

Part-DT0 (whole Part)

Audit Checklist

66 audit questions across **14** sections.

Easy Access Rules for Aircrew, version 2025-11-25 – IR per Regulation (EU) No 1178/2011 Annex VIII (Part-DT0), as amended by Reg (EU) 2018/1119, 2019/430, 2020/359; AMC/GM per ED Decision 2018/009/R and ED Decision 2025/002/R

HOW TO USE THIS CHECKLIST

Each question has three boxes the auditor fills in during the audit:

1. **Compliance** – the binary headline: Compliant / Non-compliant.
2. **Classification** – where the gap is, four-state grid: Documented / Implemented matrix.
3. **Finding level** – severity: L1 / L2 / O (Level 1 / Level 2 / Observation).

Severity is the auditor's call on the day, against the real finding – no severity is pre-suggested per question.



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Product: Part-DTO (whole Part) (66 questions)
Regulation: Easy Access Rules for Aircrew, version 2025-11-25 — IR per Regulation (EU) No 1178/2011 Annex VIII (Part-DTO), as amended by Reg (EU) 2018/1119, 2019/430, 2020/359; AMC/GM per ED Decision 2018/009/R and ED Decision 2025/002/R
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Findings

Q1

IR

IR §DTO.GEN.150

When the competent authority issues a finding, does the DTO **close it within the authority-set deadline?**

SOURCE VERBATIM

After the competent authority has communicated a finding to a DTO in accordance with point ARA.GEN.350(da)(1), the DTO shall take the following steps within the time period determined by the competent authority:

– EASA Part-DTO §DTO.GEN.150, Easy Access Rules for Aircrew v2025-11-25 (IR per Reg (EU) 2018/1119)

COMPLIANCE

Compliant Non-compliant

CLASSIFICATION (FOUR-STATE)

- Documented and Implemented
- Documented Not Implemented
- Not Documented but Implemented
- Not Documented and Not Implemented

FINDING LEVEL

L1 L2 O
L1 = Level 1 · L2 = Level 2 · O = Observation

SUGGESTED EVIDENCE TO REQUEST

- A findings/corrective-action procedure that triggers on receipt of a competent-authority finding and tracks the authority-determined time period
- A register of competent-authority findings with the determined time period and actual closure dates
- Sample findings: the required steps (root cause, corrective action, inform authority) were completed within the determined time period
- Where an extension was needed, evidence it was sought from and granted by the competent authority (no silent overrun)

ORGANISATION MANUAL REFERENCE:

FINDINGS / NOTES:

For each finding, does the DTO **identify the root cause**?

SOURCE VERBATIM

(a) identify the root cause of the non-compliance;

– EASA Part-DTO §DTO.GEN.150(a), Easy Access Rules for Aircrew v2025-11-25 (IR per Reg (EU) 2018/1119)

COMPLIANCE

Compliant Non-compliant

CLASSIFICATION (FOUR-STATE)

- Documented and Implemented
 Documented Not Implemented
 Not Documented but Implemented
 Not Documented and Not Implemented

FINDING LEVEL

L1 L2 O

L1 = Level 1 · L2 = Level 2 · O =
Observation

SUGGESTED EVIDENCE TO REQUEST

- Root-cause analysis recorded for each competent-authority finding (method used, contributing factors, the identified root cause — not just the symptom)
- The root cause demonstrably drives the corrective action taken (cross-reference Q3)
- Sample findings: root-cause records present and substantive
- The annual internal review tests root-cause adequacy (cross-reference AMC1 DTO.GEN.270(a)(g))

ORGANISATION MANUAL REFERENCE:

FINDINGS / NOTES:

For each finding, does the DTO **take corrective action that ends the non-compliance and remedies its consequences?**

SOURCE VERBATIM

(b) take the necessary corrective action to terminate the non-compliance and, where relevant, remedy the consequences thereof;

— EASA Part-DTO §DTO.GEN.150(b), Easy Access Rules for Aircrew v2025-11-25 (IR per Reg (EU) 2018/1119)

COMPLIANCE

Compliant Non-compliant

CLASSIFICATION (FOUR-STATE)

- Documented and Implemented
 Documented Not Implemented
 Not Documented but Implemented
 Not Documented and Not Implemented

FINDING LEVEL

L1 L2 O
 L1 = Level 1 · L2 = Level 2 · O = Observation

SUGGESTED EVIDENCE TO REQUEST

- Corrective-action records that address the identified root cause and terminate the non-compliance (not a temporary workaround)
- Where the non-compliance had consequences, evidence the consequences were remedied (e.g. affected training/ records corrected)
- Verification that the corrective action was effective (non-compliance did not recur) — feeds AMC1 DTO.GEN.270(a) (g)
- Sample findings: corrective (and, where relevant, remedial) action completed and evidenced

ORGANISATION MANUAL REFERENCE:

FINDINGS / NOTES: