APPENDIX B

Supporting Forms for FAA Repair

OTTO
2 East Main Street
Carpentersville, IL 60110

FAA REPAIR STATION NO.: OGYR627Y

This supplement does not form part of the FAA FAR-145 Repair Station Manual.

Example of a Repair Station Matrix

OTTO **Repair Matrix** RMA#

Product Identification

Grip Number	Date Code	Serial Number

Failure Analysis

Labor Required

	Description	Minutes	Quantity	Total
	Initial Diagnostic Charge	60	1	60
503801	Pull Drawings and Check Revision -- Setup	30	1	30
5038Q1	Rework per RMA	---		
5038Q2	Preliminary Inspection: Visual Inspect for Hidden Damage	---		
5038R1	Stalk/Adapter Replacement	30		
5038R2	Head/Handle Replacement	30		
5038T4	Open Plate and Remove RTV from Switch	5		
5038R3	Defective Switch Replacement	---		
	Switch Replacement (not including wiring) -- Easy	10		
	Switch Replacement (not including wiring) -- Difficult	30		
5038R4	Wiring (includes soldering and conformal coat or RTV) -- Each	2		
5038R5	Braiding/Shielding Replacement	60		
5038R6	Connector Replacement	30		
5038R7	Label Replacement	5		
5038R8	Rivet Replacement	5		
5038R9	Flip Guard Replacement	10		
5038T1	Helicoil Replacement	2		
5038T2	Switch Button Replacement	5		
5038T3	Misc ****			
5038T3	Misc ****			
5038T3	Misc ****			
5038T3	Misc ****			
5038T3	Misc ****			
5038S2	Test Bonding Resistance	2		
503841	1st PC Approval Marking Setup	---		
5038T5	Marking -- Pad Print	5		
503834	Test Grip per ATP -- Line Inspection	---		
	Testing -- Continuity	15		
	Testing -- DWV	10		
	Testing -- IR	10		
503835	OTTO Source Inspection (QA Approval)	---		
5038Q3	QA Approval -- Verify Appropraite AD's are Current	---		
503906	Package and Label	5	1	5
503837	Send Units to QA	---		

	Total Min	95
	Rate	$60.00
	Total	$95.00

Performed By	Approved By

			(Default 100%) % Markup Adder	100%
			Marked up Labor Total	$190.00
Cost Labor	$95.00	Price Labor	$190.00	
Cost Comp		Price Comp		
Cost Total	$95.00	Price Total	**$190.00**	
			Sales Adder %	
			Final Price:	$ 190.00

Components Required

Part #	Description	Quantity	Cost	TL Cost	Price/List	TL Price
			Total			

Example of an RMA

OTTO

2 EAST MAIN ST.
CARPENTERVILLE, IL 60110
(847) 428-7171

Failure Analysis And Corrective Action Report

RMA No. R000######-#

CUSTOMER NAME
CUSTOMER ADDRESS

OTTO Part No.:
PO Number:
Customer Part No.:
Customer RMA:

Date Issues:
Date Received:
Quantity:
Customer Serial:

Date Code	Quantity

Customer Reason for Rejection:	
OTTO Failure Description:	
Failure Analysis:	
Root Cause:	
Corrective Action:	
Product Containment:	
Objective Evidence:	
Effect of Corrective Action:	**Est. Effective Date:**

RMA Disposition:

Quantity	Description	Price	Repair Charge	Restock %

APPROVALS

Performed By:
Product Engineer:
Production Manager:
Production Team Leader:
Sales:
Quality:

Page 1 of 1

Example of a Router

OTTO **Job Traveler** RMA# [redacted]

Product Identification

Grip Number	Date Code	Serial Number
[redacted]	[redacted]	[redacted]

Labor Required

	Description	Init	Date
503801	Pull Drawings and Check Revision -- Setup		
5038Q1	Rework per RMA		
5038Q2	Preliminary Inspection: Visual Inspect for Hidden Damage		
5038R1	Stalk/Adapter Replacement		
5038R2	Head/Handle Replacement		
5038T4	Open Plate and Remove RTV from Switch		
5038R3	Defective Switch Replacement		
	Switch Replacement (not including wiring) -- Easy		
	Switch Replacement (not including wiring) -- Difficult		
5038R4	Wiring (includes soldering and conformal coat or RTV) -- Each		
5038R5	Braiding/Shielding Replacement		
5038R6	Connector Replacement		
5038R7	Label Replacement		
5038R8	Rivet Replacement		
5038R9	Flip Guard Replacement		
5038T1	Helicoil Replacement		
5038T2	Switch Button Replacement		
5038T3	Misc ****		
5038T3	Misc ****		
5038T3	Misc ****		
5038T3	Misc ****		
5038T3	Misc ****		
503852	Test Bonding Resistance		
503841	1st PC Approval Marking Setup		
5038T5	Marking -- Pad Print		
503834	Test Grip per ATP -- Line Inspection		
	Testing -- Continuity		
	Testing -- DWV		
	Testing -- IR		
503835	OTTO Source Inspection (QA Approval)		
5038Q3	QA Approval -- Verify Appropraite AD's are Current		
503806	Package and Label		
503837	Send Units to QA		

Example of an ATP

ACCEPTANCE TEST PROCEDURE
FOR [redacted] CYCLIC CONTROL GRIP
CUSTOMER PART NO.: [redacted] OTTO PART NO.: [redacted]

DOCUMENT NO.: 560322
REV. C

OTTO CONTROLS, INC.
ACCEPTANCE TEST DATA SHEET
ATP# 560322 Rev. C

OTTO Controls, Inc. Part Number: [redacted] [redacted] Part Number: [redacted]

Date Code: _____ Serial Number: _____

Visual and Workmanship	Pass/Fail	Date	Inspector Initials
Marking			
Pin Marking			
Cleanliness			
Burrs, sharp edges, damage			
Physical Dimensions			
0.2500 ± .0005			
1.400 +.001/-.002			
0.970 ± .010			
41.00 ± 1.00			
Weight 2.301 lbs. max.			
Continuity Test			
DPT/GA			
AFCS TRIM			
TRIM REL			
ICS/RADIO			
FD STBY			
VOICE CNCL			
RSQ HOIST			
HOIST SHEAR			
CRG REL			
Dielectric Test			
D and A			
P and H			
P and Y			
P and W			
P and N			
P and V			
(A and (B (switch #3 should be actuated)			
(A and Z			
(J and (I (switch #3 should be actuated)			
(J and (H			
T and S			
T and U			
(S and (R			
(D and (E			
(M and (P			
(M and (N			
F and G			
F and E (switch #8 should be actuated)			
J and K			
All pins to grip mounting bushing			
All pins to connector shell			

Conducted by: _____ Approved by: _____

OTTO Engineering, Inc.
Carpentersville, Illinois
CAGE CODE: 21649
Page 7