



Sales - Service
Class I, II, III, & IV
EASA Approved
Helicopter - Jet/Prop

AIR DALLAS INSTRUMENTS. INC.

February 3, 2014

To whom it may concern:

Due to the overwhelming number of vendor surveys and/or audits we receive from different facilities, we have developed our own vendor compliance audit form.

This Audit and other documentation on this web page are usually requested from different vendors. It's in compliance with FAA requirements in addition to complying with C.A.S.E. 1A standard. These forms should satisfy all your requirements for an audit on our facility.

Should you have any questions or concerns please feel free to contact me.

With Regards,

Jerry N. Holton
Air Dallas Instruments, Inc.
Quality Assurance Manager
972-221-7414 ext 307
Jerry.holton@airdallasinstruments.com

AIR DALLAS INSTRUMENTS, INC.
811 Office Park Circle ~ Lewisville, Texas 75057
P-972-221-7414 ~ F-972-436-8114 ~ www.airdallas.com

AIR DALLAS INSTRUMENTS, INC. ESTABLISHED SINCE SEPTEMBER 19, 1977

Company Legal Name: AIR DALLAS INSTRUMENTS, INC.
Address: 811 Office Park Circle ~ Lewisville, Texas 75057
Telephone: 972-221-7414 ~ Fax: 972-436-8114
Webpage: www.airdallas.com

Above address is the same for Billing, Shipping and Receiving.

*FAA Repair Station: # **VE1R555K** Date of issued **09/19/1977***
FAA Classification: Instruments Class I, II, III, IV. Limited Accessories
*EASA # **EASA-145-4077***
*SID; # **8999** (Source Identification)*
*SIC: # **7699** (Standard Industrial Classification)*
*NAICS Code: # **488190** (North American Industry Classification System)*
*FSC: # **1680, #4920, #6610 & #6605** (Federal Supply Classification)*
*CCR: (Status) **Current** (Central Contractor Registration)*
*Cage Code: # **4P553** (Commercial and Government Entity)*
*DCMA ACO: **YES** (Defense Contract Management Agency)*
*Dun & Bradstreet: # **08-898-8407***
*Date Air Dallas opened for Business: **09/19/1977***
*Date of Air Dallas Incorporation: **05/19/1978***
*Charter #: **436274***
*Drug & Alcohol Program: **DOT/FAA/AMPP #E-SW-00099U** dated: **12/11/1990***
*Quality Information: **ANSI/NCSL-Z-540-1***
MIL-Q-9858A & MIL-I-45208A



Air Dallas Instruments

Total: 6700 sq.ft.

Warehouse: 872 sq.ft.
Inspection: 200 sq.ft.
Office Area: 1282 sq.ft.
Storage: 294 sq.ft.
Quarantine Cab: 16 cu.ft.

Stock Room: 240 sq.ft.
Production: 3022 sq.ft.
Ship/Receiving: 474 sq.ft.
Library: 300 sq.ft.

Key Personnel:

President/General Manager/ Accts Payable /Director:	Cathy K. Barnfield	ext. 302
Vice President/Shop Supervisor:	(Danny) Gary D. Barnfield	ext. 309
Vice President/Quality Manager:	Jerry N. Holton	ext. 307
Assistant Shop Supervisor:	(Joe) Joseph J. Krist	ext. 308
Logistics/Parts/Officer (Secretary)/Director:	Linda L. McInis	ext. 314
Accounts Receivable/Officer (Treasurer)/Director:	(Cindy) Cynthia A. Holton	ext. 304

Personnel

Total Employees	22
Full Time	20
Part Time	2
Inspectors	4

Production

Commercial	60%
Military	40%

Quality Systems |

FAR PART 145
EASA 145
MIL-STD-45662
MIL-I-45208

Self Audit		Y	N	N/A
1.	Does the company qualify as:			
	a) Small Business as defined by Federal Law?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	b) Woman owned business?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	c) Small Disadvantaged Business as defined by Federal Law?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Management Responsibility		Y	N	N/A
2.	Is the company quality policy defined and documented by management?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.	Is this policy understood, implemented and maintained?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.	Does the executive staff periodically evaluate the effectiveness of the Company Quality System and adjust quality policy and objectives accordingly?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.	Is the responsibility, authority and interrelation of personnel defined and documented?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6.	Has a Management Representative been assigned?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Quality System		Y	N	N/A
7.	Is the Company Quality System documented in a Quality Manual? If so, what year? 9/15/1977	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8.	Do personnel utilize procedures and work instructions/fabrication drawings when performing day-to-day operations, and are these revised as required?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9.	Is there a person assigned to the maintenance of the Company Quality System?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10.	Do you have a documented manual and revision control system?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Product Identification and Traceability		Y	N	N/A
11.	Are documented procedures established and maintained for identifying the product from receipt and during all stages of production?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12.	Are documented procedures established and maintained for unique identification of individual products?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13.	Do you have a Return to Service #8130-3 FAA & EASA?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14.	Do you have documented system controlling non-conforming material and articles to be scrapped?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Process Control		Y	N	N/A
15.	Are servicing processes planned to ensure they are carried out under controlled conditions?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16.	Is suitable equipment used and work performed in a suitable work environment?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17.	Are workmanship criteria established and available during processing?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
18.	Do you have documented system using shop travelers and work orders that outline the inspection and testing procedures?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Inspection and Testing		Y	N	N/A
19.	Are documented procedures established and maintained for receiving inspection?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
20.	Are documented procedures established and maintained for in-process inspection?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21.	Are documented procedures established and maintained for final inspection?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
22.	Are inspection records established and do they clearly identify that the product passed inspection?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
23.	Are records established identifying the inspection authority responsible for release of product?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Control of Inspections		Y	N	N/A
24.	Is a documented procedure in place for control and calibration of inspection and test equipment?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
25.	Is the inspection and test status of the product identified by suitable means, indicating conformance or non-conformance?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Control of Quality Records		Y	N	N/A
26.	Do you have documented article review and corrective action reporting system is in place?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
27.	Are the results of internal audits part of the management reviews?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
28.	Do you have documented quality system outlining the control of material from receiving through inspection?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
29.	Are records kept on file for two years?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Training		Y	N	N/A
30.	Do you have an approved Repair Station Training Program?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
31.	Are documented procedures established and maintained for identifying training needs and providing for training for all personnel effecting quality?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
32.	Are personnel qualified on the basis of appropriate education, training and/or experience as required?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
33.	Are training records maintained?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>