



**The Hashemite Kingdom of Jordan
Civil Aviation Regulatory Commission
Evaluation Summary of a Design Organization**

PART 1 - GENERAL

1. Applicant identification (*Name and address*)

2. Scope of work (*Confirmation of scope, using format of application form*)

3. Partners/Subcontractors performing compliance verification function

3.1. Identification

3.2. Scope of contribution

4. Team composition (Names, functions)

4.1. DOAT Leader

4.2. DOAT Members

4.3. Advisers

5. Place(s) of investigation

6. Handbook

6.1. Reference

6.2. Architecture (*stand-alone document, handbook with cross-references*)

7. Investigation

(Update of investigation plan submitted at check-point 2, with actual activities and dates)

8. DOARI

(List and copies. All DOARI shall be closed)

9. List of issues raised

(List and short summary of issues)

10. Communication with Type Certification

(Description of activities and communications)

PART 2 - KEY QUESTIONS





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1. Position of the Head of Design Organization

(Present flow-chart)

2. Position of the Office of Airworthiness in the organization

(Present flow-chart)

3. Compliance Verification function

3.1. Assessment performed

3.2. Difficulties/specific cases

4. System monitoring

4.1. Assessment performed

4.2. How is it implemented?

5. Subcontractors (*general approach and special case when compliance verification is exercised*)

5.1. Assessment performed

5.2. How is it covered in the handbook?

6. 18 OF-285

6.1. Numbers

6.2. Difficulties

7. Competence

7.1. How competence has been assessed?

7.2. Any difficulties?

8. Configuration control

8.1. Assessment performed

9. Continued airworthiness: how is this function fulfilled within the organization?

10. Terms of approval proposed

(Submit draft terms of approval, in accordance with template)

PART 3 - ARRANGEMENTS FOR SURVEILLANCE



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1. Surveillance

1.1. Program for next period

1.2. Team

1.3. Etc.

