

## INTRODUCTION OF A NEW AIRWORTHINESS OVERSIGHT AUDIT MANAGEMENT TOOL

### 1. Introduction

The Authority has traditionally utilised a paper-based Airworthiness reporting and findings system. In recent years the practice has migrated to review of electronic copies of such documents and evidence transmitted mostly via emails.

The Authority is implementing a new audit management tool (Centrik System) where nominated focals in organisations will be able to receive findings with ease from the Authority. Focals will be alerted by email when a finding has been issued with a link to the finding where they will be able to view the finding details and also be able to send to the Authority their immediate corrective actions, root cause analysis, Root Cause Correction and Corrective Action Plan. The possibility exists to add attachments to support what has written. The system will be used thoroughly by the Authority for reviewing of the corrective action plans, implementation through to closure of all findings and reports with regards to their respective due dates.

The system will be the official repository of all audits and findings for each approved organisation.

### 2. Purpose

The purpose of this Airworthiness Notice is to provide notification the industry that the Authority will be launching a dedicated internet based secure portal (<https://scaa.centrik.net>) as the new audit management tool for all its oversight audit activities.

### 3. Requirement

As SCAA has decided to change from a paper-based Airworthiness reporting and findings system to an electronic based system therefore approved organisations are required to utilise the Centrik System when responding to all Airworthiness Oversight Audit activities.

A User Guide has been providing as Annex A to this Airworthiness Notice to assist operators in the use of the new system. The Authority remains available to assist any organisation with the use of the new system.

The Authority will be contacting each approved organisation to obtain nominations of focals. The focals will be given a username and password as an operator to be able to view and process findings assigned on the Centrik System. This will also be highlighted in the operator's continuing airworthiness exposition manual.

### 4. Effectivity

This Notice becomes effective from the 30/03/2018