Fort Lauderdale, FL., 33309** | **NDT** |
| **Eclipse Aerospace Incorporated** | **3520 Spirit Dr., SE Albuquerque, NM 87106** | **Maintenance support, parts distribution, custom support services** |
| **EDMO Distributors, Inc.** | **12830 E Mirabeau Parkway, Spokane Valley, WA 99216** | **Wholesale distributor of aircraft electronics, installation and bench supplies, wire and cable, tooling, testing equipment** |
| **Electro Enterprises, Inc.** | **3601 North I-35 Service Road, Oklahoma City, OK 73111-4412** | **Distribution of electrical parts and components, wire/cable and wire harness assembly products** |
| **FACC Solutions Inc.** | **285 North Dr., Melbourne, FL., 32934** | **Executive business jet interior refurbishing** |

| NAME<br>CRS # | ADDRESS AND/OR CONTACT INFORMATION | SERVICES |
|---|---|---|
| **Florida Precision Tool** | **21933 US HWY 19 N. Clearwater, FL., 33765** | **Hydraulic and Torque Equipment Sales, Service, and Calibration** |
| **Florida Standards Laboratory** | **716 Bunker Rd.** | **Calibration Services** |
| **Quality Management System** | **8635 Washington Avenue, Racine, Wisconsin, 53406** | **Design, assemble and test flow meter measurement systems consisting primarily of turbine flow meters and flow computers** |
| **NDT Solutions, Inc.** | **4044 North 30th Ave, Hollywood, FL., 33020** | **Non-destructive testing, Aerospace welding, Machining and Repairs** |
| **Plane Xhaust Corp.** | **5485 NW 22nd Ave, Tamarac, FL., 33309** | **Aviation Welding** |
| **Professional Mobile Restoration** | **900 SE 13th Avenue, Deerfield Beach, FL., 33441** | **Leather Restoration** |
| **Resurgent Aviation Solutions** | **2819 Village Green Drive, Unit C, Aurora, IL., 60504** | **Elclipse parts and component repair** |
| **Safetech USA, Inc.** | **2891 NW 75th Street, Miami, FL. 33147** | **Limited – Emergency Equipment** |
| **SEAL Aviation** | **1011 NW 51st Street, Suite 5, Fort Lauderdale, FL., 33309** | **Fuel Tank Maintenance, Structural Repairs, NDT** |
| **Turbine Inspection Services, LLC** | **6350 Osprey Terrace, Coconut Creek, FL., 33073** | |
| **Universal Aero Accessories** | **130 Braniff Drive, San Antonio, TX., 78216** | **Battery & Power Supply Maintenance / Sales** |
| **West Star Aviation, LLC** | **796 Heritage Way, Grand Junction, CO., 81506** | **MRO** |
| **Worthington Aviation, LLC** | **2995 Lone Oak Circle, Suite 10** | **Aircraft parts sales** |

## Appendix D. Limited Ratings

### Limited Ratings

| 1. CATEGORIA | *Estructura de Aeronaves I* | |
|---|---|---|
| 2. CLASE | | |
| 3. MARCA | 4. MODELO | 5. LIMITACIONES |
| **BOMBARDIER** | **CL-600-1A11 (600)**<br>**CL-600-2A12 (601)**<br>**CL-600-2B16 (601-3A Variant)**<br>**CL-600-2B16 (601-3R Variant)**<br>**CL-600-2B16 (604 Variant)** | Mantenimiento preventivo y mantenimiento (incluyendo reparación mayor y alteración). Autorizado a realizar el mantenimiento preventivo a los motores de las aeronaves descritas, según la literatura técnica actualizada de los fabricantes o programa de mantenimiento aprobado por la Autoridad Aeronáutica. |

| 1. CATEGORIA | *Estructura de Aeronaves II* | |
|---|---|---|
| 2. CLASE | | |
| 3. MARCA | 4. MODELO | 5. LIMITACIONES |
| **BOMBARDIER** | **CL 300, BD-100-1A10** | Mantenimiento preventivo y mantenimiento (incluyendo reparación mayor y alteración). Autorizado a realizar el mantenimiento preventivo a los motores de las aeronaves descritas, según la literatura técnica actualizada de los fabricantes o programa de mantenimiento aprobado por la Autoridad Aeronáutica. |

| 1. CATEGORIA | *Estructura de Aeronaves III* | |
|---|---|---|
| 2. CLASE | | |
| 3. MARCA | 4. MODELO | 5. LIMITACIONES |
| **BOMBARDIER** | **GLOBAL EXPRESS 5000, 6000, BD-700-1A10, BD-700-1A11** | Mantenimiento preventivo y mantenimiento (incluyendo reparación mayor y alteración). Autorizado a realizar el mantenimiento preventivo a los motores de las aeronaves descritas, según la literatura técnica actualizada de los fabricantes o programa de mantenimiento aprobado por la Autoridad Aeronáutica. |

| 1. CATEGORIA | *Estructura de Aeronaves IV* | |
|---|---|---|
| 2. CLASE | | |
| 3. MARCA | 4. MODELO | 5. LIMITACIONES |
| **LEARJET (BOMBARDIER)** | **35/36, 60** | Mantenimiento preventivo y mantenimiento (incluyendo reparación mayor y alteración). Autorizado a realizar el mantenimiento preventivo a los motores de las aeronaves descritas, según la literatura técnica actualizada de los fabricantes o programa de mantenimiento aprobado por la Autoridad Aeronáutica. |

## Limited Ratings

| 1. CATEGORIA | *Estructura de Aeronaves V* | |
|---|---|---|
| 2. CLASE | | |
| 3. MARCA | 4. MODELO | 5. LIMITACIONES |
| **DASSAULT** | **Falcon 10** | Mantenimiento preventivo y mantenimiento (incluyendo reparación mayor y alteración). Autorizado a realizar el mantenimiento preventivo a los motores de las aeronaves descritas, según la literatura técnica actualizada de los fabricantes o programa de mantenimiento aprobado por la Autoridad Aeronáutica. |

| 1. CATEGORIA | *Estructura de Aeronaves VI* | |
|---|---|---|
| 2. CLASE | | |
| 3. MARCA | 4. MODELO | 5. LIMITACIONES |
| **DASSAULT** | **MYSTERE-FALCON 200**<br>**MYSTERE-FALCON 20 - C5**<br>**MYSTERE-FALCON 20 - D5**<br>**MYSTERE-FALCON 20 - E5**<br>**MYSTERE-FALCON 20 – F5** | Mantenimiento preventivo y mantenimiento (incluyendo reparación mayor y alteración). Autorizado a realizar el mantenimiento preventivo a los motores de las aeronaves descritas, según la literatura técnica actualizada de los fabricantes o programa de mantenimiento aprobado por la Autoridad Aeronáutica. |

| 1. CATEGORIA | *Estructura de Aeronaves VII* | |
|---|---|---|
| 2. CLASE | | |
| 3. MARCA | 4. MODELO | 5. LIMITACIONES |
| **DASSAULT** | **MYSTERE-FALCON 50**<br>**MYSTERE-FALCON 900**<br>**FALCON 900EX** | Mantenimiento preventivo y mantenimiento (incluyendo reparación mayor y alteración). Autorizado a realizar el mantenimiento preventivo a los motores de las aeronaves descritas, según la literatura técnica actualizada de los fabricantes o programa de mantenimiento aprobado por la Autoridad Aeronáutica. |

| 1. CATEGORIA | *Estructura de Aeronaves VIII* | |
|---|---|---|
| 2. CLASE | | |
| 3. MARCA | 4. MODELO | 5. LIMITACIONES |
| **DASSAULT** | **FALCON 2000**<br>**FALCON 2000EX** | Mantenimiento preventivo y mantenimiento (incluyendo reparación mayor y alteración). Autorizado a realizar el mantenimiento preventivo a los motores de las aeronaves descritas, según la literatura técnica actualizada de los fabricantes o programa de mantenimiento aprobado por la Autoridad Aeronáutica. |

## Limited Ratings

| 1. CATEGORIA | *Estructura de Aeronaves IX* | |
|---|---|---|
| 2. CLASE | | |
| 3. MARCA | 4. MODELO | 5. LIMITACIONES |
| **ECLIPSE** | **EA500** | Mantenimiento preventivo y mantenimiento (incluyendo reparación mayor y alteración). Autorizado a realizar el mantenimiento preventivo a los motores de las aeronaves descritas, según la literatura técnica actualizada de los fabricantes o programa de mantenimiento aprobado por la Autoridad Aeronáutica. |

| 1. CATEGORIA | *Estructura de Aeronaves X* | |
|---|---|---|
| 2. CLASE | | |
| 3. MARCA | 4. MODELO | 5. LIMITACIONES |
| **GULFSTREAM** | **GALAXY,**<br>**GULFSTREAM 200** | Mantenimiento preventivo y mantenimiento (incluyendo reparación mayor y alteración). Autorizado a realizar el mantenimiento preventivo a los motores de las aeronaves descritas, según la literatura técnica actualizada de los fabricantes o programa de mantenimiento aprobado por la Autoridad Aeronáutica. |

| 1. CATEGORIA | *Estructura de Aeronaves XI* | |
|---|---|---|
| 2. CLASE | | |
| 3. MARCA | 4. MODELO | 5. LIMITACIONES |
| **GULFSTREAM** | **G-1159**<br>**G-1159A**<br>**G-1159B**<br>**G-IV**<br>**GV**<br>**GV-SP**<br>**GIV-X** | Mantenimiento preventivo y mantenimiento (incluyendo reparación mayor y alteración). Autorizado a realizar el mantenimiento preventivo a los motores de las aeronaves descritas, según la literatura técnica actualizada de los fabricantes o programa de mantenimiento aprobado por la Autoridad Aeronáutica. |

| 1. CATEGORIA | *Estructura de Aeronaves XII* | |
|---|---|---|
| 2. CLASE | | |
| 3. MARCA | 4. MODELO | 5. LIMITACIONES |
| **TEXTRON AVIATION (BEECHCRAFT / HAWKER)** | **BAe.125 800A**<br>**BAe.125 800A (C-29A)**<br>**BAe.125 800A (U-125)**<br>**BAe.125 800B**<br>**Hawker 800**<br>**Hawker 800 (U-125A)**<br>**Hawker 800XP**<br>**Hawker 850XP**<br>**Hawker 900XP** | Mantenimiento preventivo y mantenimiento (incluyendo reparación mayor y alteración). Autorizado a realizar el mantenimiento preventivo a los motores de las aeronaves descritas, según la literatura técnica actualizada de los fabricantes o programa de mantenimiento aprobado por la Autoridad Aeronáutica. |

## Limited Ratings

| 1. CATEGORIA | ***Estructura de Aeronaves XIII*** | |
|---|---|---|
| 2. CLASE | | |
| 3. MARCA | 4. MODELO | 5. LIMITACIONES |
| **TEXTRON AVIATION (CESSNA AVIATION CO.)** | **500**<br>**550**<br>**S550**<br>**552**<br>**560**<br>**560XL** | Mantenimiento preventivo y mantenimiento (incluyendo reparación mayor y alteración). Autorizado a realizar el mantenimiento preventivo a los motores de las aeronaves descritas, según la literatura técnica actualizada de los fabricantes o programa de mantenimiento aprobado por la Autoridad Aeronáutica. |

| 1. CATEGORIA | ***Estructura de Aeronaves XIV*** | |
|---|---|---|
| 2. CLASE | | |
| 3. MARCA | 4. MODELO | 5. LIMITACIONES |
| **TEXTRON AVIATION (BEECHCRAFT )** | **MU-300-10**<br>**400**<br>**400A**<br>**400T** | Mantenimiento preventivo y mantenimiento (incluyendo reparación mayor y alteración). Autorizado a realizar el mantenimiento preventivo a los motores de las aeronaves descritas, según la literatura técnica actualizada de los fabricantes o programa de mantenimiento aprobado por la Autoridad Aeronáutica. |

## Limited Ratings

| 1. CATEGORIA | ***Servicios Especializados*** | |
|---|---|---|
| 2. DESCRIPCION | 3. LIMITACIONES | 4. ESPECIFICACION /ESTANDAR |
| Compensación de Brújula | Inspección, Calibración, compensación, y pruebas de la brújula instalada en la aeronave. | Según Circular de Asesoramiento 43-215 FAA |
| Sistema Pitot Statico y Altímetro | Inspección y Pruebas del Sistema Altimetrico instalado en la Aeronave | Según la literatura actualizada del fabricante o el Apendice ‘C” de la RAV 43 |
| Sistema ATC Transponder | Inspección y Pruebas del Sistema ATC Transpondedor instalado en la Aeronave | Según la literatura actualizada del fabricante o el Apendice ‘D” de la RAV 43 |