

UNITED STATES OF AMERICA  
DEPARTMENT OF TRANSPORTATION  
FEDERAL AVIATION ADMINISTRATION

# Air Agency Certificate

*Number* JGVR194F

*This certificate is issued to*  
Duncan Aviation, Inc.

*whose business address is*  
3701 Aviation Road  
Lincoln, Nebraska 68524

*upon finding that its organization complies in all respects  
with the requirements of the Federal Aviation Regulations  
relating to the establishment of an Air Agency, and is  
empowered to operate an approved* Repair Station.

*with the following ratings:*

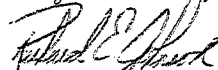
Radio	Limited Airframe (08/02/1995)
Instrument	Limited Specialized Service (12/30/1991)
Airframe (04/26/1990)	Limited Engine (06/30/1994)
Accessory (04/17/1979)	Limited Emergency Equipment (06/30/1994)
Propeller (11/23/1987)	Limited Accessories (05/12/1995)
	Limited Non-Destructive Testing (09/27/1996)

*This certificate, unless canceled, suspended, or revoked,  
shall continue in effect* indefinitely.

*Date issued:*

February 3, 1966

*By direction of the Administrator*



Richard E. Johnson

Manager, Lincoln, NE, FSDO

~~This Certificate is not Transferable, and any major change in the basic facilities, or in the location thereof,  
shall be immediately reported to the appropriate regional office of the Federal Aviation Administration~~

*Any alteration of this certificate is punishable by a fine of not exceeding \$1,000, or imprisonment not exceeding 3 years, or both*

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Part A

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**A001 . Issuance and Applicability**

**HQ Control: 01/31/2012**

**HQ Revision: 05d**

a. These operations specifications are issued to Duncan Aviation, Inc., a Repair Station located in the United States, pursuant to 14 CFR Part 145, § 145.53. The repair station certificate holder shall conduct operations in accordance with 14 CFR Part 145 and these operations specifications.

The certificate holder's address:

Fixed Location:  
3701 Aviation Road  
Lincoln, Nebraska 68524

Mailing Address:  
P. O. Box 81887  
Lincoln, Nebraska 68501

b. The holder of these operations specifications is the holder of certificate number JGVR194F and shall hereafter be referred to as the "certificate holder".

c. These operations specifications are issued as part of this repair station certificate and are in effect as of the date approval is effective. This certificate and these operations specifications shall remain in effect until the certificate for a repair station that is located in the United States is surrendered, suspended, or revoked.

d. The repair station specified on these operations specifications and located within the United States performs maintenance and/or an alteration of aircraft and/or aeronautical products to be installed on aircraft under the terms and conditions of the U.S./EC Safety Agreement, Annex 2, Maintenance, between the FAA and the EC.

e. The certificate holder is authorized to use only the business name which appears on the certificate to conduct the operations described in subparagraph a.

Delegated authorities: None



**A002 . Definitions and Abbreviations**

**HQ Control: 01/12/2012**

**HQ Revision: 05b**

Unless otherwise defined in these operations specifications, all words, phrases, definitions, and abbreviations have identical meanings to those used in 14 CFR and 49 U.S.C., as cited in Public Law 103-272, as amended. Additionally, the definitions listed below are applicable to operations conducted in accordance with these operations specifications.

<b>BASA</b>	The Bilateral Aviation Safety Agreement (BASA) is an executive agreement concluded between the United States and a foreign country for the purpose of promoting aviation safety; also known as an Agreement for the Promotion of Aviation Safety.
<b>Certificate Holder</b>	In these operations specifications, the term "certificate holder" means the holder of the repair station certificate described in these operations specifications in Part A paragraph A001 and any of its officers, employees, or agents used in the conduct of operations under this certificate.
<b>CFR</b>	Code of Federal Regulations
<b>Class rating</b>	As used with respect to the certification, ratings, privileges, and limitation of aircraft within a category having similar operating characteristics.
<b>EASA</b>	European Aviation Safety Agency
<b>EASA Accountable Manager</b>	The manager who has corporate authority for ensuring that all maintenance required by the customer can be financed and carried out to the standard required by the EASA full-member Authority.
<b>Exemption</b>	An authorization that permits an alternate means of compliance with a specific CFR. The exemption must meet the procedural requirements of 14 CFR Part 11.
<b>FAA Accountable Manager</b>	A person designated by the certificated repair station who is responsible for and has authority over all repair station operations that are conducted under 14 CFR Part 145, including ensuring that the repair station's personnel follow the regulations and serving as the primary contact with the FAA.
<b>Geographic Authorization</b>	An approval provided to a repair station located outside the United States to perform maintenance support under contract for a U.S. air carrier (or an operator of U.S.- registered aircraft under 14 CFR Part 129) at a location other than the repair station facility. A geographic authorization is issued by the FAA to respond to a U.S. air carrier's or Part 129 foreign operator's need for maintenance at a station where the frequency and scope of that maintenance does not

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	warrant permanently staffing and equipping the station for its accomplishment.
<b>Limited Rating</b>	A rating issued to repair stations for the performance of maintenance on particular makes and models of airframes, powerplants, propellers, radios, instruments, accessories, and/or parts.
<b>Limited Ratings - Specialized Services</b>	Rating issued for a special maintenance function when the function is performed in accordance with a specification approved by the Administrator.
<b>Line Maintenance</b>	Any unscheduled maintenance resulting from unforeseen events, or scheduled checks where certain servicing and/or inspections do not require specialized training, equipment, or facilities.
<b>MAG</b>	The Maintenance Annex Guidance (MAG) defines the process that the FAA and EASA undertake in the inspection, findings of compliance certification, and monitoring of repair stations, as well as their joint cooperation in quality assurance and standardization activities in support of the Agreement, Annex 2, Maintenance.
<b>Maintenance</b>	The inspection, overhaul, repair, preservation, and replacement of parts, but excludes preventive maintenance.
<b>U.S./EC Aviation Safety Agreement, Annex 2, Maintenance</b>	Annex 2 covers the reciprocal acceptance of findings of compliance, approvals, documentation and technical assistance regarding approvals and the monitoring of repair stations/maintenance organizations.
<b>MIP</b>	Maintenance Implementation Procedures (MIP) are procedures for implementing the provisions of a BASA that apply to maintenance.
<b>MOE</b>	A maintenance organization exposition (MOE) pertains to EASA member countries that use an MOE in place of a Repair Station Manual (RSM) and a Quality Control Manual (QCM).
<b>Preventive Maintenance</b>	As defined in 14 CFR part 1 and part 43 appendix A, subparagraph (c).
<b>QCM</b>	Quality Control Manual
<b>Repair Station located in the United States</b>	A certificated repair station located in the United States.
<b>Repair Station located outside the United States</b>	A certificated repair station located outside of the United States.
<b>RSM</b>	Repair Station Manual

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**A003 . Ratings and Limitations**

HQ Control: 01/30/2004

HQ Revision: 010

The Certificate Holder is authorized the following Ratings and/or Limitations:

**Class Ratings**

- Accessory Class 1: Mechanical Accessories
- Accessory Class 2: Electrical Accessories
- Accessory Class 3: Electronic Accessories
- Airframe Class 1: Composite Construction of Small Aircraft
- Airframe Class 3: All-Metal Construction of Small Aircraft
- Airframe Class 4: All-Metal Construction of Large Aircraft
- Instrument Class 1: Mechanical
- Instrument Class 2: Electrical
- Instrument Class 3: Gyroscopic
- Instrument Class 4: Electronic
- Radio Class 1: Communications Equipment
- Radio Class 2: Navigational Equipment
- Radio Class 3: Radar Equipment

Propeller Class 2: All propellers in the following list: Hartzell & McCauley, All Models

**Limited Ratings**

<u>Rating</u>	<u>Manufacturer</u>	<u>Make/Model</u>	<u>Limitations</u>
Airframe	AMD/BA	Falcon 10	
	Dassault Aviation	Falcon 20, 50, 200, 900, 2000 Series; Falcon 7X	
	Bombardier Inc.	CL-600-1A11, 2A12, 2B16; BD-100-1A10	
	Cessna Aircraft Company	500, 550, S550, 560, 560XL, 501, 551, 650, 680 and 750	
	Embraer	EMB-135 ER, EMB- 135LR & EMB-135BJ, EMB-500, EMB-505	
	Gulfstream Aerospace	G-1159, G-1159A, G-	

<u>Rating</u>	<u>Manufacturer</u>	<u>Make/Model</u>	<u>Limitations</u>
	Corp.	1159B & G-IV	
	Gulfstream Aerospace L.P.	1125 Westwind Astra, Astra SPX, Gulfstream 100	
	Hawker Beechcraft Corp.	200 Series	
	Israel Aircraft Industries LTD	1121, 1123, & 1124 Series	
	Learjet Inc.	20, 30, 45, 50 & 60 Series	
	Raytheon Aircraft Company	300 Series; 1900 Series; MU-300; MU-300-10 & 400 Series; DH-125, HS-125, BH-125, Bae-125 & Hawker Series	
PowerPlant - Turbine Engines	Honeywell	TFE731-2/3/4/5 series	Line Maintenance/Major (MPI)
		TFE731-20/40/60 Series	Line Maintenance/Major (MPI)
		ALF502 Series	Line Maintenance
		ATF-3	Line Maintenance
		AS907-1-1A	Line Maintenance
	CFE Company	CFE 738	Line Maintenance
	Williams/Rolls International	FJ44	Line Maintenance
	General Electric	CF34	Line Maintenance/Major/HSI
	Pratt & Whitney	PT6A Series	Line Maintenance/HSI
		JT15D Series	Line Maintenance/HSI
		PW305 Series	Line Maintenance
		PW530 Series	Line Maintenance
		PW535 Series	Line Maintenance
		PW617F-E	Line Maintenance
PW545 Series		Line Maintenance/HSI	
PW306 A & C		Line Maintenance	
	PW308 Series	Line Maintenance	
	PW307A	Line Maintenance	
	Rolls-Royce Corporation	AE3007 Series	Line Maintenance

<u>Rating</u>	<u>Manufacturer</u>	<u>Make/Model</u>	<u>Limitations</u>
	Rolls-Royce Deutschland Ltd & Co KG	Spey Series	Line Maintenance
		Tay Series	Line Maintenance
Accessories - Auxiliary Power Units (APU's)	Honeywell	GTCP30-92[C, C(A)]; GTCP36-100 (A, E, G, H); GTCP36-150 (F, F2M, W, CX); GTCP36- 6, RE100; RE220	Line Maintenance/HSI
	Sundstrand	T-20G-10C1A; T-62T- 39; T-62T-40 (C, C1, C2, C3, C3A, C3A1, C7A, C7A1, C8D1, C9)	Line Maintenance
Accessories - Thrust Reversers	Learjet Inc. (Aeronca)		For listed aircraft per the maintenance manual listed.
		Sabreliner NA-265-80	NA-69-420 CH (80) 78-30
		Falcon 20	Aeronca 232-240000 Ch 78-30
		Raytheon Aircraft Company 125-700A	MM125-700 V3/AG Ch 78-30
		Learjet 30, 50 Series	Aeronca 45-140000 Ch 78-30
Nondestructive Inspection, Testing, and Processing			Non-destructive testing of aircraft, engines, propellers and appliances including Magnetic Particle, Eddy Current, Dye/Fluorescent Penetrant, and Ultrasound in accordance with original manufacturer's technical data and Duncan Aviation, Inc., Written Practices Manual.
Emergency Equipment	Eastern Aero Marine	KS Series	Life Vest Inspection and Maintenance per Eastern Aero Marine Manual 25-60-1
		KSD-35L8	Life Vest Inspection and Maintenance per Eastern Aero Marine Manual 25-60-07
		KSE-35L8	Life Vest Inspection and Maintenance per Eastern Aero Marine Manual 25-60-12
		GA-12	Life Vest Inspection and Maintenance per Eastern Aero Marine Manual 25-60-13
		XF-35	Life Vest Inspection and Maintenance per Eastern Aero Marine Manual 25-60-30
	Switlik Parachute Company	AV-2A	Life Vest Inspection and Maintenance per Switlik Manual 25-60-41
		AV-8	Life Vest Inspection and Maintenance per Switlik Manual 25-60-33
		AV-35, S-11000 Series	Life Vest Inspection and Maintenance per Switlik Manual 25-60-190
		AV-2	Life Vest Inspection and Maintenance per Switlik Manual 25-60-30

<u>Rating</u>	<u>Manufacturer</u>	<u>Make/Model</u>	<u>Limitations</u>
		AV-10A	Life Vest Inspection and Maintenance per Switlik Manual 25-60-32
		AV-12A	Life Vest Inspection and Maintenance per Switlik Manual 25-60-43
		AV-35, S-51000 Series	Life Vest Inspection and Maintenance per Switlik Manual 25-61-07
		AV-35, S-21000 Series	Life Vest Inspection and Maintenance per Switlik Manual 25-61-07
		AV-35, S61000 Series	Life Vest Inspection and Maintenance per Switlik Manual 25-61-08
		VS35 Series	Life Vest Inspection and Maintenance per Switlik Manual 25-60-59
	Hoover Industries	FV-35 Series	Life Vest Inspection and Maintenance per Hoover Industries Manual 25-60-2
		FV-35E & FV-35F Series	Life Vest Inspection and Maintenance per Hoover Industries Manual 25-60-6
	Air Cruisers Company	A/C-2, A/C-3, A/C-4 and AD-8 Series	Life Vest Inspection and Maintenance per Air Cruisers Co. Manual 25-60-05
		AC-2000	Life Vest Inspection and Maintenance per Air Cruisers Co. Manual 25-64-02
	Life Vests for which manufacturer's maintenance and inspection data is not available		Inspections Only per Approved Process AP-ACS-97-005

**Limited Ratings - Specialized Services**

<u>Rating</u>	<u>Specifications</u>	<u>Limitations</u>
Thermal Spray Process	Allied Signal Report No. 72-IR-002 (for Allied Signal products only).	
Dynamic Balancing of Propellers	Chadwick-Helmuth "The Smooth Propeller," publication number AW-9511-2 (as revised), FAA Approved 6/12/1990. ACES publication number 1000-OM-01 (as revised), FAA Approved 10/8/1996.	
Aircraft Paint	Duncan Aviation, Inc., Approved Procedure AP-34-002-96, Rev 6, 02/25/2010	

1. The Certificate Holder applies for the Operations in this paragraph.
2. Support information reference: FAA Form 8310-3 dated March 7, 2011
3. These Operations Specifications are approved by direction of the Administrator.



2011.03.14 14:26:13 Central Daylight Time  
Location: WebOPSS  
Digitally signed by Larry Becherer,  
Principal Maintenance Inspector (CE09)

4. Date Approval is effective: 03/14/2011 Amendment Number: 15
5. I hereby accept and receive the Operations Specifications in this paragraph.

Mertens, Michael R., Manager, Regulatory Compliance

A handwritten signature in cursive script, appearing to read "Mike Mertens".

Date: 03/14/2011

**A004 . Summary of Special Authorizations and Limitations**

**HQ Control: 09/23/1998**

**HQ Revision: 010**

**a. The certificate holder, in accordance with the reference paragraphs, is authorized to:**

	Reference Paragraphs
Use an approved electronic recordkeeping system, electronic/digital signature, and/or electronic media.	A025
Perform work, including continuous operations, at additional locations other than at its primary fixed location.	A101
Conduct operations choosing to have an antidrug and alcohol misuse prevention program.	A449
Perform work, excluding continuous operations, at additional locations other than at its primary Fixed Location.	D100

**b. The certificate holder is *not authorized* and *shall not*:**

	Reference Paragraphs
Use Exemptions.	A005
Perform maintenance with NAA ratings where the scope of work is authorized by a BASA/MIP.	A060
Perform maintenance in accordance with foreign repair station geographic authorizations.	B050
Perform line maintenance for cert. holders conducting operations under Parts 121 and 135 and for foreign carriers/persons operating U.S. registered aircraft in common carriage under Part 129, apart from D100 which authorizes that work away from station.	D107

**A004 . Summary of Special Authorizations and Limitations**

**HQ Control: 09/23/1998**

**HQ Revision: 010**

**a. The certificate holder, in accordance with the reference paragraphs, is authorized to:**

	Reference Paragraphs
Use an approved electronic recordkeeping system, electronic/digital signature, and/or electronic media.	A025
Perform work, including continuous operations, at additional locations other than at its primary fixed location.	A101
Conduct operations choosing to have an antidrug and alcohol misuse prevention program.	A449
Perform work, excluding continuous operations, at additional locations other than at its primary Fixed Location.	D100

**b. The certificate holder is *not authorized* and *shall not*:**

	Reference Paragraphs
Use Exemptions.	A005
Perform maintenance with NAA ratings where the scope of work is authorized by a BASA/MIP.	A060
Perform maintenance in accordance with foreign repair station geographic authorizations.	B050
Perform line maintenance for cert. holders conducting operations under Parts 121 and 135 and for foreign carriers/persons operating U.S. registered aircraft in common carriage under Part 129, apart from D100 which authorizes that work away from station.	D107



**A007 . Designated Persons**

**HQ Control: 12/19/2006**

**HQ Revision: 030**

a. The personnel listed in the following table are designated to officially apply for and receive operations specifications for the certificate holder indicated below.

**Table 1 – Designated Persons to Apply for and Receive Authorizations**

Title	Name	Parts Authorized
FAA Accountable Manager, 145	Lake, Jeff	A,D
Chief Inspector / Chief Inspector	Lewandowski, Paul M.	A,D
Manager, Regulatory Compliance	Mertens, Michael R.,	A,D

b. The following personnel listed in Table 2 are designated by the certificate holder to receive Information for Operators (INFO) messages for the certificate holder as indicated below. A receipt for the information by an operator or person is not required.

**Table 2 – Designated to Receive INFO Messages**

Name	Email Address	Telephone No.	Type of Information to Receive
Mertens, Michael R.	mike.mertens@duncanaviation.com	(402) 475-2611	ALL
Lewandowski, Paul M.	paul.lewandowski@duncanaviation.com	(402) 475-2611	ALL

1. The Certificate Holder applies for the Operations in this paragraph.
2. Support information reference: Air Agency's letter dated 08/20/2010
3. These Operations Specifications are approved by direction of the Administrator.



2010.09.07 12:40:44 Central Daylight Time  
Location: WebOPSS  
Digitally signed by Larry Becherer,  
Principal Maintenance Inspector (CE09)

4. Date Approval is effective: 09/07/2010                      Amendment Number: 7
5. I hereby accept and receive the Operations Specifications in this paragraph.

Mertens, Michael R., Manager, Regulatory Compliance

*Michael R. Mertens*

Date: 09/07/2010

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**A101 . Additional Fixed Locations**

**HQ Control: 11/16/2004**

**HQ Revision: 010**

a. The certificate holder may perform work at the following additional fixed location(s) listed in Table 1, provided it has the facilities, material, equipment and technical personnel to perform the work authorized :

**Table 1**

Additional Location Address(es)				
Address	City	State	Country	Postal Code
Avionics Shop 3410 West Mathis Street	Lincoln	Nebraska	UNITED STATES	68524
Engine Shop West 5000 NW 44th Street, Suite A	Lincoln	Nebraska	UNITED STATES	68524
Nose Docks 4530 NW 37th Street, Bldg 940	Lincoln	Nebraska	UNITED STATES	68524
3621 NW 36th Street, Bldg 1020	Lincoln	Nebraska	UNITED STATES	68524

b. This authorizes the certificate holder to use multiple locations to perform its operations under a single certificate.

c. This authorization does not constitute a geographic authorization for work performed at another location.

d. The certificate holder may perform continuous operations at the facilities listed in Table 1 above.

e. Privileges of a line station, as set forth by any EASA line station rating, are authorized at these locations, as applicable.

f. All the authorizations and exemptions authorized for the certificate holder apply at these locations, as applicable.

1. Issued by the Federal Aviation Administration .
2. Support information reference:
3. These Operations Specifications are approved by direction of the Administrator.



2010.05.20 08:44:30 Central Daylight Time  
Location: WebOPSS  
Digitally signed by Larry Becherer,  
Principal Maintenance Inspector (CE09)

4. Date Approval is effective: 05/20/2010 Amendment Number: 3
5. I hereby accept and receive the Operations Specifications in this paragraph.

Lewandowski, Paul M., (Not Applicable)

A handwritten signature in cursive script, appearing to read "P. M. L.", written in black ink.

Date: 05/20/2010

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**A449 . Antidrug and Alcohol Misuse Prevention Program**

**HQ Control: 07/17/2009**

**HQ Revision: 00a**

- a. The Part 145 repair station certificate holder has elected to implement an Antidrug and Alcohol Misuse Prevention Program, because the certificate holder performs safety-sensitive functions for a 14 CFR Part 121, and 135 certificate holder and/or for a 14 CFR Part 91 operator conducting operations under Section 91.147.
- b. The certificate holder certifies that it will comply with the requirements of 14 CFR Part 120 and 49 CFR Part 40 for its Antidrug and Alcohol Misuse Prevention Program.
- c. Antidrug and Alcohol Misuse Prevention Program records are maintained and available for inspection by the FAA's Drug Abatement Compliance and Enforcement Inspectors at the location listed in Table 1 below:

**Table 1**

Location & Telephone of Antidrug and Alcohol Misuse Prevention Program Records:	
Telephone Number:	A3: JGVA194F
Address:	
Address:	
City:	
State:	
Zip code:	

d. Limitations and Provisions.

- (1) Antidrug and Alcohol Misuse Prevention Program inspections and enforcement activity will be conducted by the Drug Abatement Division. Questions regarding these programs should be directed to the Drug Abatement Division.
- (2) The certificate holder is responsible for updating this operations specification when any of the following changes occur:
  - (a) Location or phone number where the Antidrug and Alcohol Misuse Prevention Program Records are kept.
  - (b) If the certificate holder's number of safety-sensitive employees goes to 50 and above, or falls below 50 safety-sensitive employees.
- (3) The certificate holder with 50 or more employees performing a safety-sensitive function on January 1 of the calendar year must submit an annual report to the Drug Abatement Division of the FAA.
- (4) The certificate holder with fewer than 50 employees performing a safety-sensitive function on January 1 of any calendar year must submit an annual report upon request of the Administrator, as specified in the regulations.

The certificate holder has 50 or more safety-sensitive employees.



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Part D

	HQ CONTROL DATE	EFFECTIVE DATE	AMENDMENT NUMBER
100 Work to be Performed at a Place Other Than the Repair Station Fixed Location(s)	11/16/2004	05/20/2010	4

**D100 . Work to be Performed at a Place Other Than the Repair Station Fixed Location(s) HQ Control: 11/16/2004**  
**HQ Revision: 050**

- a. The certificate holder may perform work at a place other than its Fixed Location (as listed in paragraph A001, and paragraph A101 if issued, of these operations specifications) provided it has the facilities, material, equipment and technical personnel to perform the work authorized in the following table.

Table 1

Work Authorized	Repair Stations Manual References	Quality Control Manual References
All items listed in para. A003 are authorized.	Duncan Aviation, Inc. Repair Station General Operating Manual (RSGOM).	see Duncan Aviation, Inc. RSGOM

- b. The certificate holder **may not** perform **continuous** operation at a facility other than the station's Fixed Location listed in paragraph A001, and paragraph A101 if issued.
- c. Line Stations. Privileges of a line station, as set forth by the EASA certificate and scope of work and located within the country where the main facility is domiciled are listed in Table 1 are authorized.
- d. Work may be due to a special circumstance or on a recurring basis. If on a recurring basis, the repair station must have procedures in its manual.

1. Issued by the Federal Aviation Administration .
2. Support information reference:
3. These Operations Specifications are approved by direction of the Administrator.



2010.05.20 08:47:28 Central Daylight Time  
Location: WebOPSS  
Digitally signed by Larry Becherer,  
Principal Maintenance Inspector (CE09)

4. Date Approval is effective: 05/20/2010 Amendment Number: 4
5. I hereby accept and receive the Operations Specifications in this paragraph.

Lewandowski, Paul M., (Not Applicable)

A handwritten signature in black ink, appearing to read "P.M. L.", written in a cursive style.

Date: 05/20/2010

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