



April 04, 2024

## General Customer Questionnaire Response

Company Name      Ontic Engineering and Manufacturing, Inc.  
Company Address    20400 Plummer Street  
                          Chatsworth, CA 91311  
                          USA  
Company Phone      818-678-6555  
Company Fax        818-678-6618  
Web Site             [www.ontic.com](http://www.ontic.com)

Facility              1 building totaling 103,000 sq. ft.  
Employees          435 total regular & temporary, including 51 in Quality  
Established         1951  
Type of Business    Repair Station / O.E.M.    Cage Code: 45934  
Business Nature    Various Aerospace Accessories such as actuators, pumps, motor, valves, etc.  
                          60% Government and 40% Commercial OE Mfr and FAA/EASA Repair Station  
DUNS #              155389224

Contact              Customer Support    818-678-6555, [productsupport@ontic.com](mailto:productsupport@ontic.com)

Quality System      ISO 9001:2015 + AS9100D, Certificate Registration Number 0088532-02  
                          ISO 9001:2015 + AS9110C, Certificate Registration Number 0088533-03  
                          Air Agency Certificate OE6R225J Repair Station for Accessories/Limited Radio  
                          Civil Aviation Administration of China (CAAC), Certificate Number F00100810  
                          EASA Approval Certificate EASA.145.5322  
                          Anti-Drug Plan E-EA-00111-U

Quality Manual      Rev AE, Dated November 1, 2022, available on site for review

Records             Maintained 5 years, unless critical then 10 years or as contractually stated.  
                          Inspection and test records are current, complete and accurate.  
                          Material certificates and test reports are traceable to the parts through all operations and  
                          available for customer review.

M & T E             Calibration records specify calibration frequencies and dates of calibration.  
                          Measuring & Test Equipment are properly maintained and identified to indicate current  
                          calibration status.  
                          All tools are calibrated periodically using standards traceable to NIST.

Control of Material    Material is stored and identified properly.  
                          The documentation is adequate to assure proper control of material throughout all  
                          manufacturing processes with final inspection performed and results recorded.

Nonconformance     Discrepant material is properly identified and segregated in MRB bond area.

Internal Auditing     Internal audits are performed on an annual basis to assure compliance.  
                          The audits are performed in accordance with written procedures and results are  
                          documented and distributed to management with responsibilities in the areas audited.

Documentation       Drawings and Change Control is maintained on all drawings and engineering changes.  
                          Obsolete drawings are removed from use.

Inspection           Receiving inspection is performed on all incoming parts.  
                          First article inspection is performed prior to continuation of production.

Stamp Control        Our Quality system utilizes stamps for inspection status per written procedures.

# CERTIFICATE OF REGISTRATION

This is to certify that the management system of:

## Ontic Engineering & Manufacturing, Inc.

Main Site: 20400 Plummer Street, Chatsworth, California, 91311, United States

Has been audited and registered by Intertek as meeting the requirements of the standard:

### AS9100:D and ISO 9001:2015

The management system is applicable to:

Design, manufacture, distribution and rebuild of mechanical, electro-mechanical, landing gear, APU, electronics, radar, fuel and heat transfer products used on aircraft and ground support equipment.

**Certificate Number**

0088532-02

**Initial Certification Date**

24 July 2014

**Certificate Issue Date**

24 July 2023

**Certificate Reissue Date**

**Certificate Expiry Date**

23 July 2026



intertek



A handwritten signature in black ink over a horizontal line.

**Calin Moldovean**

President, Business Assurance

Intertek Testing Services NA, Inc. dba Intertek  
4700 Broadmoor Avenue S.E.,  
Kentwood, MI, USA



# CERTIFICATE OF REGISTRATION

This is to certify that the management system of:

## Ontic Engineering & Manufacturing, Inc.

Main Site: 20400 Plummer Street, Chatsworth, California, 91311, United States

Has been audited and registered by Intertek as meeting the requirements of the standard:

### AS9110:C and ISO 9001:2015

The management system is applicable to:

Maintenance, repair, and overhaul of mechanical, electro-mechanical, landing gear, APU, electronics, radar, fuel and heat transfer products used on aircraft and ground support equipment.

**Certificate Number**

0088533-03

**Initial Certification Date**

24 July 2014

**Certificate Issue Date**

24 July 2023

**Certificate Reissue Date**

**Certificate Expiry Date**

23 July 2026



A handwritten signature in black ink, appearing to read "Calin Moldovean", written over a horizontal line.

**Calin Moldovean**

President, Business Assurance

Intertek Testing Services NA, Inc. dba Intertek  
4700 Broadmoor Avenue S.E.,  
Kentwood, MI, USA





中国民用航空局  
CIVIL AVIATION ADMINISTRATION OF CHINA (CAAC)

# 维修许可证

## MAINTENANCE ORGANIZATION CERTIFICATE

编号/No. F00100810

单位名称/NAME OF ORGANIZATION:

ONTIC ENGINEERING AND MANUFACTURING, INC.

单位地址/BUSINESS ADDRESS:

20400 PLUMMER STREET CHATSWORTH CALIFORNIA 91311, USA

经审查，该单位符合中国民用航空规章第 145 部的要求，可以从事如下类别的维修工作：

Upon finding that the organization complies with the requirements of **CHINA CIVIL AVIATION REGULATION (CCAR)** Part 145, the above organization is adequate to accomplish maintenance of the following ratings:

**Component Maintenance**

- ☆ -

本许可证除被放弃、暂停或吊销，在下述期限内将一直有效。

This certificate, unless cancelled, suspended, or revoked, shall continue in effect until:

2024-12-31

局长授权/FOR THE ADMINISTRATOR OF CAAC

签字/SIGNATURE:

XUE Shijun

职务/POSITION:

Deputy Director General of FSD

颁发日期/DATE ISSUED:

2019-7-13

再次颁发日期/DATE REISSUED:

2024-2-16





中国民用航空局  
CIVIL AVIATION ADMINISTRATION OF CHINA (CAAC)

## 许可维修项目 LIMITATION OF MAINTENANCE ITEMS

**限定/LIMITATION:**

对第 F00100810 号许可证所列维修类别限定如下地点和项目:

Location and items set forth on Maintenance Organization Certificate No. F00100810  
is/are limited to the following:

**LOCATION: CHATSWORTH**

Inspection, Repair and Overhaul of the following Components:

ATA	SUB ATA	Limitation
ATA-23 Communications	2310 HF Communication System	No Limitation
	2320 Data Transmission Auto Call	No Limitation
	2350 Audio Integrating System	No Limitation
ATA-34 Navigation	3410 Flight Environment Data	No Limitation
	3420 Attitude and Direction Data System	No Limitation
	3440 Independent Pos. Determining System	No Limitation
	3450 Dependent Position Determining Sys	No Limitation
	3460 Flt Manage. Computing Hardware Sys	No Limitation

Detail as listed in CAAC component maintenance capability list.

- ☆ -

**局长授权/ FOR THE ADMINISTRATOR OF CAAC**

签字/SIGNATURE:

XUE Shijun

职务/POSITION:

Deputy Director General of FSD

颁发日期/DATE ISSUED:

2019-7-13

再次颁发日期/DATE REISSUED:

2024-2-16



**Lorenzo PELLEGRINI**  
Maintenance Organisation Oversight Section Manager  
Flight Standards Directorate

2023 /IFPF37880/Flight Standards  
Cologne, 8 February 2023

The Quality Manager  
ONTIC ENGINEERING AND MANUFACTURING,  
INC.  
20400 PLUMMER STREET  
91311 CHATSWORTH CALIFORNIA  
UNITED STATES

**Subject: Renewal of EASA Part-145 approval in accordance with the provisions of the Agreement between the United States of America and the European Community on Cooperation in the Regulation of Civil Aviation Safety.**

Enclosure: EASA Part-145 approval certificate

Dear Sir or Madam,

Following a positive recommendation from the FAA the European Union Aviation Safety Agency is pleased to confirm the renewed validity of Part-145 approval:

**EASA.145.5322**

Subject to continued compliance with the FAR 145 and the EASA special conditions as detailed in the Agreement between the United States of America and the European Community on Cooperation in the Regulation of Civil Aviation Safety and associated Maintenance Annex Guidance (MAG), your renewal date will be:

**30 March 2025**

To ensure that the FAA and EASA have sufficient time to process your renewal please provide your renewal paperwork package at least 90 days before the date above. Do refer to the latest renewal procedures and documents available from <https://www.easa.europa.eu/> to avoid delays.

This certificate supersedes the previous revision of the approval certificate. Please destroy the superseded certificate. There is no need for you to return it to the Agency.

Should you have further queries, please do not hesitate to contact us at the e-mail indicated below. Please assist us by always quoting your EASA approval number in any correspondence with the Agency.

Yours faithfully,

Lorenzo PELLEGRINI

**This is a computer generated document valid without a signature**



## U.S. APPROVAL CERTIFICATE

**EASA.145.5322**

Taking into account the provisions of Article 68 of Regulation (EU) 2018/1139 of the European Parliament and of the Council and the bilateral agreement currently in force between the European Community and the Government of the United States of America, the European Union Aviation Safety Agency (EASA) hereby certifies:

### **ONTIC ENGINEERING AND MANUFACTURING, INC.**

FAA Number: OE6R225J

**20400 PLUMMER STREET  
91311 CHATSWORTH CALIFORNIA  
UNITED STATES**

as a Part-145 maintenance organization approved to maintain the products listed in the FAA Air Agency Certificate and associated Operations Specifications and issue related certificates of release to service using the above reference, subject to the following conditions:

1. The scope of the approval is limited to that specified on the 14 CFR part 145 repair station Air Agency Certificate, and the associated Operations Specifications for work carried out in the United States (unless otherwise agreed in a particular case by EASA).
2. The approval scope shall not exceed the permitted EASA Part-145 ratings as detailed in Regulation EC (No) 1321/2014.
3. This approval requires continued compliance with 14 CFR part 145 and the differences as specified in the Maintenance Annex Guidance (MAG), including the use of the FAA Form 8130-3 for release/return to service of components up to and including power plants.
4. Certificates of return to service must quote the EASA Part-145 approval reference number quoted above and the 14 CFR part 145 Air Agency Certificate number.
5. Subject to compliance with the foregoing conditions, this approval shall remain valid until:

**30 March 2025**

unless the approval is surrendered, superseded, suspended or revoked.

Date of issue: **08 February 2023**

Signed:



**For the European Union Aviation Safety Agency**



Please refer to our Website at [www.ontic.com](http://www.ontic.com) for our current Capabilities List which can be found at the following link:

<http://www.ontic.com/parts-and-services/resources>



UNITED STATES OF AMERICA  
DEPARTMENT OF TRANSPORTATION  
FEDERAL AVIATION ADMINISTRATION

# Air Agency Certificate

*Number* OE6R225J

*This certificate is issued to*

ONTIC ENGINEERING AND MANUFACTURING, INC.

*whose business address is*

20400 Plummer Street  
Chatsworth, California 91311

*upon finding that its organization complies in all respects with the requirements of the Federal Aviation Regulations relating to the establishment of an Air Agency, and is empowered to operate an approved* Repair Station

*with the following ratings:*

Accessories

Limited Radio (05-22-2006)

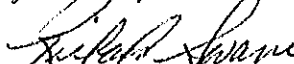
Limited Instrument (02/27/2012)

*This certificate, unless canceled, suspended, or revoked, shall continue in effect* indefinitely.

*Date issued:*

February 17, 1994  
Re-issued: February 29, 2012

*By direction of the Administrator*

  
Richard Swanson, Manager  
Van Nuys FSDO, Western-Pacific Region

**This Certificate is not Transferable, AND ANY MAJOR CHANGE IN THE BASIC FACILITIES, OR IN THE LOCATION THEREOF, SHALL BE IMMEDIATELY REPORTED TO THE APPROPRIATE REGIONAL OFFICE OF THE FEDERAL AVIATION ADMINISTRATION**

*Any alteration of this certificate is punishable by a fine of not exceeding \$1,000, or imprisonment not exceeding 3 years, or both*

Table of Contents

Part A

	HQ CONTROL DATE	EFFECTIVE DATE	AMENDMENT NUMBER
001 Issuance and Applicability	05/06/2022	03/27/2024	9
002 Definitions and Abbreviations	12/14/2017	03/21/2024	6
003 Ratings and Limitations	04/03/2017	03/21/2024	12
004 Summary of Special Authorizations and Limitations	09/23/1998	03/21/2024	6
007 Designated Persons	09/08/2021	03/21/2024	16
025 Electronic/Digital Recordkeeping System, Electronic/Digital Signature, and Electronic Media	04/03/2017	03/21/2024	4
449 Drug and Alcohol Testing Program	08/30/2021	03/21/2024	2

**A001 . Issuance and Applicability**

**HQ Control: 05/06/2022**

**HQ Revision: 05f**

a. These operations specifications are issued to Ontic Engineering and Manufacturing, Inc., a Repair Station located in the United States, pursuant to 14 CFR Part 145, § 145.53(a). The repair station certificate holder shall conduct operations in accordance with 14 CFR Part 145 and these operations specifications.

The certificate holder's address:

**Fixed Location:**  
20400 Plummer Street  
Chatsworth, California 91311

**Mailing Address:**  
20400 Plummer Street  
Chatsworth, California 91311

b. The holder of these operations specifications is the holder of certificate number OE6R225J and shall hereafter be referred to as the "certificate holder".

c. These operations specifications are issued as part of this repair station certificate and are in effect as of the date approval is effective. This certificate and these operations specifications shall remain in effect until the certificate for a repair station that is located in the United States is surrendered, suspended, or revoked.

d. The repair station specified on these operations specifications performs maintenance and/or an alteration of aircraft and/or aeronautical products under a Bilateral Aviation Safety Agreement (BASA).

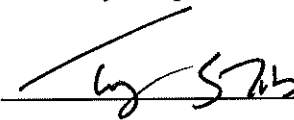
e. The certificate holder is authorized to use only the business name which appears on the certificate to conduct the operations described in subparagraph a.

1. Issued by the Federal Aviation Administration.
2. These Operations Specifications are approved by direction of the Administrator.



Digitally signed by Ryan Groeger, Principal Maintenance Inspector (WP01)  
[1] SUPPORT INFO: Changing the Accountable Manager to Terry Streb  
[2] EFFECTIVE DATE: 3/27/2024, [3] AMENDMENT #: 9  
DATE: 2024.03.27 15:39:37 -05:00

3. I hereby accept and receive the Operations Specifications in this paragraph.

  
\_\_\_\_\_  
Terry Streb, FAA Accountable Manager, 145

3/27/2024  
Date

**A002 . Definitions and Abbreviations**

**HQ Control: 12/14/2017**

**HQ Revision: 05d**

Unless otherwise defined in these operations specifications, all words, phrases, definitions, and abbreviations have identical meanings to those used in 14 CFR and 49 U.S.C., as cited in Public Law 103-272, as amended. Additionally, the definitions listed below are applicable to operations conducted in accordance with these operations specifications.

<b>BASA</b>	The Bilateral Aviation Safety Agreement (BASA) is an executive agreement concluded between the United States and a foreign country for the purpose of promoting aviation safety; also known as an Agreement for the Promotion of Aviation Safety.
<b>Certificate Holder</b>	In these operations specifications, the term "certificate holder" means the holder of the repair station certificate described in these operations specifications in Part A paragraph A001 and any of its officers, employees, or agents used in the conduct of operations under this certificate.
<b>CAAS</b>	Civil Aviation Authority of Singapore
<b>CFR</b>	Code of Federal Regulations
<b>Class Rating</b>	As used with respect to the certification, ratings, privileges of airframes, powerplants, propellers, radios, instruments, and accessories within a category having similar operating characteristics.
<b>EASA</b>	European Aviation Safety Agency
<b>EASA Accountable Manager</b>	The manager who has corporate authority for ensuring that all maintenance required by the customer can be financed and carried out to the standard required by the EASA full-member Authority.
<b>EU</b>	European Union
<b>Exemption</b>	An authorization that permits an alternate means of compliance with a specific CFR. The exemption must meet the procedural requirements of 14 CFR Part 11.
<b>FOCA</b>	Federal Office of Civil Aviation
<b>FAA Accountable Manager</b>	A person designated by the certificated repair station who is responsible for and has authority over all repair station operations that are conducted under 14 CFR Part 145, including ensuring that the repair station's personnel follow the regulations and serving as the primary contact with the FAA.

<b>Geographic Authorization</b>	Authorization provided to a repair station located outside the United States to perform maintenance support under contract for a U.S. air carrier (or an operator of U.S.- registered aircraft under 14 CFR Part 129) at a location other than the repair station's main facility. A geographic authorization is issued by the FAA to respond to a U.S. air carrier's or Part 129 foreign operator's need for maintenance at a station where the frequency and scope of that maintenance does not warrant permanently staffing and equipping the station for its accomplishment.
<b>Limited Rating</b>	A rating issued to repair stations for the performance of maintenance on particular makes and models of airframes, powerplants, propellers, radios, instruments, accessories, and/or parts.
<b>Limited Ratings - Specialized Services</b>	Rating issued for a special maintenance function when the function is performed in accordance with a specification approved by the Administrator.
<b>Line Maintenance</b>	Any unscheduled maintenance resulting from unforeseen events, or scheduled checks where certain servicing and/or inspections do not require specialized training, equipment, or facilities.
<b>MAG</b>	The Maintenance Annex Guidance (MAG) defines the process that the FAA and EASA undertake in the inspection, findings of compliance certification, and monitoring of repair stations, as well as their joint cooperation in quality assurance and standardization activities in support of the EASA Agreement, Annex 2, Maintenance. The term Maintenance Agreement Guidance (MAG) defines the processes and activities applicable to a specific country under an MIP, and is not associated with the EASA Agreement.
<b>Maintenance</b>	The inspection, overhaul, repair, preservation, and replacement of parts, but excludes preventive maintenance.
<b>U.S./EU Aviation Safety Agreement, Annex 2, Maintenance</b>	Annex 2 covers the reciprocal acceptance of findings of compliance, approvals, documentation and technical assistance regarding approvals and the monitoring of repair stations/maintenance organizations.
<b>MIP</b>	Maintenance Implementation Procedures (MIP) are procedures for implementing the provisions of a BASA that apply to maintenance performed under 14 CFR Part 145, Section 145.53(b).
<b>MOE</b>	A maintenance organization exposition (MOE) pertains to procedural manuals used by maintenance organizations certificated by a foreign country. The MOE along with the FAA Supplement, sets forth the structure and procedures of the repair station to meet the requirements of 14 CFR Part 145 under a MIP.

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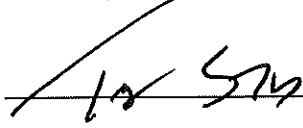
<b>Preventive Maintenance</b>	As defined in 14 CFR part 1 and part 43 appendix A, subparagraph (c).
<b>QCM</b>	Quality Control Manual
<b>Repair Station located in the United States</b>	A FAA certificated repair station located in the United States.
<b>Repair Station located outside the United States</b>	A FAA certificated repair station located outside of the United States.
<b>RSM</b>	Repair Station Manual

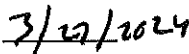
- 
1. Issued by the Federal Aviation Administration.
  2. These Operations Specifications are approved by direction of the Administrator.



Digitally signed by Ryan Groeger, Principal Maintenance Inspector (WP01)  
[1] SUPPORT INFO: Changing Accountable Manager to Terry Streb  
[2] EFFECTIVE DATE: 3/21/2024, [3] AMENDMENT #: 6  
DATE: 2024.03.21 12:20:05 -05:00

3. I hereby accept and receive the Operations Specifications in this paragraph.

  
\_\_\_\_\_  
Terry Streb, FAA Accountable Manager, 145

  
\_\_\_\_\_  
Date

**A003 . Ratings and Limitations**

**HQ Control: 04/03/2017**

**HQ Revision: 01a**

The certificate holder is authorized the following Ratings and/or Limitations:

**Class Ratings**

Accessory Class 1: Mechanical Accessories

Accessory Class 2: Electrical Accessories

Accessory Class 3: Electronic Accessories

**Limited Ratings**

<b><u>Rating</u></b>	<b><u>Manufacturer</u></b>	<b><u>Make/Model</u></b>	<b><u>Limitations</u></b>
Radio	From the accepted Capability List, as amended.	From the accepted Capability List, as amended.	None
Instruments	From the accepted Capability List, as amended.	From the accepted Capability List, as amended.	None

**Limited Ratings - Specialized Services**

<b><u>Rating</u></b>	<b><u>Specifications</u></b>	<b><u>Limitations</u></b>
None Authorized.		



1. Issued by the Federal Aviation Administration.
2. These Operations Specifications are approved by direction of the Administrator.



Digitally signed by Ryan Groeger, Principal Maintenance Inspector (WP01)  
[1] SUPPORT INFO: Changing Accountable Manager to Terry Streb  
[2] EFFECTIVE DATE: 3/21/2024, [3] AMENDMENT #: 12  
DATE: 2024.03.21 12:20:12 -05:00

3. I hereby accept and receive the Operations Specifications in this paragraph.

Handwritten signature of Terry Streb in black ink.

Terry Streb, FAA Accountable Manager, 145

Handwritten date "3/27/2024" in black ink.

Date

**A004 . Summary of Special Authorizations and Limitations**

**HQ Control: 09/23/1998**

**HQ Revision: 010**

**a. The certificate holder, in accordance with the reference paragraphs, is authorized to:**

	Reference Paragraphs
Use an acceptable electronic recordkeeping system, electronic/digital signature, and/or electronic media.	A025
Perform safety-sensitive functions requiring a drug and alcohol testing program under 14 CFR part 120	A449

**b. The certificate holder is *not authorized and shall not*:**

	Reference Paragraphs
Use Exemptions.	A005
Perform maintenance with ratings for repair stations located outside the United States under a Bilateral Aviation Safety Agreement with Maintenance Provisions.	A060
Perform work, including continuous operations, at additional locations other than at its primary fixed location.	A101
Perform maintenance in accordance with foreign repair station geographic authorizations.	B050
Perform work, excluding continuous operations, at additional locations other than at its primary Fixed Location.	D100
Perform line maintenance for cert. holders conducting operations under Parts 121 and 135 and for foreign carriers/persons operating non-U.S.-registered aircraft in common carriage under Part 129, apart from D100 which authorizes that work away from station.	D107

1. Issued by the Federal Aviation Administration.
2. These Operations Specifications are approved by direction of the Administrator.



Digitally signed by Ryan Groeger, Principal Maintenance Inspector (WP01)  
[1] SUPPORT INFO: Changing Accountable Manager to Terry Streb  
[2] EFFECTIVE DATE: 3/21/2024, [3] AMENDMENT #: 6  
DATE: 2024.03.21 12:20:20 -05:00

3. I hereby accept and receive the Operations Specifications in this paragraph.

Handwritten signature of Terry Streb in black ink.

Terry Streb, FAA Accountable Manager, 145

Handwritten date "3/27/2024" in black ink.

Date



**A025 . Electronic/Digital Recordkeeping System,  
Electronic/Digital Signature, and Electronic Media**

**HQ Control: 04/03/2017**

**HQ Revision: 00b**

a. The certificate holder is authorized to use an acceptable electronic/digital recordkeeping system, described and/or referenced in this paragraph (if none, enter N/A.)

N/A

b. The certificate holder is authorized the use of the following electronic/digital signature procedures (if none, enter "N/A").

N/A

c. The certificate holder is authorized to use electronic media for the repair station and quality control manuals, if acceptable (if none, enter "N/A").

Refer to Repair Station & Quality Manual Section 2.2

1. Issued by the Federal Aviation Administration.

2. These Operations Specifications are approved by direction of the Administrator.



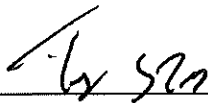
Digitally signed by Ryan Groeger, Principal Maintenance Inspector (WP01)

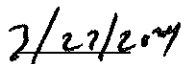
[1] SUPPORT INFO: Changing Accountable Manager to Terry Streb

[2] EFFECTIVE DATE: 3/21/2024, [3] AMENDMENT #: 4

DATE: 2024.03.21 12:20:29 -05:00

3. I hereby accept and receive the Operations Specifications in this paragraph.

  
\_\_\_\_\_  
Terry Streb, FAA Accountable Manager, 145

  
\_\_\_\_\_  
Date

**A449 . Drug and Alcohol Testing Program**

**HQ Control: 08/30/2021**

**HQ Revision: 00b**

- a. The 14 CFR Part 145 repair station certificate holder has implemented a drug and alcohol testing program because the certificate holder performs safety-sensitive functions for a 14 CFR Part 121, 121/135, and/or 135 certificate holder, and/or for a 14 CFR Part 91 operator conducting operations under § 91.147.
- b. The certificate holder certifies that it will comply with the requirements of 14 CFR Part 120 and 49 CFR Part 40 for its drug and alcohol testing program.
- c. Drug and alcohol testing program records are maintained and available for inspection by the FAA's Drug Abatement Compliance and Enforcement Inspectors at the location listed in Table 1 below:

**Table 1**

<b>Location &amp; Telephone of Drug and Alcohol Testing Program Records</b>	
<b>Telephone Number:</b>	A1(818) 725-2152
<b>Address:</b>	20400 Plummer Street
<b>Address:</b>	N/A
<b>City:</b>	Chatsworth
<b>State:</b>	CA
<b>Zip code:</b>	91311

d. Limitations and Provisions.

(1) The FAA's Drug Abatement Division is responsible for oversight and enforcement of the DOT/FAA-mandated drug and alcohol testing program. Questions regarding the program requirements or regulations must be directed to the Drug Abatement Division at 202-267-8442 or drugabatement@faa.gov.

(2) The certificate holder is responsible for updating this operations specification when any of the following changes occur:

(a) Phone number and address where the drug and alcohol testing program records are kept.

(b) If the certificate holder's number of safety-sensitive employees goes to 50 and above, or falls below 50 safety-sensitive employees.

(3) The certificate holder with 50 or more employees performing a safety-sensitive function on January 1 of the calendar year must submit an annual report to the Drug Abatement Division of the FAA.

(4) The certificate holder with fewer than 50 employees performing a safety-sensitive function

