
Material Documentation & Certification Requirements

To ensure every part we receive meets the highest standards of safety, traceability, and quality, the following documentation and certification requirements apply to all suppliers providing material to our company.

1. Purpose

These requirements define the minimum documentation, certification, and traceability standards for any material supplied to **ola aerospace**.

2. Scope

This applies to all approved and potential suppliers providing aircraft parts, rotatable components, or related services. Non-aviation goods or facility services are excluded.

All material **must be traceable to an acceptable regulated source**.

Any exceptions must be approved in writing by **ola aerospace** prior to shipment.

3. Acceptable Documentation

Depending on the part condition, acceptable documentation may include:

- FAA Form 8130-3
- EASA Form 1
- JAA/TC/CAAC certifications
- OEM certificates
- Certificates of Conformance
- Packing slips or transfer tickets
- ATA Spec 106-compliant material certs

All documents must reference our **Purchase Order number**.

4. Source Requirements

Regulated Sources

Material must come from one of the following:

- OEMs and approved production holders
- Commercial airlines and operators
- Major airframe/engine repair stations
- Certified component repair facilities within their capabilities

Unregulated Sources

Examples include:

- Surplus parts dealers
- Brokers
- Leasing companies
- Repair stations selling parts outside their approved scope

Material from unregulated sources must meet all traceability requirements or it may be rejected.

5. Supplier Responsibilities

Suppliers must ensure:

- All documentation is complete and accurate
- Material is traceable back to the last regulated source
- Non-incident, non-military use statements are provided for all owners
- Any conflicts or deviations are approved in writing before shipment

6. Documentation Requirements by Part Condition

Factory New

- OEM certification required
- Must include appropriate airworthiness release or C of C

New Surplus

- Traceable documentation confirming unused condition
- Acceptable forms include 8130-3, EASA Form 1, or ATA Spec 106 certs

Overhauled / Repaired / Inspected / Modified

Must include:

- Full trace to last operator/regulated source
- Non-incident statement
- Authorized Release Certificate (8130-3, EASA Form 1, etc.)
- Details of work performed (SBs, ADs, modifications, revision levels)
- Repair manual references and revision dates
- Only OEM-approved repair methods unless pre-approved in writing

Repairable / As-Is / As-Removed

- Trace to last operator/regulated source
- Non-incident statement
- Certification stating the exact condition

7. Additional Requirements

Conditional Acceptance

Material may be rejected if:

- Documentation is missing, incorrect, or altered
- Condition does not match the certification or PO
- Material shows evidence of military or incident history

Lot Purchases & Consignments

Manifests must include:

- Seller name
- PO/Contract number
- Part numbers
- Serial/batch numbers
- Condition
- Quantity
- OEM

Any material not listed on the manifest may be quarantined or returned.

Teardown Material

For parts removed during aircraft or engine teardown:

- Removal tags must identify the certified facility
- Tags must include part number, serial number, aircraft/engine data, TSO/CSO, and removal date
- Traceability must connect the part to a specific aircraft or engine

Life-Limited Parts

Must include:

- Non-incident statement
- Complete time and cycle history

- All previous installations documented
- Full modification and AD/SB compliance history

Hazardous Goods

Must comply with:

- Applicable transport regulations
- Proper labeling and packaging
- Current MSDS included with shipment

Packaging & Delivery

- Wood packaging must comply with ISPM 15 where applicable
 - Packaging must meet ATA 300 standards
 - PO number must be clearly marked on all containers
 - Packing slips must be inside and outside the container
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