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|--|---------------------------------------|--|
| <b>WMT</b><br><b>Maintenance Technik AG</b><br><b>Richthofenstrasse 140</b><br><b>D-53757 Sankt Augustin</b> | <b>Quality Management Questionary</b> | <b>QMQ</b><br><br><b>Revision 04</b><br><b>Stand 01/20</b> |
|--|---------------------------------------|--|

## GENERAL COMPANY INFORMATION

*Name of Company:* WMT Maintenance Technik AG  
*Address of Company:* Richthofenstraße 140, 53757 Sankt Augustin  
*Telephone:* 0049-(0)2241-924116  
*Telefax:* 0049-(0)2241-924118  
*Website:* www.wmtonline.eu  
*E-Mail:* info@wmtonline.eu  
*Foundation of company* 2008  
*Division of:* none  
*Branches* none  
*Name Chief Executive:* Kai Welbhoff (k.welbhoff@wmtonline.de)  
*Name Quality Manager:* Klaus Peter Czaika ([k.p.czaika@wmtonline.de](mailto:k.p.czaika@wmtonline.de))

*Total number of Employees:* 14  
*In design, production and maintenance:* 13  
*In quality assurance:* 1

### *Other responsibilities:*

|                                    |              |                     |                           |
|------------------------------------|--------------|---------------------|---------------------------|
| Marketing:                         | Kai Welbhoff | 0049-(0)2241-924116 | (k.welbhoff@wmtonline.de) |
| Product Support:                   | Kai Welbhoff | //                  | //                        |
| Design Production and Maintenance: | Kai Welbhoff | //                  | //                        |

## NATURE OF BUSINESS

*Nature of our business:* Manufacturing and maintenance of hose assemblies.  
  
 Design of hose assemblies  
  
 Maintenance of ignition magnetos, Starters & Alternators  
 Regulators, ignition harnesses  
  
 Distribution of Quick Disconnect Couplings  
  
 D1 Non-Destructive Testing (NDT)  
 Liquid Penetrant Inspection (PT)

## **APPROVALS**

|                                   |   |                    |                |
|-----------------------------------|---|--------------------|----------------|
| <i>Kind of Approval</i>           | Maintenance Org,  | Manufacturing Org. | Alternative DO |
| <i>Approvals:</i>                 | EASA DE145.0417   | EASA DE21G.0219    | EASA AP 466    |
| <i>First Issue Date :</i>         | 28.12.2007  | 01.01.2008         | 26.10.2017     |
| <i>Actual Issue Date:</i>         | 22.03.2017  | //                 | //             |
| <i>Expiry Date :</i>              | unlimited   | unlimited          | unlimited      |
| <i>Recertification interval:</i>  | 24 months   | 24 months          | -              |
| <i>Actual Revision/ Issue:</i>    | Rev. 01   | -                  | Issue 01       |
| <i>Recertification authority:</i> | German Airworthiness Authority (LBA)<br>(Approvals are downloadable on<br><a href="http://www.wmtonline.eu/en/about-us">http://www.wmtonline.eu/en/about-us</a> ) |                    | EASA           |

## **QUALITY SYSTEM**

|   |                           |
|---|---------------------------|
| <i>Kind of Quality Manual:</i>  | In dependence to ISO 9001 |
| Is there an established Quality System?                                 | Yes                       |
| Are internal audits carried out?  | Yes                       |
| Are audits/assessments on your suppliers carried out?                   | Yes                       |
| Is there a system established for the control of vendor documentation?  | Yes                       |
| Is there a system established for the control and storage of documents? | Yes                       |
| Are the responsibilities defined?                                       | Yes                       |

## **QUALITY ASSURANCE**

|   |     |
|---|-----|
| Is the current quality manual available to employees?   | Yes |
| Do we have an internal audit and surveillance function implemented?   | Yes |
| Do we ensure that subcontracted work meets quality standards, customer specifications and legal requirements? | N/A |

## **HOUSING / FACILITIES**

|   |     |
|---|-----|
| Do we have sufficient work space and areas to segregate articles and materials stocked for installation from those undergoing maintenance or alteration?  | Yes |
| Do we have segregated work areas enabling environmentally hazardous or sensitive Operations such as painting, cleaning or avionics work to be done properly and in a Manner that does not adversely affect other maintenance? | Yes |

## **ENVIRONMENT PROTECTION**

|   |     |
|---|-----|
| Do we handle rubbish, chemicals, liquids etc. in a respectful manner to protect nature and environment? | N/A |
| Do we have a documented environment protection philosophy?  | N/A |

## **STORAGE**

|  |     |
|--|-----|
| Do we have ventilation, lightning and control temperature, humidity and other climatic Conditions sufficient for the storage of goods? | Yes |
| Do we have a system to list parts and materials that have shelf time limits?   | Yes |
| Does each shelf life item have the shelf life expiration limit displayed?  | Yes |
| Do we segregate serviceable from unserviceable parts?  | Yes |

## **PERSONNEL / TRAINING**

|  |     |
|--|-----|
| Do we have a documented training program which includes as well training of internal processes?                    | Yes |
| Are technical personnel and certifying staff properly trained, authorized and certified for the work they perform? | Yes |
| Do we qualify non-certified persons who perform maintenance, preventive maintenance or alterations?                | Yes |

## **WORK PROCESSING**

|   |     |
|---|-----|
| Do we refer within the work package, where applicable, to manufacturers inspection standards? | Yes |
| Are all test and inspection records in work package?  | Yes |

## **MATERIAL / PARTS HANDLING**

|   |     |
|---|-----|
| Is a current list of approved suppliers maintained on file?   | Yes |
| While receiving process do we inspect age controlled items for date of manufacture and expiration date? | Yes |
| Do we provide materials/parts certifications with every shipment?                                       | Yes |
| Do we supply proof of traceability with each shipment?  | Yes |

## **TOOLS / CALIBRATION**

|  |     |
|--|-----|
| Do we monitor tools, calibrating, measuring and test equipment used to maintain articles, including the intervals at which the equipment will be calibrated? | Yes |
| Are standards used to calibrate tools and test equipment acceptable to the regulations?  | Yes |
| Do we have a procedure for identifying, controlling and / or preventing out-of-service and due-for-calibration tools and equipment from being used?          | Yes |

## **TECHNICAL DATA**

|  |     |
|--|-----|
| Do we establish and maintain current technical data?           | Yes |
| Are all manuals properly named and available to all employees? | Yes |