AVISTRATA
AVIATION BUSINESS PLATFORM

Program Management

A short guide to running a modification or multi-aircraft program in Avistrata

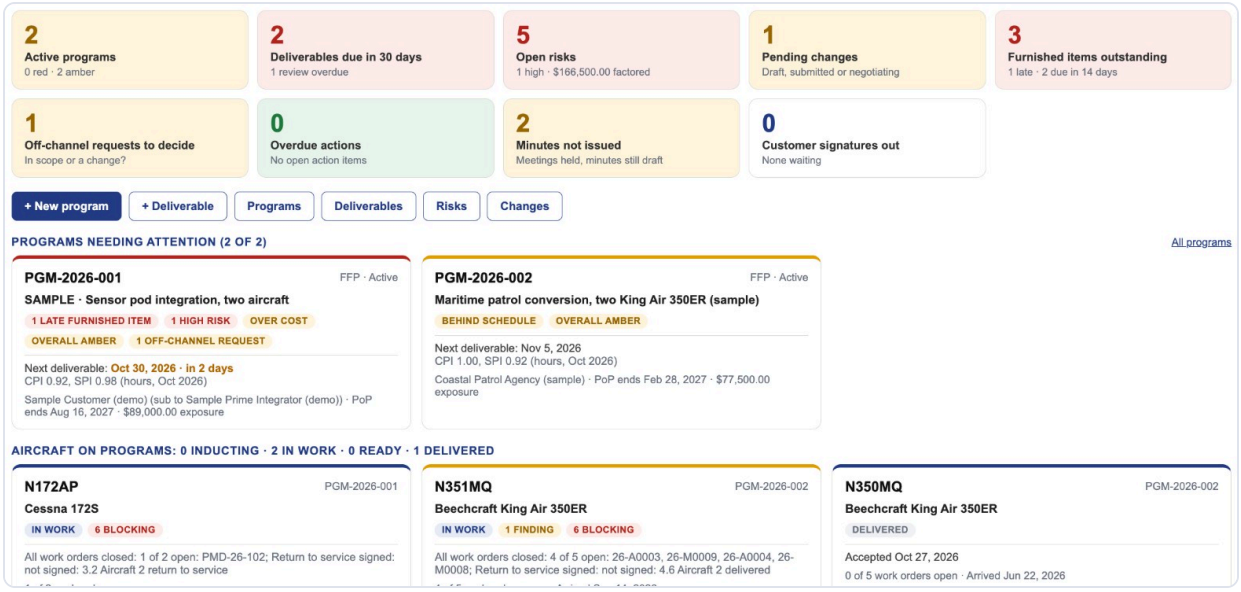
For program managers, planners, directors and finance · Avistrata 2.2

A program ties a contract to the maintenance that delivers it: the schedule, the people, the work orders, the deliverables, the risks and changes, the cost, and each aircraft from arrival to customer acceptance. In Avistrata the program's progress comes from the work orders and signed-off task cards themselves, so the schedule, the resource plan and earned value move as the hangar works, not when someone updates a spreadsheet.

> **The sample.** PGM-2026-002, a maritime patrol conversion of two King Air 350ERs for Coastal Patrol Agency (sample): a firm fixed-price program from June 2026 to February 2027, 6,370 budgeted hours. The first aircraft was delivered and accepted on 27 October; the second is in work. **Every person, company, tail number and figure in this guide is fictional.** The screenshots are real Avistrata screens showing this sample data, taken on 28 October 2026.

Where it lives

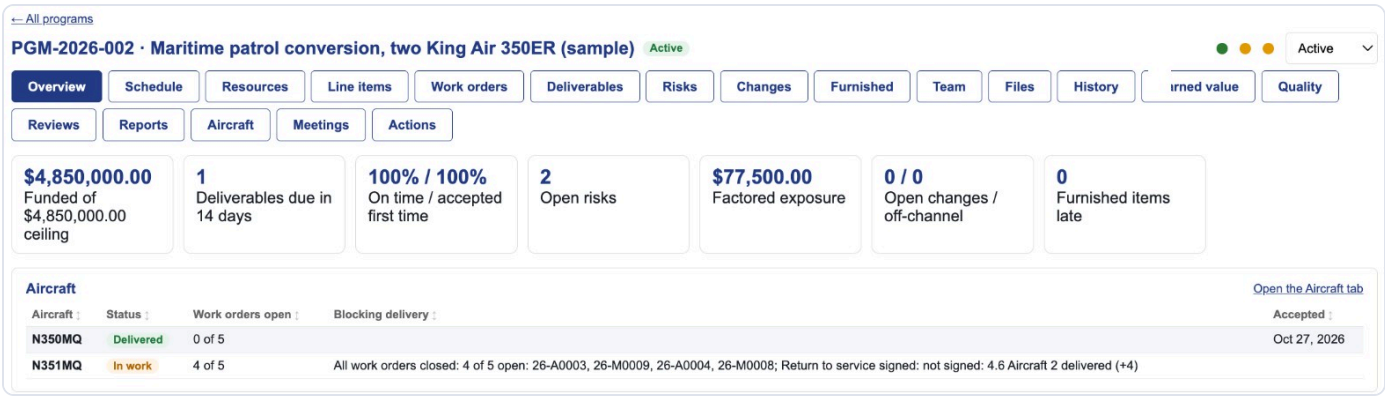
Program Management is its own workspace, with **PM Home**, Programs, Deliverables, Risks, Changes, My items, Resources, Actions, Reports, Finance (directors and finance) and Settings. Inside a program the tabs are Overview, Schedule, Resources, Line items, Work orders, Deliverables, Risks, Changes, Furnished, Team, Files, History, Earned value, Quality, Reviews, Reports, Aircraft, Meetings and Actions. A program starts from **+ New program**, or from **Start program** on a won Business Development case.



PM Home: active programs, deliverables due, risks, pending changes, furnished items, off-channel requests, actions, minutes and customer signatures, then the programs that need attention and the aircraft on programs.

1 The program and its contract

The Overview carries the contract: customer, whether you are the prime or a subcontractor, contract type (FFP, T&M and others), contract and order numbers, period of performance, ceiling and funding, the program manager, and whether the program holds CUI or ITAR data. Aircraft are added to the program here or on the Aircraft tab. Line items break the contract into what is priced and invoiced; each linked work order is tied to a line item and shows its hours worked and parts cost.

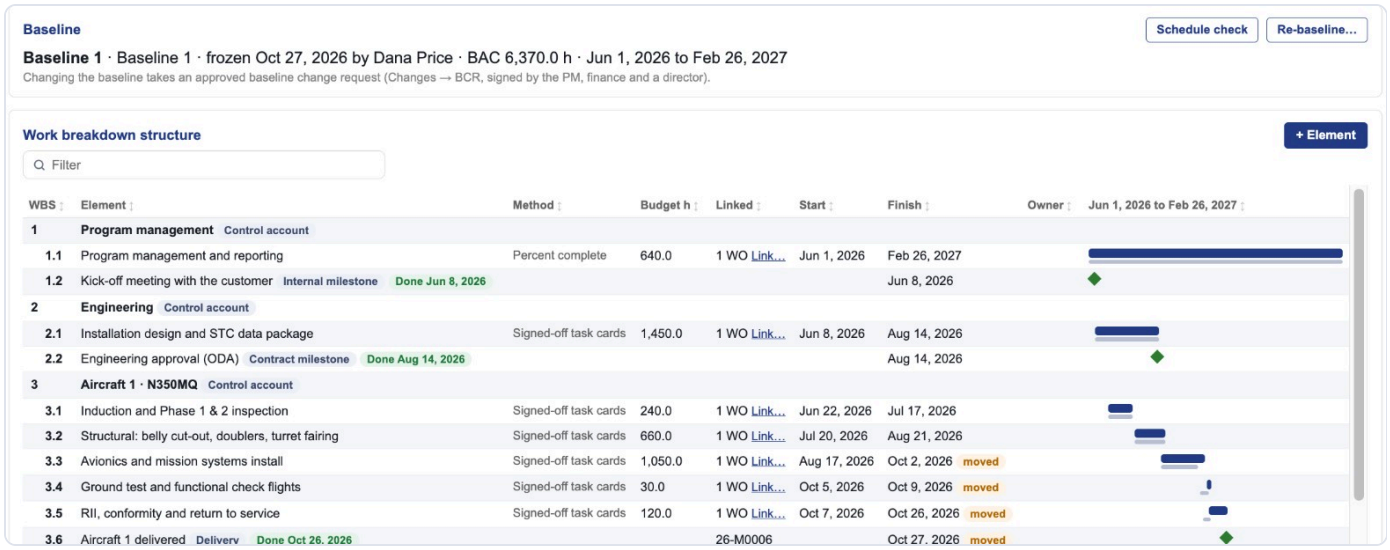


PGM-2026-002's Overview: funding, deliverables due, on-time delivery, risks and exposure, open changes, and each aircraft with what is still blocking its delivery.

CUI and ITAR programs, and customers with an AI restriction, are kept away from the AI features.

2 Schedule and baseline

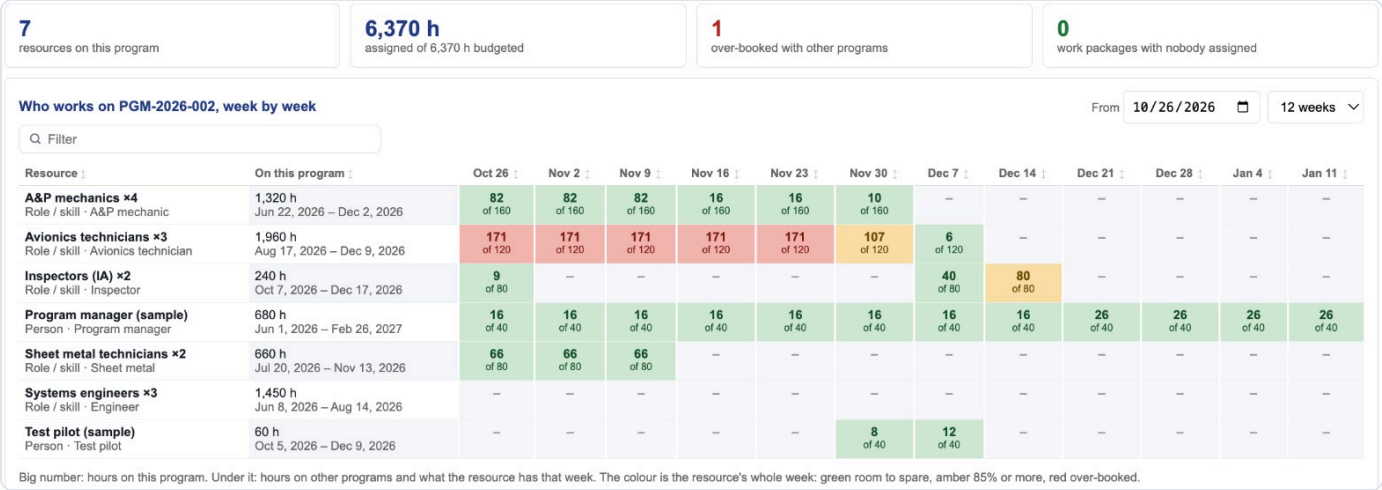
The **Schedule** tab holds the work breakdown structure: control accounts, work packages and milestones (including delivery milestones), each with its earned-value method, budget hours, linked work orders and dates, and a Gantt of the current dates against the baseline. It can be built from the program's work orders. **Set the baseline** freezes it; after that, re-baselining needs an approved baseline change request.



The baseline frozen on 27 October and the WBS: work packages measured by signed-off task cards, milestones done, and the elements that have moved against the baseline.

3 People and capacity

Resources are people, roles or skills (with a headcount), and equipment or bays, each with a working week and time off. Work packages are assigned to them, and the program's **Resources** tab shows who works on it week by week. The colour is the resource's whole week across every program: green with room to spare, amber nearly full, red over-booked. The workspace-wide **Resource load** shows the same across all programs, with the work nobody is assigned to yet.



The avionics technicians are over-booked for five weeks because another program needs them at the same time.

What if

Scenarios try a different allocation without touching the plan: more people, overtime, a second shift, a contractor. Each shows when the program would finish, the last delivery, hours, cost and peak load, and **Compare** puts them side by side. Nothing changes until you **Apply to plan**.



Three ways out of the over-booking: wait for a free technician (the last delivery slips 10 days), two contract technicians (9 days earlier) or overtime (7 days earlier).

The plan can be exported to Microsoft Project and imported back, as Project XML.

4 Cost and earned value

Earned value comes from signed-off task cards on the linked work orders. The **Earned value** tab shows budget at completion, planned, earned and actual, CPI, SPI, the estimate at completion, variance at completion and TCPI, by month and by work package, in hours or money. A month is closed when it is reported, and variance explanations can be drafted with AI. Cost and margin are shown only to directors, finance and admins.



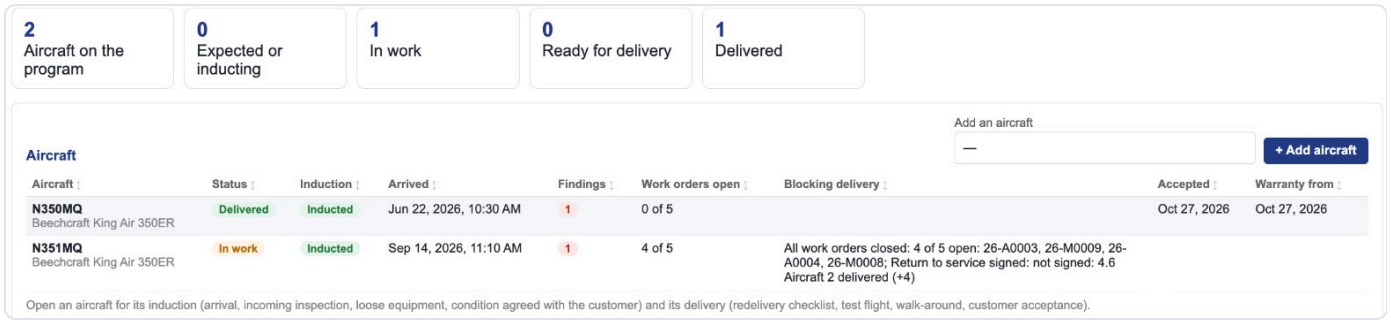
October 2026: on cost (CPI 1.00) and slightly behind schedule (SPI 0.92), 69% complete.

Deliverables, risks and changes

- **Deliverables** (data items, reports, the aircraft themselves) run from Not started to Submitted and Accepted, or Rejected and resubmitted, with a calendar by week, month or quarter.
- **Risks**, opportunities and issues are scored on a 5 × 5 matrix with their exposure. AI can draft a starting list of risks for the PM to keep or discard.
- **Changes**: change requests, engineering change proposals, requests for equitable adjustment, baseline changes, customer approvals, and off-channel requests (something asked for outside the contract, to decide whether it is in scope).
- **Furnished** items the customer owes, with their due dates.

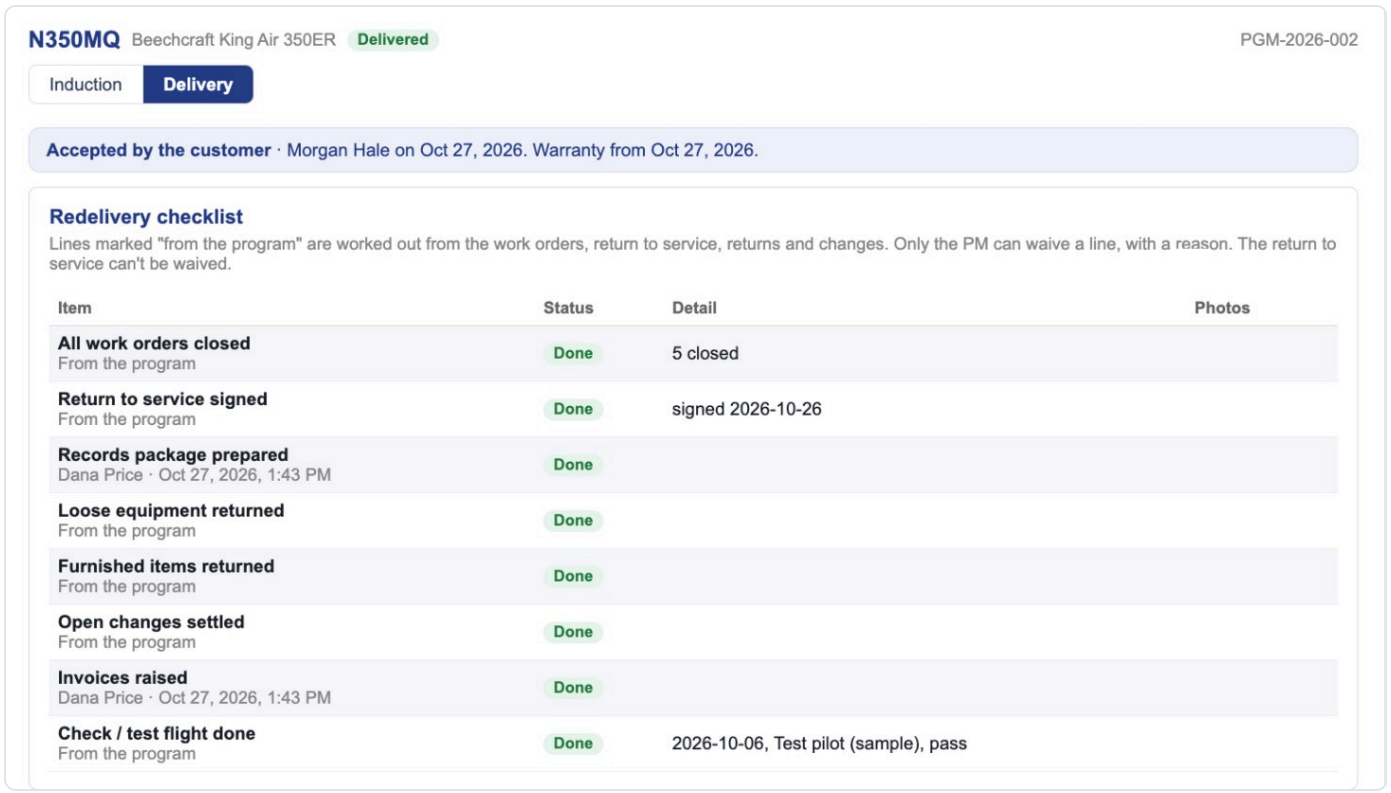
5 Each aircraft, from arrival to acceptance

The **Aircraft** tab follows each aircraft through Expected, Inducting, In work, Ready for delivery and Delivered. **Induction** records the arrival, the incoming inspection (raising squawks from findings), loose equipment and the condition agreed with the customer.



The two King Airs: one delivered and accepted, one in work with what still blocks its delivery.

Delivery works through a redelivery checklist, the check or test flight and the customer walk-around, and ends with the customer's acceptance, signed on the device, and a certificate PDF kept with the program's files.



The first aircraft's redelivery checklist. Lines marked "from the program" are worked out from the work orders, return to service, returns and changes; only the PM can waive a line, and the return to service can't be waived.

6 Running the program

Meetings and actions

Meetings (kickoff, weekly status, customer review, internal) can create, start and join Microsoft Teams meetings once Microsoft 365 is connected. **Issue minutes** freezes the minutes as a PDF and can email them to the attendees. Actions are numbered A-001 and so on, with owners and due dates, and show in each person's My items.

Reviews and reports

The monthly program review pack is started, summarized (with an AI draft if wanted), previewed and issued, then kept frozen as PDF and Word. Reports cover each program (status, schedule, resource plan, scenario comparison) and the whole portfolio (summary, deliverables, risks, changes, furnished items, cost performance, resource load and capacity), in PDF, Excel or Word.

Maintenance programs from a manual

A different kind of program lives in Aircraft Records → Programs: an aircraft's **maintenance program**. Upload the manual (PDF), and AI reads its scheduled tasks and inspection checklists in the background. You review each task, put aircraft on the program and apply it: approved tasks become maintenance due items, and the checklists go into each aircraft's inspection package.

Getting started

1. Create the program with its contract and line items, and add the aircraft.
2. Build the WBS from the work orders and set the baseline.
3. Add resources, assign the work packages and check the load.
4. Add deliverables, risks and the furnished items, and hold the kickoff.
5. Induct the first aircraft.

Companion briefs: *Life of a maintenance job*, *Quote to cash* and *Part 21 production*. © 2026 Leesburg Aviation LLC. All rights reserved.