



## *THE GLIDING FEDERATION OF AUSTRALIA INC*

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### GLIDING FEDERATION OF AUSTRALIA - AIRWORTHINESS SAFETY AUDIT DETAILED SAILPLANE AUDIT WORKSHEET

<b>Club:</b>	
<b>Glider Type:</b>	<b>Registration:</b>

Questions to ask	Auditor Actions	Detail / Follow up
<b>DOCUMENTATION</b> – Is a full set of documentation available?		
Type Certificate Data Sheet	Sight TCDS or view online.	<b>MOSP 3 para 2.2.2</b> The TCDS is the primary airworthiness data reference.
Show me the flight manual. Latest issue?	Sight manual. Verify it correctly represents the glider model. Check currency.	<b>MOSP 3 para 2.7.5</b> How can you check currency or obtain a new manual?
Show me the maintenance manual. Latest issue?	Sight manual. Verify it correctly represents the glider model. Check currency	<b>MOSP 3 para 2.7.5</b> How can you check currency or obtain a new manual?
Show me the list of applicable ADs. Are these all at latest issue?	Sight AD listing: - GFA ADs - Country of Origin ADs (EASA) - CASA ADs References: <b>MOSP 3 para 15.1.1</b> <b>MOSP 3 para 15.3.3</b> <b>MOSP 3 para 15.5.2</b> <b>MOSP 3 para 15.5.3</b>	How do you know the list is current and complete? For GFA ADs: <a href="http://www.glidingaustralia.org">www.glidingaustralia.org</a> DOCS/FORMS => AD Register => <i>download</i> Online AD Help or AD Schedules <i>download</i> GFA AD/AN Sortable Index <i>check list</i> for your aircraft and issue No's. Access relevant websites for: CASA ADs EASA ADs or other Country of Origin ADs

Questions to ask	Auditor Actions	Detail / Follow up
Show me how you access the ADs and ensure they are at latest issue?	View ADs on-line or hard copies and verify issue numbers.	<a href="http://www.glidingaustralia.org">www.glidingaustralia.org</a> DOCS/FORMS => AD Directives => GFA AD (number group) => AD (number) <i>to download</i>
Show me how you check ANs. Show me how you access ANs currently applicable to your glider.	View ANs on-line or hard copies and verify issue numbers. View specific AN, and the list of general ANs applicable	<b>MOSP 3 para 17.1.1</b> Similar to ADs but not mandatory
Show me how you check CASA ADs.	View on-line.	<a href="https://www.casa.gov.au/aircraft/standard-page/airworthiness-directives">https://www.casa.gov.au/aircraft/standard-page/airworthiness-directives</a> Examples: AD/RES/12, AD/GAS/001, AD/GEN/87 Also good to be able to find CASA CARs, CASRs and CAO 100.5
Show me how you check Country of Origin ADs	eg EASA View on-line.	<a href="http://www.ad.easa.europa.eu">www.ad.easa.europa.eu</a>
<b>LOG BOOK</b> – Is the Log Book available?		
Show me the Log Book	View log book and confirm aircraft details are correct What are storage arrangements for Log Book, old MRs and other critical maintenance documents eg fire-proof container? Check hours, flights and engine hours at commencement of last Form 2 inspection	Refer <b>MOSP 3 paras 19.1 to 19.2</b> Record details up to commencement of last Form 2 Inspection: <b>Date inspection commenced:</b> ..... <b>Total Hours Flown:</b> ..... <b>Total Flights:</b> ..... <b>Total Engine Hours:</b> .....
Show me that the log book has been updated with all flight details from the MR.	View log book and Maintenance Release and confirm that flight and launch details have been transferred to the log book at appropriate times.	<b>MOSP 3 para 19.1.4:</b> The Registered Operator must ensure logbooks are up-to-date at least annually prior to the Annual Inspection or: a. When certifying inspections or periodic maintenance b. When certifying compliance to ADs c. When any repairs are certified.

Questions to ask	Auditor Actions	Detail / Follow up
Show me the last Form 2 entry and any additional maintenance entries since then.	View log book and confirm adequacy of recorded Form 2 inspection details and certification.	<b>Basic Sailplane Engineering (BSE)</b> <b>AIRW M05 para 3.4</b>
Identify who certified the last Form 2 inspection.	Confirm person signing out the inspection was appropriately qualified.	<b>MOSP 3 para 10.9</b>
Where was the last Form 2 inspection carried out?	If different from workshop inspected may need to consider checking maintenance facility.	
Show me how you ensure that inspections have not been overlooked?	Check Maintenance Manual and Life Extension ADs against log book to confirm.	Specifically look for: lifed items (eg harnesses), lubrication schedules, life extensions and surveys, periodic maintenance (eg l'hotelliers, Tost releases).
Show me the Certificate of Registration	Sight certificate and verify currency.	<b>MOSP 3 para 2.1</b>
Show me the Certificate of Airworthiness	Sight certificate and verify currency.	<b>MOSP 3 paras 2.4, 2.5, and 2.6</b>
Show me the Type Certificate Data Sheet (TCDS)	Sight the TCDS	<b>MOSP 3 para 2.2.2</b> Note the primacy of TCDS data over maintenance manual and Australian sourced data.
<b>MAINTENANCE RELEASE</b> – Is the maintenance release in the glider?		
Questions to ask	Auditor Actions	Detail/Follow Up
Show me the Maintenance Release. Is it current?	Sight Maintenance Release and confirm currency.	<b>Refer MOSP 3 paras 19.3 to 19.7</b> Check MR validity date entered in Part 1. Must be within 1 year of date of issue of the MR.
Show me that all sections of the MR have been completed correctly.	Check each section of the maintenance release:  <b>MR Part 1: MOSP 3 para 19.4</b>	<b>Form 2 Entry</b> - dated and signed by authorized inspector. <b>Return to Service Flight Report</b> – checked, dated and signed. <b>Recurring Maintenance Items</b> – Required entries present, items actioned as and when required. (Includes lubrication schedule where applicable. eg l'hotelliers.)

Questions to ask	Auditor Actions	Detail / Follow up
	<b>MR Part 2: MOSP 3 para 19.5</b>	<b>Major Defects</b> recorded have been signed off by appropriately qualified inspector. <b>Minor Defects</b> – none carried forward from previous Form 2. Where rectified they have been signed off appropriately.
	<b>MR Part 3: MOSP 3 para 19.6</b>	Flights and hours recorded and added up correctly. Correct figures transcribed into Log Book.
		Record details since last Form 2 Inspection: <b>Date of Return to</b> <b>Service sign-off:</b> ..... <b>Total Hours to date:</b> ..... <b>Total Flights to date:</b> ..... <b>Total Engine hours to date:</b> .....
	<b>Daily Inspection Schedule</b> <b>GFA Form 1</b> Check DI record prior to first flight in current MR. Verify conduct of an independent rigging and control inspection recorded at the same time.  <b>MOSP 3 para 19.7</b>	Verify that there is a DI record for each flight day recorded in Part 3. Verify that an independent rigging and control inspection is recorded with the first DI post Annual Inspection, and following each subsequent re-rigging. Check that all entries are signed, dated and annotated with the inspector's GFA No. <b>Note:</b> Inspectors should be using new M- numbers. (The old GFA membership numbers are no longer valid.)

Questions to ask	Auditor Actions	Detail / Follow up
Show me the record of any Permissible Unserviceabilities	<p>Check that any PUs are recorded as minor unservicabilities and are allowable by GFA. (Refer to <b>AIRW-M15 Permissible Unserviceabilities</b>).</p> <p>Expect to see PUs for:</p> <p>For most non-motor gliders,</p> <p>Compass swinging</p> <p>Altimeter calibration</p> <p>For Polish gliders:</p> <p>Turn &amp; Slip Indicator removed (if listed in TCDS minimum equipment list)</p>	<b>MOSP 3 para 2.9.8</b> Required PUs must be listed in the Maintenance Release Minor Defects and it is the pilots responsibility and decision whether to operate as such and to remain within the limits of the Permitted Unserviceability Clause.
<b>COCKPIT PLACARDS</b>		
Show me that all necessary placards are in place.	Verify all placards present as specified in MOSP 3 Flight Manual.	<b>MOSP 3 para 8.3</b> specifies required placards.
Are the placards current?	Verify from logbook that no significant changes have been made to equipment fit (eg oxygen, water ballast, etc) or that would be likely to have an effect on weight and balance	<b>MOSP 3 para 10.12.3</b> Check latest weight & balance data if available.
Show me the registration placard in the cockpit.	View the placard. Verify that it is made of fireproof material.	<b>AN84 requires:</b> "A fireproof (stainless steel or brass) engraved plate dimensioned as per Figure 4 is to be secured inside the cockpit in sight of the pilot."
Are weight and balance placards current, clear and correct? Explain limitations for tail ballast and for two seat glider (as appropriate).	View placards. Verify they are in good condition Are the requirements clear? Also refer MOSP 3 para 8.1.1.i for units.	Some gliders with tail ballast, and some modern 2-seat gliders have quite complex weight and balance requirements. Verify that Club personnel understand the requirements for the aircraft being examined and can readily explain these.

Questions to ask	Auditor Actions	Detail / Follow up
Show me the weak link placards. Show me the flight manual requirement.	Verify weak link placarding is correct according to: - TCDS and flight manual (for weak link strength) and - AN75 (for location of placards).	<b>AN75 Iss 4 states:</b> A weak link is mandatory and the specified breaking strength must be placarded in the glider cockpit and on the glider's external surface adjacent to each release hook. AN75 also provides additional information, on Tost weak links including details of colour coding. <b>Note:</b> MOSP 2 para 16.1.6 and OAN 01-13 provide the same information.
Are all controls correctly colour coded?	Verify specified controls are correctly coloured and that no other controls use the specified colours.	<b>MOSP 3 paras 8.6.1 &amp; 8.6.2</b>
<b>MINIMUM EQUIPMENT FIT</b>		
Show me that the required equipment is fitted.	Verify that all required equipment (per MOSP 3) is fitted. Verify altimeter sub-scale units Check correct units (trainers).	<b>MOSP 3 para 8.1.1</b> lists minimum fit and mandatory units. Altimeter sub-scale must be in hectopascals (millibars) Altimeter in feet and ASI in knots for training aircraft.
Confirm that equipment listed as mandatory in MOSP 3 and the Type Certificate Data Sheet is fitted.	Check compliance with: MOSP 3 Type Certificate Data Sheet (TCDS)	<b>MOSP 3 paras 8.1.1 and 8.1.4</b>
Confirm that the electrical system complies with requirements of MOSP 3	Verify compliance of the electrical system. Battery Master, Isolation of equipment, Wiring.	<b>MOSP 3 paras 8.1.2 and 8.1.3</b>
<b>SAILPLANE INSPECTION</b> – Perform a Daily Inspection on the glider		
Airframe	Note general condition and any damage.	<b>AIRW-M03, AIRW-M04</b> Daily Inspectors Handbooks
Rigging	Verify all rigging pins, safetys, etc are correctly installed.	<b>AIRW-M03, AIRW-M04</b> Daily Inspectors Handbooks
Control Connections	Verify correct connection and safetying.	<b>AIRW-M03, AIRW-M04</b> Daily Inspectors Handbooks

Questions to ask	Auditor Actions	Detail / Follow up
Harnesses	Verify condition, functioning and life. <b>Note:</b> Where a life is specified by the harness manufacturer it is MANDATORY.	<b>MOSP 3 para 13.2.4</b> If no life specified, and the harness is over 10 years old, check log book for Annual Inspector certification. Date of Manufacture: ..... Expiry Date (if labelled): .....
Instruments	Ensure condition and indications at rest are satisfactory. Check functioning of ASI, vario and of sub-scale knob on altimeter. Check ASI colour coding	<b>AIRW-M03, AIRW-M04</b> Daily Inspectors Handbooks <b>MOSP 3 paras 8.3.5 and 8.3.6</b> (ASI colour coding)
Radio	Check function.	
Batteries	Check mounting/restraints and fusing. Check battery type.	<b>MOSP 3 para 18.9 and para 8.1.2</b> for Fusing Be aware of requirements governing fitting of Lithium batteries. Flight or Maintenance Manuals may state specific manufacturer's requirements for batteries.
Releases	Check functioning of all releases Note condition of release knobs and cables.	<b>AIRW-M03, AIRW-M04</b> Daily Inspectors Handbooks Check for PU in Maintenance Release if belly release disabled or removed.
<b>OTHER AIRWORTHINESS ISSUES</b>		
Identify any modifications or changes made to the aircraft.	Verify status of changes, specifically identify any unapproved modifications that could impact on airworthiness.	<b>MOSP 3 sections 18.6 to 18.10</b>
Any other airworthiness point of note?	Note any issues/comments/difficulties.	