

# AERODROME CORRECTIVE ACTION PLAN FORM: AED-F-015

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| AAC Logo  Cape Verde Civil Aviation Agency  **CORRECTIVE ACTION FORM** | | | | | | | |
| Company Name: | Base Location: | | | | Date (dd-mm-yyyy): | | File: |
| Area of Inspection (Checklist): | | | | | | | Number: |
| **Company Corrective Action**   1. Short Term   Completion Date: | | | | | | | |
| 1. Long term Corrective Action to Prevent Recurrence (Cause(s) of Problem and Actions to Prevent Recurrence): | | | | | | | |
| Proposed Completion Date | | | Company Representative (Name/Signature) | | | | Date(dd-mm-yyyy): |
| AAC Response/Comments 🞏 Accepted 🞏 Rejected New CAP target Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  (dd-mm-yyyy) | | | | | | | |
| Inspector’s Signature | | | | Date: | | | |
| **Reason for Closure/Follow-Up/ Comments** | | | |  | | |  |
| CAP Tracking Form in Use 🞏 Yes 🞏 No On-Site Follow-Up Required 🞏 Proposed Date \_\_\_\_\_\_\_ | | | | | | | |
| 🞏 Administratively Closed 🞏 Closed Pursuant to CV-CAR Long Term Corrective Action Exceeding 90 days | | | | | | | |
| Date of Closure (dd-mm-yyyy): | | SRS Updated 🞏 | | | | Finding Closed By: | |
| AAC Form | | | | | | | |

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| AAC Logo  Cape Verde Civil Aviation Agency  **CORRECTIVE ACTION FORM- PART 1** | | | | |
| Company Name: | Base Location: | | Date (dd-mm-yyyy): | File: |
| Área of Inspection (Checklist): | | | | Number: |
| **Immediate or Short Term Corrective Action Company Corrective Action**  Completion Date: | | | | |
| **Long term Corrective Action**   1. Cause(s) of Problem 2. Actions to Prevent Recurrence | | | | |
| Proposed Completion Date | | Company Representative (Name/Signature) | | Date(dd-mm-yyyy): |
| AAC Form | | | | |

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| AAC Logo  Cape Verde Civil Aviation Agency  **CORRECTIVE ACTION FORM- PART 2** | | | | | | |
| Company Name: | Base Location: | | | Date (dd-mm-yyyy): | | File: |
| Área of Inspection (Checklist): | | | | | | Number: |
| AAC Response/Comment  🞏 CAP Accepted  Proposed follow-up 🞏 On-site OR 🞏 Administrative Proposed Follow-up date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  🞏 CAP Rejected 🞏 New CAP Target Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | |
| Inspector’s Signature | | SRS Update: | | | Finding Closed by: | |
| **Finding Closed Reason(s)/Follow-up/Comment(s)**  Follow-up completed 🞏 On-Site OR 🞏 Administrative Date Completed (dd-mm-yyyy):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Closed Pursuant to CV-CAR Long Term Corrective Action Exceeding 90 days 🞏  Tracking Form in Use 🞏 yes 🞏 No Tracking File Location | | | | | | |
| Date of Closure (dd-mm-yyyy): | | | SRS Updated 🞏 | | | Finding Closed By: |
| AAC Form | | | | | | |