

PERSONAL MINIMUMS CHECKLIST FOR MAINTENANCE

Before you begin the task

Ask yourself the following:

1. Have I had the proper training?
2. Have I done this before?
3. Do I have the knowledge I need?
4. Do I have the technical data I need?
5. Do I have the proper tools and equipment I need?
6. Am I mentally prepared?
7. Am I physically prepared?
8. Have I taken the proper safety precautions?
9. Do I have the required resources to perform the tasks?
10. Have I researched the *Canadian Aviation Regulations* (CARs), airworthiness directives, service bulletins, and service difficulty reports to ensure compliance?

After the task

Ask yourself the following:

1. Did I perform the task to the best of my abilities?
2. Did I perform the job task without pressure, stress and distraction?
3. Did I perform the task using appropriate data?
4. Did I use all the methods, techniques and practices acceptable to the industry?
5. Did I or someone else re-inspect my work before returning the aircraft to service?
6. Is the result equal to or better than the original design?
7. Did I accomplish and record the required “independent checks” of affected controls?
8. Did I record proper entries for the work I performed?
9. Did I perform operational checks after the work was complete?
10. Am I willing to sign off for the work performed?
11. Am I willing to fly in the aircraft once it is approved for return to service?