

Airworthiness Directive

Research, Accomplishment, Records

These instructions assume that you are going through "Aircraft Records 101" in order, your Equipment list is accurate, you know the airworthiness basis of all the equipment installed, and you are now ready to come to grips with your ADs.

If not, go back because you are wasting time here.

Step by Step

1. Go to <http://rgl.faa.gov/> and follow the steps to register yourself to get e-mail access to the new ADs for your aircraft, engine(s), and prop(s). Why? Because you are responsible for all the ADs that come out including ones that may come between inspections where your maintenance provider should be checking them also.
2. Your maintenance provider may be using a computerized service from one of the many sources:
 - <http://www.tdata.com/>
 - <http://www.avantext.com/index.aspx>
 - <http://www.atp.com/products/airworthiness-directives.php>
 - plus others -

These programs provide AD research specific to your aircraft model and serial number, your engine model and serial number, and your prop model and serial number. Some have a little trouble with appliance ADs. These are very good systems but geared for multi-aircraft operators and maintenance providers and, as such, are kind of pricey. They also put a middle man in between you and the core FAA data. I use the FAA core data, even on transport category aircraft.

The following steps assume you will be using FAA core data also.

3. We will use a Cessna 172P, S/N 1727555 to show the AD research. This work the same for engines, props and appliances.

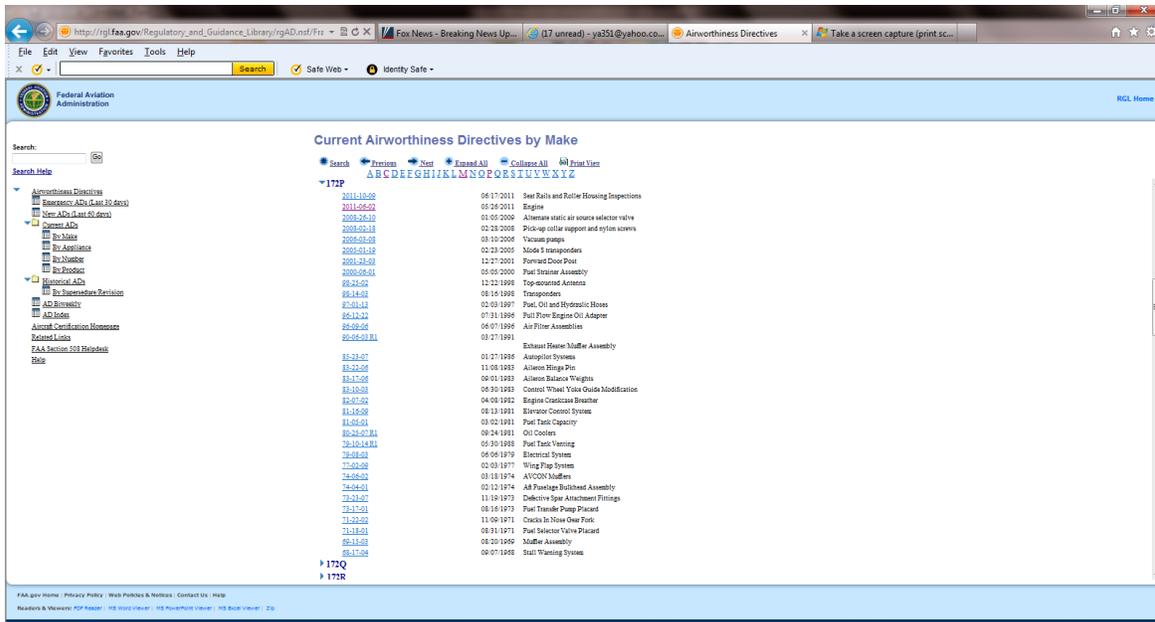
Go to <http://rgl.faa.gov/> again and look to the right side of the page.

Under "Current ADs" select "By Make".

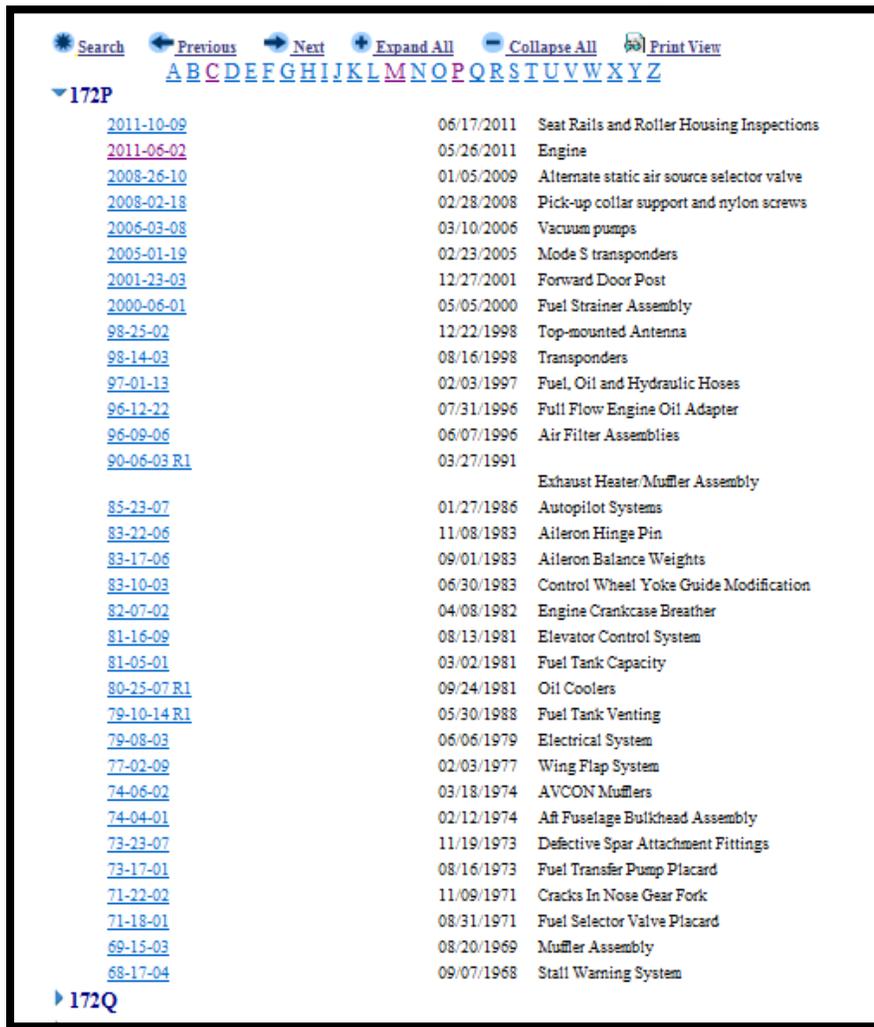
Select "C" in the horizontal list at the top of the center pane.

Scroll down to Cessna and expand using the little blue triangle, then to "172P" and expand the AD listing using the little blue triangle.

You will get a screen that looks like the following illustration.



The expanded view of the critical portion of the page looks like this.



7. For example, I have copied in the most recent six ADs.

Airworthiness Directive Compliance Record										
Aircraft Type		Cessna 172P								
Serial Number		17275555								
AD#	Effective Date	Subject	Affected Ads	Applicability	Reason	Compliance	One Time	Recur	Next Due & Record Ref	By & Signature
10/9/2011	6/17/2011	Seat Rails and Roller Housing Inspections								
6/2/2011	5/26/2011	Engine								
2008-26-10	1/5/2009	Alternate static air source selector valve								
2/18/2008	2/28/2008	Pick-up collar support and nylon screws								
3/8/2006	3/10/2006	Vacuum pumps								
1/19/2005	2/23/2005	Mode S transponders								

8. Click on AD 10/9/2011 and read. The goal here is to add all the information you need to go back later and completely understand the AD issue, compliance, and where its record of completion is.

9. I like to print each AD for the AD file. I admit this is probably not necessary so you pick for yourself. Regardless, when you are reading the AD online, copy and paste the relevant info into each cell. When the AD file opens online, it give you all the background information prior to the actual regulatory AD. Sometime, the background info is interesting but when it gets real, make sure you scroll down to the actual AD.

10. Affected ADs cell: Copy and paste "supersedes AD 87-20-03 R2" into the cell. It may be none on some ADs.

11. Applicability cell: You will see in (4) of Applicability, the 172P is listed. Sometimes there will be a Serial Number breakout. Add 172P to the Applicability cell.

12. Reason cell: After you read the "Unsafe Condition", add something like "Front seats slipping on rails" to the Reason cell.

13. Compliance cell: After you read the " Actions" section, add something like "Inspection of Seat Frames, Seat Parts, and Seat Rails with possible replacement of parts. Time at last compliance XXXX.X and date" to the Compliance cell.

14. One Time / Recur cells: This AD obviously has a recurring requirement every 100 Hours so leave "One Time" blank and add "100 hrs" to the Recur cell.

15. Next Due & Record Ref cell: Enter the time at last compliance plus the recurring frequency which will be 100 hrs and enter the location in the aircraft records where the IA/A&P signed off the last compliance. If you are using the recommended Discrepancy Management System, this could be Disc. 45.

16. By & Signature: Enter the name, rating, and number of the person who accomplished the AD. This person can sign the list entry but the information in this list is not enough for a maintenance or inspection approval for return to service.

17. It will look like this.

Airworthiness Directive Compliance Record										
Aircraft Type		Cessna 172P								
Serial Number		17275555								
AD#	Effective Date	Subject	Affected Ads	Applicability	Reason	Compliance	One Time	Recur	Next Due & Record Ref	By & Signature
10/9/2011	6/17/2011	Seat Rails and Roller Housing Inspections plus possible parts replacement	supersedes AD 87-20-03 R2	1172P	Front seats slipping on rails	Inspection of Seat Frames, Seat Parts, and Seat Rails with possible replacement of parts. Time at last compliance XXXX.X 7/6/2012		100 hrs	Due X1XX.X Record on Discrepancy Form #45 or Logbook 2, page 36	John Doe IA 12345678
6/2/2011	5/26/2011	Engine								
2008-26-10	1/5/2009	Alternate static air source								

18. If the indicated AD does not apply to your aircraft by model, serial number, installed equipment, or other reasons, add complete applicability information and put N/A by Reason, which could be by model, by S/N, by equipment installed, or others. If this is the case, you can leave the Reason, One Time, and the rest blank.

19. Do this for each AD listed for your airframe, engine(s), and prop(s).

20. Appliance ADs are a little different in your search. If they are a known appliance in your aircraft the AD may show up as an AD against the aircraft. If not, it may be referenced against the manufacturer of the appliance or may be against a generic group of equipment.

Examples: Induction Air Filters, Lithium Sulphur Dioxide Batteries

Remember that you may have ADs on your radios, seat belts, magnetos, power supplies, fire extinguishers, circuit breakers, tires, and more.

21. This is the list that complies with FAR 91.417 Maintenance records (v) The current status of applicable airworthiness directives (AD) and safety directives including, for each, the method of compliance, the AD or safety directive number and revision date. If the AD or safety directive involves recurring action, the time and date when the next action is required.

This is not the actual 43.9 or 43.11 entry for the inspections, maintenance, or alterations that may be required to comply with an AD. That record should have detailed information about what was done with appropriate manual references, what parts were changed, the airworthiness support data for any parts changed, and an approval for return to service.

22. After you have done your own search, independent of the existing AD Lists and Records, go back to those to see if you have any that are not on a previous search or that previous searches have ADs that you did not find. Resolve any differences through the same process.

23. Complete your form with any updates, save your spreadsheet, print the spreadsheet and file in your aircraft records.

24. Monitor new ADs as published and update as required.