



PART 149 ADHOC AUDIT PLAN

Dear ARO Team

Method	On site	X	Online	
SACAA Audit Team	Claudette George; Shakil Sayed			
Scope:	SACAR PART 149 and Approved Manuals			
ARO:	Experimental Association of South Africa – EAA			
Date:	29 September 2026			
Date	Time	Task	Participants	
29 / 09/ 2026	11:00	Opening meeting	Relevant Post-holders and SACAA inspector(s)	
		Supplementary Items		
		Verification of documentation/implementation		
	14:00	Closing meeting		

Kindly ensure that all Postholders are available for the opening and closing meetings, and that relevant managers are available to the team when required during the audit. Please note that the audit schedule is flexible and subject to change due to circumstances encountered during the audit.

The following will greatly aid the SACAA inspectors in completing the audit expeditiously:

1. Work areas with sufficient space to accommodate the team.
2. Designated areas to have plug points and internet access for computers.
3. A method of submitting documents. e.g. scanning, email or one drive if required.
4. A representative from the organization to co-ordinate activities throughout the audit process.

The **objective** and **scope** of the audit is to establish compliance with the organization's procedures set out in the Manual of Procedure (MOP) and the SACAA regulations.

Scope:

- Organization and Management
- Approved Manual of Procedures
- Personnel Requirements
- Resource requirements
- Technical and Regulatory Data
- Operational and Maintenance Procedures

- Conditions for Flight
- Display Authorization
- ARO Members
- Quality Management System

Methodology: Audit checklist(s) have been developed to provide a systematic approach to the audit of ARO's various specialty areas. The checklist(s) are designed to identify compliance within each specialty area. Where an ARO fails to comply with these requirements, a non-compliance/finding will be raised, and a corrective action will be required.

There are instances where it is neither feasible nor necessary to review or examine 100% of an organization's operations and in such cases, sampling principles apply.

Please do not hesitate to contact me should you have any questions.



Claudette George

Avionic Inspector

General Aviation

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