
CAS MEMORANDUM M-16-03

DATE: 03/07/16
TO: ALASKA ALL
FROM: FAIRBANKS MAINTENANCE
RE: MAJOR ALTERATIONS

Due to an issue that occurred during an aerial filming charter where the wrong camera for the installed mount was supplied, I request all maintenance and operations personnel to take the extra time to ensure any installations are in accordance with the paperwork, whether STC or 337.

The following has been incorporated into the Maritime GMM but ask all pilots and mechanics to be aware and apply some extra vigilance during situations that are not our normal operations;

MAJOR ALTERATIONS, including AERIAL FILMING EQUIPMENT

On occasion, Maritime Helicopters is chartered to perform aerial filming. For this type of installation, or any and all installations properly certificated company mechanic(s) shall use the following checklist for proper compliance, the Chief Inspector will be responsible for;

- Verify that the STC kit is complete.
- For aerial filming installations, verify that STC approved installation data for the mounts are for the actual type of camera to be installed. If there is no STC approved installation data, the equipment shall not be installed.
 - Verify that STC approved installation data for the actual equipment to be installed. If there is no STC approved installation data, the equipment shall not be installed.
 - Ensure that the installation was completed I/A/W the STC approved installation data.
 - Complete FAA Form 337 in duplicate. These forms shall be submitted to the FAA per 14 CFR Part 43 Appendix B.
 - Ensure that the proper Flight Manual Supplement(s) is/are inserted in the aircraft RFM.
 - Check for any flight restrictions.
 - Ensure that required placards are in place per the STC instructions.
 - Ensure that an accurately updated Weight and Balance is inserted into the aircraft RFM as required by the STC approved data.

By using this checklist, MHI can ensure our aircraft are operating in compliance with 14 CFR in their properly altered condition.

The following is some information on the new FAA Compliance Philosophy;

http://www.faa.gov/news/safety_briefing/2016/

The FAA is encouraging operators to share this 'Compliance Philosophy' topic info with all employees, please take the time to review.

Thanks,

Steve Slade
Director of Maintenance

3520 FAA Rd.
Homer, AK 99603
Tel: 907.235.7771
Fax: 907.235.7773