

SUBJECT:

Required maintenance for Standard Interior Modification, Document Holder (P/N 350-701074).

APPLICABILITY :

Aircraft with the subject modification embodied in accordance with TCCA STC No. SH12-28 or any relevant foreign approvals.

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1. GENERAL

- A. The subject Standard Interior Modification for the Document Holder is defined by AHCA drawing number 350-701074 and consists of:

| Description | Part Number | Appendix Number |
|----------------------------------|-------------|-----------------|
| Document Holder Installation Kit | 350-701074 | Appendix A |

Document holders manufactured from leather are secured to the back of the pilot's and / or co-pilot's seat.

Refer to Figure 1 for General Layout.

- B. These Instructions for Continued Airworthiness are applicable to aircraft with the subject modification embodied.

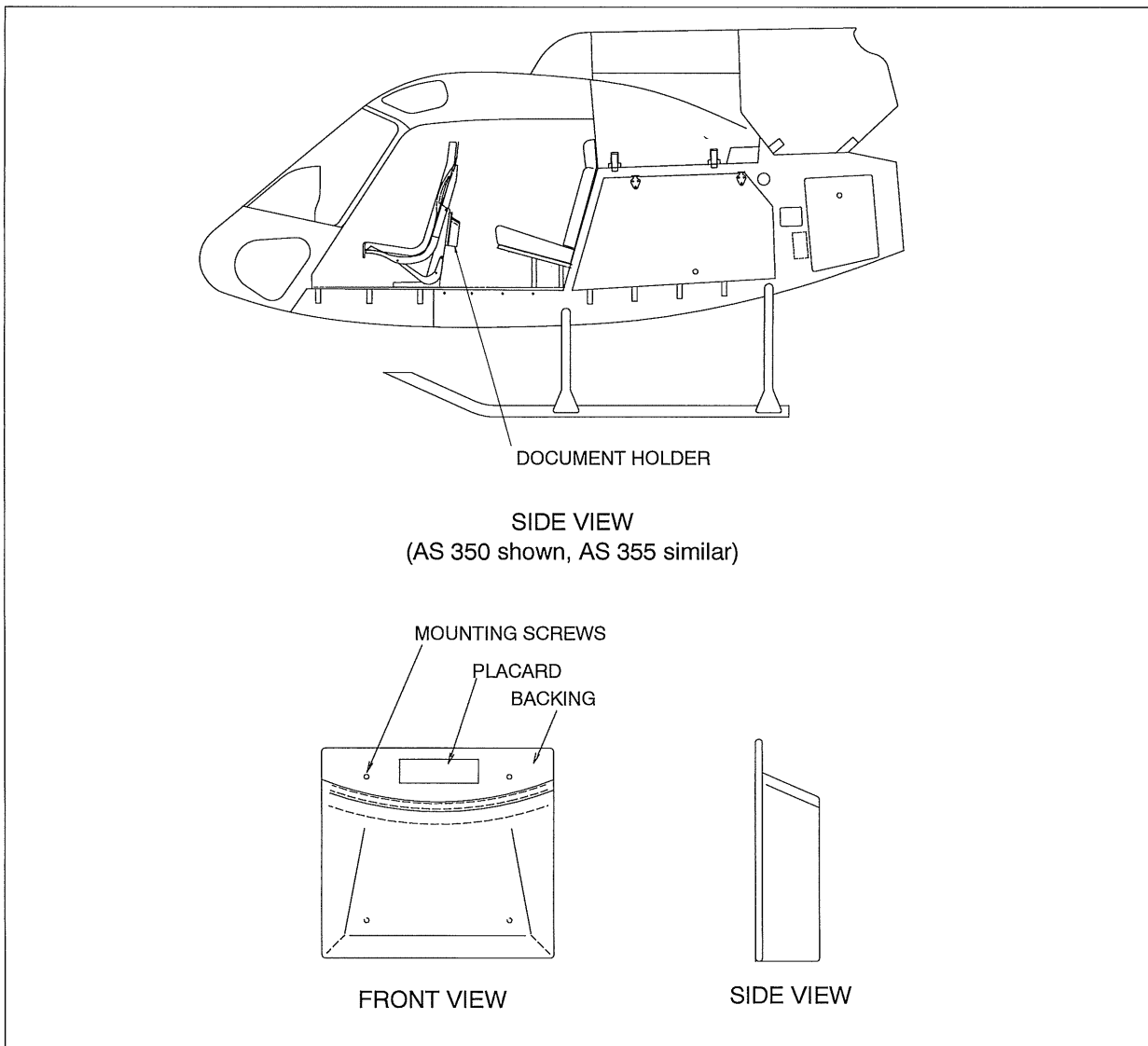


Figure 1 General Layout

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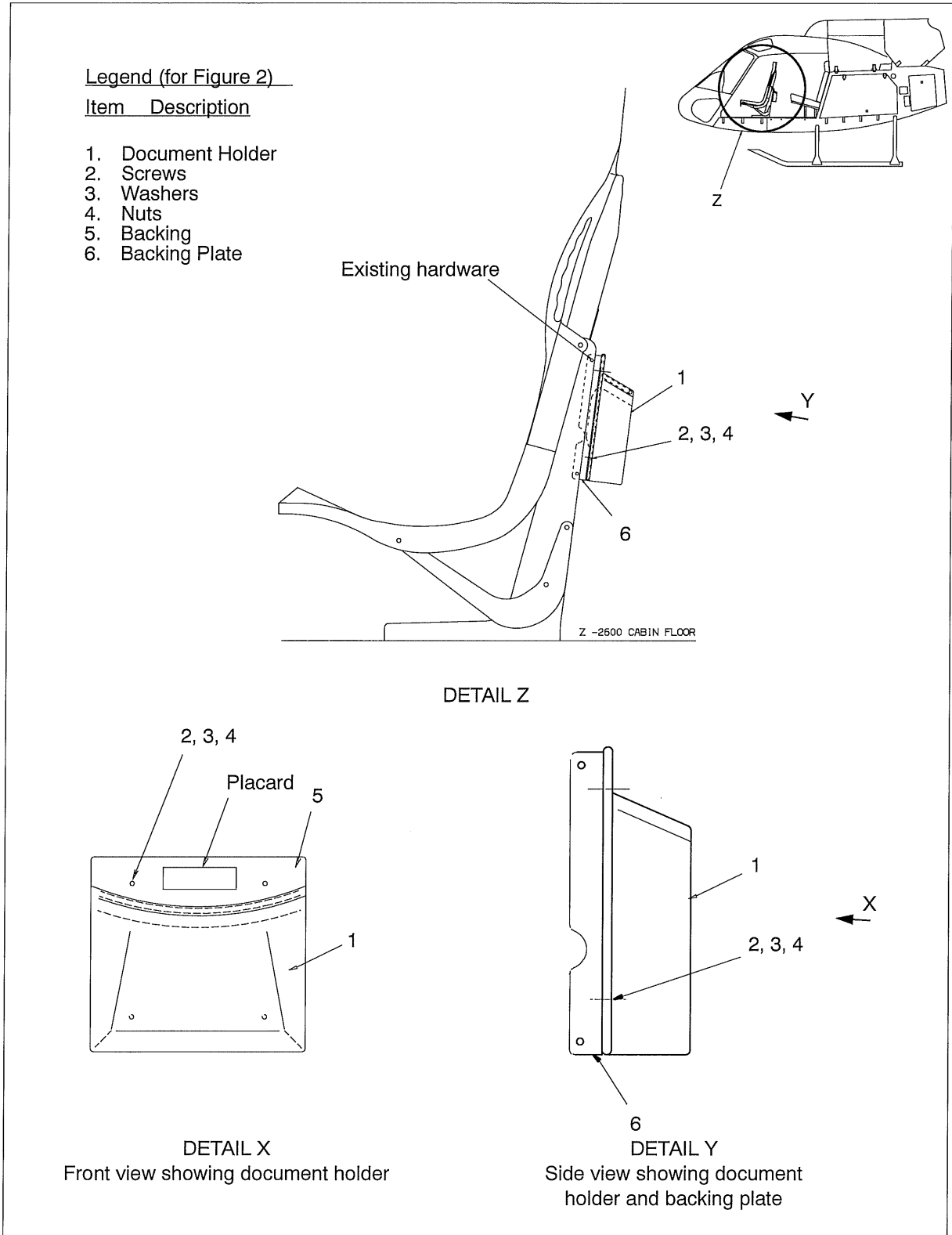


Figure 2 Document Holder Details

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C. REFERENCES

| DOCUMENT | DOCUMENT TITLE |
|--------------------|---------------------------|
| MTC (all aircraft) | Standard Practices Manual |

D. ABBREVIATIONS & DEFINITIONS

| ABBREVIATION | DEFINITION |
|--------------|-----------------------------------|
| AHCA | Airbus Helicopters Canada Limited |
| AH | Airbus Helicopters |
| Acc'd | Accepted |
| App'd | Approved |
| CAR | Canadian Aviation Regulations |
| D | Days |
| DAPM | Design Approval Procedures Manual |
| FH | Flight Hours |
| hrs. | hours |
| M | Months |
| MOD | Modification |
| MTC | Standard Practices Manual |
| P/N | Part Number |
| ref. | reference |
| STC | Supplemental Type Certificate |
| TCCA | Transport Canada Civil Aviation |

E. UNITS OF MEASUREMENT

| ABBREVIATION / SYMBOL | UNIT OF MEASUREMENT |
|-----------------------|---------------------|
| kg | kilogram |
| lb | pound |
| m | meter |
| mm | millimeters |
| in | inch |

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**INSTRUCTIONS FOR CONTINUED
AIRWORTHINESS
STANDARD INTERIOR MODIFICATION
DOCUMENT HOLDER
AS 350 / AS 355**

2. AIRWORTHINESS LIMITATIONS

The Airworthiness Limitations section is approved by the Minister and specifies maintenance required by any applicable airworthiness or operating rule unless an alternative program has been approved by the Minister. Variations must also be approved.

The Airworthiness Limitations section is FAA approved and specifies inspections and other maintenance required under Sections 43.16 and 91.403 of the Federal Aviation Regulations unless an alternative program has been FAA approved.

The Airworthiness Limitations section is approved and variations must be approved.

No airworthiness limitations associated with this installation.

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3. CONTROL AND OPERATION

Control and operation of the aircraft remains unchanged.

4. INSPECTION SCHEDULE AND MAINTENANCE ACTION

NOTE: Use torque per MTC, Chapter 20.02.05.404, unless otherwise specified.

4.1. INSPECTION SCHEDULE

4.1.1. Every 150 FH or 12 M (Margins: 15 FH or 36 D) to coincide with the 150 FH or 12 M helicopter inspection, whichever occurs first:

| ITEM | INSPECTION OR MAINTENANCE WORK | CORRECTIVE ACTION |
|------|--|--|
| A | - Check document holders, shown in Figure 1, for: a. security b. wear (visible fading, fraying, cuts etc.) c. cleanliness | a. Secure as required. b. Excessive wear is not permitted. If excessive wear is evident, contact AHCA for replacement parts. c. For cleaning instructions refer to Appendix B. |
| B | - Check placards and markings (refer to Section 10) for: a. legibility b. secure mounting | a. If placards have become illegible, contact AHCA for replacement parts. b. Secure or reattach placards as required. |

Table 1 Inspection Schedule and Maintenance Action
 Every 150 FH or 12 M to coincide with the 150 FH or 12 M helicopter inspection, whichever occurs first

5. REPLACEMENT COMPONENTS AND REPAIR / OVERHAUL INFORMATION

Contact AHCA for replacement component parts. No overhaul information for this installation.

For replacement components contact:

Airbus Helicopters Canada Limited
 1100 Gilmore Road, P.O. Box 250
 Fort Erie, Ontario L2A 5M9 Canada
 Telephone: (905) 871-7772
 Telefax: (905) 871-3599
 www.airbushelicopters.ca

6. TROUBLESHOOTING

There are no unique characteristics which require troubleshooting techniques.

7. SPECIAL TOOLING

No special test equipment or tools are required. Standard tools are adequate.

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8. REMOVAL AND REPLACEMENT
A. REMOVAL
1) DOCUMENT HOLDERS (Refer to Figure 1)

- a) Remove existing hardware securing backing plate (6) and document holder (1) to the back of the outboard forward seat(s) and place on workbench. Retain hardware for reinstallation.
- b) Remove screws (2, 4 places), washers (3, 4 places) and nuts (4, 4 places) securing the document holder (1) to the backing plate (6).

B. REPLACEMENT

NOTE: Use torque per MTC, Chapter 20.02.05.404, unless otherwise specified.

1) DOCUMENT HOLDERS (Refer to Figure 1)

- a) Secure document holder (1) to backing plate (6) using screws (2, 4 places), washers (3, 4 places) and nuts (4, 4 places).
- b) Reposition backing plate (6) with document holder (1) onto back of the outboard forward seat(s) and secure using retained existing hardware.

9. WEIGHT AND BALANCE DATA
A. Removed Items

| DESCRIPTION | WEIGHT | | ARM | | MOMENT | |
|------------------|-------------|------------|-------------|------------|-------------|------------|
| | kg | lbs | m | in | kg m | lb in |
| (not applicable) | 0.00 | 0.0 | 0.00 | 0.0 | 0.00 | 0.0 |
| Total | 0.00 | 0.0 | 0.00 | 0.0 | 0.00 | 0.0 |

B. Added Items

| DESCRIPTION | WEIGHT | | ARM | | MOMENT | |
|------------------------------|-------------|------------|-------------|-------------|-------------|--------------|
| | kg | lbs | m | in | kg m | lb in |
| Document Holder (quantity 1) | 1.00 | 2.2 | 1.62 | 63.8 | 1.62 | 140.4 |
| Total | 1.00 | 2.2 | 1.62 | 63.8 | 1.62 | 140.4 |

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10. PLACARDS AND MARKINGS

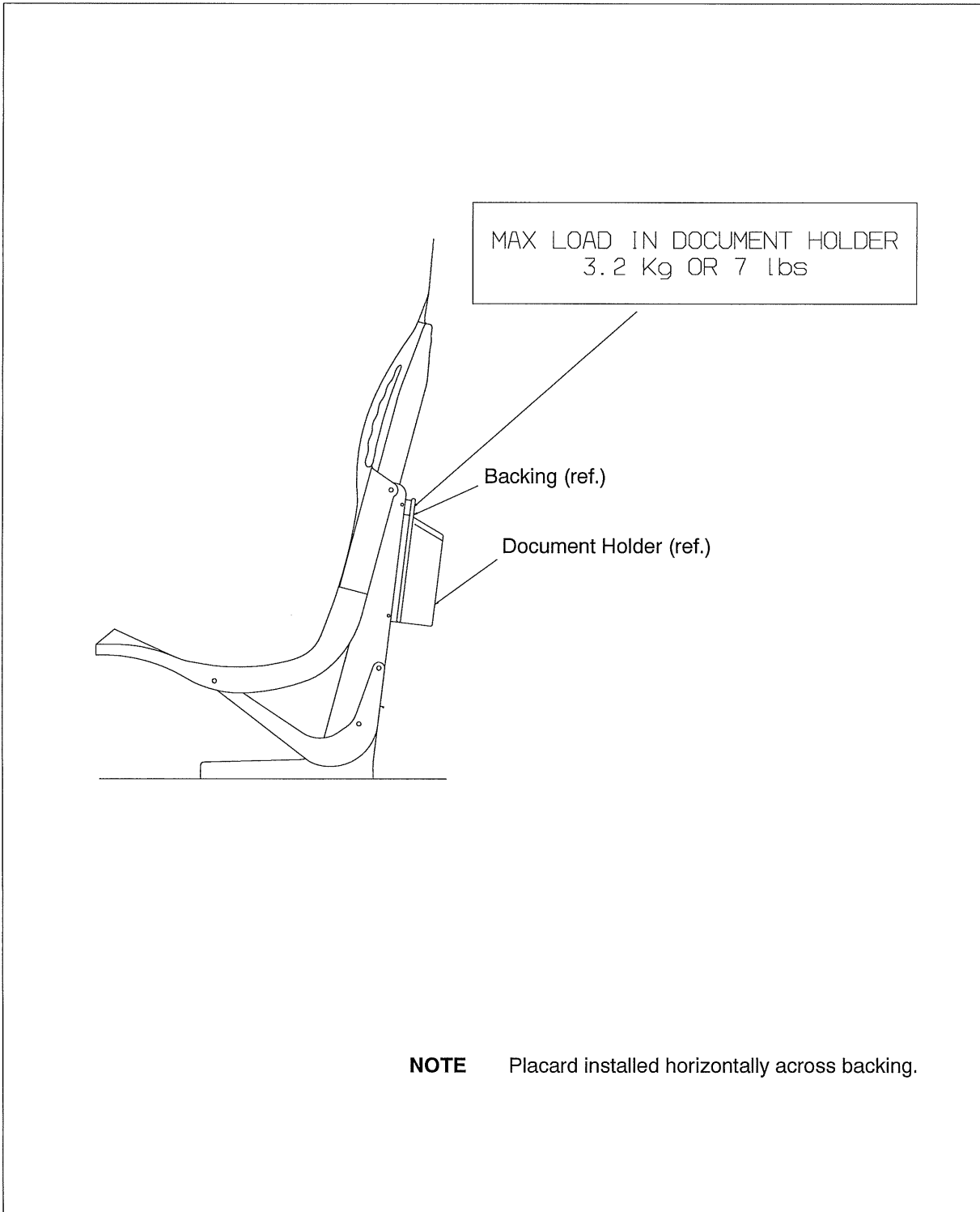


Figure 3 Placard location on document holder

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Spinneybeck

Leather

Recommended General Maintenance

We are often asked, "Is leather practical?" The answer to this depends on your definition of practical. If we expect leather to be "plastic perfect" and never show use or develop a patina, it might not be practical. But if we understand and appreciate the changing beauty of fine, natural leather and its amazing durability, it is most practical.

Leather is resilient. It will outwear textiles many times over. Since fabrics are woven, any change in their appearance from age and use detracts from their beauty. Leather, on the other hand, adjusts to its environment. It mellows gracefully with age. Leather is expected to change; even the oils from our hands help to develop the patina.

Full grain leather is not demanding and requires very little care. It should not be abused by harsh cleaners or substances such as wax or mink oils, saddle soap or other leather polishes. These become surface sealants which keep premium full grain leathers from breathing (hence they will eventually dry out and crack). A periodic wipe with a cool damp cloth is sufficient means of cleaning under normal conditions.

The following guidelines will help you to maintain the beauty of Spinneybeck leather without destroying any of the natural characteristics:

Finished Leather: Acqua, Alaska, Amazon, Andes, Antique, Derby, Ducale, España, Forte, Hand Tipped, Leather Tiles, Lucente, Portofino, Sabrina, Salon, Velluto Pelle, Volo

Finished leather, the most popular, is smooth and has a satiny finish. Its breathable protective finish makes it most suitable for high traffic areas or contract use. It is maintained by wiping with a cool, damp cloth. For tougher soiling, use a pH balanced soap on a cloth and rinse. Remember to always use cool water. Repeat if needed.

Naked Leather: Arizona,* Belting Leather,* Capri,* Copenhagen,* Cordovan,* Distressed,* Prima, Riva, Saddle

Naked leathers have no surface or impregnated finish, other than dye matter, which may mask or alter the natural state of the leather. There is no barrier against spillage or staining, therefore, naked leather should be selected with this in mind.

The only recommended cleaning method for a naked leather is to wipe the entire surface with a soft cloth and cool water. Do not spot rub, for it will darken only that area. The idea is to even out any abrasions or stains.

** Leathers noted should be cleaned as a naked leather due to their very light application of finish.*

Grain Sueded Leather: Ducale Velour, Marissa

Full grain leathers that have been lightly buffed to raise the nap of the surface are referred to as "grain sueded" leathers. This produces the softest hand of any suede leathers. For maximum soil resistance and durability these leathers have received an impregnated soil resistant treatment.

Grain sueded leather can be maintained with reasonable care as spillage will bead up and roll off. However, it should not be allowed to puddle, but be blotted up immediately. For normal care, grain sueded leather should be dry brushed occasionally. Remove general soilage with a suede cleaning block.

Textured Sueded Leather: Maremma

Textured Sueded Leather is an aniline dyed leather with a dense sueded surface. The textured surface is protected by an impregnated, soil resistant treatment which shields the surface without disturbing the suppleness and rich coloration.

Textured sueded leather can be maintained with reasonable care as liquids will bead allowing spillage to be blotted up immediately. For normal care, the surface of textured suedes should be brushed occasionally with a scotch brite pad followed by vacuuming to remove dirt and loose fibers.

Note: Certain inks or stains cannot be removed from leather just as they cannot be removed from other upholstery fabrics. Use caution to avoid these accidents. Remember that our leathers are all natural "skins." Treat your leather the same way you would treat your own skin.

Please call for more information about Spinneybeck Maintenance Kits, which include our specially formulated cleaners, conditioners and ink removers.

Updated: May 2008

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