CHANGE

U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION

8700.1 CHG 14

2/27/97

SUBJ: GENERAL AVIATION OPERATIONS INSPECTOR'S HANDBOOK

1. PURPOSE. This change transmits new and revised portions of the handbook.

2. EXPLANATION OF CHANGES. This change continues to use change bars to designate new or revised material, including incorporation of handbook bulletins, editorial updates, and changes to Title 14 of the Code of Federal Regulations (14 CFR). Significant areas of new direction, guidance, and policy included in this change are as follows:

a. One new chapter has been added to volume 2; chapter 34, Accept/Approve Ground and Flight Training Devices.

b. Due to the change of part 61, updated information was incorporated in volume 2, chapters 5, 7, 9, 15, 26, 27, 28, 29 and 31.

c. Clarification and an update of information was made to volume 2, chapters 45, 49, 59, 60, 84, 85, 96, 97, 99, 204, 214, and 222.

d. The type rating chart was updated and editorial corrections were made to volume 2, chapter 9.

3. DISPOSITION OF TRANSMITTAL. This transmittal is to be RETAINED AND FILED IN THE BACK OF THIS HANDBOOK until it is superseded by a new basic order.

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CHAPTER 5. CONDUCT A PRIVATE PILOT CERTIFICATION, INCLUDING ADDITIONAL CATEGORY/CLASS RATINGS

SECTION 1. BACKGROUND

1. PROGRAM TRACKING AND REPORTING SUBSYSTEM (PTRS) ACTIVITY CODES.

- Original private pilot certification: 1503
- Additional private pilot category, class, or instrument rating: 1505

3. OBJECTIVE. The objective of this task is to determine if an applicant meets the requirements for certification as a private pilot under Title 14 of the Code of Federal Regulations (14 CFR) part 61, subpart D. Completion of this task results in the issuance of a temporary airman certificate, private pilot certificate, a notice of disapproval, or a letter of discontinuance. A letter of discontinuance is issued only when the practical test is discontinued due to unforeseen circumstances, such as mechanical failure or unforecast adverse weather.

5. GENERAL.

A. Airworthiness Coordination. The inspector conducting the practical test, or an airworthiness inspector, should review the applicant's aircraft maintenance records, aircraft logbooks, airworthiness certificate, Federal Communications Commission (FCC) license (if applicable), and aircraft registration to determine if the aircraft is airworthy and suitable for this practical test. After review, return the documents to the applicant.

B. Airworthiness Inspector Unavailable. If an airworthiness inspector is not available to review aircraft documents, the operations inspector conducting the practical test should review the documents for conformity.

7. ESTABLISHING ELIGIBILITY.

A. Graduate of an Approved School. Under the provisions of § 61.71(a), an applicant who presents an appropriate graduation certificate within 60 days after the date of graduation from an approved pilot school, certificated under 14 CFR part 141, is considered to meet the AERONAUTICAL EXPERIENCE requirements of §§ 61.109, 61.113, 61.115, or 61.117, as applicable. The applicant is NOT considered to have met the AERONAUTICAL KNOWLEDGE and FLIGHT PROFICIENCY requirements of §§ 61.105 and 61.107. The applicant must present evidence of compliance with these requirements.

B. Graduate of an Approved School with Examining Authority. Under the provisions of § 61.71(b), an applicant who graduated from an approved pilot school WITH EXAMINING AUTHORITY is considered to meet the applicable knowledge and skill requirements for a private pilot certificate if the applicant applies within 90 days of graduation and the school is authorized to test applicants on aeronautical knowledge and skill.

C. Not a Graduate of an Approved School. If the applicant is not a graduate of an approved pilot school, or has not applied for a private pilot certificate within the times specified for approved school graduates, the applicant must meet all applicable aeronautical knowledge, aeronautical experience, and flight proficiency requirements of part 61, subpart D.

D. Aeronautical Knowledge. A knowledge test report or a test report from an approved school with knowledge test examining authority are the only acceptable forms of evidence that the applicant has passed the knowledge test for a private pilot certificate.

(1) The format of the knowledge test report from an approved school or computer testing designee must include an embossed seal in the lower right corner and the testing facility's name and air agency designation number.

(2) The holder of a category rating for powered aircraft is not required to take a knowledge test for the addition of another category rating to a private pilot certificate.

E. Aeronautical Experience. The applicant must present a pilot logbook or other reliable record(s) as evidence of meeting the required aeronautical experience.

(1) Military pilot flight time records may be used to show the required flight time if the records meet the requirements of § 61.51.

(2) An applicant for a private pilot certificate with an airplane rating must have received SOME instruction in the control and maneuvering of an airplane solely by reference to instruments. If the applicant's records do not indicate ANY instruction received in this task, the applicant is not eligible for the practical test.

(3) An applicant for a private pilot certificate with an airplane or helicopter rating must have received SOME night flight instruction and an instructor endorsement in accordance with § 61.107(a)(9) or § 61.107(b)(6), as appropriate. If the applicant's records indicate that no night flight instruction has been received, the applicant is not eligible to take the private pilot practical test.

9. LIMITATIONS.

A. Night Flying Limitations.

(1) An airplane or helicopter applicant who has received some night flight instruction, but less than the required 3 hours at night and 10 takeoffs and landings, shall have the limitation "NIGHT FLYING PROHIBITED" placed on the applicant's certificate when it is issued.

(2) The applicant SHALL BE TESTED on the night flying task even if the night flying limitation is to be placed on the certificate.

(3) The night flying limitation may be removed when the certificate holder is able to show that he or she has met the night experience requirements of § 61.109(a)(1) or § 61.113(a)(1)(ii), as applicable.

B. Cross-Country. The limitation "PASSENGER CARRYING PROHIBITED ON FLIGHTS MORE THAN 10 NM FROM [appropriate island]" shall be entered on the certificate of an applicant whose cross-country experience qualifies under the provisions of § 61.111(a).

C. ICAO Cross-Country Requirement. The limitation "HOLDER DOES NOT MEET THE CROSS-COUNTRY FLIGHT REQUIREMENTS OF ICAO" must be entered on the certificate of an applicant whose cross-country experience qualifies under the provisions of § 61.111(c). Cross-country limitations may be removed by an examiner when the certificate holder has complied with the applicable solo cross-country requirements and has passed a practical test on cross-country flying.

D. English Language. Only an inspector may remove the limitation "NOT VALID FOR FLIGHT REQUIRING THE USE OF ENGLISH" from a certificate. (Examiners may not do so unless specifically authorized by the supervising FSDO.)

E. Glider Limitations. Refer to volume 2, chapter 1, section 5.

F. Lighter-than-Air Limitations. If appropriate, the inspector places one of the following limitations on a certificate with lighter-than-air category and free balloon class ratings.

(1) "LIMITED TO HOT AIR BALLOONS WITH AIRBORNE HEATER."

(2) "LIMITED TO HOT AIR BALLOONS WITHOUT AIRBORNE HEATER."

11. CATEGORIES AND CLASSES. The category of the aircraft used for the practical test is placed on a private pilot certificate. With the exception of private pilot glider certificates, the class rating is also placed on the certificate.

A. Airplane Class Ratings. The following class ratings are originally issued or added to private pilot airplane certificates.

(1) SINGLE-ENGINE LAND

(2) MULTIENGINE LAND

(3) SINGLE-ENGINE SEA

(4) MULTIENGINE SEA

B. Rotorcraft Class Ratings. The following class ratings are originally issued or added to private pilot rotorcraft certificates.

(1) HELICOPTER

(2) GYROPLANE

C. Lighter-than-Air Class Ratings. The following class ratings are originally issued or added to private pilot lighter-than-air certificates.

(1) AIRSHIP

(2) FREE BALLOON

13. RECREATIONAL PILOT UPGRADES. A recreational pilot who desires certification as a private pilot must meet all the eligibility requirements appropriate to the category and class sought for the private pilot certificate. Since a recreational pilot is limited to flight within 50 NM of a "home" airport and is not authorized to use the radio for ATC communications, the recreational pilot's logbook must be endorsed by a flight instructor for each operation not allowed by the recreational pilot certificate.

A. Knowledge Test. The applicant for an upgrade to a private pilot certificate must also pass the appropriate private pilot knowledge test. (There are short private pilot knowledge tests authorized for holders of recreational pilot certificates with airplane, helicopter, and gyroplane privileges who wish to upgrade to a private pilot certificate for the same category of aircraft.)

B. Certificate. The private pilot certificate supersedes the recreational pilot certificate. If a different category of aircraft is used, the recreational pilot privileges from the superseded certificate are shown on the private pilot certificate.

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SECTION 2. PROCEDURES

1. PREREQUISITES AND COORDINATION REQUIREMENTS.

A. Prerequisites. This task requires knowledge of the regulatory requirements of part 61 and Federal Aviation Administration (FAA) policies and qualification as an aviation safety inspector (operations).

B. Coordination. This task requires coordination with the airworthiness unit and with the airmen records section of the Airmen Certification Branch, AFS-760.

3. REFERENCES, FORMS, AND JOB AIDS.

A. References.

- 14 CFR parts 1, 61, 91, 141, and 187 (appendix A, Fees)
- FAA-S-8081-1, Private Pilot Practical Test Standards
- PTRS Procedures Manual (PPM)

B. Forms.

- FAA Form 8000-36, Program Tracking and Reporting Subsystem Data Sheet
- FAA Form 8060-5, Notice of Disapproval of Application (figure 5-1)
- FAA Form 8060-4, Temporary Airman Certificate (figure 5-3)
- FAA Form 8710-1, Airman Certificate and/or Rating Application

C. Job Aids.

- Sample letters and figures

5. PROCEDURES.

A. Schedule Appointment. Advise the applicant to bring the following documents to the appointment:

(1) a correctly filled out FAA Form 8710-1, completed in ink or typewritten;

(2) a student pilot certificate, or an airman certificate if for an additional category/class rating;

(3) at least a third-class FAA Form 8500-9, Airman Medical Certificate, or FAA Form 8420-2, Student Airman Medical Certificate, if applicable;

(4) a Statement of Demonstrated Ability (SODA), if applicable;

(5) a knowledge test report (if applicable);

(6) an FAA approved school graduation certificate, if applicable;

(7) personal logbooks or other records substantiating the flight experience shown on the application form;

(8) the aircraft maintenance records;

(9) the aircraft airworthiness certificate;

(10) the aircraft registration;

(11) the FCC aircraft station license, if applicable; and

(12) an acceptable form of photo identification.

B. Applicant Arrives for Appointment.

(1) Collect and review the documents indicated above.

(2) Open PTRS file.

C. Review Application. Verify that the information on the application is presented accurately and completely.

(1) In section I, ensure that the applicant has checked "Private." If the applicant is seeking an additional airplane rating, ensure that the applicant has checked "Additional Aircraft Rating" and the appropriate aircraft category/class.

(2) Check the application for accuracy, using the instructions attached to FAA Form 8710-1 and any additional instructions found in volume 2, chapter 1, section 4.

(3) Ensure that the flight instructor has signed an endorsement no more than 60 days before the application was submitted.

D. Verify Applicant's Identity. Inspect acceptable forms of identification to establish the applicant's identity. Compare the identification with the personal information provided on FAA Form 8710-1. (See volume 2, chapter 1, section 4, paragraph 5.)

(1) When the applicant's identity is verified, proceed with the task.

(2) If the applicant's identity cannot be verified because of lack of identification or unacceptable identification, explain what types of identification are

acceptable. Advise the applicant to return with appropriate identification to reapply.

(3) If the applicant's identity appears to be different from the information supplied on FAA Form 8710-1, or it appears that an attempt at falsification has been made, do not continue testing. (See volume 2, chapter 182.)

E. Establish Eligibility. Determine if the applicant meets the specific eligibility, knowledge, and experience requirements for certification as a private pilot (§§ 61.103, 61.105, and 61.107).

(1) If the applicant is applying for a powered aircraft rating, ensure that the applicant's medical certificate is current.

(2) If the applicant is applying for a certificate to operate gliders or free balloons only, ensure that the applicant has completed Blocks W and X of FAA Form 8710-1.

(3) Inspect the applicant's medical certificate and SODA, if applicable, to ensure that it does not bear any limitation that would make a special medical flight test necessary. (If a special medical flight test is necessary, see volume 2, chapter 27.)

(4) Check the record of flight time in section III of the application to determine if the applicant has the minimum flight experience required for the certificate and ratings sought (§§ 61.109, 61.113, 61.115, or 61.117, as applicable).

(5) If the applicant is applying for a test on the basis of graduation from an approved pilot school, inspect the applicant's graduation certificate to verify that the applicant meets the requirements of § 61.71.

(6) Examine the applicant's logbook and/or other reliable record(s) to verify that all aeronautical knowledge, aeronautical experience, and required instructor endorsements are recorded.

(7) If the applicant is located on an island from which the required flights cannot be accomplished without flying more than 10 NM over water, refer to § 61.111.

(8) Examine the knowledge test report or test report from an approved school with knowledge test authority, as applicable.

(9) If the applicant has checked the "Yes" box of section IV of the application, verify that the applicant meets the requirements of § 61.49.

F. Requirements for an Additional Category/ Class Rating. The requirements are the same as in paragraph 5E of this section; however, the knowledge test is not required if the applicant already has a powered aircraft rating.

G. Aircraft Requirements. The inspector conducting the practical test, or an airworthiness inspector, should review the applicant's aircraft maintenance records, aircraft logbooks, airworthiness certificate, FCC license, if applicable, and aircraft registration to determine if the aircraft is airworthy and suitable for this practical test. After review, return the documents to the applicant.

H. Discrepancies. If a discrepancy that cannot be immediately corrected exists in any of the documents, return the application and all submitted documents to the applicant. Inform the applicant of the reasons for ineligibility, and explain how the applicant may correct the discrepancies.

I. Conduct Practical Test. After determining the applicant is eligible and meets all prerequisites for the certificate/rating sought, accept the application and conduct the practical test in accordance with the Private Pilot PTS.

(1) Give an applicant who is retesting credit for the areas of operations successfully completed on the previous practical test, provided the previous test was conducted within 60 days before the retest (inspector's option). If the previous test was conducted more than 60 days before the retest, test the applicant in all applicable areas of operation.

(2) If the practical test is not completed for reasons other than unsatisfactory performance, issue the applicant a letter of discontinuance (figure 5-2). Return the application and all submitted documents to the applicant. Close PTRS.

J. Unsatisfactory Performance. If the applicant did not meet the applicable standards for the certificate sought, inform the applicant of the reasons for the unsatisfactory performance.

(1) Prepare in duplicate FAA Form 8060-5 (figure 5-1) as described in volume 2, chapter 1, section 6.

(2) List the areas of operation that were unsatisfactory.

(a) If specific procedures and maneuvers need to be repeated, record them on FAA Form 8060-5.

(b) Record the number of practical test failures on FAA Form 8060-5. Give a copy of this form to the applicant.

(3) Forward the certification file to the Airmen Certification Branch, AFS-760.

(4) Return all submitted documents not forwarded to AFS-760 to the applicant.

K. Satisfactory Performance. Issue FAA Form 8060-4 when the applicant has met all requirements for a private pilot certificate.

(1) Prepare FAA Form 8060-4 (figure 5-3) in duplicate as indicated in volume 2, chapter 1, section 5.

(2) Enter the correct limitations, if appropriate, in the space provided on the Temporary Airman Certificate. Give a copy of the temporary certificate to the applicant.

(a) Enter "NOT VALID FOR FLIGHTS REQUIRING THE USE OF ENGLISH" if the airman does not read, speak, and understand the English language.

(b) Enter "AERO TOWS ONLY" if the glider rating is issued on the basis of a practical test using aero tows only.

(c) Enter "GROUND TOWS ONLY" if the glider rating is issued on the basis of a practical test using ground tows only (auto, auto pulley, or winch).

(d) Enter "SELF LAUNCH ONLY" if the glider rating is issued on the basis of a practical test using self launch only. (No glider limitation is entered if the applicant has demonstrated aero tows and ground tows.)

(e) Enter "NOT VALID FOR FLIGHTS REQUIRING THE USE OF RADIO" if the airman is hearing-impaired and/or speech-impaired.

(f) Enter "NIGHT FLYING PROHIBITED if the airman does not have 3 hours of flight time at night and/or has not made 10 takeoffs and landings at night.

(g) Enter "PASSENGER CARRYING PROHIBITED ON FLIGHTS MORE THAN 10 NAUTICAL MILES FROM [*name of appropriate island*]" for an airman whose cross-country experience qualifies under § 61.111(a).

(h) Enter "HOLDER DOES NOT MEET THE CROSS-COUNTRY FLIGHT REQUIREMENTS OF ICAO" when the applicant's cross-country experience meets § 61.111(c).

(3) If the pilot certificate is issued in a foreign country, see § 61.13(a) and part 187, appendix A.

(4) Complete the Inspector's Report and Attachments sections of the FAA Form 8710-1 and sign/date the form.

(5) Forward the completed file to AFS-760.

(6) Return all submitted documents not forwarded to AFS-760 to the applicant.

L. PTRS. Complete FAA Form 8000-36 in accordance with the PPM.

7. TASK OUTCOMES. Completion of this task results in the issuance of one of the following:

A. Temporary Airman Certificate.

B. Notice of Disapproval of Application.

C. Letter of discontinuance.

9. FUTURE ACTIVITIES.

A. Applicant may return for an added category, class, or type rating.

B. Applicant may return for an upgraded certificate.

FIGURE 5-1
FAA FORM 8060-5, NOTICE OF DISAPPROVAL OF APPLICATION - PRIVATE PILOT

UNITED STATES OF AMERICA
DEPARTMENT OF TRANSPORTATION–FEDERAL AVIATION ADMINISTRATION

NOTICE OF DISAPPROVAL OF APPLICATION

NOTE
PRESENT THIS FORM UPON APPLICATION FOR REEXAMINTION

NAME AND ADDRESS OF APPLICANT	CERTIFICATE OR RATING SOUGHT
HAROLD JAMES DOE 4545 COLT PLACE SOUTH SAN FRANCISCO, CA 91754	PRIVATE PILOT ASEL

On the date shown, you failed the examination indicated below:

☐ FLIGHT ☐ ORAL ☒ PRACTICAL

AIRCRAFT USED *(Make and Model)*	FLT. TIME RECORDED IN LOGBOOK		
	PILOT-IN-COMM. OR SOLO	INSTRUMENT	DUAL
CESSNA 172	30	5	27

UPON REAPPLICATION YOU WILL BE REEXAMINED ON THE FOLLOWING:

VII FLIGHT AT CRITICALLY SLOW AIRSPEEDS
TASK A, FULL STALLS-POWER OFF
TASK B, FULL STALLS-POWER ON
FIRST FAILURE

I have personally tested this applicant and deem his performance unsatisfactory for the issuance of the certificate or rating sought.

DATE OF EXAMINATION	SIGNATURE OF EXAMINER OR INSPECTOR	DESIGNATION OR OFFICE NO.
08-14-96	John L. Nightower	DEN FSDO

FAA Form 8060–5 (5-80)

FIGURE 5-2
LETTER OF DISCONTINUANCE

[*date*]

FAA Letterhead

Applicant's name and address

Dear [*applicant's name*]:

On this date you successfully completed the oral portion of the practical test for a [*indicate grade*] certificate with an [*indicate category*] category and [*indicate class*] class rating. The practical test was discontinued because of [*indicate reason*].

If application is made by [*indicate date 60 days from date of letter*], this letter may be used to show the following portions of the practical test which have been completed satisfactorily.

[*Indicate areas of operations completed on the test*]

After [*indicate expiration date*] you must repeat the entire practical test.

This letter does not extend the expiration date as shown on the knowledge test results, medical certificate, or required endorsements, medical certificate, or required endorsements.

Sincerely,

[*signed by the inspector conducting the practical test*]

FIGURE 5-3
FAA FORM 8060-4, TEMPORARY AIRMAN CERTIFICATE - PRIVATE PILOT

I. UNITED STATES OF AMERICA
DEPARTMENT OF TRANSPORTATION – FEDERAL AVIATION ADMINISTRATION

ii. **TEMPORARY AIRMAN CERTIFICATE**

III. CERTIFICATE NO. 222334545

THIS CERTIFIES THAT IV. HAROLD JAMES DOE
V. 4545 COLT PLACE SOUTH
SAN FRANCISCO, CA 91754

DATE OF BIRTH	HEIGHT	WEIGHT	HAIR	EYES	SEX	NATIONALITY VI.
01-08-59	72 IN.	170	BLACK	BROWN	M	USA

IX. has been found to be properly qualified and is hereby authorized in accordance with the conditions of issuance on the reverse of this certificate to exercise the privileges of

PRIVATE PILOT

RATINGS AND LIMITATIONS

XII. AIRPLANE SINGLE ENGINE LAND

XIII.

THIS IS ☒ AN ORIGINAL ISSUANCE ☐ A REISSUANCE OF THIS GRADE OF CERTIFICATE

DATE OF SUPERSEDED AIRMAN CERTIFICATE

BY DIRECTION OF THE ADMINISTRATOR

X. DATE OF ISSUANCE: 09-14-95

X. SIGNATURE OF EXAMINER OR INSPECTOR: John L. Hightower

EXAMINER'S DESIGNATION NO. OR INSPECTOR'S REG. NO.: DEN FSDO

DATE DESIGNATION EXPIRES

vii. AIRMAN'S SIGNATURE: Harold James Doe

FAA Form 8060-4 (8-78) USE PREVIOUS EDITION

FIGURE 5-4
FAA FORM 8710-1, AIRMAN CERTIFICATE AND/OR RATING APPLICATION

TYPE OR PRINT ALL ENTRIES IN INK

Form Approved OMB No: 2120-0021

U.S. Department of Transportation
Federal Aviation Administration

Airman Certificate and/or Rating Application

I. Application Information ☐ Student ☐ Recreational ☒ Private ☐ Commercial ☐ Airline Transport ☐ Instrument
☐ Additional Aircraft Rating ☐ Airplane Single-Engine ☐ Airplane Multiengine ☐ Rotorcraft ☒ Glider ☐ Lighter-Than-Air
☐ Flight Instructor ____ Initial ____ Renewal ____ Reinstatement ☐ Additional Instructor Rating ☐ Ground Instructor
☐ Medical Flight Test ☐ Reexamination ☐ Reissuance of ____ Certificate ☐ Other ____

A. Name (Last, First, Middle)	B. SSN (US Only)	C. Date of Birth Mo. Day Year	D. Place of Birth
Doe John Jay	123-45-6789	08-04-75	Oklahoma City, OK

E. Address (Please See Instructions Before Completing)	F. Nationality (Citizenship) Specify	G. Do you read, speak and understand English?
1992 Doe Blvd.	☒ USA ☐ Other ____	☒ Yes ☐ No

City, State, Zip Code	H. Height	I. Weight	J. Hair	K. Eyes	L. Sex
Williams, TX 73089	65 in.	140 Lbs.	Brown	Blue	☒ Male ☐ Female

M. Do you now hold, or have you ever held an FAA Pilot Certificate?	N. Grade Pilot Certificate	O. Certificate Number	P. Date Issued
☒ Yes ☐ No	Student	PO 123456	06-06-94

Q. Do you hold a Medical Certificate?	R. Class of Certificate	S. Date Issued	T. Name of Examiner
☐ Yes ☒ No			

U. Have you been convicted for violation of Federal or State statutes relating to narcotic drugs, marijuana, or depressant or stimulant drugs or substances ☐ Yes ☒ No — V. Date of Final Conviction

W. Glider or Free Balloon Pilots only: *Medical Statement: I have no known physical defect which makes me unable to pilot a glider or free balloon.* Signature: John Jay Doe — X. Date: 02-02-96

II. Certificate or Rating Applied For on Basis of:

☒ **A. Completion of Required Test**
1. Aircraft to be used (if flight test required): SCHWEIZER 233
2a. Total time in this aircraft: 36 hours
2b. Pilot in command: hours

☐ **B. Military Competence Obtained in**
1. Service
2. Date Rated
3. Rank or Grade and Service Number
4. Has flown at least 10 hours as pilot in command during the past 12 months in the following military aircraft.

☐ **C. Graduate of Approved Course**
1. Name and Location of Training Agency or Training Center
1a Certification Number
2. Curriculum From Which Graduated
3. Date

☐ **D. Holder of Foreign License Issued By**
1. Country
2. Grade of License
3. Number
4. Ratings

☐ **E. Completion of Air Carrier's Approved Training Program**
1. Name of Air Carrier
2. Date
3. Which Curriculum ☐ Initial ☐ Upgrade ☐ Transition

III. Record of Pilot time *(Do not write in the shaded areas.)*

	Total	Instruction Received	Solo	Pilot in Command	Second in Command	Cross Country Instruction Received	Cross Country Solo	Cross Country Pilot in Command	Instrument	Night Instruction Received	Night Take-off/ Landing	Night Pilot in Command	Night Take-off/ Landing Pilot in Command	Number of Flights	Number of Aero-Tows	Number of Ground Launches	Number of Powered Launches	Number of Free Flights
Airplanes																		
Rotor-craft																		
Gliders	36	22	14											70	18	52		
Lighter than Air																		
Training Device Simulator																		

IV. Have you failed a test for this certificate or rating? ☐ Yes ☒ No — Within the Past 30 days? ☐ Yes ☐ No

V. Applicant's Certification — I certify that all statements and answers provided by me on this application form are complete and true to the best of my knowledge, and I agree that they are to be considered as part of the basis for issuance of any FAA certificate to me. I have also read and understand the Privacy Act statement that accompanies this form.

Signature of Applicant: John Jay Doe — Date: 02-02-96

FAA Use Only

EMP	REG	D.O.	SEAL	CON	ISS	ACT	LEY	TR	S.N.	SRCH	NOTE		RATING (1)

FAA Form 8710-1 (7-95) Supersedes Previous Edition — NSN: 0052-00-682-5006

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CHAPTER 7. CONDUCT AN AIRLINE TRANSPORT PILOT CERTIFICATION, INCLUDING ADDITIONAL CATEGORY/CLASS RATINGS

SECTION 1. BACKGROUND

1. PROGRAM TRACKING AND REPORTING SUBSYSTEM (PTRS) ACTIVITY CODES.

A. Original Certification:

- Oral: 1510
- Simulator: 1511
- Aircraft: 1512

B. Additional Category or Class Rating: 1505

C. Certificate Issued Based on Letter of Competency: 1521

3. OBJECTIVE. The objective of this task is to determine if an applicant meets the requirements for certification as an airline transport pilot (ATP) under Title 14 of the Code of Federal Regulations (14 CFR) part 61, subpart F. Completion of this task results in the issuance of a Temporary Airman Certificate, a Notice of Disapproval of Application, a letter of aeronautical competency, or a letter of discontinuance.

5. GENERAL. Except for the age requirement, an applicant for an ATP certificate must meet all applicable requirements of part 61, subpart F.

> **NOTE: The issuance of FAA Form 8060-7, Airman's Authorization for Written Test, has become impractical and an unnecessary burden on the public. Therefore, the requirement for an FAA Form 8060-7 for the ATP knowledge test has been suspended.**

A. Pilot Logbooks/Records. The applicant must present sufficient pilot logbooks and/or other reliable records to show the applicant's total flight time up to the amount required for the ATP certificate. Previously, an applicant for an ATP certificate needed to present only the knowledge test report as evidence of meeting the aeronautical experience requirement. Now the inspector must determine if the applicant meets the International Civil Aviation Organization (ICAO) requirements of §§ 61.155(c) and 61.155(e)(2) by reviewing the applicant's complete flight records. Military records may be used if they meet the criteria of § 61.51.

B. Second-in-Command (SIC) Time. The inspector should ensure that SIC time credited toward the ATP certification requirements was accrued in an aircraft that required an SIC because of the aircraft's type data certification or during flight operations for which an SIC is required by the regulations.

C. Approved School Graduate. An applicant who applies for the ATP certificate on the basis of graduation from an approved 14 CFR part 141 pilot school must present an appropriate graduation certificate issued within the preceding 60 days.

D. Applicant Less than 23 Years of Age. An applicant who is at least 18 years of age and meets all of the other eligibility requirements may take the ATP practical test. If the applicant satisfactorily completes the ATP practical test, a letter of aeronautical competency (figure 7-1) shall be issued to the applicant. The applicant will retain the original letter and the applicant's current airman certificate. A copy of the letter is attached to the certification file and forwarded to AFS-760. When the applicant reaches 23 years of age, the applicant may present the original letter of aeronautical competency, a current FAA Form 8710-1, the applicant's current airman certificate, and a current first-class medical certificate to any Flight Standards District Office. The applicant is then issued an ATP temporary airman certificate with the appropriate aircraft ratings.

E. Medical Certificates. At the time of application for an original issuance of an ATP certificate, the applicant must have a valid first-class medical certificate issued within the preceding 6 calendar-months. If an applicant's first-class medical certificate expires between the portions of a segmented practical test (oral, aircraft, simulator), the applicant must obtain a new first-class medical certificate before certification testing can continue. If the applicant is adding a category, class, or type rating to an existing ATP certificate, a third-class medical meets regulatory requirements.

F. Extension of Test Date. In addition to the provisions of § 61.39(b)(1) for pilots employed by 14 CFR parts 121 and 135 operators, the following provision is made for military applicants. An applicant for an ATP certificate or rating may take the practical test if, within the period ending 24 calendar-months after the month in which the applicant passed the first of any required knowledge tests, the applicant participated as a pilot in a pilot training program of a U.S. scheduled military air transportation service and is currently participating in that program.

(1) An inspector accepting an application for an ATP practical test from a person meeting the above criteria should review the evidence presented by the applicant indicating eligibility for this extension of the expiration date of the knowledge test.

(2) If the applicant's evidence is acceptable, the inspector adds a note to the certification file indicating that the expiration date of the knowledge test is extended under the provisions of § 61.39(b)(2). It is not necessary to include a copy of the applicant's evidence with the certification file.

7. INSTRUCTOR ENDORSEMENTS AND RECOMMENDATION.

A. Flight Instructor Endorsement. An applicant for a type rating to be added to an existing ATP certificate or for the original issuance of an ATP certificate in an airplane requiring a type rating must have an endorsement in the person's logbook or training from an authorized instructor certifying satisfactory completion of the training required by § 61.157(f).

(1) The flight training required by § 61.157(f) may be conducted by instructors employed by part 121 or 135 air carriers for pilot employees of those air carriers.

(2) Under the provisions of § 61.169, an ATP may instruct other pilots in air transportation service in aircraft of the category, class, and type for which that pilot is rated without holding a flight instructor certificate.

B. Military Instructor Pilots. Under the provisions of § 61.157(f)(1), the instruction and associated endorsement must be given by an "authorized instructor." A designated military instructor pilot for the aircraft used in a program for training military pilots satisfies the intent of the regulation with respect to being an authorized instructor.

(1) The ground and flight training received from a military instructor to prepare a type rating applicant for the rating sought may be used to meet the requirements of § 61.157(f).

(2) The instruction must be documented in sufficient detail for an inspector to readily determine whether the applicant has received the required training.

C. Instructor Recommendation. The Instructor's Recommendation section of FAA Form 8710-1 need not be signed for the original issuance of an ATP certificate; however, after a first failure, if the applicant wishes to retake the test within 30 days after the failure, an instructor recommendation is required by § 61.49. No instructor recommendation is required for a retest after 30 days.

(1) The recommending instructor for a retest must hold an instrument instructor rating and the category and class ratings for the aircraft to be used for the test.

(2) The instructor does not have to hold an ATP certificate.

D. Evaluator's Record. The Evaluator's Record for Airline Transport Certificate/Rating Only section of FAA Form 8710-1 must be signed and dated by the inspector on the appropriate lines for each test segment conducted. The inspector must also complete the Inspector's Report section of FAA Form 8710-1.

9. CATEGORY, CLASS, AND TYPE RATINGS.

The category and class rating(s) for which the applicant has qualified on the original or subsequent ATP practical tests are entered on the ATP certificate. Recreational, private, and commercial category and class ratings may not be upgraded to the ATP level without a practical test.

A. Type Ratings. Type rating tests are conducted to a single standard for all grades of pilot certificate, Therefore, except for helicopter type ratings added to an airman certificate under the provisions of § 61.73(d)(3), all of the type ratings held on the superseded certificate carry forward at the new certificate level WITHIN CATEGORY AND CLASS.

NOTE: A type rating for a single-place airplane may not be upgraded to the ATP level.

(1) Except for type ratings and, under some circumstances, the instrument rating, other ratings indicated on the superseded pilot certificate are carried forward at the commercial, private, or recreational level, as indicated on the superseded certificate.

(2) Instrument rating privileges are shown on the ATP certificate only if the ATP practical test was for visual flight rules (VFR) only, or to retain instrument privileges that were held on the superseded certificate for a category of aircraft other than the one used for the ATP practical test.

B. Airplane Class Ratings. The following class ratings are originally issued or added to ATP certificates:

(1) SINGLE-ENGINE LAND

(2) MULTIENGINE LAND

(3) SINGLE-ENGINE SEA

(4) MULTIENGINE SEA

C. Rotorcraft Class Ratings.

(1) An ATP certificate with a rotorcraft category rating is issued only with the helicopter class rating.

(2) A gyroplane class rating may be added to an ATP certificate at the private or commercial level.

D. Addition of Lighter-than-Air and Glider Class Ratings. A lighter-than-air or glider category rating may be added to an existing ATP certificate; however, the rating may be added only at the private or commercial level, as appropriate to the practical test completed. There is no provision for the original issuance of an ATP certificate with a lighter-than-air or glider category rating.

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SECTION 2. PROCEDURES

1. PREREQUISITES AND COORDINATION REQUIREMENTS.

A. Prerequisites. This task requires knowledge of the regulatory requirements of part 61 and Federal Aviation Administration (FAA) policies and qualification as an aviation safety inspector (operations).

B. Coordination. This task may require coordination with the airworthiness unit and occasionally with the airman records section of AFS-760, Airman Certification Branch.

3. REFERENCES, FORMS, AND JOB AIDS.

A. References.

- 14 CFR parts 61, 91, 141, and 187 (appendix A, Fees)
- FAA-S-8081-5, Airline Transport Pilot and Type Rating Practical Test Standards
- PTRS Procedures Manual (PPM)

B. Forms.

- FAA Form 8060-4, Temporary Airman Certificate (figure 7-4)
- FAA Form 8060-5, Notice of Disapproval of Application (figure 7-2)
- FAA Form 8710-1, Airman Certificate and/or Rating Application

C. Job Aids.

- Sample figures

5. PROCEDURES.

A. Schedule Appointment. Schedule applicant for the ATP certification or for additional category/class ratings in accordance with office procedures.

(1) If an applicant is over the age of 23 and is not presenting a letter of aeronautical competency, or the applicant is under the age of 23 and is seeking a letter of aeronautical competency, advise the applicant to bring the following documents to the appointment:

(a) a correctly filled out FAA Form 8710-1, completed in ink or typewritten;

(b) an airman certificate, if appropriate;

(c) a current first-class medical certificate for original issuance or at least a current third-class medical certificate for an additional category, class, or type rating, and a Statement of Demonstrated Ability (SODA), if applicable;

(d) a knowledge test report, if applicable;

(e) an FAA-approved pilot school graduation certificate, if applicable;

(f) a personal logbook or other records substantiating the flight experience shown on the application form;

(g) the aircraft maintenance records;

(h) the aircraft airworthiness certificate;

(i) the aircraft registration;

(j) the FCC aircraft station license, if applicable; and

(k) an acceptable form of photo identification.

(2) If the applicant is bringing a letter of aeronautical competency for issuance of an initial ATP certificate, advise the applicant to bring the following documents:

(a) the original letter of aeronautical competency;

(b) a current FAA Form 8710-1; and

(c) a current first class medical certificate and SODA, if applicable.

B. Applicant Arrives for Appointment. Collect and review the documents and records listed in subparagraphs 5A(1) or (2) above.

C. Review Application. Verify that the information on the application is presented accurately and completely.

(1) In Section I, ensure that the applicant has checked "Airline Transport." If the applicant is seeking an additional airplane rating, ensure that the applicant has checked "Additional Aircraft Rating."

(2) Ensure that the remainder of the application is completed in accordance with the instructions attached to the form and the guidance in volume 2, chapter 1, section 4.

(3) If this is a retest within 30 days of a first failure, ensure that an instructor has signed the Instructor's Recommendation section of FAA Form 8710-1.

D. Verify Applicant's Identity. Inspect acceptable forms of identification to establish the applicant's identity in accordance with the procedures described in volume 2, chapter 1, section 4.

(1) Compare the identification with the personal information provided on FAA Form 8710-1.

(2) When the applicant's identity is verified, continue.

(3) If the applicant's identity cannot be verified because of lack of identification or inadequate identification, explain what types of identification are acceptable. Advise the applicant to return with appropriate identification.

(4) If the applicant's identity appears to be different from the information supplied on FAA Form 8710-1, or it appears that an attempt at falsification has been made, discontinue the practical test. (See volume 2, chapter 182.)

E. Letter of Aeronautical Competency. If the applicant presents a valid letter of aeronautical competency, issue FAA Form 8060-4. (See volume 2, chapter 1, section 5.)

(1) Enter any appropriate limitations.

(2) Complete the inspector's report on FAA Form 8710-1.

(3) Forward FAA Form 8710-1, the original FAA Form 8060-4, the original letter of aeronautical competency, and the pilot's superseded certificate to AFS-760.

(4) Close PTRS.

F. Establish Eligibility. Determine if the applicant meets the specific eligibility, aeronautical knowledge, aeronautical experience, and aeronautical skill requirements for certification as an airline transport pilot (§§ 61.151, 61.153, 61.155, 61.157, 61.159, 61.161, 61.163, or 61.165).

(1) Determine that the applicant meets ONE of the following requirements:

(a) holds a commercial pilot certificate;

(b) holds a foreign ATP or commercial license without limitations, issued by an ICAO member state; or

(c) is a pilot in the Armed Forces of the U.S. whose military experience qualifies that pilot for a commercial pilot certificate under § 61.73.

(2) Determine if an applicant for an additional rating holds the required ATP certificate.

(3) If an applicant for an ATP certificate does not already hold an instrument rating, ensure that the applicant meets the following two requirements:

(a) as part of the oral portion of the practical test, the applicant must comply with § 61.65(g); and

(b) as part of the flight portion of the test, the applicant must additionally perform each maneuver required by § 61.65(g) that is not required in the ATP practical test standards (PTS), appropriate to the category of aircraft used.

(4) If the applicant's medical certificate and SODA, if any, bear any limitation that would make a special medical flight test necessary, refer to volume 2, chapter 27.

(5) If the applicant is applying for a test on the basis of graduation from an approved pilot school, inspect the applicant's graduation certificate to verify that the applicant meets the requirements of § 61.71.

(6) Again, review the applicant's logbook or other records to determine if an ICAO limitation will be necessary at the satisfactory completion of the practical test. Ensure that the record of flight time in section III of the application reflects the appropriate flight times.

(7) Ensure that the SIC pilot time credited by a commercial pilot under the provisions of § 61.155(d) was acquired in an aircraft with a type certificate that requires an SIC or during flight operations in which the regulations require an SIC.

(8) Check the application to determine if the applicant has failed the ATP practical test within the past 30 days. If the oral, simulator, and/or flight portions of the test were separate tests, the test completion dates should not exceed a 60-day time period.

(9) Examine the applicant's knowledge test report or the test report from an approved school with knowledge test examining authority, if applicable.

(a) If the applicant is an employee of an air carrier certificated under part 121 or 135, or a military pilot meeting the applicable criteria, the expiration date of the knowledge test may be extended per § 61.39(b)(1) or (2).

(b) Inspect the applicant's letter prepared on the appropriate airline letterhead stationary, certifying the dates of the applicant's employment and eligibility under § 61.39(b)(1) or military documentation showing qualification under § 61.39(b)(2).

G. Requirements for an Additional Category Rating. For an additional category rating, the applicant must present a logbook or other records showing that

the applicant has received instruction in that category of aircraft and has met all of the requirements of § 61.165(a) or (b), as appropriate. A knowledge test IS required for an additional category rating.

H. Aircraft Requirements. Review, or arrange for an airworthiness inspector to review, the applicant's aircraft maintenance records, logbooks, airworthiness certificate, and aircraft registration to determine if the aircraft is airworthy and suitable for this practical test. After review, return the documents to the applicant.

I. Discrepancies. If a discrepancy that cannot be immediately corrected exists in any of the documents, return the application and all documents to the applicant. Inform the applicant of the reasons for ineligibility and explain how the applicant may correct the discrepancies.

J. Conduct the Practical Test. After determining that the applicant is eligible and meets all prerequisites for the certificate and/or rating sought, accept the application and conduct the practical test in accordance with the Airline Transport Pilot and Type Rating PTS. (If a type rating is sought, refer to volume 2, chapter 9.)

(1) Give an applicant who is retesting credit for those areas of operations successfully completed on the previous practical test, provided the previous test was conducted within 60 days before the retest. If the previous test was conducted more than 60 days before the retest, test the applicant in all areas.

(2) If the practical test is not completed for reasons other than unsatisfactory performance, issue a letter of discontinuance to the applicant. (See figure 7-3.)

(3) Return the application and all submitted documents to the applicant with the original of the letter of discontinuance.

(4) Explain how the applicant may complete the test at a later date and reschedule the test, if requested to do so.

(5) Close PTRS.

K. Unsatisfactory Performance. If the applicant did not meet the applicable standards for the certificate sought, inform the applicant of the reasons for the unsatisfactory performance.

(1) Prepare FAA Form 8060-5, Notice of Disapproval of Application, in accordance with the guidance in volume 2, chapter 1, section 6. (See figure 7-2.)

(a) List the areas of operation that were unsatisfactory or not completed. If specific procedures and maneuvers need to be repeated, record them on the form; and

(b) indicate the number of practical test failures by the applicant for this certificate or rating on the form.

(2) Sign, date, and check the appropriate boxes on the form. Give the applicant a copy of the notice of disapproval and retain the original for the certification file.

(3) Retain the FAA Form 8710-1 and return all other submitted documents to the applicant.

L. Satisfactory Performance. When the applicant has satisfactorily met all requirements for the certificate and/or rating sought, prepare FAA Form 8060-4, Temporary Airman Certificate, in accordance with the guidance in volume 2, chapter 1, section 5. (See figure 7-4.)

(1) Enter the correct limitations if appropriate.

(a) Enter "HOLDER DOES NOT MEET THE PILOT-IN-COMMAND FLIGHT EXPERIENCE REQUIREMENTS OF ICAO" if the applicant meets the requirements of § 61.155(b)(1), but has less than 150 hours as PIC.

(b) Enter "HOLDER DOES NOT MEET THE PILOT FLIGHT EXPERIENCE REQUIREMENTS OF ICAO" if the applicant meets the total flight time requirement only by applying § 61.155(d) and meets the criteria of § 61.155(e).

(c) An inspector should remove the limitations listed in subparagraphs L(1)(a) and (b) of this section when the applicant presents satisfactory evidence that the applicant has met the pertinent regulatory requirements.

(d) The limitation "NOT VALID FOR FLIGHTS REQUIRING THE USE OF ENGLISH" may not be placed on an ATP certificate. An applicant to whom this limitation would apply IS NOT ELIGIBLE for an ATP certificate.

(2) If the pilot certificate is issued in a foreign country, see § 61.13(a) and part 187, appendix A.

(3) Verify that all information on the certificate is correct. Sign the temporary airman certificate and direct the airman to sign Line VII of the form.

(4) Retain the original for the certification file and give the applicant the copy of the temporary certificate.

M. Letter of Aeronautical Competency. If the applicant satisfactorily completes the practical test and has not yet attained 23 years of age, issue a letter of aeronautical competency. (See figure 7-1.)

(1) Give the applicant the original letter. The applicant also retains his/her current airman certificate.

(2) Retain a copy of the letter for the certification file.

(3) Retain FAA Form 8710-1 and AC Form 8080-2 for the certification file.

N. Certification File. Complete the certification file.

(1) Ensure that both the Evaluator's Record and Inspector's Report sections of FAA Form 8710-1 are completed.

(2) If the applicant qualified for the ATP practical test on the basis of military competence or a foreign pilot license and did not have a U.S. commercial pilot certificate, ensure that Block A AND Block B or D, as appropriate, of section II of FAA Form 8710-1 are completed correctly to indicate why a commercial pilot certificate is not attached to the file.

(3) Forward the completed certification file to AFS-760.

(4) Close PTRS.

7. TASK OUTCOMES. Completion of this task results in the issuance of a Temporary Airman Certificate, a Notice of Disapproval of Application, a letter of aeronautical competency, or a letter of discontinuance.

9. FUTURE ACTIVITIES.

A. Applicant may return for an added category, class, or type rating.

B. If the applicant was issued a letter of competency, the applicant may return for issuance of the ATP certificate.

FIGURE 7-1
LETTER OF AERONAUTICAL COMPETENCY

FAA Letterhead

Flight Standards District Office
1234 Airport Drive
Los Angeles, CA 90066

[*date*]

Mr. John Doe
1624 Hillside Boulevard
Los Angeles, CA 90066

Dear Mr. Doe:

This is to certify that on [*date*], you satisfactorily completed the practical test prescribed for an airline transport pilot certificate by Section 61.____ of Title 14 of the Code of Federal Regulations. The practical test was successfully accomplished in [*make/model of aircraft and/or simulator*].

Upon reaching your 23rd birthday, you may present this letter, a current FAA Form 8710-1, a current first class medical certificate, and your current airman certificate to the nearest Flight Standards District Office, and you will be issued a Temporary Airman Certificate with the appropriate category, class, and type rating, as applicable.

Your permanent airline transport pilot certificate will be mailed to you from the Airmen Certification Branch in Oklahoma City.

Sincerely,

[*signed by inspector*]
[*title*]

FIGURE 7-2
FAA FORM 8060-5, NOTICE OF DISAPPROVAL OF APPLICATION

UNITED STATES OF AMERICA
DEPARTMENT OF TRANSPORTATION—FEDERAL AVIATION ADMINISTRATION

NOTICE OF DISAPPROVAL OF APPLICATION

NOTE
PRESENT THIS FORM UPON APPLICATION FOR REEXAMINTION

NAME AND ADDRESS OF APPLICANT
JOHN RYAN DOE
5421 WEST BIRD DRIVE
NEW YORK, NY 20020

CERTIFICATE OR RATING SOUGHT
AIRLINE TRANSPORT
PILOT IA-JET

On the date shown, you failed the examination indicated below:

☐ FLIGHT ☐ ORAL ☒ PRACTICAL

AIRCRAFT USED *(Make and Model)*	FLT. TIME RECORDED IN LOGBOOK		
	PILOT-IN-COMM. OR SOLO	INSTRUMENT	DUAL
ISRAEL WESTWIND 1124	3955	1200	190

UPON REAPPLICATION YOU WILL BE REEXAMINED ON THE FOLLOWING:

V. INSTRUMENT PROCEDURES
TASK D, NON-PRECISION INSTRUMENT APPROACH PROCEDURES
TASK E, CIRCLING APPROACH PROCEDURES
FIRST FAILURE ORAL PASSED 08-12-96

I have personally tested this applicant and deem his performance unsatisfactory for the issuance of the certificate or rating sought.

DATE OF EXAMINATION	SIGNATURE OF EXAMINER OR INSPECTOR	DESIGNATION OR OFFICE NO.
08-14-96	J. Ayres	RAP FSDO

FAA Form 8060-5 (5-80)

FIGURE 7-3
LETTER OF DISCONTINUANCE

FAA Letterhead

[*date*]

[*name and address of applicant*]

Dear [*applicant name*]:

On this date you successfully completed a portion of the practical test for a [*indicate grade*] certificate with an [*indicate category*] category and [*indicate class*] class rating. The practical test was discontinued because of [*indicate reason*].

If application is made by [*indicate a date 60 days from date of letter*], this letter may be used to show the following portions of the practical test which have been completed satisfactorily.

- [*Indicate areas of operation completed on the test.*]

After [*indicate expiration date*] you must repeat the entire practical test.

This letter does not extend the expiration date shown on the knowledge test results, medical certificate, or required endorsements.

Sincerely,

[*signed by the inspector conducting practical test*]

FIGURE 7-4
FAA FORM 8060-4, TEMPORARY AIRMAN CERTIFICATE

I. UNITED STATES OF AMERICA
DEPARTMENT OF TRANSPORTATION – FEDERAL AVIATION ADMINISTRATION

II. **TEMPORARY AIRMAN CERTIFICATE**

III. CERTIFICATE NO. 987654321

THIS CERTIFIES THAT IV. JOHN RYAN DOE
V. 5421 WEST BIRD DRIVE
NEW YORK, NY 20020

DATE OF BIRTH	HEIGHT	WEIGHT	HAIR	EYES	SEX	NATIONALITY VI.
11-30-64	73 IN.	175	BROWN	BLUE	M	USA

IX. has been found to be properly qualified and is hereby authorized in accordance with the conditions of issuance on the reverse of this certificate to exercise the privileges of

AIRLINE TRANSPORT PILOT

RATINGS AND LIMITATIONS

XII. AIRPLANE MULTIENGINE LAND
IA-JET
COMMERCIAL PRIVILEGES
AIRPLANE SINGLE ENGINE LAND AND SEA

XIII.

THIS IS ☒ AN ORIGINAL ISSUANCE ☐ A REISSUANCE OF THIS GRADE OF CERTIFICATE

DATE OF SUPERSEDED AIRMAN CERTIFICATE 02-22-94

BY DIRECTION OF THE ADMINISTRATOR

X. DATE OF ISSUANCE 08-14-96

X. SIGNATURE OF EXAMINER OR INSPECTOR J. Ayres

EXAMINER'S DESIGNATION NO. OR INSPECTOR'S REG. NO. RAP FSDO

DATE DESIGNATION EXPIRES

VII. AIRMAN'S SIGNATURE John Doe

FAA Form 8060-4 (8-78) USE PREVIOUS EDITION

CHAPTER 9. CONDUCT A PILOT TYPE RATING CERTIFICATION

SECTION 1. BACKGROUND

1. PROGRAM TRACKING AND REPORTING SUBSYSTEM (PTRS) ACTIVITY CODES.

- Oral: 1514
- Simulator: 1515
- Aircraft: 1516

3. OBJECTIVE. The objective of this chapter is to provide background and policy to enable the inspector to determine if an applicant is eligible to receive an initial or additional type rating for a private, commercial, or airline transport pilot (ATP) certificate under Title 14 of the Code of Federal Regulations (14 CFR) part 61. Successful completion of this task results in the issuance of a Temporary Airman Certificate with a type rating, a Notice of Disapproval of Application, or a letter of discontinuance.

5. GENERAL. An aircraft type rating may be added to a private, commercial pilot, or ATP certificate. However, type rating practical tests are conducted to a single standard for all certificate levels. Regardless of the grade of certificate held, an applicant must meet the standards for a type rating in the Airline Transport Pilot and/or Type Rating Practical Test Standards. Except for helicopter type ratings added to an airman certificate under the military competency provisions of § 61.73(d)(3), all type ratings WITHIN CATEGORY AND CLASS held on a superseded certificate are carried forward to the new certificate level without further testing. For military pilots applying under the provisions of § 61.73(d)(3), an AIRPLANE type rating may be upgraded to the ATP level; however, a helicopter type rating (an aircraft rating OTHER than airplane category and type) added to an ATP certificate is limited to commercial privileges. Type ratings limited to visual flight rules (VFR) also may be upgraded to the ATP level without further testing. A type rating for a single-place (single pilot station) airplane MAY NOT be upgraded to the ATP level.

A. Flight Instructor Recommendation. For an applicant applying for a type rating only, the Instructor's Recommendation section of FAA Form 8710-1, Airman Certificate and/or Rating Application, need not be signed.

(1) If the applicant is applying for a type rating to be added to an ATP certificate or for the original issuance of an ATP certificate in an airplane requiring a type rating, the applicant must have an endorsement in the applicant's logbook or training records from an authorized instructor certifying satisfactory completion of the training required by § 61.157(f).

(2) If the applicant is applying for a type rating to be placed on a private or commercial pilot certificate, the airman must have an endorsement in the airman's logbook or training records from an authorized instructor certifying satisfactory completion of the training required by § 61.63(d)(6).

B. Evaluator's Record. The Evaluator's Record for Airline Transport Certificate/Rating Only section of FAA Form 8710-1 must be signed on the appropriate lines, even if the type rating practical test is conducted for the holder of a private or commercial pilot certificate.

C. Aircraft Undergoing Certification. For type ratings in aircraft that are undergoing type certification and which have not been issued a type designation, refer to volume 2, chapter 33.

D. Medical Certificate. If the applicant is adding a type rating but not upgrading the pilot certificate, at least a third-class medical certificate is required. However, if the pilot is adding a type rating AND upgrading the pilot certificate, the applicant's airman medical certificate must meet the requirements for the grade of pilot certificate sought.

E. Type Rating Limited to VFR. A type rating bearing the limitation "VFR ONLY" may be added to an existing ATP certificate under the provisions of § 61.63(d)(4). However, this option is available only for those aircraft, such as certain types of vintage airplanes, which require a pilot type rating and ARE NOT CAPABLE of demonstrating instrument procedures. This paragraph applies to type ratings being added to an ATP certificate only. There is no provision

for taking an INITIAL practical test for an ATP rating in an airplane which would require a VFR limitation.

F. Amphibian Aircraft. An amphibian type rating shall bear the limitation "LIMITED TO LAND" or "LIMITED TO SEA," as appropriate, unless the applicant demonstrates proficiency in both land and sea operations.

7. SINGLE-PILOT CREWMEMBER. A pilot who applies for a type rating in an aircraft for which the pilot is required to hold a type rating as a single-pilot crewmember, must meet all applicable PTS criteria while satisfactorily demonstrating singlepilot competency in that aircraft. This requires that the pilot demonstrate, without assistance, the required maneuvers and procedures during the practical test with the skill necessary for safe single-pilot operation.

A. Cessna 500-Series Aircraft. The holder of a CE-500 pilot type rating is entitled to act as pilot-in-command (PIC) in Cessna models 500, 501, 550, 551, S550, and 560. However, Cessna models 500, 550, S550, and 560 require the use of an SIC.

(1) The successful completion of a certification practical test in any of the Cessna 500 models listed in paragraph 7A of this section will qualify the applicant for a CE-500 pilot type rating.

(2) An airman who obtains a pilot type rating as a single-pilot crewmember in models 501 and 551 may also operate models 500, 550, S550, and 560 as a member of a two-person crew.

(3) A model 501 or 551 certification practical test may be used to satisfy the requirements of a § 61.58 PIC proficiency check for any Cessna 500 model requiring an SIC.

B. Limitation. The limitation "SECOND IN COMMAND REQUIRED" is NOT placed on the Temporary Airman Certificate issued to an airman who satisfactorily accomplishes a practical test in either the CE-501 or CE-551. This limitation is appropriate only to the operation of Special Federal Aviation Regulation (SFAR) 41 airplanes. The practical test in the 501 or 551 models must be accomplished as a single-pilot crewmember. (None of the Cessna 500-series aircraft are SFAR 41 airplanes.)

9. AIRPLANES CERTIFICATED UNDER SFAR 41 FOR SINGLE-PILOT OPERATION. The provisions of § 91.531(a)(1) permit certain large airplanes certificated under SFAR 41 to be operated without a pilot who is designated as SIC if that airplane is type certificated for operation with one pilot.

A. Type Rating Tests. Pilot type rating applicants administered practical tests in SFAR 41 airplanes certificated for one pilot may elect one of two options:

(1) to accomplish the type rating practical test as a single pilot and receive the type rating without limitation; or

(2) to accomplish the practical test as a PIC with an SIC and receive a type rating with the appropriate limitation.

B. SIC Required. The inspector shall place the limitation "SECOND IN COMMAND REQUIRED" on the Temporary Airman Certificate issued to an airman who elects to accomplish the practical test with an SIC in an SFAR 41 airplane. This limitation appears immediately following the pilot type rating designation to which it applies. The limitation may be removed if the pilot satisfactorily completes a practical test in the airplane, demonstrating singlepilot competency.

C. Removal of the SIC Limitation from a Type Rating. To remove the limitation, it is not necessary to complete an entire practical test (oral and flight) as a single-pilot operation. All maneuvers approved for a flight simulator may be accomplished in that flight simulator for the purpose of removing the SIC limitation. This does not change any flight simulator requirements for the original issuance of the type rating. The following maneuvers, accomplished in a single-pilot environment, serve as a minimum testing requirement for the removal of the SIC limitation:

(1) normal and crosswind takeoffs;

(2) powerplant failure on takeoff;

(3) maneuvering to a landing with a simulated powerplant failure;

(4) a precision or nonprecision approach to a landing;

(5) specific flight characteristics;

(6) normal and abnormal procedures appropriate to single-pilot operations; and

(7) emergency procedures appropriate to single-pilot operations.

11. BEECH MODEL 200 HEAVY AIRCRAFT. By letter of August 5, 1994, to the Small Aircraft Directorate, ACE-100, Kansas City, Missouri, the Department of the Army, Headquarters, United States Army Aviation Center, Fort Rucker, Alabama, requested that aircraft type rating data applicable to Beech Model 200 aircraft eligible to be operated at more than 12,500 pounds gross weight, be amended as necessary to include all currently eligible aircraft. Accordingly, a consolidated list of all Beech Model 200 and derivative military aircraft eligible to be operated at more than 12,500 pounds gross weight is provided in figure 9-6.

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SECTION 2. PROCEDURES

1. PREREQUISITES AND COORDINATION REQUIREMENTS.

A. Prerequisites. This task requires knowledge of part 61 requirements and Federal Aviation Administration (FAA) policies, and qualification as an aviation safety inspector (operations). In addition, the inspector should have completed the appropriate initial type rating course or be considered "best qualified" by the regional office. The inspector must also have completed an initial or recurrent type rating course within the previous 12 months or hold a letter of authorization (LOA) or waiver authorizing that inspector to conduct the practical test.

B. Coordination. This task requires coordination with the airworthiness unit and with the airmen records section of the Airmen Certification Branch, AFS-760.

3. REFERENCES, FORMS, AND JOB AIDS.

A. References.

- 14 CFR parts 1, 61, 91, 141, and 187 (appendix A, Fees)
- PTRS Procedures Manual (PPM)
- FAA-S-8081-5, Airline Transport Pilot and Type Rating Practical Test Standards
- FAA-S-8081-12, Commercial Pilot Practical Test Standards, if applicable
- FAA-S-8081-14, Private Pilot Practical Test Standards, if applicable

B. Forms.

- FAA Form 8000-36, Program Tracking and Reporting Subsystem Data Sheet
- FAA Form 8060-4, Temporary Airman Certificate (figure 9-5)
- FAA Form 8060-5, Notice of Disapproval of Application (figure 9-1)
- FAA Form 8710-1, Airman Certificate and/or Rating Application

C. Job Aids.

- Sample figures

5. PROCEDURES.

A. Schedule Appointment. Advise the applicant to bring the following documents to the appointment:

(1) a properly completed FAA Form 8710-1;

(2) a private, commercial, or airline transport pilot certificate;

(3) an appropriate class of medical certificate and a Statement of Demonstrated Ability (SODA), if applicable;

(4) a knowledge test report, if applicable;

(5) an FAA-approved pilot school graduation certificate, if applicable;

(6) personal logbook or other records substantiating the flight experience shown on the application form;

(7) the aircraft maintenance records;

(8) the aircraft airworthiness certificate;

(9) the aircraft registration; and

(10) the Federal Communications Commission (FCC) aircraft station license, if applicable; and

(11) an acceptable form of photo identification.

B. Applicant Arrives for Appointment.

(1) Collect and review the documents listed above.

(2) Open PTRS file.

C. Review Application. Verify that the information on the application is presented accurately and completely.

(1) In section I, ensure that the applicant has checked "Additional Aircraft Rating" and "Private," "Commercial," or "ATP," as appropriate. Ensure that the applicant has checked any other applicable boxes.

(2) Ensure that the remainder of the application is completed in accordance with the instructions attached to the form and the information in volume 2, chapter 1, section 4.

(3) If the applicant is applying for a private or commercial certificate in conjunction with the type rating, ensure that the flight instructor has signed an endorsement no more than 60 days before the application was submitted.

D. Verify Applicant's Identity. Inspect acceptable forms of identification to establish the applicant's identity. (See volume 2, chapter 1, section 4, paragraph 5.) Compare the identification with the personal information provided on FAA Form 8710-1.

(1) If the applicant's identity can be verified, proceed with the practical test.

(2) If the applicant's identity cannot be verified because of lack of identification or inadequate identification, explain what types of identification are acceptable. Advise the applicant to return with appropriate identification to reapply.

(3) If the applicant's identity appears to be different from the information supplied on FAA Form 8710-1, or it appears that an attempt at falsification has been made, do not continue this task. (See volume 2, chapter 182.)

E. Establish Eligibility. Determine if the applicant meets the type rating requirements of § 61.63(d)(1) through (6).

(1) If the applicant is upgrading a pilot certificate, ensure that the applicant meets the general eligibility, aeronautical knowledge, aeronautical experience, and flight proficiency requirements for the grade of certificate sought.

(2) Verify that the applicant holds an airman medical certificate appropriate to the certificate/rating sought.

(3) Inspect the medical certificate to ensure that it does not bear any limitation that would make a special medical flight test necessary. (See volume 2, chapter 27.)

(4) Check the record of flight time in section III of the application to determine if the applicant has the minimum flight experience required for the type rating/grade of pilot certificate sought.

(5) If the applicant is applying for a test on the basis of graduation from an approved pilot school, inspect the applicant's graduation certificate to verify that the applicant meets the requirements of § 61.71.

(6) Examine the applicant's logbook and/or other reliable record(s) to verify that all aeronautical knowledge, aeronautical experience, and the required instructor endorsements for ground and flight training are recorded.

(7) If the applicant is upgrading a certificate or concurrently obtaining an instrument rating, examine the knowledge test report or test report from an approved school with knowledge test authority, as applicable.

(8) If the applicant has checked the "Yes" box of section IV of the application, verify that the applicant meets the requirements of § 61.49.

F. Aircraft Requirements. Review, or arrange for an airworthiness inspector to review, the applicant's aircraft maintenance records, logbooks, airworthiness certificate, and aircraft registration to determine if the aircraft is airworthy and suitable for this practical test. Ensure that a type rating exists for the aircraft and determine if the aircraft is certificated under SFAR 41 for single-pilot operation. After review, return the documents to the applicant.

G. Discrepancies. If a discrepancy that cannot be immediately corrected exists in any of the documents, return the application and all submitted documents to the applicant. Inform the applicant of the reasons for ineligibility, and explain how the applicant may correct the discrepancies.

H. Conduct Practical Test. After determining the applicant is eligible and meets all prerequisites for the type rating/certificate sought, accept the application and conduct the practical test. A preflight briefing must be conducted before the practical test. (Refer to volume 2, chapter 1, section 3.)

(1) Use the procedures and maneuvers outlined in the Airline Transport Pilot and/or Type Rating Practical Test Standards for the category of aircraft for which a type rating is sought.

(2) The inspector may give an applicant who is retesting credit for those areas of operation successfully completed on the previous practical test, provided the test was conducted within 60 days before the retest. If the previous test was conducted more than 60 days before the retest, the applicant must be tested in all areas.

(3) When conducting type rating practical tests in turbojet airplanes for which a single pilot is authorized, ensure that the single pilot applicant satisfactorily performs all pilot duties without assistance.

(4) Require applicants for type ratings on aircraft not listed in figure 9-2 or 9-3 to present evidence that at least one aircraft of the type concerned has been issued a U.S. type certificate in accordance with 14 CFR § 21.175 (as a standard airworthiness certificate or a special airworthiness certificate).

(5) The aircraft, if type certificated under § 21.175(b), will not be operated for any purpose other than the purpose for which the special airworthiness certificate was issued.

I. Discontinuance. If the practical test is not completed for reasons other than unsatisfactory performance, issue the applicant a letter of discontinuance (figure 9-4).

(1) Return the application and all other submitted documents to the applicant.

(2) Close PTRS.

J. Unsatisfactory Performance. If the applicant did not meet the applicable standards for the certificate sought, inform the applicant of the reasons for the unsatisfactory performance.

(1) Prepare FAA Form 8060-5 in duplicate as per volume 2, chapter 1, section 6. An example of a correctly completed form is found in figure 9-1. In addition to those instructions:

(a) record areas of operation that were unsatisfactory or not completed. If specific procedures and flight maneuvers need to be repeated, record them on the form; and

(b) indicate the number of the applicant's practical test failures for this certificate or rating.

(2) Sign, date, and check the appropriate boxes on the form. Give the applicant a copy of the notice of disapproval and retain the original for the certification file.

(3) Retain the FAA Form 8710-1 and return all other submitted documents to the applicant.

K. Satisfactory Performance. When the applicant has satisfactorily met all requirements for the type rating/certificate sought, prepare FAA Form 8060-4, Temporary Airman Certificate, in accordance with the guidance in volume 2, chapter 1, section 5 (figure 9-5).

(1) Use figure 9-2 or 9-3, as appropriate, for guidance on how to enter the type rating on FAA Form 8060-4.

(2) Enter all previous category, class, and type ratings including any limitations held by the applicant.

(3) Enter the type rating under the appropriate airman certificate privileges.

(4) Enter any required operating limitations such as "CV-PBY5 LIMITED TO SEA" or "N-B25 VFR ONLY."

(5) For type ratings issued for SFAR 41 aircraft when single-pilot competency was not demonstrated, enter the limitation "SECOND IN COMMAND REQUIRED."

(6) Verify all information on the form is correct. Sign the certificate and direct the airman to sign Line VII of the form.

(7) Retain the original for the file and give the applicant the copy of the temporary certificate.

(8) If the pilot certificate is issued in a foreign country, see § 61.13(a) and part 187, appendix A.

L. Complete the Certification File. Complete the certification file and return to the applicant all submitted documents not forwarded to AFS-760.

M. PTRS. Complete FAA Form 8000-36 in accordance with the PPM.

7. TASK OUTCOMES. Completion of this task results in the issuance of one of the following:

A. Temporary Airman Certificate.

B. Notice of Disapproval of Application.

C. Letter of discontinuance.

9. FUTURE ACTIVITIES.

A. Applicant may return for another type rating.

B. Applicant may return for an upgraded certificate.

FIGURE 9-1
FAA FORM 8060-5, NOTICE OF DISAPPROVAL OF APPLICATION AIRCRAFT TYPE RATING

UNITED STATES OF AMERICA
DEPARTMENT OF TRANSPORTATION–FEDERAL AVIATION ADMINISTRATION

NOTICE OF DISAPPROVAL OF APPLICATION

NOTE
PRESENT THIS FORM UPON APPLICATION FOR REEXAMINTION

NAME AND ADDRESS OF APPLICANT
JOHN RONALD DOE
751 SOUTH MAIN STREET
KEYWANA, NM 80010

CERTIFICATE OR RATING SOUGHT
TYPE RATING
CE-500

On the date shown, you failed the examination indicated below:

☐ FLIGHT ☐ ORAL ☒ PRACTICAL

AIRCRAFT USED *(Make and Model)*	FLT. TIME RECORDED IN LOGBOOK		
	PILOT-IN-COMM. OR SOLO	INSTRUMENT	DUAL
CESSNA CITATION 500	1050	100	180

UPON REAPPLICATION YOU WILL BE REEXAMINED ON THE FOLLOWING:

V. INSTRUMENT PROCEDURES
TASK B. HOLDING PROCEDURES
TASK D. NONPRECISION INSTRUMENT APPROACH PROCEDURES
TASK E. CIRCLING APPROACH PROCEDURES
(First Failure) Oral Passed 08/12/95

I have personally tested this applicant and deem his performance unsatisfactory for the issuance of the certificate or rating sought.

DATE OF EXAMINATION	SIGNATURE OF EXAMINER OR INSPECTOR	DESIGNATION OR OFFICE NO.
08/14/95	Rett H. Forman RETT H. FORMAN	ASW FSDO 01

FAA Form 8060–5 (5-80)

FIGURE 9-2
PILOT CERTIFICATE AIRCRAFT TYPE DESIGNATIONS-AIRPLANES

MANUFACTURER	MODEL DESIGNATION	PRIOR DESIGNATION	CURRENT DESIGNATION
Aero Commander Division North America Rockwell Corp.	1121 Jet Commander Commodore Jet 1123	AC-1121 CJ-1123	IA-JET
Aerospatiale, France	SN 601 Corvette		SN-601
Aerospatiale/Aeritalia, France	ATR-42, ATR-72		ATR-42, ATR-72
Armstrong Whitworth Aircraft, Ltd., UK	Argosy AW 650	Armstrong Whitworth AW-650	AW-650
Avions Dassault, General Aeronautique Marcel, Dassault, France	Mystere 10 Falcon		DA-10
	mystere 20 Falcon, Fan Jet	GAMD/SUD-20	DA-20
	Falcon 50, 900		DA-50
	Fan Jet Model 200		DA-200
	Falcon DA-2000		DA-2000
Beech Aircraft Corp., USA Witchita, KS	BE-200T/200TC (restricted)		BE-200
	BE-300, BE-350, BE-300LW, BE-B300		BE-300
	BE-300FF		BE-300F
	BE1900, BE1900C, BE1900D, C-12J		BE-1900
	BE-2000 Starship		BE-2000
	BE-2000S (single pilot)		BE-2000S
	Diamond I, MU-300, MU-300-10, BE-400 and 400T (USAF T-1A Jayhawk)	MU-300	MU-300, BE-400
Boeing Co., USA	B-17	Boeing B-17	B-17
	247-D	Boeing 247	B-247
	314	Boeing 314	B-314
	S-307, SA-307	Boeing 307	B-307
	377, C-97, YC-97	Boeing 377	B-377
	707, 720, C-135, E3-A, E6-A/B C-18B, EC-18B, EC-18D	Boeing 707/720	B-707, B-720
	727	Boeing 727	B-727
	737/100/200/300/400/500, T-43	Boeing 737	B-737
	747, E-4, 747SP	Boeing 747	B-747
	B-747-400		B-747-4
	757, 767	Boeing 757, 767	B-757, B-767

FIGURE 9-2—Continued
PILOT CERTIFICATE AIRCRAFT TYPE DESIGNATIONS-AIRPLANES

MANUFACTURER	MODEL DESIGNATION	PRIOR DESIGNATION	CURRENT DESIGNATION
Boeing Co.-Continued	B-777-200		B-777
Bristol Aircraft Ltd., UK	Britannia 305		BR-305
British Aerospace/Taiwanese Aerospace Corp.	BAE-146-70/85/100/115 Series	BAE-146	BAE-146, AVR-146
Bristish Aerospace Corporation	BAE-ATP		BAE-ATP
	HP.137, MK.1 Jetstream Series 200 jetstream 3101 jetstream 3201		BA-3100
	Jetstream 4100		BA-4100
	Concorde SST		CONCRD
British Aircraft Corp., UK	BAC 1-11	BAC-1-11	BA-111
Bushmaster Aircraft	Bushmaster 2000		BU-2000
Canadair, Ltd., Canada	CL-44 (Yukon)	Canadair	CL-44
	CL600-2B19		CL-65
	CL-215		CL-21
	(Challenger) CL-600 (Challenger) CL-601, CL-6013A		CL-600
	CL-604		CL-604
Cessna Aircraft Corp., USA	Cessna 500 Series, T-47		CE-500
	CE-525		CE-525
	CE-525 (single pilot)		CE-525S
	Citation III, Model 650 Citation VI, VII		CE-650
	Model CE-750 (Citation X)		CE-750
Chase (also Roberts Aircraft Co.), USA	YC-122	Chase YC-122	YC-122
Consolidated Vultee Aircraft	(See General Dynamics Corp.)		
Convair	(See General Dynamics Corp.)		
Constructiones Aeronauticas S.A.	CASA (Model) C-212-CB		CA-212
	C-235		CN-235
Curtiss-Wright Corp., USA	Commando CW-20	Curtis-Wright C-46	CW-46
Dart Aircraft Corp.	(See General Dynamics Corp.)		
deHavilland Aircraft of Canada Ltd., Canada	Caribou 4A USAF C-7A, Army CV-2	deHavilland Caribou DH-4	DH-4
	DHC-7		DHC-7

FIGURE 9-2—Continued
PILOT CERTIFICATE AIRCRAFT TYPE DESIGNATIONS-AIRPLANES

MANUFACTURER	MODEL DESIGNATION	PRIOR DESIGNATION	CURRENT DESIGNATION
deHavilland Aircraft-Continued (See Hawker Siddeley)	DHC-8		DHC-8
Dee Howard Co., USA	Howard 500	Howard 500	HW-500
Dornier, Deutsch Aerospace, Friedrickshafen, Germany	Dornier 228		DO-228
	Dornier-328-100		DO-328
Douglas Aircraft Co.	(See McDonnell Douglas)		
Empresa Brasileira de Aeronautica, Brazil	EMB-110P1, P2, P3		EMB-110
	EMB-120		EMB-120
Fairchild Aircraft Corp., USA and Fokker, The Netherlands	Friendship F-27 F-227	Fairchild F-27/227	F-27
	C-119C		FA-119C
	C-123		FA-C123
Fairchild Hiller	C-82A		C-82A
Fokker, Netherlands	Fellowship F-28 (Models 1000 & 4000)		FK-28
	Fokker 28 Mk 0100		FK-100
Ford Motor Corp., USA	Tri-Motor 4-AT 5-AT, FO-5	Ford 5	FO-5
Learjet Corp.	23, 24, 25, 28, 29, 31, 35, 36, 55, C21-A	LR-23, LR-24, LR-25, LR-28, LR-29, LR-35, LR-36, LR-50	LR-JET
	60		LR-60
General Dynamics Corp., USA	PB2Y, PB2Y-5	Consolidated-Vultee PB2Y	CV-PB2Y
	PB4Y-2, QP-4B	Consolidated-Vultee P4Y	CV-P4Y
	PBY-5, 28-4, 28-5	Consolidated-Vultee PBY-5	CV-PBY-5
	LB-30, C87A, RB-24	Consolidated-Vultee LB-30	CV-LB30
	240, 340, 440, T-29 C-131	Convair 240/340/440	CV-240, CV-340, CV-440
	22, 22M (880) (990)	Convair 880/990	CV-880, CV-990
	Napier-Eland	Napier-Eland Convair	CV-N1, CV-N2
	Mark I, Mark II, Allison Propjet	Mark I/II	
	Convair 340, 440, 580	Allison 340/440	CV-A340, CV-A440
	Dart Convair 240, 340, 440	Convair 600/640	CV-600, CV-640

FIGURE 9-2—Continued
PILOT CERTIFICATE AIRCRAFT TYPE DESIGNATIONS-AIRPLANES

MANUFACTURER	MODEL DESIGNATION	PRIOR DESIGNATION	CURRENT DESIGNATION
Groupement d'Interest Economique Airbus Industrie, France	A-300B Airbus		A-300
	A-300-600R, A-310		A-310
	A-319, A-320, A-321		A-320
	A-340 Airbus		A-340
Grumman Aircraft Engineering Corp., USA	TBF, TBM AF-2S (Ref. T.O.AR-36)	Grumman TBF	G-TBM
	G-64 Albatross, GSA16		G-111
	G-73 Turbo Mallard (Frakes Conversion)	FS-73T	G-73T
	G-73 Mallard	Grumman G-73	G-73
	S2F/C1A		G-S2
Gulfstream Aerospace Corporation, USA	G-159 Gulfstream VC-4A, TC-4C	Grumman G-159	G-159
	G-1159 Gulfstream	Grumman G-1159	G-1159
	G-1159C, C-20F, C-20G, C-20H		G-IV
Hamburger Flugzeubau G.M.B.H., Germany	Hansa Jet 320		HF-320
Handley Page Aircraft Co., Ltd., UK	Herald 300	Handley Page 300	HP-300
Hawker Siddeley Aviation Ltd., UK	DH-106, Comet 4C	deHavilland 4C	HS-106
	DH-114 Heron	Hawker Siddeley 114	HS-114
(Also see Raytheon Hawker Corporate Jets)	Hawker Siddeley 748		HS-748
Howard Aero Corp.	(See Dee Howard Co.)		
Israel Aircraft Ltd., Israel	Westwind 1124		IA-JET
	Astra IAI-1125		IA-1125
(See Aero Commander)	ARAVA IA 101B		IA-101
Lockheed Aircraft Corp., USA	Lightning P-38	Lockheed P-38	L-P38
	B-34, PV-1, PV-2	Lockheed B-34	L-B34
	Series 14	Lockheed 14	L-14
	18, C-57, C-60, R-50, Learstar	Lockheed 18	L-18
	P2V7 (Restricted), LP2V-5F		L-P2V
	Constellation 049, 149, 649, 749, 1049, 1649	Lockheed Constellation	L-1049
	Electra 188, P-3, EA	Lockheed 188	L-188

FIGURE 9-2—Continued
PILOT CERTIFICATE AIRCRAFT TYPE DESIGNATIONS-AIRPLANES

MANUFACTURER	MODEL DESIGNATION	PRIOR DESIGNATION	CURRENT DESIGNATION
Lockheed Aircraft-Continued	Jetstar, C-140, Jetstar II	Lockheed 1329	L-1329
	382, C-130	Lockheed 382	L-382
	300, C-141	Lockheed 300	L-300
	L-1011 Tristar		L-1011
	T-33		T-33
Martin-Marietta Corp., USA	B-26 Marauder	Martin B-26C	M-B26
	PBM-5, C-162	Martin PBM-5	M-PBM-5
	Mariner 202/404	Martin 202/404	M-202, M-404
McDonnell Douglas Aircraft Corp., USA	AD-4N		AD-4N
	A-20	Douglas A-20	DC-A20
	A-24, SBD	Douglas A-24	DC-A24
	PB-26	Douglas B-26	DC-B26
	B-18	Douglas B-18	DC-B18
	B-23, UC-67	Douglas B-23	DC-B23
	DC-2, C-32, C-34, C-39, C-42	Douglas DC-2	DC-2
	DC-3, C-47, C-117	Douglas DC-3	DC-3
	Super DC-3, C-117D	Douglas DC-3S	DC-3S
	DC-3 (Turboprop)		DC-3TP
	DC-4, C-54	Douglas DC-4	DC-4
	DC-6, DC-7, C-118	Douglas DC-6, DC-7	DC-6, DC-7
	DC-8	Douglas DC-8	DC-8
	DC-9, DC-9-50, C-9 DC-9-80, MD-80	Douglas DC-9	DC-9
	DC-10, KC-10		DC-10
	MD-11		MD-11
Mitsubishi Aircraft International, Inc.	(See Beech Aircraft)		
Morane-Saulnier, France	MS760	Morane-Saulnier MS-760	MS-760
Nihon Aeroplane Manufacturing Co., Ltd., Japan	YS-11	NAMC YS-11	YS-11
Nord Aviation	262A Super Broussard Mohawk 298	Nord 262 ND 262/262FM	ND-262
North American Rockwell Corp., USA	B-25 Mitchell	North American	N-B25

FIGURE 9-2—Continued
PILOT CERTIFICATE AIRCRAFT TYPE DESIGNATIONS-AIRPLANES

MANUFACTURER	MODEL DESIGNATION	PRIOR DESIGNATION	CURRENT DESIGNATION
North American Rockwell-Continued	NA-265 Sabreliner T-39	North American NA-265	N-265
Northrop Corp., USA	P-61 Black Widow	Northrop P-61	NH-P61
Piaggio, Italy	Piaggio-Douglas 808	Piaggio Douglas PD-808	P-808
Piper Aircraft, USA	PA-42-720 (Restricted)		PA-42R
Raytheon Hawker Corporate Jets	BAE-125-1000		BAE-125
(Also see Hawker Siddeley)	DH-125, BH-125, HS-125 Series (except -1000)	Hawker Siddeley 125	HS-125
SAAB-Fairchild International, S-58188 Linkoping, Sweden	SAAB-Fairchild 340		SF-340
SAAB Aircraft AB, Sweden	SAAB-2000		SA-2000
Short Brothers and Harland Ltd., Northern Ireland (UK)	SD3-30, SD3-60 Variant 200	SD3-30	SD-3
Sikorsky Aircraft Division of United Aircraft Corp., USA	VS-44AC-32, C-34	Sikorsky VS-44	SK-44
	S-43 Series	Sikorsky S-43	SK-43
Sud Aviation, France	SE Caravelle I, II, VIR	SUD 210	S-210
Swearingen Fairchild Aircraft Corp.	SA 226-TC, SA-227-AC, BC, AT, TT SA-227-DC C-26A, C-26B SA-227-CC		SA-227
Vickers-Armstrong British Aircraft Corp., IJK	700 & 800 Series	Vickers Viscount	VC-700, VC-800

FIGURE 9-3
PILOT CERTIFICATE AIRCRAFT TYPE DESIGNATIONS-ROTORCRAFT

MANUFACTURER	MODEL DESIGNATION	PRIOR DESIGNATION	CURRENT DESIGNATION
Bell USA	BH-214ST		BH-14ST
Boeing Vertol, USA	107-11, H-46 Kawasaki, KV107-II	Vertol 107 II	BV-107
	114, Ch-47A, B, and C Series BV-234 (Ch-47D)		BV-114 BV-234
	BV-44, H-21	Vertol 44	BV-44
Sikorsky, USA	H-37 Series		SK-56
	S-58 Series, H-34 Series	Sikorsky S-58, S-581T	SK-58
	S-61 Series, H-3 Series	Sikorsky S-61	SK-61
	S-64 Series, CH-53A Series	Sikorsky S-64	SK-64
	HH-53, CH-53A	Sikorsky S-65	SK-65
Sud Aviation, USA	SA321F		S-321
	SA330F, SA-332 AS-330		S-330

The following applies to helicopters weighing 12,500 pounds or less on which type ratings are issued to holders of airline transport pilot certificates only:

MANUFACTURER	MODEL DESIGNATION	PRIOR DESIGNATION	CURRENT DESIGNATION
Aerospatiale, France	SA 341/342 Gazelle SA 360		SA-341
	AS 350 Astar		AS-350
	SA 355 Twinstar		AS-355
	SA-360C Dauphine (SE)		SA-360
	SA 365 Dauphine (ME)		SA-365
	SA 365 Dolphin (HH-65)		SA-365
Bell, USA	47 Series H-13 Series	Bell 47	BH-47
	204-B, UHI-B, -D, H205B	Bell 204	BH-204
	206A, 206B	Bell 206	BH-206
	212/412 Series	Bell 212	BH-212
	214 Series (Except ST)	None	BH-214
	222 Series	None	BH-222

FIGURE 9-3—Continued
PILOT CERTIFICATE AIRCRAFT TYPE DESIGNATIONS - ROTORCRAFT

MANUFACTURER	MODEL DESIGNATION	PRIOR DESIGNATION	CURRENT DESIGNATION
Brantley, USA	B-2 (YH03BR)	Brantley B-2	BY-2
	B-305	Brantley B-305	BY-305
Construzioni Aeronautiche Giovanni Agusta, Italy	A109 Agusta		A-109
Enstrom, USA	F-28	Enstrom F-28	EN-28
Hiller, USA	UH-12 Series, H-23 Series	Hiller UH-12	HH-12
Fairchild, USA	FH-1100	FH-1100	FA-1100
Hughes, USA (Schweizer)	300, 269 Series	Hughes 269A	HU-269
	500, 369 Series	Hughes 500	HU-369
Kaman Aerospace Corporation	K-MAX (K-1200)		KM-1200 (VFR ONLY)
Kaman, USA	K-190A	Kaman K-190A	KM-190
	K-225	Kaman K-225	KM-225
	K-240, HTK-1	Kaman K-240	KM-240
	K-600	None	KM-600
Lockheed, USA	Lockheed California 286	Lockheed California 286	L-286
McDonnell Douglas	Notar MD-500 369-E, 369FF		MD-500N, HU-369
Messerschmitt Bolkow Gmbh (West Germany)	BO-105A		BO-105
	BK-117-A1		BK-117
Omega, USA	12D1A	Omega 12D1	OM-12
Piasecki, USA	HRP-1, HRP-2	Piasecki HRP	PI-HRP
Robinson Helicopter	R-22	None	R-22
	R-44		R-44
Scheutzow, USA	Model B		SC
Sikorsky, USA	R-4B	Sikorsky R-4B	SK-4
	R-5A, YR-6A R-6A, HOS-1	Sikorsky R-5A	SK-5
	S-51	Sikorsky S-51	SK-51
	S-52 Series	Sikorsky S-52	SK-52
	S-55, H-19 Series	Sikorsky S-55	SK-55
	S-62A, HH-52A	Sikorsky S-62	SK-62
	S-76		SK-76
Silvercraft, USA	SPA-SH4		SI-4

FIGURE 9-3—Continued
PILOT CERTIFICATE AIRCRAFT TYPE DESIGNATIONS - ROTORCRAFT

MANUFACTURER	MODEL DESIGNATION	PRIOR DESIGNATION	CURRENT DESIGNATION
Sud Aviation (Aerospatiale)	SE 3130, SE 313B, SE 3160, SA 316B, SA 3180, SA 318B, SA 318C, SA 315B	Sud Alouette II/III	S-3130
	SO 1221	Sud Djinn	S-1221
Westland Helicopters, Inc., Yeoville, England	W-30		WH-30

FIGURE 9-4
LETTER OF DISCONTINUANCE

FAA Letterhead

[*date*]

[*name and address of applicant*]

Dear [*applicant name*]:

On this date you successfully completed a portion of the practical test for a [*indicate grade*] certificate with an [*indicate category*] category and [*indicate class*] class rating. The practical test was discontinued because of [*indicate reason*].

If application is made by [*indicate a date 60 days from date of letter*], this letter may be used to show the following portions of the practical test which have been completed satisfactorily.

- [*Indicate areas of operation completed on the test.*]

After [*indicate expiration date*] you must repeat the entire practical test.

This letter does not extend the expiration date as shown on the knowledge test results, medical certificate, or required endorsements.

Sincerely,

[*signed by the inspector conducting practical test*]

FIGURE 9-5
FAA FORM 8060-4, TEMPORARY AIRMAN CERTIFICATE-TYPE RATING

I. UNITED STATES OF AMERICA
DEPARTMENT OF TRANSPORTATION – FEDERAL AVIATION ADMINISTRATION

ii. **TEMPORARY AIRMAN CERTIFICATE**

III. CERTIFICATE NO. 112234459

THIS CERTIFIES THAT IV. JOHN RONALD DOE
V. 751 SOUTH MAIN STREET
KEYWANA, NM 80010

DATE OF BIRTH	HEIGHT	WEIGHT	HAIR	EYES	SEX	NATIONALITY VI.
06/11/63	73 IN.	180	BROWN	GREEN	M	USA

IX. has been found to be properly qualified and is hereby authorized in accordance with the conditions of issuance on the reverse of this certificate to exercise the privileges of

PRIVATE PILOT

RATINGS AND LIMITATIONS

XII. AIRPLANE SINGLE ENGINE LAND & SEA
AIRPLANE MULTIENGINE LAND
CE-500

XIII.

THIS IS ☐ AN ORIGINAL ISSUANCE ☒ A REISSUANCE OF THIS GRADE OF CERTIFICATE

DATE OF SUPERSEDED AIRMAN CERTIFICATE 11/11/90

BY DIRECTION OF THE ADMINISTRATOR

X. DATE OF ISSUANCE 09/15/95

X. SIGNATURE OF EXAMINER OR INSPECTOR Wesley B. Crusher
WESLEY B. CRUSHER

EXAMINER'S DESIGNATION NO. OR INSPECTOR'S REG. NO. ASW FSDO 01

DATE DESIGNATION EXPIRES —

vii. AIRMAN'S SIGNATURE John Ronald Doe

FAA Form 8060-4 (8-79) USE PREVIOUS EDITION

FIGURE 9-6
BEECH MODEL 200 AND MILITARY RC/FWC (HEAVY AIRCRAFT)

The following list identifies all current Beech Model 200 and Military RC/FWC (Heavy Aircraft) by either model and serial number, or by model, serial number, and Army Tail number for which a type rating is authorized. The maximum gross weight of these aircraft exceeds 12,500 pounds.

The BE-200 pilot type rating designation may be placed on the pilot certificate of airmen who successfully complete the appropriate practical examination in the listed aircraft or who are able to provide documentary evidence of eligibility under applicable provisions of § 61.73 based on flight experience in one of the model number/serial number aircraft listed below.

COMMERCIAL AIRPLANES

MODEL NUMBER	SERIAL NUMBER
B200	BB-1204, BB-1205, BB-1206, BB-1315, BB-1434, BB-1436, BB-1441, BB-1443
B200CT	BN-1, BN-2, BN-3, BN-4
B200C	BL-128, BL-130
200T	BT-1, BT-2, BT-3, BT-4, BT-5, BT-6, BT-7, BT-8, BT-9, BT-10, BT-11, BT-12, BT-13, BT-14, BT-15, BT-16, BT-17, BT-18, BT-19, BT-20, BT-21, BT-22, BT-28
B200T	BT-23, BT-24, BT-25, BT-26, BT-27, BT-29, BT-30, BT-31, BT-32, BT-33, BT-34, BT-35, BT-36, BT-37, BT-38

MILITARY AIRPLANES

MODEL NUMBER	SERIAL NUMBER
RC-12D	GR-1 thru GR-13 (Army Tail #'s 80-233778, 78-23144, 78-23145, 80-23373, 80-23374, 78-23141, 80-23371, 78-23142, 78-23143, 80-23376, 80-23377, 80-23542, 80-23375)
RC-12H	GR-1114 thru GR-19 (Army Tail #'s 83-24313 thru 83-24319)
RC-12G	FC-1, 2, 3 (Army Tail #'s 80-23372, 80-23379, 80-23380)
PWC-12D	BP-7 thru BP-11
RC-12K and RC-12N	FE-1 thru FE24* (Army Tail #'s 85-0149 thru 85-0155, 88-0325 thru 88-0327, 89-0268 thru 89-0276, 91-0516, 91-0517)

*Army designated FE-10 thru FE-24 as RC-12N's

CHAPTER 15. DESIGNATE/RENEW A GENERAL AVIATION PILOT EXAMINER

SECTION 1. BACKGROUND

1. PROGRAM TRACKING AND REPORTING SUBSYSTEM (PTRS) ACTIVITY CODES.

- For large/turbine aircraft: 1551
- For other aircraft: 1552

3. OBJECTIVE. The objective of this task is to determine if an individual meets the qualifications for designation or renewal as a designated pilot examiner (DPE). Completion of this task results in designation, renewal, reinstatement, termination, or nonrenewal of a pilot examiner.

5. GENERAL.

A. Purpose. This chapter provides procedures for the designation, renewal, reinstatement, termination, and nonrenewal of a pilot examiner designation.

B. Definitions.

(1) As used in this chapter, an applicant is a person being tested for a certificate or rating.

(2) As used in this chapter, a candidate is an individual being tested or considered for designation as a pilot examiner.

(3) A DPE is a designated representative of the Administrator who is authorized by Title 49 of the United States Code, chapter 447, § 44702, to perform those tasks described in Title 14 of the Code of Federal Regulations (14 CFR) part 183, § 183.23.

(4) An National Designated Pilot Examiner Registry (NDPER) examiner is a pilot examiner who is authorized to conduct airman certification and proficiency practical tests in vintage airplanes in accordance with the provisions of the NDPER Program.

(5) A high activity DPE is a pilot examiner who conducts at least 50 practical tests (aircraft or simulator) in a given quarter.

C. Privileges. A DPE is authorized to perform the following:

(1) Accept applications and conduct practical tests leading to the issuance of pilot and flight instructor certificates and/or ratings in the type of aircraft appropriate to the certificates and letters of authority held by the examiner.

(2) Issue temporary pilot/flight instructor certificates to applicants whom the examiner has tested and found qualified for a certificate or rating.

(3) Issue FAA Form 8060-5, Notice of Disapproval of Application, to applicants whose performance, during a practical test conducted by that examiner, did not meet the applicable Practical Test Standards (PTS) for a certificate or rating.

(4) Issue letters of discontinuance when the practical test is terminated because of situations such as unforecast weather, the applicant or examiner becomes physically incapacitated, the aircraft has mechanical difficulties after the test has begun, or other unanticipated situations.

(5) Accept applications and issue student pilot certificates. A DPE may accept an application when the airman has an FAA Form 8500-15, Statement of Demonstrated Ability (SODA). The examiner must verify the appropriate limitations relating to the SODA with the Flight Standards District Office (FSDO). Any appropriate limitations relating to operational privileges must be placed on the airman certificate. See volume 2, chapter 27 for examples of operational limitations.

(6) Charge each applicant a reasonable fee for services. The amount of the fee and the effect of passing or failing a practical test on the fee, should be clearly understood by the applicant before the examiner accepts an application.

D. Airman Certification Representative (ACR) Privileges for DPE's. A DPE may perform ACR duties and responsibilities without additional authorization.

E. Proficiency Pilot Examiner (PPE) Privileges for DPE's. A DPE may conduct pilot proficiency checks in each aircraft or simulator in which the examiner is currently authorized to conduct certification practical tests. This privilege is automatically conveyed with the DPE designation and need not be shown on the Certificate of Authority issued to the DPE; however, except for NDPER examiners, PPE privileges conveyed to a DPE are LIMITED to the designating FSDO's geographical area of responsibility. NDPER examiners' practical testing and pilot proficiency testing privileges in vintage airplanes ARE NOT restricted to the designating FSDO's geographical area.

(1) If a DPE needs PPE privileges for a more extensive area, the examiner should request a separate PPE designation from the FSDO.

(2) If an examiner holds BOTH DPE and PPE Certificates of Authority, the DPE authorization is limited to the FSDO's geographic area of responsibility. The PPE authorization is not limited to the FSDO's geographical area.

(3) In all cases, regular DPE testing privileges are limited to the area specified by the examiner's Certificate of Authority unless otherwise approved and coordinated by the designating FSDO.

(4) NDPER examiners are authorized to accept applications for practical tests to be conducted in vintage aircraft without regard to FSDO or regional boundaries. An NDPER examiner may conduct practical tests in any of the vintage aircraft within the aircraft grouping stated on the examiner's NDPER letter of authorization (LOA). NDPER examiners are responsible for all travel arrangements associated with the conduct of a practical test to be conducted in a vintage airplane. This provision applies ONLY to certification activities conducted under the provisions of the NDPER Program. The examiner's activities for all other DPE authorizations are bound by the geographical area of the designating FSDO.

F. Examiner Standards. An examiner must conduct all practical tests according to the applicable PTS.

(1) An examiner is expected to honor appointments unless circumstances warrant cancellation or postponement. It is the examiner's responsibility to reschedule a practical test if the postponement is at the examiner's request. If an examiner cancels a practical test without rescheduling, the examiner should recommend another examiner or instruct the applicant to contact the FSDO. The FSDO should provide the names of other examiners, or may arrange to conduct the practical test at the applicant's request.

(2) The examiner must conduct the oral portion of the practical test in a private area free from distractions. The examiner must give the applicant undivided attention during the test and ensure that any discussion of test results with the applicant is in private unless, by mutual agreement, a person other than the applicant (such as the applicant's flight instructor) is present.

(3) An examiner must not allow personal prejudices to interfere with objective evaluation of an applicant.

(4) An examiner is responsible for maintaining personal flight proficiency and currency, for remaining up to date with regulatory and procedural changes, and for demonstrating aviation safety at all times.

(5) If the performance of a pilot who has been certificated by an examiner is found unsatisfactory due to an accident, incident, or other significant event, or if other evidence reveals a deficient performance by an examiner, a flight check of that examiner may be required by an inspector.

7. PROGRAM ADMINISTRATION. The General Aviation and Commercial Division, AFS-800, at Federal Aviation Administration (FAA) headquarters in Washington, DC is responsible for the development of national policy regarding pilot examiners and the overall supervision and evaluation of the pilot examiner program.

A. Region. The regional Flight Standards division manager is responsible for the examiner program within that region. The region ensures that FSDO's conform to national policy with respect to examiner designation, geographic coverage, and other matters. The region reviews FSDO surveillance policies and activities and evaluates FSDO administration of the pilot examiner program.

(1) The NDPER Program is facilitated by the Experimental Aircraft Association (EAA) with FAA administrative oversight.

(2) The Great Lakes Region Flight Standards Division, Technical Programs Branch, AGL-230, has sole responsibility and oversight authority for NDPER examiners regarding the privileges on each examiner's letter of authorization for vintage aircraft.

(a) AGL-230 issues the examiner's letter of authorization for vintage aircraft, stating the aircraft grouping in which the examiner is authorized to conduct practical tests. NDPER examiners may accept applications for practical tests in any of the vintage aircraft within that stated grouping. Vintage/surplus military aircraft are those aircraft which are operated

solely under 14 CFR part 91 and for which the FAA does not have sufficient qualified inspector staff to conduct either the initial qualification or proficiency tests required under the regulations.

(b) The NDPER Program *does not* preclude or limit the region/FSDO from authorizing other DPE's and/or inspectors, if qualified, to conduct practical tests and proficiency checks in vintage aircraft.

(c) NDPER examiners conducting functions as a DPE operate under the authority of the region/FSDO that holds that examiner's certificate of authority. However, when conducting functions as an NDPER examiner in vintage aircraft, the examiner operates solely under the direction and authority of AGL-230.

(d) AGL-230 is responsible for each NDPER examiner's activities relating to vintage aircraft, including renewal and certification pertaining to vintage aircraft.

(e) AGL-230 provides timely coordination with the FSDO in whose area an NDPER examiner conducts practical tests in vintage aircraft.

B. FSDO. A pilot examiner operates under the direct supervision of the FSDO that holds the examiner's designation file. The FSDO issues and maintains the DPE's certificate of authority and letter of authorization for all aircraft other than vintage aircraft.

C. Annual Meeting. Each FSDO shall hold at least one pilot examiner meeting every year to review problem areas, examiner performance, standards, and procedures. Attendance at this meeting shall be recorded in the examiner's file maintained by the supervising FSDO. This meeting is in addition to Biennial Recurrent Examiner Standardization Training and may not be used in lieu of Recurrent Standardization Training.

D. Program Management. Regional offices should establish procedures to ensure that FSDO's conform to national policy with respect to examiner designation, geographic coverage, and other matters; review FSDO surveillance policies and activities; and evaluate FSDO administration of the pilot examiner program.

E. Program Evaluation. During scheduled office evaluations, regional office personnel shall review FSDO administration of the examiner program. Special reviews should be performed as the need arises. Program evaluation is especially valuable in improving FSDO standardization and in maintaining effective oversight of the examiner program.

F. Pilot Examiner's Records. The FSDO shall keep a file on each examiner within its area. The file may contain photocopies of the information, or may be an electronic file from which data is easily retrieved. If an electronic file is maintained and is accessible to the region or division, the office does not need to maintain duplicate records. The pilot examiner's file will be reviewed annually, and must be in compliance with section 8000 of FAA Order 1350.15, Records Organization, Transfer, and Destruction Standards.

(1) The following may be maintained in an electronic file:

(a) records of satisfactory completion (or failure to accomplish satisfactory completion) of initial and recurrent pilot examiner job function standardization courses;

(b) record of attendance at the annual FSDO examiner meeting;

(c) records of surveillance/inspection; and

(d) testing activity log, including at least the applicant's name, aircraft type, N-number, type of test, date of test, time devoted to oral and flight testing, and the date the file was forwarded to the Airmen Certification Branch (AFS-760) through the FSDO.

(2) Photocopies of the following must be retained:

(a) Certificates of Authority and Designation (FAA Forms 8430-9 and 8000-5) showing geographic area(s) authorized;

(b) copies of AC Form 8060-31, Airmen's Records Correction Notice, for the most recent 12 months;

(c) the valid pilot, medical (if required), and flight instructor certificates or current Integrated Safety Information Subsystem (ISIS) data verifying the same;

(d) the initial designation application form, FAA Form 8710-9, Designated Examiner Application/Qualification Record;

(e) the most recent designation renewal (FAA Form 8710-9);

(f) all correspondence from the public concerning the examiner; and

(g) multiengine airplane, helicopter, vintage airplane, and turbine-powered or large aircraft authorizations, if applicable.

9. TYPES OF DESIGNATIONS. Pilot examiners are designated for specific testing functions. Examiners may perform only the functions authorized by their designations. Pilot examiner designations have been realigned to conform with 14 CFR part 61 certificates and ratings. Except for those pilot examiners designated before January 28, 1978, all pilot examiners conducting commercial pilot practical tests in airplanes must hold a commercial and instrument rating examiner designation. Currently there are no provisions for commercial pilot examiner designations limited to visual flight rules (VFR) operations in airplanes. The following pilot examiner designations are issued.

A. Private Pilot Examiner (PE). A PE conducts private and recreational pilot certification tests and additional aircraft rating tests as specifically authorized.

B. Commercial and Instrument Rating Examiner (CIRE). A CIRE conducts commercial pilot certification tests, instrument rating practical tests, and additional aircraft rating tests as specifically authorized.

C. Commercial Pilot Examiner (CE). A CE conducts practical tests for commercial pilot certification and additional ratings.

D. Airline Transport Pilot Examiner (ATPE). An ATPE conducts airline transport pilot (ATP) practical tests for the original issuance of an ATP certificate and additional ratings as specifically authorized/limited. ATPE's must hold category and class, and, if appropriate, type ratings on their pilot certificates for the tests to be conducted.

(1) ATPE's are not authorized to conduct instrument rating practical tests unless they hold a CIRE designation for that category and class of aircraft.

(2) Any limitation, such as "AIRLINE TRANSPORT PILOT EXAMINER - AIRPLANE (CE-500 ONLY)," should be placed on FAA Form 8430-9 and the LOA.

E. Flight Instructor Examiner (FIE). An FIE conducts practical tests for the original issuance (as authorized by the FSDO), renewal, and reinstatement of flight instructor certificates and ratings. An FIE is only authorized to issue flight instructor certificates based on practical tests.

F. NDPER Examiner. An NDPER examiner conducts certification practical tests and proficiency tests in vintage/surplus military airplanes that are identified and listed as vintage airplanes under the NDPER Program.

G. Military Competency/Foreign Pilot Examiner (MC/FPE). An MC/FPE issues private pilot and commercial pilot certificates on the basis of military competency and/or foreign pilot licenses. The MC/FPE reviews applicant records, verifies computer test reports for Military Competence and/or Foreign Pilot Instrument knowledge tests, and issues temporary certificates, as specifically authorized. The MC/FPE may issue and/or upgrade pilot certificates bearing type ratings based on military competence.

H. PPE. A PPE conducts the pilot-in-command (PIC) proficiency checks required by § 61.58 for airmen who act as PIC of aircraft that require two or more pilots and are operated under OTHER than 14 CFR parts 121, 125, 127, or 135. A PPE does not conduct certification practical tests.

I. ACR. An ACR accepts applications for airman certificates and/or ratings from the graduates of a pilot school that holds appropriate examining authority under 14 CFR part 141. An ACR employed solely by a flight instructor refresher clinic (FIRC) reviews applicants' attendance/training records and determines applicants' eligibility for the renewal of a valid flight instructor certificate. An ACR does NOT conduct any knowledge or practical tests in connection with ACR duties.

J. Training Center Evaluator (TCE). A TCE conducts certification practical tests, proficiency checks, Category II and III authorizations, and competency checks in an aircraft, a simulator, or both, as authorized. The TCE performs authorized functions in conjunction with a training center under the provisions of 14 CFR part 142. (See volume 2, chapter 148.)

11. ELIGIBILITY. The FAA's objective is to provide prompt practical testing to applicants for pilot certification. The demand for practical tests at a specific location determines if the designation of an examiner is justified. Although there are no requirements for pilot examiners stated in the regulations, examiner qualifications are described in FAA Order 8710.3, Pilot Examiner's Handbook.

A. Designation Requirements. The following are requirements for specific pilot examiner designations. Consult FAA Order 8710.3 for additional information. Figures 15-2, 15-3, and 15-4 of this chapter include tables with the requirements for specific designations.

(1) An examiner must have at least 5 hours as PIC in each make and model of multiengine aircraft in which the DPE conducts tests.

(2) Glider examiners must show experience and demonstrate skill in motorized self-launch gliders and air and ground launch procedures, or their examining activity will be limited to the particular type of launch demonstrated.

(3) PE's and CE's with lighter-than-air free balloon designations may have flight time in gas balloons, hot air balloons, or a combination of the two in order to meet the flight time requirements for designation. If the examiner's pilot certificate is restricted to free balloons with airborne heater or gas balloons only, that examiner may conduct practical tests only in that type of balloon.

(4) Except for NDPER examiners, an evaluation of competency as a pilot examiner and an LOA for each specific make and model of turbine-powered aircraft, multiengine airplane, or each make and basic model of helicopter are required for the authorization to conduct practical tests.

(5) The candidate may demonstrate competency in a Level C or D flight simulator if the simulator used is representative of the aircraft to be authorized by the candidate's designation. In order to conduct a test in a simulator, except in small helicopters at the ATP level, the examiner must hold a type rating for the type of aircraft represented by the simulator if the represented aircraft requires a pilot type rating.

(6) NDPER examiner candidates must hold and maintain a current FAA certificate of authority as a DPE; have a recommendation from the EAA; hold at least one type rating in a vintage aircraft; have a proven background involving the operation of vintage aircraft; and be approved by AGL-230.

(a) For initial NDPER authorization, an NDPER examiner need complete only one evaluation of competency in a vintage airplane to show competency for all vintage airplanes authorized.

(b) An NDPER examiner must hold a current § 61.58 proficiency check in at least one vintage airplane.

B. Designation of Retired Aviation Safety Inspectors (ASI) as Pilot Examiners. Retired FAA operations inspectors applying for DPE authority are required to successfully complete initial pilot examiner standardization training conducted by AFS-642. Evidence of having satisfactorily completed this course of instruction is indicated by the issuance of a course completion certificate. This certificate will only be issued to individuals who have completed all phases of the training, including classroom exercises and the final knowledge examination. If more than 2 years have passed since a retired ASI has satisfactorily completed initial training, the supervising ASI will require the applicant to attend and satisfactorily complete a recurrent standardization course.

13. INITIAL DESIGNATION. Candidates for designation as pilot examiners must be highly qualified technically and must hold all pertinent category, class, and type ratings for each aircraft for which designation is sought. All pilot examiners must meet the requirements of §§ 61.56 and 61.57, as applicable. Except as specifically noted for NDPER examiners, all DPE's must meet the requirements of § 61.58, if applicable, and must be current and qualified to act as PIC of each aircraft for which authorized throughout the duration of the designation. For designations requiring a medical certificate, the designee must maintain at least a third class medical certificate throughout the duration of the designation. Any required flight instructor certificate must be kept current for the duration of the designation. A candidate for rotorcraft/helicopter designation must hold the appropriate category, class, and, if applicable, type ratings. Examiners' authorizations will be issued on the basis of each make and basic model of helicopter, regardless of the aircraft's size and power source.

A. General Criteria. In addition to meeting the professional standards in the preceding paragraph, an examiner candidate shall meet the following standards:

(1) be at least 21 years old;

(2) have a good record as a pilot and flight instructor in regard to accidents, incidents, and violations;

(3) have a reputation for integrity and dependability in the industry and the community;

(4) have a history of cooperation with the FAA;

(5) hold a valid second-class medical certificate for initial designation, except in the case of a designation limited to examining in free balloons, gliders, or simulators. No airman medical certificate is required for free balloons or gliders if the pilot certifies that he or she has no known physical defects that make him or her unable to pilot a free balloon or glider safely. Designation as pilot examiner for simulators only does not require a medical certificate.

(6) be a professional flight instructor or serve in another type of piloting service (for example, executive, air carrier, part 121 or 135 check airman). If the candidate is not employed as a flight instructor, the candidate's employment must include duties primarily devoted to testing airmen or similar evaluation activities.

B. Examiner Applications. Applicants should send a completed FAA Form 8710-9, Designated Examiner Application/Qualification Record, to the National Examiner Board (NEB). Except as noted, the NEB accepts and evaluates applications from persons applying for initial designation. For applicants applying for designation as a PPE, ACR, MC/FPE, TCE, or NDPER examiner, see paragraphs (3) and (4) below. The NEB will advise the applicant by letter whether or not the applicant meets the criteria for the designation sought. If the applicant does not meet the applicable criteria, the NEB will advise the applicant how the deficiency may be corrected. The applicant should retain a copy of all documents submitted to the NEB for the applicant's personal records.

(1) The NEB applies the general qualification requirements, technical requirements, and experience criteria detailed in Order 8710.3 to determine whether applicants meet FAA requirements for the initial designation sought.

(2) If extenuating circumstances justify the exception, the NEB may approve a DPE applicant who does not meet all of the qualification requirements of Order 8710.3 for assignment to the national examiner pool. However, a statement explaining the deficiency and detailing the circumstances which justify approval of the application is made a part of the candidate's file.

(3) Candidates for designation as a PPE, ACR, MC/FPE, or TCE send their completed application forms directly to the designating FSDO for processing. (Candidates holding PPE, ACR, MC/FPE, or TCE designations and/or applying for *additional* designation as a DPE must submit applications for DPE authorization to the NEB.)

(4) Candidates for designation as an NDPER examiner should submit applications directly to the EAA for consideration. The EAA will recommend successful candidates to AGL-230 for selection and appointment.

(5) Applicants for renewal or reinstatement send applications directly to the jurisdictional FSDO; however, a relocating examiner whose designation is *not current* must apply for reinstatement at the new FSDO through the NEB. The application is processed as though it were an initial application.

C. Initial Screening and Knowledge Test. If the applicant meets the applicable criteria, the NEB will advise the applicant in writing that the application has been accepted and instruct the applicant to apply for a predesignation knowledge test. The applicant *should not* take the predesignation test until receiving a letter of acceptance from the NEB. Upon receiving a letter of acceptance by the NEB, the applicant should take the appropriate predesignation knowledge test at any FAA computerized testing center. The applicant should request the Pilot Examiner Test - Airplane, Rotorcraft, Glider, or Balloon, appropriate to the designation sought. A separate predesignation test is required for each category sought. The cost of the predesignation test is borne by the applicant. The applicant must forward the test results to the NEB within 10 days of the test date. The applicant should retain a copy of the test report for the applicant's personal records.

(1) The applicant must obtain a grade of 80 percent or higher on the predesignation knowledge test in order to continue the application process. The candidate is placed in the candidate pool for each category for which the predesignation test is passed.

(2) An applicant who fails to obtain a grade of 80 percent or higher on the predesignation knowledge test or chooses to retake the test to obtain a higher score must wait 30 days from the date of taking the test before taking the test again.

(3) If the applicant fails a predesignation test, the applicant may not be placed in the candidate pool for the failed category until the test for the failed category is passed. The applicant has the option of correcting the failure or not seeking designation in the failed category.

(4) Applicants for designation as a PPE, ACR, MC/FPE, or TCE are not required to take the predesignation knowledge test.

D. National Candidate Pool. The NEB maintains a national examiner candidate pool which contains the application files of examiner applicants who meet the requirements for the designation sought. Applicants who are approved for assignment to the national examiner candidate pool will be categorized by the geographical area(s) which the applicant can serve and by the type(s) of designation sought. Approved applications are retained in the candidate pool for a period of 24 calendar-months or until the applicant is selected for designation by the FSDO. After 2 years, candidates not selected for designation will be deleted from the pool and must repeat the application process in order to apply for reassignment to the candidate pool.

(1) An applicant who is not approved for assignment to the candidate pool may request a review of the NEB's decision by the Flight Standards appeals board. The decision of the appeals board is final.

(2) At the request of the FSDO which has determined a need for an examiner, the NEB sends the

FSDO applicant files for the three most highly qualified candidates, appropriate to the designation needed and the geographic area to be served. The FSDO may decline or accept any candidate referred by the NEB.

(3) DPE applicants need not have a residence within the designating FSDO's geographical area of jurisdiction; however, a DPE applicant must be able to provide examiner service in the FSDO's area in order to be considered for designation by that FSDO.

(4) When the NEB forwards the file of a DPE candidate who does not meet all of the applicable requirements to a FSDO, the application shall be referred to the regional Flight Standards division manager for review and approval before an authorization is issued. The approval of the regional Flight Standards division manager is required in order for the FSDO to designate a DPE candidate who does not meet all of the qualification criteria stated in FAA Order 8710.3.

E. Practical Test. Each candidate selected for designation by the FSDO must pass a practical evaluation by an FAA inspector before an initial designation is issued. The practical evaluation assists the FAA to determine if the candidate is competent to apply current practical test requirements, procedures, and performance standards in the aircraft for which authorization is sought. The FSDO schedules the practical evaluation upon selecting a candidate for designation.

F. Training. Each examiner must successfully complete the initial pilot examiner standardization course (job functions training) conducted by the Pilot Examiner Standardization Section, AFS-642, in Oklahoma City within 3 calendar months of initial designation. Examiners who are designated before completion of the examiner standardization course will receive an LOA that includes an expiration date coinciding with the scheduled completion of the initial standardization course. Before issuing authorization to an examiner to conduct tests prior to completion of the standardization course, the FSDO should obtain concurrence from the regional Flight Standards division manager.

(1) In addition to general certification procedures and information pertinent to all designations, examiners may be instructed in procedures relating to all levels of pilot/flight instructor certification and all category and class ratings. Following this training, the candidate/examiner will be administered a comprehensive knowledge examination that may test the candidate/examiner on any or all subjects in which the class was instructed. Some of the test questions may require knowledge beyond that encompassed by the authorizations indicated on an individual candidate/examiner's current or proposed Certificate of Authority or LOA.

(2) Successful completion of the standardization course is a prerequisite for designation as a pilot examiner. Under most circumstances, if an examiner candidate arrives after a course has started, that person will not be permitted to attend the remainder of the course. However, if the course manager determines that the examiner candidate has a legitimate reason for being tardy, and if he/she is not more than 1 hour late, that examiner candidate may be permitted to complete the training. After a late arrival is accepted by the course manager, the candidate will be required to make up the missed instruction with AFS-642 personnel outside of normal class hours. Once this has been accomplished, the examiner candidate will take the final examination with the class.

(3) If a DPE candidate or designated examiner fails to successfully complete the course, examining authority will be rescinded and the examiner/candidate is ineligible for designation as a pilot examiner for at least 12 calendar months thereafter. If the candidate reapplies after the 12-month period, the candidate must meet all prerequisites for designation and will receive no special consideration because of the previous denial.

(4) Any examiner who has held an air transportation authorization and has not attended the initial standardization course for general aviation examiners must satisfactorily complete the initial standardization course before exercising any authorization as a general aviation examiner.

(5) Authorization for an examiner to conduct tests prior to completion of the initial standardization course requires the approval of the regional Flight Standards division manager.

(6) Except for MC/FPE applicants, retired FAA operations inspectors must complete the same application procedures for DPE designation as all other applicants. However, a retired FAA inspector applying for designation who, prior to retirement and within 2 years of the date of designation, has satisfactorily completed the initial standardization course conducted by AFS-642 AND HAS RECEIVED A COURSE COMPLETION CERTIFICATE for the course may use that certificate to satisfy the requirement for satisfactory completion of the initial course. A course completion certificate will be given only to those persons who have completed all phases of the training, including classroom exercises and the final written examination. If a retired inspector has satisfactorily completed the initial standardization training course

but more than 2 years have passed since the completion date, the inspector must attend, and satisfactorily complete, a recurrent standardization course conducted by AFS-642 in order to meet the requirement for completion of the initial course.

15. LETTERS OF AUTHORIZATION. Examiners who are authorized to conduct practical tests in helicopters, multiengine airplanes, vintage airplanes, turbine-powered aircraft, and aircraft requiring a type rating will be issued a special authorization in the form of an LOA. The LOA is valid only as long as the examiner's Certificate of Authority is current and expires when the examiner's designation expires. The authorizations conferred by the LOA must be renewed annually by a demonstration of competency in at least one make and model of aircraft or simulator in each category in which the examiner is authorized to conduct tests.

A. Multiengine Airplanes and Turbine-Powered or Large Aircraft. The LOA lists each make and model of multiengine airplane, turbine-powered or large aircraft, and/or each FAA-qualified flight simulator in which the examiner may conduct tests.

B. Vintage Airplanes. A separate NDPER LOA, stating the aircraft grouping in which the NDPER examiner is authorized to conduct certification practical tests and proficiency tests under the provisions of the NDPER Program, will be issued to each NDPER examiner by AGL-230. There is no specific limit to the number of vintage airplanes for which an NDPER examiner may receive authorization. Due to the nature of vintage airplanes, some of which are rarely flown, the EAA may request that an examiner be authorized in numerous types of vintage aircraft to ensure sufficient national availability of NDPER examiners. (See figure 15-12.)

C. Helicopters. The LOA limits the examiner's authority to conduct tests to specific makes and basic models of helicopters, regardless of the aircraft's size and power source.

(1) Initial authorization for small helicopters requires a successful demonstration of competency in a small helicopter, either reciprocating or turbine-powered, as appropriate.

(2) Initial authorization for large helicopters requires a successful demonstration of competency in each large helicopter for which an authorization is sought.

D. Interim Authorization. If a DPE is qualified and current in a nonturbine-powered multiengine airplane for which examiner services are rarely requested and the examiner holds a current examiner authorization for a comparable type of multiengine airplane, the FSDO may issue the examiner an interim LOA authorizing one-time testing privileges in that airplane. The LOA should state the aircraft make and model, restrictions (if any), and the expiration date. The expiration date of the LOA is determined by the FSDO manager but should not exceed 30 days from the date of issuance.

E. Infrequently Requested Aircraft (Turbine-Powered). The FSDO may elect not to issue an LOA to a pilot examiner for a turbine-powered aircraft that requires a pilot type rating if the FSDO receives infrequent requests for certification practical tests in that aircraft. The FSDO may assign an inspector to conduct practical tests in that type of turbine-powered aircraft.

17. ADDITIONAL DESIGNATIONS. An additional designation may be issued to an examiner by completing the same procedures used for original designation. The DPE candidate must hold the certificate and rating(s), without limitation, appropriate to the designation sought.

A. Requirements. Except for placing an additional grouping of vintage airplanes on an existing NDPER authorization, each additional designation requires a demonstration of competency as a pilot examiner appropriate to the aircraft or simulator and the designation sought. The inspector uses the current designation number to issue a new FAA Form 8430-9 showing all designations. When a designation is added, the existing designation(s) may be renewed.

B. Qualifying for Additional Designations. Although all required maneuvers and procedures from the PTS must be tested for an initial designation, the same maneuvers and procedures for an additional designation do not need to be repeated. For example, a DPE candidate simultaneously tests for both PE and CIRE airplane designations. If the DPE candidate satisfactorily completes all of the maneuvers and procedures for the PE designation, then only those maneuvers that differ for the CIRE designation need to be tested. However, if 12 months or more have elapsed since a DPE candidate has qualified for the PE designation, the DPE candidate must be retested on all maneuvers and procedures for the CIRE designation.

19. RENEWAL CRITERIA. In addition to the general requirements outlined in paragraph 13 above, examiners must attend the annual examiner meeting held by the designating FSDO and meet the following specific criteria for renewal of examiner designations and authorizations.

A. Recurrent Standardization Training. Once every 2 years, an examiner must satisfactorily complete examiner recurrent standardization training. NDPER examiners may complete the regular DPE recurrent course or attend a special course scheduled for NDPER examiners. Completion of one recurrent standardization course meets the requirements for all examiner designations and authorizations.

(1) Examiner recurrent standardization courses are scheduled and presented by AFS-642. Course dates and locations are published for 3-year periods. When an examiner is due for recurrent training, the examiner may complete the recurrent training standardization course 3 calendar months before or after the anniversary month and the training will be considered to have been completed in the anniversary month. When an examiner elects to complete recurrent training in the 3-month period after the anniversary month, the examiner's testing privileges will be suspended until the examiner satisfactorily completes the training.

(2) If an examiner misses the course given nearest the examiner's home area, the examiner must successfully complete the missed course at another location within 3 calendar months. The examiner's testing privileges will be suspended until the examiner satisfactorily completes the training. The examiner may go to any location where the course is given.

(3) If an examiner fails the recurrent examiner standardization course, the examiner's authorization will be rescinded. The FSDO may, with the concurrence of the regional Flight Standards division manager, permit the examiner to attend another recurrent training class. In this event, the examiner will have 3 calendar months to successfully complete a second recurrent course. Testing privileges will not be reinstated until the examiner satisfactorily completes the training. If the examiner attends a second recurrent training course and fails that course, the FSDO terminates the examiner's authority. The examiner is eliminated from consideration for reinstatement for at least 12 calendar months from the date of the second failure. Examiners who are eliminated from the program under these circumstances may reapply for designation after 12 calendar months. They must meet all requirements necessary for initial designation.

B. Certification Activity. Specific amounts of certification activity are required to show need for the renewal of individual designations and authorizations. The NDPER authorization is the only designation for which no specific amount of certification activity is required to show need for renewal.

C. Reissuance of LOA. An examiner's LOA is valid only as long as the Certificate of Authority is current and expires at the same time. It is reissued when the designation is renewed.

D. Practical Test. Examiners must demonstrate knowledge and skill appropriate to the designation and authorizations to be renewed or reinstated by the satisfactory completion of an annual practical test (demonstration of competency).

E. Designation Number. The original designation number should be used for renewal, unless a change in the supervising FSDO is involved or a general renumbering is directed by the region. In the event of a change in number, this information should be updated in the Vital Information Subsystem (VIS).

21. ACTIVITY REQUIRED. A certain amount of annual activity is generally required for renewal of examiner designations. If there are legitimate reasons why an examiner has been unable to accomplish any of the required levels of activity, the FSDO manager may modify the requirement to the extent justified by the extenuating circumstances and approve the renewal. Any ONE of the following levels of activity is acceptable.

A. General. The examiner has conducted during the previous 12 calendar months:

(1) 10 certification or aircraft rating tests in airplanes;

(2) five certification or rating tests in helicopters, gyroplanes, gliders, free balloons, or airships;

(3) five instrument rating practical tests; or

(4) five ATP practical tests.

B. Multiengine Airplane. For renewal of multiengine airplane authorizations, as shown on the examiner's LOA, the examiner should have conducted five multiengine rating tests in each make and model of airplane authorized during the previous year. The FSDO manager may authorize an exception in extenuating circumstances.

C. Vintage Airplanes. No specific amount of annual activity in any or all of the types of vintage airplanes authorized on an examiner's NDPER LOA is required for renewal of all of the vintage airplanes listed on the NDPER LOA. This provision applies only to NDPER authorizations.

(1) Continued renewal of an NDPER authorization is based on the examiner's experience and standing as a fully qualified and current DPE and approval/issuance of the renewal by AGL-230.

(2) The NDPER examiner's authorization for multiple types of vintage airplanes is designed to provide nationally available examiner services for rare airplanes. To require any set amount of certification activity to maintain the NDPER authorization would be contrary to the purpose of the program.

23. PRACTICAL TESTS FOR RENEWAL. A practical test (demonstration of competency) for renewal must consist of one of the testing procedures stated in paragraph 25 of this section. At the discretion of the FSDO, a practical test of the examiner, appropriate to the designations held, satisfactorily completed within 3 calendar months before the renewal of the designation, may be used to satisfy this requirement.

A. Multiengine Airplane. The examiner takes only one practical test annually for renewal in multiengine airplanes not requiring a pilot type rating or in nonturbine-powered multiengine airplanes that do require a type rating, including all vintage airplanes. If the examiner is authorized to conduct tests in vintage airplanes and/or more than one make and model of multiengine airplane, the annual demonstration of competency should be alternated between the airplanes authorized.

B. Helicopter. The examiner takes only one practical test annually for renewal in all small helicopters authorized. If authorization is held in more than one type of large helicopter, the renewal may be accomplished by alternating the annual demonstration of competency between the types authorized within a 24-month period.

C. Turbine-Powered Aircraft. For renewal of turbine-powered aircraft authorizations, at least one annual demonstration of competency is required in an appropriate turbine-powered aircraft.

(1) For an examiner holding multiple turbine-powered aircraft authorizations, one annual demonstration of competency in a turbine-powered aircraft is sufficient. However, if any of the aircraft requires a pilot type rating, the single annual demonstration of competency must be in that turbine-powered aircraft requiring a type rating.

(2) If an examiner holds multiple authorizations in turbine-powered aircraft requiring a pilot type rating, the annual demonstration should be alternated between those aircraft that require a type rating. The examiner may not conduct a practical test in any turbine-powered aircraft that requires a pilot type rating unless the examiner has demonstrated competency in that aircraft within the preceding 24 months.

(3) If an examiner with turbine-powered aircraft authorizations is unable to complete a demonstration of competency due to lack of qualified applicants for a practical test or unavailability of a suitable aircraft, the examiner's authorization for these aircraft may not be renewed until a satisfactory demonstration of competency is accomplished.

D. Multiple Authorizations. For examiners holding authorizations in multiple categories of aircraft, an annual renewal demonstration shall be conducted in each category of aircraft for which the DPE holds an authorization.

25. CONDUCT OF THE PRACTICAL TEST. The practical test for initial designation of an examiner or renewal/addition of examiner designations must contain both the appropriate oral questioning and flight/simulator performance in accordance with the PTS. A preflight briefing must be conducted prior to any practical test. This briefing must be given in accordance with the guidelines contained in volume 2, chapter 1, section 3. Additional information on the conduct of practical tests is found in volume 2, chapter 16.

A. Practical Test Roles. In regard to the practical test procedures described below, the term "candidate" refers to the person seeking the pilot examiner designation, and "applicant" refers to the person applying for an airman certificate or rating. An inspector may act in the role of an applicant for a practical test.

B. Scheduling. Since an applicant's schedule may be incompatible with an inspector's normal duty hours, the inspector should be flexible when scheduling tests with pilot examiner candidates.

C. Method. In order of preference, the inspector may choose one of the following three methods to test a candidate:

(1) The inspector observes the examiner candidate testing an actual applicant for a rating or certificate. The inspector evaluates the candidate's performance while the candidate evaluates the applicant. In this situation, any discussion between the DPE candidate and the inspector concerning the candidate's performance with the applicant should be held in private.

(2) The inspector plays the role of an applicant appropriate to the type of designation the DPE candidate is seeking. The inspector should not respond with trick replies to the DPE candidate's questions during the oral portion of the practical test. If an inspector answers a question incorrectly to test whether the DPE candidate recognizes an incorrect

answer, the incorrect response should be obviously wrong.

(3) The inspector tests the examiner candidate on selected maneuvers to assess the candidate's flight proficiency and ability to evaluate in accordance with the applicable test standards.

D. Authority to Issue Documentation After Practical Test.

(1) In the case of a practical test with an actual applicant and a successful DPE candidate, the successful DPE candidate does not yet have the authority to issue a certificate to the applicant.

(2) However, the inspector may allow the successful DPE candidate to fill out the appropriate documentation for the applicant while the inspector observes. The inspector must sign any certificate issued.

(3) In the case of a practical test with an actual applicant and an unsuccessful DPE candidate, the inspector will complete and sign the appropriate documentation.

27. DELEGATION/RECISION OF AN EXAMINER AUTHORIZATION. Title 49 of the United States Code empowers the Administrator to delegate to private persons any function relating to the examination, inspection, and testing of airman applicants, subject to any regulation, supervision, and review which the Administrator may prescribe. Under this section and FAA directives, the Administrator may rescind any such delegation at any time and for any reason deemed appropriate. Also, the Administrator may determine that such a delegation should not be renewed for any reason deemed appropriate.

A. Proposed Termination or Nonrenewal. The FSDO must coordinate with the region, obtain the concurrence of the regional office manager, and advise the Assistant Chief Counsel before any official notification is made to an examiner regarding the FAA's intent to terminate or to not renew a designation. The FAA's proposed action must be thoroughly documented in accordance with established policy. Sections 183.15 (b) and (d) contain the general conditions under which designations may be terminated.

B. Notification. The FSDO shall provide the examiner with written notice and an opportunity to respond to a proposed action to terminate or to not renew a designation. The written notice shall state the reason(s) for the proposed action. The reason(s) cited should be as specific as possible. The notification should cite any applicable regulations and/or handbook guidance. When the reasons are supported by examples of unacceptable conduct, examples should be stated. The reasons cited should be supported by documented surveillance or the results of other investigations; however, supporting documents shall not be included with the notification to the examiner.

C. Option to Respond. The written notification should give the designee the option to respond in writing or in person. The notification should advise the designee that he or she may elect to be accompanied by counsel if responding in person. The notification should also inform the designee that a record will be made of any meeting held.

(1) The FSDO shall make a record of any meeting with the examiner. The record may be in the form of notes taken by a secretary during the meeting, a summary written by the FSDO staff after the meeting, or another reliable method.

(2) The FSDO shall send a copy of the record to the examiner. The examiner may submit comments or propose corrections to the record.

D. FSDO Manager's Decision. The FSDO shall provide written notification of the FSDO manager's decision regarding the termination or nonrenewal of the designation to the examiner. The written notification to the examiner must indicate the reasons for the termination or nonrenewal. The examiner may request a review of the matter by the regional Flight Standards division manager. If the examiner wishes to have the regional Flight Standards division manager review the matter, the examiner must make the request for the review in writing or in person within 10 days of receipt of the written notification of the FSDO manager's decision.

E. Regional Office Manager's Decision. If the examiner requests a review by the regional office manager, the FSDO should advise the examiner that the regional office manager's decision is final. The examiner shall be notified in writing of the regional office manager's decision and the reasons for that decision.

29. TERMINATION. Termination of an examiner's designation for reasons other than insufficient need for the examiner's services or the examiner's inability to meet medical standards should be initiated when other means of ensuring the examiner's conformance to standards are unsuccessful, not feasible, or inappropriate.

A. Reasons for Termination. A designation is terminated by the Administrator for any of the following reasons:

(1) upon the written request of the examiner;

(2) when there is no longer a need for the examiner's services;

(3) upon a finding by the Administrator that the examiner has not properly performed the examiner's duties; and

(4) for any reason the Administrator considers appropriate.

B. Examples. The following are some examples of not properly performing an examiner's duties:

(1) unsatisfactory performance in any phase of examiner duties or responsibilities, including the inability to accept or carry out the supervising FSDO's instructions;

(2) any actions by the examiner that may reflect discredit on the FAA, such as misuse of the designation or failure to maintain a reputation for integrity and dependability in the industry and the community;

(3) the inability of the examiner to work harmoniously with FSDO personnel or the public;

(4) evidence that the examiner's general and/or professional qualifications and requirements, including the continued ability to meet the medical requirements for the designation held, were not met at the time of the original designation or at any time thereafter;

(5) an examiner's inability to demonstrate satisfactory performance during a knowledge and/or skill evaluation or during an initial or recurrent examiner or job function course; or

(6) an examiner's failure to maintain, or inability to demonstrate, qualifications for any certificate, rating, or examiner designation held.

C. Documentation. Deficiencies in an examiner's performance shall be documented by the FSDO. The FSDO should notify the examiner of these deficiencies and give the examiner an opportunity to correct the deficiencies within a 90-day period. The FSDO shall advise the examiner that continued poor performance constitutes grounds for termination of the examiner's designation. When termination of the examiner's designation is being considered, the region shall ensure that the FSDO follows the established procedures for termination and that regional personnel are directly involved in the action taken.

D. Emergency Action. In cases where a designee is suspected of fraud or any other activity for which emergency action is necessary to ensure safety, the FSDO may immediately direct the designee, in writing, to cease all further testing and certification activity pending further FAA investigation of the matter. Upon investigation of the circumstances in such cases, the FSDO should initiate termination or nonrenewal action if appropriate.

E. Voluntary Surrender. An examiner may voluntarily surrender a designation at any time. This voluntary surrender should be made in writing and be accompanied by the examiner's Certificate of Authority. The examiner may retain the Certificate of Designation.

31. REINSTATEMENT. A former examiner whose authority has expired, and whose examiner privileges were not rescinded or revoked as a result of enforcement or legal action by the FAA, may apply for reinstatement. An expired examiner designation may be reinstated only if the requirements and procedures for an original issuance of the designation are met. (See paragraph 13B of this section for application procedures.)

A. Standardization Training. If reinstatement takes place within the 12 calendar month period after expiration, satisfactory completion of a recurrent training course within the previous 24 calendar months is acceptable. If the designation has been expired for more than 12 calendar months, the examiner must satisfactorily complete an initial standardization training class.

B. Demonstration of Competency. If the designation has been expired for less than 12 calendar months, a demonstration of competency in one of the aircraft previously authorized may be accepted by the FSDO for reinstatement of all previously authorized aircraft. If the designation has been expired for more than 12 calendar months, the FSDO shall test the examiner in each aircraft or simulator, as applicable, in which the examiner is seeking authorization.

C. Reissuance of an LOA. To qualify for the reissuance of an LOA, a reinstated examiner must demonstrate competency in at least one aircraft (the most complex aircraft) appropriate to the LOA sought. For the addition of other previously authorized aircraft, the examiner must have demonstrated competency in each aircraft within the preceding 24 calendar months. The following are examples of reinstatement requirements for previously held designations.

(1) The examiner held an LOA for BE-55 and PA-23 aircraft. The examiner's designation expired 2 years ago. The examiner must demonstrate competency in each aircraft for reissuance of the previously held authorizations.

(2) The examiner held an LOA for BE-55 and HS-125 aircraft. The examiner's designation expired 9 months ago. The examiner last demonstrated competency in the HS-125 21 months ago and in the BE-55 more than 24 months ago. The examiner must

demonstrate competency in both the HS-125 and the BE-55 for reissuance of the authorizations.

33. SPECIAL CONSIDERATIONS. Special considerations must be observed when the examiner serves as a required flight crewmember during a practical test. In such cases, the examiner, in addition to being appropriately rated, must also be current in accordance with §§ 61.55, 61.56, 61.57, 91.109(c), and/or 61.58, as applicable. The examiner must also hold at least a third class medical certificate. Examiners should exercise caution while serving as required crewmembers. FSDO's should ensure that all examiners are familiar with the guidance contained in volume 2, chapter 1, section 2.

35. GEOGRAPHIC LIMITS OF AUTHORITY. FSDO's shall ensure an optimum geographic distribution of DPE's and should have sufficient examiners to serve the public's needs adequately. Designations in excess of this requirement should not be made, or should be canceled in accordance with FAA guidelines.

A. More Than One Area. If an examiner is authorized to serve more than one FSDO, the examiner's FAA Form 8430-9 must bear the name of each FSDO where the examiner is authorized to serve. An examiner's practical test files must not be accepted by a FSDO that is not listed on the examiner's FAA Form 8430-9. If an examiner serves in two or more areas, the FSDO holding the examiner's file should supervise the examiner's activity and renewals and arrange for the endorsement by the other FSDO's on the examiner's FAA Form 8430-9. The examiner's practical test files should be sent to the FSDO in the area where the test occurred.

B. Relocation. If an examiner relocates to an area where that examiner does not have an authorization, the designation is void and is canceled by the issuing office. The examiner must surrender the Certificate of Authority to the FSDO holding the examiner's file. A new FAA Form 8430-9 may be issued by the FSDO serving the examiner's new location if that office wishes to retain the DPE's services. This issuance depends solely upon the need for the examiner's services at the new location.

(1) If the relocating DPE holds a current designation, the DPE's application for initial designation at the new FSDO is processed by the new jurisdictional FSDO. It is not sent to the NEB.

(2) If a relocating DPE does not hold a current designation, the examiner's application for reinstatement at the new jurisdictional FSDO must be sent to the NEB and processed as an initial application.

C. Designation Outside the United States. An examiner may be designated to serve outside the United States, provided that the examiner serves U.S. citizens abroad or operators of U.S.-registered aircraft, and his or her activities can be supervised by an appropriate FAA office. An examiner who is designated to serve outside the U.S. or its possessions need not be a U.S. citizen.

37. SUPERVISION.

A. Role of the Region. Regions shall review FSDO procedures to ensure that examiner supervision is adequate. FSDO practices may vary in this regard. In some offices, the examiners may be assigned to different inspectors. Regardless of the method of supervision, procedures must ensure that examiners meet all requirements, such as recurrent training and standardization.

B. Role of the FSDO. Examiners operate under the direct supervision of the FSDO that holds the designation file. Headquarters and regional offices normally do not have direct contact with the examiner. All inquiries or other communications from the DPE's will be sent through the FSDO to the regional office.

C. Certification Test Files. Within 5 days of conducting a practical test, an examiner must submit the certification files to the supervising FSDO.

D. Supervising Inspectors. Inspectors who supervise examiners should always welcome the opportunity to discuss procedures and standards and to fly with examiners at their request to resolve questions on techniques, procedures, and standards. New examiners who have not completed the pilot examiner standardization course will require increased surveillance from an inspector. Care should be taken to develop the examiner's evaluation skills and knowledge of flight and/or simulator testing of applicants, as appropriate, for airman certificates. Each examiner should be encouraged to attend safety meetings and flight clinics conducted within the area to keep informed of new developments and pilot training activities.

E. Review of Recommended Applicants. Any applicant recommended by an examiner for a certificate or rating may be requested to appear for a recheck by an inspector before a "permanent" certificate is issued. Inspectors should avoid requiring an arbitrary or an inordinate number of rechecks because of the economic hardship it places on the applicants. Rechecks should only be requested based on facts that clearly support the need for the recheck.

39. REVIEW OF AN EXAMINER'S DECISION.

A. Reason for Review. Any applicant who is not satisfied with an examiner's decision may obtain another practical test or appropriate reevaluation from an FAA inspector without prejudice. In such cases, the applicant shall be given the complete test, including any phases already approved by the examiner. A complete new application and certification test file must be prepared.

B. Inspector's Role. Following the retest, both the examiner's and inspector's certification files must be forwarded to the Airmen Certification Branch, AFS-760. The inspector's report determines if a certificate is issued. The inspector should discuss the results with the applicant and answer any questions relevant to the evaluation. If appropriate, the inspector should also discuss the test results with the examiner.

41. DESIGNATION NUMBERING.

A. Numbering System. A system of designation numbers should be used to identify the region and FSDO where the examiner was designated. For example, SO-05-1395 could signify SO (region), 05 (FSDO), 1395 (examiner number).

B. Control of Examiner Numbers. Care should be taken to ensure that designation numbers are issued in the proper order and cannot be confused with those numbers issued by other regions or other previous numbering systems. Numbers assigned to canceled or expired examiners should not be reused, as a computer check of examiner records would call up records of more than one examiner.

SECTION 2. PROCEDURES

1. PREREQUISITES AND COORDINATION REQUIREMENTS.

A. Prerequisites. This task requires knowledge of part 61 requirements and FAA policies, and qualification as an ASI (operations).

B. Coordination. This task may require coordination with the airworthiness unit and requires coordination with the airman records section of the Airmen Certification Branch, AFS-760; the Pilot Examiner Standardization Section, AFS-642; the General Aviation and Commercial Division, AFS-800; Assistant Chief Counsel; and medical certification.

3. REFERENCES, FORMS, AND JOB AIDS.

A. References.

- 14 CFR parts 1, 61, 67, 91, 183, and 187 (appendix A, Fees)
- All applicable PTS
- FAA Order 8710.3, Pilot Examiner's Handbook
- Title 49, United States Code
- PTRS Procedures Manual (PPM)

B. Forms.

- FAA Form 8710-9, Designated Examiner Application/Qualification Record
- FAA Form 8430-9 Certificate of Authority (figure 15-6)
- FAA Form 8000-5, Certificate of Designation (figure 15-8)
- FAA Form 8000-36, Program Tracking and Reporting Subsystem Data Sheet
- FAA Form 8060-4, Temporary Airman Certificate
- FAA Form 8060-5, Notice of Disapproval of Application
- FAA Form 8710-1, Airman Certificate and/or Rating Application

C. Job Aids.

- Specific Eligibility Requirements for Designees (figures 15-2, 15-3, and 15-4)
- Job Aid for Practical Test Observation of a DPE Candidate (figures 15-5 and 15-10)
- Sample letters and figures

5. INITIAL DESIGNATION.

A. Selection. When the need for an examiner arises, the FSDO requests in writing qualified candidates' files from the National Examiner Board (NEB). An operations inspector reviews the files.

(1) For specific criteria based on the type of pilot examiner needed, the inspector should refer to figures 15-2, 15-3, and 15-4 and FAA Order 8710.3.

(2) For each prospective DPE candidate, the inspector queries the Enforcement Information Subsystem (EIS)/Accident Incident Data Subsystem (AIDS) or ISIS.

(3) The inspector assesses each DPE candidate's knowledge and experience through review of the application and consultation with others who are familiar with the DPE program and/or candidates.

B. Report Findings. The inspector submits the findings and recommendations to the office manager. The following information is given on each prospective DPE candidate:

(1) EIS/AIDS report;

(2) the DPE candidate's Form 8710-9; and

(3) any other pertinent information, references, or recommendations.

C. Notification. After the office manager decides upon a qualified DPE candidate, the inspector notifies the person in writing that he or she is being considered as a DPE candidate for authorization. The inspector requests a current FAA Form 8710-1.

D. Schedule Appointment. The inspector schedules an appointment for the DPE candidate to take a practical test. If the DPE candidate tests an actual applicant rather than an inspector/applicant, both the DPE candidate and the applicant must present positive identification prior to the practical test. The aircraft to be used must be able to carry the DPE candidate, the applicant, and the inspector. The inspector should advise the DPE candidate that the following documents must be presented upon arrival at the appointment to take the practical test:

(1) DPE candidate's airman certificates;

(2) DPE candidate's valid second class medical certificate (except for free balloons, gliders, or simulators);

(3) DPE candidate's FAA Form 8710-1;

(4) DPE candidate's logbooks;

(5) applicant's airman certificate;

(6) applicant's medical certificate appropriate to certificate or rating sought (if applicable);

(7) applicant's airman knowledge test report (AC Form 8080-2), if applicable;

(8) applicant's FAA Form 8710-1, if applicable;

(9) applicant's approved school graduation certificate, if applicable;

(10) a statement from FAA certificated flight or ground instructor showing satisfactory completion of the applicable flight and ground instruction required for the certificate or rating sought (as applicable);

(11) applicant's logbook endorsements certified by an FAA certificated ground or flight instructor, showing satisfactory completion of the ground and flight instruction required for the certificate or rating sought (as applicable);

(12) the maintenance records, airworthiness certificate, and registration of the aircraft to be used in the practical test; and

(13) if applicable, evidence of FAA approval for the simulator used during the test.

E. Appointment. When the DPE candidate arrives for the scheduled appointment, the inspector accomplishes the following:

(1) inspects acceptable forms of identification to establish the DPE candidate's identity;

(2) inspects the DPE candidate's certificates and logbooks to verify the aeronautical experience indicated on FAA Form 8710-9; and

(3) proceeds with the preflight briefing and the practical test.

F. Initial Flight Test Procedures. No testing methods other than those described in this paragraph shall be used for the initial DPE candidate flight evaluation. The test (knowledge and skill evaluation) will cover inspector-selected tasks from the certificated flight instructor (CFI) PTS with emphasis on evaluation in accordance with Area of Operation I, Task D, Evaluation. The inspector will place added emphasis on the DPE candidate's knowledge of pilot applicant flight and oral testing procedures. The following FSDO activities shall take place prior to issuance of examiner authorizations.

(1) A principal operations inspector trains the DPE candidate in policies and testing procedures as explained in this handbook and the introductory chapters of all applicable PTS. After training, the following test procedures shall be used and are listed in order of preference:

(a) the inspector observes the DPE candidate administering a complete flight test to an applicant; or

(b) the inspector may act as an applicant during the administration of a practical test by the DPE candidate.

(2) For those DPE candidates who have satisfactorily completed the AFS-634 initial pilot examiner standardization course, the inspector uses one of the following test procedures in order of preference.

(a) The inspector observes the DPE candidate administering a complete flight test to an applicant.

(b) The inspector may act as an applicant during the administration of a practical test by the DPE candidate; or

(c) the inspector may test the DPE candidate on selected maneuvers to assess the candidate's flight proficiency and ability to evaluate in accordance with the applicable test standards.

G. Preflight Procedures. A preflight briefing must be held before any flight. The inspector may refer to volume 2, chapter 1, section 3, paragraph 3.

7. PRACTICAL TEST OF DPE CANDIDATE WITH ACTUAL APPLICANT (INSPECTOR OBSERVING).

A. Pretest Activities.

(1) The inspector informs both the DPE candidate and applicant that the inspector makes the final decision regarding the certification of the airman and the designation of the pilot examiner.

(2) The inspector conducting the practical test or an airworthiness inspector reviews the aircraft's maintenance records, logbooks, airworthiness certificate, and registration to determine if the aircraft is airworthy and suitable for use during the practical test. The inspector returns the documents after review.

(3) The inspector ensures that both the DPE candidate and the applicant have the required documents listed in paragraph 5D of this section. The DPE candidate should check all pertinent records to ensure

that the applicant meets the requirements for the certificate or the rating sought.

(4) If a discrepancy that cannot be immediately corrected exists in any of the aircraft documents, the inspector returns all submitted documents to the applicant. The inspector informs the applicant of the reasons for ineligibility and explains how the applicant may correct the discrepancies.

B. Observation of Practical Test. If the DPE candidate and applicant meet all prerequisites for the rating or certificate sought, the inspector has the DPE candidate conduct the practical test for the certificate or rating the applicant is seeking.

9. PRACTICAL TEST OUTCOMES FOR DPE CANDIDATE WITH AN ACTUAL APPLICANT. (See figure 15-10.) After observing the DPE candidate conduct the practical test, the inspector determines which of the following four outcomes applies and follows the appropriate instructions. In each case, the inspector conducts a debriefing with the DPE candidate, separate from the applicant, and determines whether the DPE candidate exercises proper judgment concerning the applicant's performance.

- Both the DPE candidate and the applicant perform satisfactorily
- The DPE candidate performs satisfactorily but the applicant is unsatisfactory
- The DPE candidate performs unsatisfactorily but the applicant performs satisfactorily
- Both the DPE candidate and the applicant perform unsatisfactorily

A. DPE Candidate and Applicant Satisfactory. If both the candidate and applicant perform satisfactorily, the inspector accomplishes the following:

(1) observes the DPE candidate debrief the applicant;

(2) issues a Temporary Airman Certificate to the applicant (see the chapter related to the certificate or rating involved);

(3) issues the DPE candidate's pilot examiner designation; and

(4) issues the supplies that are indicated in paragraph 11C(2)(f) of this section, according to the DPE candidate's need.

B. DPE Candidate Satisfactory/Applicant Unsatisfactory.

(1) The inspector observes the DPE candidate debrief the applicant on the unsatisfactory results of the practical test, and the inspector then issues FAA Form 8060-5 to the applicant.

(2) For the DPE candidate, the inspector follows the procedures outlined in paragraph 9A of this section.

C. DPE Candidate Unsatisfactory/Applicant Satisfactory.

(1) The inspector debriefs the applicant and issues one of the following:

(a) a letter of discontinuance (figure 15-11), giving credit for all pilot operations completed satisfactorily; or

(b) if appropriate, a Temporary Airman Certificate.

(2) The inspector debriefs the DPE candidate on the deficiencies and explains that the standards for a pilot examiner were not met and that the designation will not be issued or renewed. If renewal of a designation is denied, refer to section 1, paragraph 27 for additional procedures.

(a) The inspector completes the FAA Form 8710-9 and files the form in the candidate's FSDO file.

(b) The inspector completes the reverse side of FAA Form 8710-1 and forwards the applicant's certification file to AFS-760.

(3) The inspector informs the office manager that the DPE candidate's performance was unsatisfactory and that the designation should not be issued or renewed.

(4) The inspector prepares a letter of denial for the FSDO manager's signature (figure 15-9). For a renewal, all procedures must be accomplished in accordance with section 1, paragraph 19.

(5) Close PTRS.

D. DPE Candidate Unsatisfactory/Applicant Unsatisfactory.

(1) The inspector debriefs the applicant and issues FAA Form 8060-5, giving the applicant credit for satisfactory items.

(2) The inspector debriefs the DPE candidate on the deficiencies and explains that the standards for a pilot examiner were not met and that the designation will not be issued or renewed. If renewal of a designation is denied, refer to section 1, paragraph 27 for additional procedures.

(a) The inspector completes the FAA Form 8710-9 and files the form in the candidate's FSDO file.

(b) The inspector completes the reverse side of FAA Form 8710-1 and forwards the applicant's certification file to AFS-760.

(3) The inspector informs the office manager that the DPE candidate's performance was unsatisfactory and that the designation should not be issued or renewed.

(4) The inspector prepares and sends a letter of denial for the office manager's signature. (See figure 15-9.) For a renewal, all procedures must be accomplished in accordance with section 1, paragraph 27.

(5) The inspector closes PTRS.

11. PRACTICAL TEST OF A DPE CANDIDATE WITH THE INSPECTOR ACTING AS AN APPLICANT. The inspector conducting the practical test or an airworthiness inspector should review aircraft maintenance records. The airworthiness inspector reviews the logbooks, the airworthiness certificate, and the registration to determine if the aircraft is airworthy and suitable for use in the practical test. After review, the inspector returns the documents. The operations inspector assumes the role of an applicant for a certificate or rating and instructs the DPE candidate to conduct the practical test as if the inspector were an applicant, including a preflight briefing, oral portion, a flight, and a postflight debriefing.

A. Oral Portion. During the oral portion of the practical test, the inspector accomplishes the following:

(1) determines whether the DPE candidate asks appropriate questions to test the applicant's knowledge;

(2) determines whether the DPE candidate asks questions that have only one correct answer; and

(3) determines whether the DPE candidate can recognize incorrect answers and take appropriate action; for example, termination of the practical test and issuance of a Notice of Disapproval of Application.

B. Flight and/or Simulator Portion. During the flight and/or simulator portion of the practical test, the inspector accomplish the following:

(1) determines whether the DPE candidate requests maneuvers from the appropriate PTS and applies the criteria from the PTS; and

(2) determines if the DPE candidate can recognize and correct the applicant's errors and take appropriate action; for example, termination of the practical test and issuance of a Notice of Disapproval of Application.

C. Debriefing. During the postflight debriefing, the inspector asks the DPE candidate if the applicant passed or failed and on what the DPE candidate has based this decision. If the inspector has deliberately not performed to the standards and the DPE candidate did not recognize this, the inspector informs the DPE candidate that an examiner designation cannot be issued.

(1) If the DPE candidate is successful, the inspector has the DPE candidate fill out a dummy Temporary Airman Certificate or Notice of Disapproval of Application to ensure that the DPE candidate is aware of the proper procedures. Failure to fill out the forms is not disqualifying; the inspector should instruct the DPE candidate on the correct procedures. The inspector ensures that any dummy certificate is then destroyed.

(2) The inspector issues the DPE candidate's pilot examiner designation, as follows:

(a) completes FAA Form 8710-9;

(b) completes the reverse side of FAA Form 8710-1 and files it in the examiner's FSDO file; (Do not forward file to AFS-760.)

(c) issues FAA Form 8430-9 (figure 15-6) and types the appropriate designation on the certificate, signed by the FSDO manager;

(d) issues the LOA, if appropriate, signed by the FSDO manager (figure 15-9);

(e) issues FAA Form 8000-5 (figure 15-8), signed by the FSDO manager; and

(f) issues a supply of the following items to the DPE candidate:

i. FAA Form 8060-4;

ii. FAA Form 8060-5;

iii. FAA Form 8710-1;

iv. FAA Form 8710-2, Student Pilot Certificate; and

v. any aviation safety handouts that would be of assistance.

(3) If a designation is not issued based on the DPE candidate's performance, the inspector accomplishes the following:

(a) completes FAA Form 8710-9,

(b) completes the reverse side of FAA Form 8710-1 and files the application in FSDO file established for the examiner; (The inspector does not forward it to AFS-760.)

(c) informs the office manager that the DPE candidate's performance was unsatisfactory and that the designation should not be issued or renewed; and

(d) prepares a letter of denial for the office manager's signature (figure 15-9) after the DPE candidate has left. For a renewal, all procedures must be accomplished in accordance with section 1, paragraph 27.

(4) The inspector closes PTRS.

13. POSTFLIGHT PROCEDURES.

A. Disposition of the Applicant's File. The inspector should refer to the appropriate airman certification chapter in this handbook for instruction on the disposition of the applicant's certification file.

B. Forward File. The inspector retains the originals of all pertinent data in the FSDO files. If required by regional office policy, the inspector forwards a copy of the completed FAA Form 8710-9 and both sides of FAA Form 8430-9, along with a copy of the LOA, to the regional office. If the division has the capability to access the data in computer files, it will not be required to maintain actual paper records.

C. Notify NEB. The inspector notifies the NEB in writing that the candidate was satisfactory or unsatisfactory, as appropriate.

D. PTRS. The inspector completes FAA Form 8000-36 in accordance with the PPM.

15. ADDITIONAL DESIGNATIONS. An additional designation may be issued to an examiner by the same practical test procedures used for original designation.

A. Schedule Appointment. The inspector should refer to paragraph 5D of this section.

B. Evaluate the DPE Candidate. The inspector may evaluate the DPE candidate's suitability for additional designation by using one of the methods listed below. The methods are listed in order of preference.

(1) The inspector observes a complete practical test. For the initial issuance of an additional designation the practical test must be accomplished in an aircraft that can carry an FAA inspector. The inspector will observe a complete practical test in which both oral and flight/simulator portions of the test are accomplished.

(2) The inspector may act in the role of an applicant for a practical test.

(3) The inspector may test the DPE examiner candidate on selected maneuvers to assess the examiner's flight proficiency and ability to evaluate to the applicable test standards as a pilot examiner.

17. RENEWAL — INSPECTOR TECHNICAL ADMINISTRATION.

A. Application for Renewal. Examiners should apply for renewal at least 60 days before their certificate expires. If the examiner has not reapplied 45 days before the expiration date, the office should send the examiner a reminder letter. The examiner must provide a completed FAA Form 8710-9, along with a list of activities for the previous 12 months, to the FSDO.

B. Inspector's Action. When renewing a designation, the inspector should record any inspector actions on the reverse side of FAA Form 8710-9 previously prepared by the examiner. The inspector signs on the line provided. The inspector should prepare and issue a new Form 8430-9, listing the designations renewed. This form expires at the end of the 12th calendar month after the month of issue. A new display type certificate is not needed.

19. CANCELLATION. In cases when an examiner is suspected of activity for which emergency cancellation of the designation is necessary to ensure safety, FSDO's may direct the examiner, in writing, to immediately cease all testing and certification activity pending FAA investigation. Upon determination of the circumstances of such incidents, FSDO's should initiate termination or nonrenewal action, if indicated, in strict accordance with the procedures and actions stated in section 1, paragraph 27.

21. NONRENEWAL OR TERMINATION. It is preferable to terminate an examiner's services by not renewing the designation, rather than by cancellation of the designation during its 1 year duration. Such decisions should be coordinated with Regional Counsel. Additional guidance for terminating general aviation pilot examiner designations is contained in paragraphs 27 and 29 of section 1.

A. Coordination. FSDO personnel should coordinate all contemplated nonrenewals or terminations with the regional Flight Standards division manager and the regional assistant chief counsel before initiating such action. Regional Flight Standards divisions should monitor FSDO implementation of such actions.

B. Notification. Examiners should be notified in writing of the reasons for the proposed action. The

reasons for nonrenewal or termination should be as specific as possible, cite applicable regulations and handbook guidance, and be supported by examples, especially in cases of unacceptable conduct.

C. Right to Redress. The written notification should give the examiner the option to respond in writing or in person. The notification should advise the examiner that he or she may be accompanied by legal counsel if responding in person. The notification should also inform the examiner that a record shall be made of any meeting held.

D. Record of Meeting. The record of any meeting with the examiner may be in the form of notes taken by a secretary, a summary composed by FSDO staff after the meeting, or a verbatim record taken by a court reporter. A copy of the record shall be sent to the examiner, and that examiner should be invited to submit any comments or proposed corrections.

E. Decision on Action. The FSDO manager's decision regarding nonrenewal or termination must be put in writing. If the decision is not to renew or to terminate a designation, the statement must indicate the reasons and provide justification. The office manager must also advise the examiner that a review by the regional Flight Standards division manager may be requested by the examiner within 10 days of receipt of the letter from the FSDO.

F. Flight Standard's Review. An examiner's request for review of termination of a designation by the regional Flight Standards division manager may be written or in person. If an examiner requests such review, the procedures set forth in this chapter must be followed by the regional division manager.

G. Division Manager's Decision. The regional Flight Standards division manager's decision shall be final, and the examiner shall be so advised. The examiner must be notified of the final decision in writing. When the decision is not to renew or to terminate a designation, the letter should restate the reasons and provide justification for the decision.

23. TASK OUTCOMES. Completion of this task results in issuance of one or more of the following:

A. Temporary Airman Certificate

B. Certificate of Designation

C. Certificate of Authority

D. LOA

E. Notice of Disapproval of Application

F. Letter of discontinuance

G. Issuance of pilot examiner supplies

25. FUTURE ACTIVITIES.

A. Recordkeeping of completed airman certificates and/or ratings as submitted by the designated pilot examiner. This recordkeeping will be maintained in accordance with current office procedures.

B. Renewal of the pilot examiner before the annual expiration date.

C. Surveillance of the pilot examiner.

D. Investigation of a DPE in response to a complaint.

FIGURE 15-1
LETTER EXPLAINING WHY CANDIDATE FOR DESIGNATED PILOT EXAMINER APPOINTMENT IS NOT BEING CONSIDERED

FAA Letterhead

[*date*]

[*DPE candidate's name and address*]

Dear [*candidate*]:

Thank you for submitting your application for consideration as a designated pilot examiner for [*FSDO's jurisdictional area*].

[*Indicate reasons why this candidate was not selected; e.g., no longer a need, someone else selected.*]

Your application will remain on file with the National Examiner Board. Thank you for your interest in the examiner program.

Sincerely,

[*FSDO manager's signature*]

FIGURE 15-2
SPECIFIC ELIGIBILITY REQUIREMENTS FOR PRIVATE PILOT EXAMINER (PE) DESIGNEES

ELIGIBILITY REQUIREMENTS	AIRPLANE	ROTOR-CRAFT	GLIDERS	L-T-A AIR-SHIPS	L-T-A FREE BALLOON
CERTIFICATES REQUIRED	Commercial pilot Flight instructor	Commercial pilot Flight instructor	Commercial pilot Flight instructor	Commercial pilot	Commercial pilot
CERTIFICATE CATEGORIES	Both with airplane category	Both with Rotorcraft category	Both with glider category	Lighter than air	Lighter than air
RATINGS	Appropriate class ratings Instrument-airplane	Helicopter or Gyroplane as appropriate		Airship class rating	Free balloon class rating
HOURS AS PIC	2,000 total •1,000 in airplanes •300 in past year •300 in aircraft class sought •100 night •5 multiengine in make/model sought	1,000 total •500 in rotorcraft •100 in past year •250 in helicopters or •150 in gyroplanes, as appropriate	500 total •200 in gliders •10 in past year, including 10 flights	1,000 total •500 in airships •200 in past year •50 night	200 total •100 in free balloons •20 in past year, including 10 flights each of 30 minutes duration
HOURS AS FLIGHT INSTRUCTOR	500 total •100 in class of aircraft of aircraft sought; must be as CFI or MFI	•200 in rotorcraft; helicopters or gyroplanes as appropriate	100 total •50 in gliders	100 in total must be in airships	50 total; must be in free balloons •10 in past year

FIGURE 15-3
SPECIFIC ELIGIBILITY REQUIREMENTS FOR COMMERCIAL PILOT EXAMINER (CE) DESIGNEES

ELIGIBILITY REQUIREMENTS	AIRPLANE	ROTOR-CRAFT (VFR ONLY)	GLIDERS	L-T-A AIR-SHIPS	L-T-A FREE BALLOON
CERTIFICATES REQUIRED		Commercial pilot Flight instructor	Commercial pilot Flight instructor	Commercial pilot	Commercial pilot
CERTIFICATE CATEGORIES		Both with Rotorcraft category	Both with glider category	Lighter than air	Lighter than air
RATINGS		Helicopter or Gyroplane as appropriate		Airship class rating	Free balloon class rating
HOURS AS PIC		2,000 total •500 in rotorcraft •100 in past year •250 in helicopter or •150 in gyroplanes, as appropriate •100 in large helicopters, if applicable •50 in type, if large helicopters	500 total •250 in gliders •50 flights in past year	2,000 total •250 in airships •100 in past year •50 at night	200 total in free balloons 1 year of experience
HOURS AS FLIGHT INSTRUCTOR		200 total in rotorcraft, including •50 in rotorcraft preparing pilot for a commercial certificate (must be as CFI/MFI)	200 total •100 in gliders	50 total in airships	50 total in free balloons

FIGURE 15-4
SPECIFIC ELIGIBILITY REQUIREMENTS FOR COMMERCIAL AND INSTRUMENT RATING EXAMINER (CIRE) AND AIRLINE TRANSPORT PILOT EXAMINER (ATPE) DESIGNEES

	TYPE OF CIRE DESIGNATION		TYPE OF ATPE DESIGNATION	
ELIGIBILITY REQUIREMENTS	**AIRPLANE & INSTRUMENT**	**HELICOPTER & INSTRUMENT**	**AIRPLANE**	**HELICOPTER**
CERTIFICATES REQUIRED	Commercial pilot Flight instructor	Commercial pilot Flight instructor	Airline transport pilot Flight instructor	Airline transport pilot Flight instructor
CERTIFICATE CATEGORIES	Both with airplane category	Both with rotorcraft category	Both with airplane category	Both with rotorcraft category
RATINGS	Appropriate airplane class ratings; instrument airplane	Helicopters class ratings; instrument helicopter	Both with appropriate airplanes class ratings; flight instructor with instrument-airplane	Both with helicopter ratings; flight instructor with instrument-helicopter
HOURS AS PIC	2,000 total • 1,000 in airplanes • 300 in past year • 500 in class of aircraft sought • 100 at night • 200 complex airplanes • If applicable, 300 in turbine airplanes, incl. • 50 in turbine type sought (for *additional* types, 25 in each additional type sought)	2,000 total • 500 in rotorcraft • 100 in past year • 250 in helicopters • If applicable, 100 in large helicopters, civil or military, incl. • 50 in type sought (for *additional* types, 25 in each additional type sought)	2,000 total in airplanes • 300 in past year • 150 instrument time • 50 IMC • 500 in airplane class sought • If applicable, 300 turbine-powered airplanes, incl. • 100 in turbine type sought (for *additional* types, 25 in each additional type sought)	2,000 total • 1,500 in helicopters • 100 in past year • If applicable, 300 in turbine-powered helicopters, incl. • 100 in specific type if large turbine-powered helicopter authorization sought (for *additional* types, 25 in each additional type sought)
HOURS AS FLIGHT INSTRUCTOR	500 total • 100 in class of aircraft sought as CFI or MFI • 250 instrument, incl. • 200 in airplanes	250 total, including • 150 in rotorcraft while preparing pilots for commercial cert. as CFI or MFI • 100 as an instrument instructor, including 50 in rotorcraft	250 total in airplanes while preparing pilots for instrument rating, ATP cert. or type rating	250 total in helicopter while preparing pilot for instrument rating, ATP cert. or type rating
HOURS OF INSTRUMENT FLIGHT	100 (Actual or simulated)	100 (Actual or simulated)	(See PIC requirements)	50 (actual or simulated), including 25 hours in helicopters

FIGURE 15-5
JOB AID FOR PRACTICAL TEST OBSERVATION OF A DPE CANDIDATE FOR DESIGNATED PILOT EXAMINER WITH AN INSPECTOR ACTING AS APPLICANT

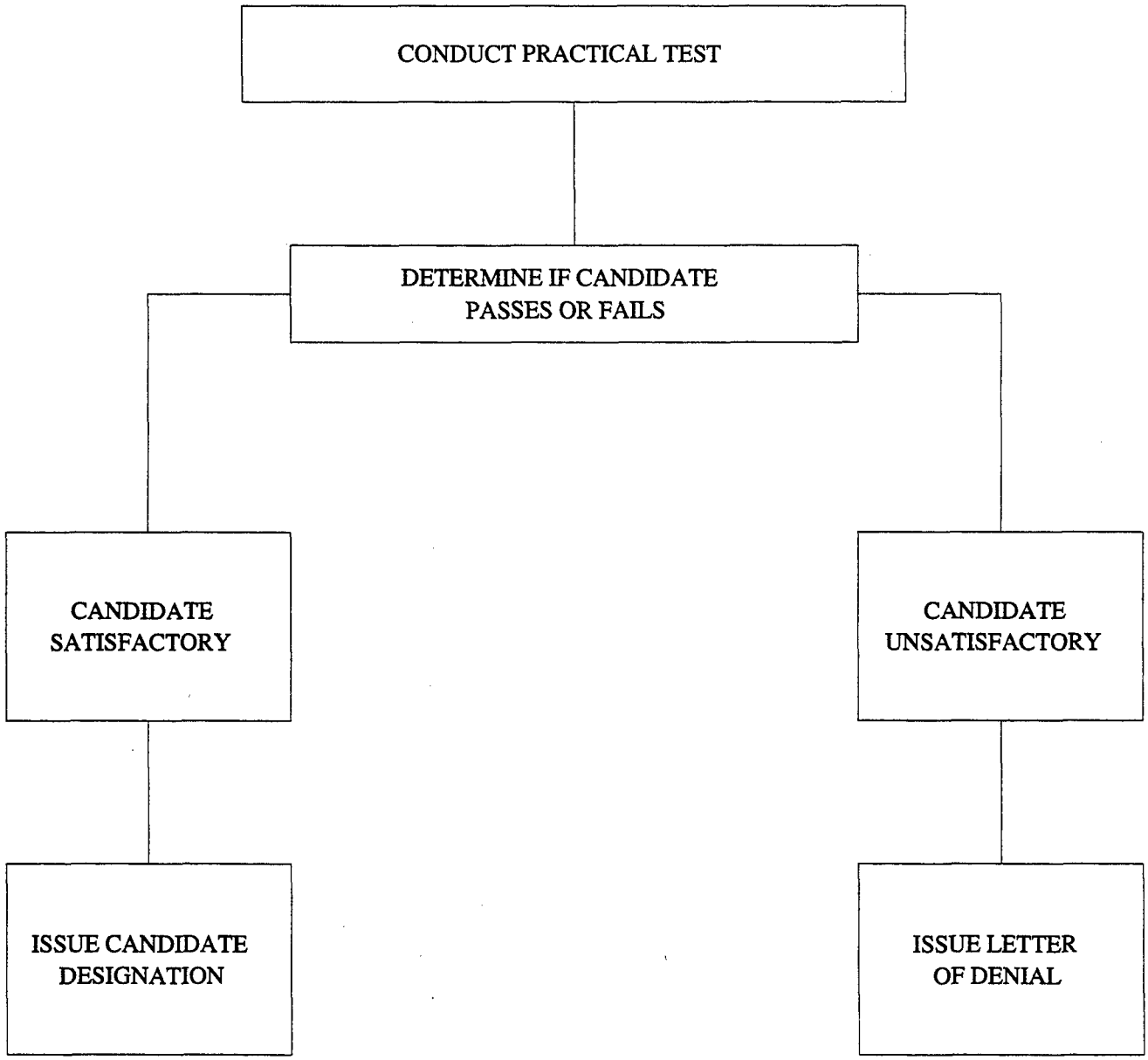

FIGURE 15-6
FAA FORM 8430-9, CERTIFICATE OF AUTHORITY

DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION
CERTIFICATE OF AUTHORITY

DESIGNATION NO.
SW-11-1234

NAME
HARRY DANIEL CALLAHAN

DESIGNATION EXPIRES
09-30-96

DESIGNEE'S SIGNATURE

is authorized to act in the capacity of a

PE, CIRE - AIRPLANE

AT FIXED BASE OF OPERATION

LITTLE ROCK, ARKANSAS, DISTRICT

for the Administrator

09-23-95 (DATE)

JOHN I. HIGHTOWER (SIGNATURE)

FAA FORM 8430-9 (1-70) FORMERLY FAA FORM 1382

The bearer has received all pertinent instructions and is authorized to act in the capacity set forth on this Certificate of Authority while under the supervision of the following district office or offices:

Office	Date	Inspector's signature
LIT FSDO	09-23-95	

GPO : 1980 O - 333-596

FIGURE 15-7
SAMPLE LOA

FAA Letterhead

[*date*]

[*examiner's name and address*]

Dear [*applicant's name*]:

This letter authorizes [*name of examiner*], Examiner Designation Number [*number*], to perform the duties as pilot examiner for the following aircraft:

- *Indicate all aircraft by make and model name (for example, Beechcraft Baron) and make and model number (for example, BE-55, BE-58).*

Enclosed is your FAA Form 8000-5, Certificate of Designation; and your FAA Form 8430-9, Certificate of Authority.

This is a temporary appointment pending the satisfactory completion of the standardization course conducted in Oklahoma City, OK. We will contact you when you are to attend the course. If you have any questions or need further assistance, you may contact this office at [*telephone number*].

This letter expires on [*applicable date*].

Sincerely,

[*FSDO manager's signature*]

FIGURE 15-8
FAA FORM 8000-5, CERTIFICATE OF DESIGNATION

U.S. Department of Transportation
Federal Aviation Administration

Certificate of Designation

Reposing special trust and confidence in the integrity, diligence, and discretion of

HARRY DANIEL CALLAHAN

who has been found to have the necessary knowledge, skill, experience, interest, and impartial judgment to merit special public responsibility, I hereby designate as

PILOT EXAMINER

with authorization to act in accordance with the regulations and procedures prescribed by the Federal Aviation Administration relating to this designation.

Issued at
ASW-FSDO-11
Dated
SEPTEMBER 25, 1995
Certificate No.
SW-11-1234

By Direction of the Administrator
John I. Hightower
JOHN I. HIGHTOWER, MANAGER
LITTLE ROCK FLIGHT STANDARDS
DISTRICT OFFICE

FIGURE 15-9
LETTER EXPLAINING DENIAL OF EXAMINER DESIGNATION AS RESULT OF UNSATISFACTORY PRACTICAL TEST

FAA Letterhead

[*date*]

[*candidate's name and address*]

Dear [*candidate*]:

This letter is to inform you that your application for designation as a practical test examiner in [*indicate area applied for; for example, private, commercial*] has been denied because of failure of the required practical test.

- *List the specific areas where the candidate was unsatisfactory.*
- *Thank the candidate for his or her interest in the program.*

Sincerely,

[*FSDO manager's signature*]

FIGURE 15-10
JOB AID FOR PRACTICAL TEST OBSERVATION OF A CANDIDATE FOR DESIGNATED PILOT EXAMINER WITH AN ACTUAL APPLICANT AND THE INSPECTOR OBSERVING

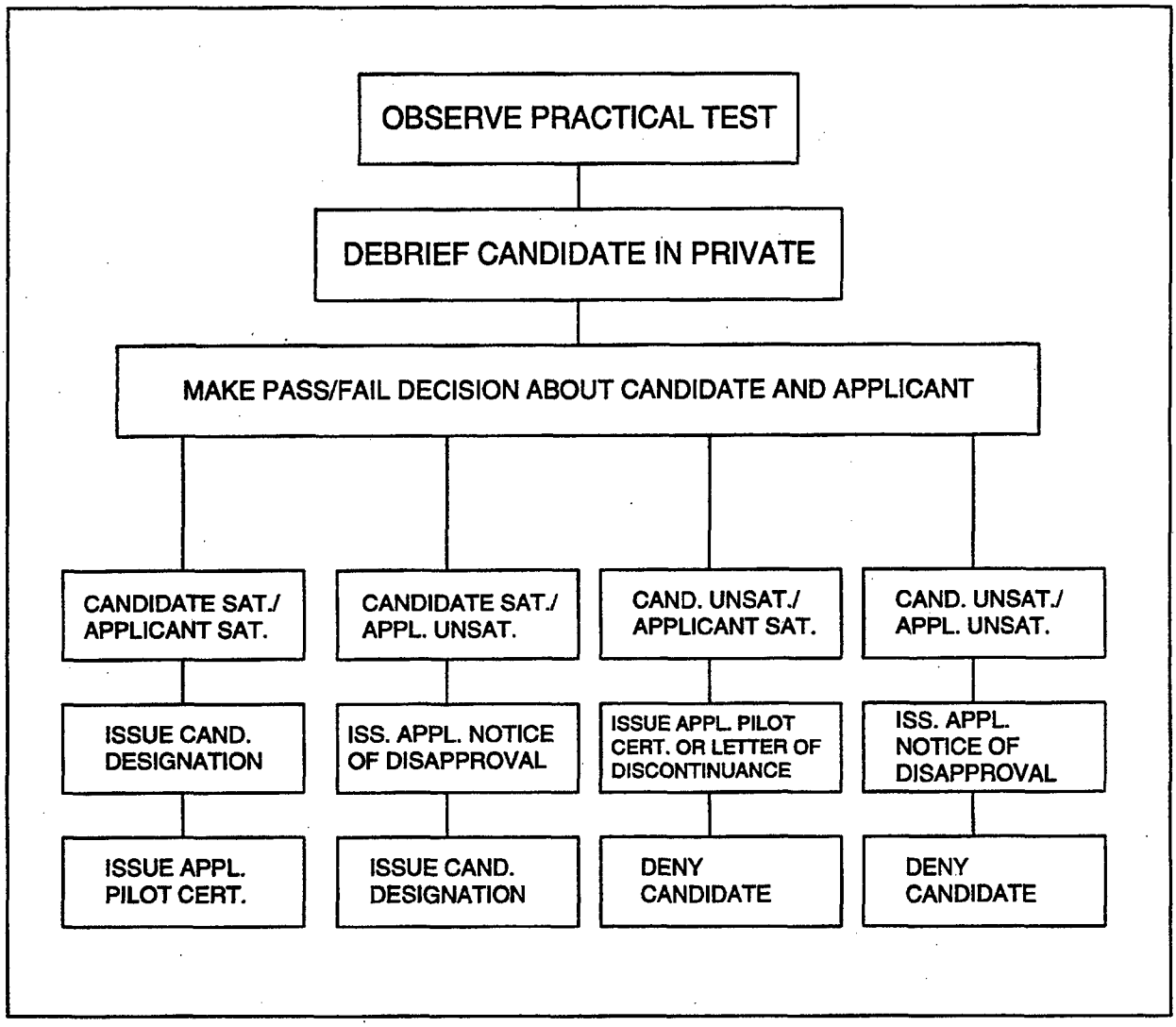

FIGURE 15-11
SAMPLE LETTER FOR DISCONTINUANCE OF PRACTICAL TESTS

FAA Letterhead

[*date*]

[*applicant's name and address*]

Dear [*applicant*]:

On this date you successfully completed a portion of the practical test for a [*indicate grade*] certificate with an [*indicate category*] category and [*indicate class*] class rating. The practical test was discontinued because of [*indicate reason*].

If application is made by [*indicate date 60 days from date of letter*], this letter may be used to show the following portions of the practical test that have been completed satisfactorily.

- *Indicate pilot operations completed on the test.*

After [*indicate expiration date*] you must repeat the entire practical test.

Sincerely,

[*signature of the inspector conducting practical test of examiner candidate*]

NOTE: This letter does not extend the expiration date shown on the Airman Computer Test Report (AC Form 8080-2).

FIGURE 15-12
VINTAGE AIRPLANE GROUPS

The following airplanes are identified as vintage airplanes under the provisions of the NDPER Program.

GROUP A

AD-4N

G-TBM

G-F3

GROUP B

B-17

B-247

FO-5

B-307

GROUP C

B-24

B-377

CV-LB30

CV-P4Y

DC-4

DC-6

DC-7

L-1049

GROUP D

C-46

C-47

DC-2

DC-3

DC-B18

DC-B23

HW-500

L-14

L-18

LB-34

PV-1

PV-2

GROUP E

C-82

CV-240

CV-340

CV-440

DC-A20

DC-A24

DC-B26

DH-4

FA-119

FA-C123

L-P38

M-202

M-404

M-B26

N-B25

NH-P61

L-P2V

CV-PBY (land only)

G-111 (land only)

G-73 (land only)

G-S2

G-52

G-F7F

GROUP F - Land & Sea

SK-43

SK-44

CV-PBY

G-111

G-73

SA-16

GROUP G

VC-700

VC-800

CHAPTER 17. DESIGNATE/RENEW A GENERAL AVIATION PILOT EXAMINER (SIMULATOR ONLY)

WITHDRAWN -- CHG 14

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CHAPTER 18. INSPECT A GENERAL AVIATION PILOT EXAMINER (SIMULATOR ONLY)

WITHDRAWN -- CHG 14

[THIS PAGE INTENTIONALLY LEFT BLANK]

CHAPTER 21. DESIGNATE/RENEW A WRITTEN TEST EXAMINER

WITHDRAWN -- CHG 14

[THIS PAGE INTENTIONALLY LEFT BLANK]

CHAPTER 22. INSPECT A WRITTEN TEST EXAMINER

WITHDRAWN -- CHG 14

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CHAPTER 26. CONDUCT A REEXAMINATION TEST OF AN AIRMAN UNDER TITLE 49 OF THE UNITED STATES CODE

SECTION 1. BACKGROUND

1. PROGRAM TRACKING AND REPORTING SUBSYSTEM (PTRS) ACTIVITY CODE: 1534

3. OBJECTIVE. The objective of this task is to determine if an airman is qualified to exercise the privileges of a particular airman certificate or rating. Completion of this task results in either no action taken against the airman's certificate or rating, or initiation of an enforcement investigation.

5. GENERAL.

A. Authority. Under Title 49 of the United States Code (49 USC) § 44709 (formerly section 609 of the Federal Aviation Act of 1958), the Administrator is authorized to reexamine any airman at any time. Reexamination of an airman does not hinder the taking of punitive enforcement action when appropriate. When an airman fails to comply with a request for reexamination, § 44709 provides legal procedures to be followed to enforce reinspection or reexamination. Detailed information on the enforcement aspects is found in Federal Aviation Administration (FAA) Order 2150.3, Compliance and Enforcement Program.

B. Basis for Reexamination. The reexamination of an airman on the basis of lack of competency is never to be undertaken lightly. There must be ample or probable cause for requesting the reexamination. In most cases a reexamination will result from the inspector's investigation of an accident or incident where the pilot's competence was the apparent cause of the occurrence.

7. BASIS OF REEXAMINATION TEST. When an inspector has sufficient reason to believe that an airman may not be qualified to exercise the privileges of a particular certificate or rating, a reexamination may be required. The inspector reaches this conclusion either through reliable reports, personal knowledge, or on the basis of evidence obtained through an accident, incident, or enforcement investigation.

A. Notification. The inspector notifies the airman by letter (figure 26-1) that a reexamination is necessary. The letter must be sent by certified mail and must include a return receipt.

(1) The letter should give adequate consideration to the convenience of the airman.

(2) The letter should not indicate in any way that the FAA considers the reexamination a punishment for an act that the airman may have committed. Instead, the letter should clearly state that, through the process of reexamination, the FAA is promoting safety in air commerce by ensuring the airman's competence.

(3) The letter must identify the certificate or ratings for which the inspector wishes to conduct the reexamination. If appropriate, specific flight maneuvers or flight phases in a particular aircraft and crew position should be identified as questionable. For example, an airman who was involved in a directional control landing accident in a Piper PA-18 should be reexamined for competence in takeoffs and landings in either the PA-18 or another aircraft which has, in the inspector's opinion, similar landing characteristics.

B. Contents of Reexamination Letter. The reexamination letter must specify the following:

(1) the reasons for the reexamination (such as accident, incident, occurrence);

(2) the specific certificate and/or rating for which the reexamination is necessary;

(3) the type of reexamination;

(4) the category and class of aircraft required (if applicable);

(5) the location of the reexamination (usually left to the airman's discretion); and

(6) a time limit for accomplishing the reexamination (giving adequate consideration to the airman).

C. Time Limits. Reexamination should normally take place within 15 days after receipt of the letter of notification. There may be exceptions, and the inspector should be as accommodating as possible. However, the inspector cannot allow the airman to postpone the reexamination indefinitely.

(1) One exception would be an airman who was seriously injured and hospitalized for an extended period of time as a result of an aircraft accident. In this case the airman would obviously not be capable of operating an aircraft. The inspector should attempt to determine if the airman intends to continue piloting aircraft after recuperation. If not, or if the airman's injuries preclude performing pilot duties, the airman may wish to surrender the certificate or associated ratings voluntarily. The airman must not be coerced, and all rules of voluntary surrender must be strictly followed. If the airman does not intend to operate aircraft for a short period of time, or needs time to practice and cannot meet the 15-day deadline, the airman may temporarily deposit the certificate or associated rating at a Flight Standards District Office (FSDO) for a maximum of 30 days in accordance with the temporary deposit and reissue policy. (See volume 2, chapter 1, section 10.)

(2) Another exception would be a situation when the inspector suspected that the airman was intending to continue to fly commercially while carrying passengers. In this case, prompt action (less than 15 days) should be taken. The airman should be given the opportunity to be reexamined immediately, or, if the airman elects not to do so, the airman may wish to surrender the certificate or associated rating voluntarily for temporary deposit at the FSDO. The airman should then be encouraged to receive dual instruction from a certificated flight instructor. If the airman finds it necessary to conduct solo practice while the airman certificate is temporarily deposited at the FSDO, the inspector may issue FAA Form 8060-4, valid for 30 days instead of 120 days. That certificate should bear all ratings previously held by the certificate holder; however, ratings for which the airman is to be reexamined must have the limitation "FOR STUDENT PILOT PURPOSES ONLY - PASSENGER CARRYING PROHIBITED."

9. SPECIAL CONSIDERATIONS.

A. Handling an Airman's Response to a Reexamination Letter at an Office Other than the Requesting Office. Usually, the FSDO that requested the reexamination by letter conducts the reexamination test and follows up with any needed enforcement action. However, an airman may respond to a reexamination letter by contacting a FSDO that did not issue the letter. In such a case, the inspector at the other FSDO must contact the FSDO that requested the reexamination.

(1) Immediately upon scheduling a reexamination test, the inspector must inform the requesting FSDO of the appointment and request a copy of the original reexamination letter.

(2) After completion of the reexamination test, the inspector who conducted the test at the other FSDO forwards a copy of the test results to the requesting FSDO.

(3) If enforcement action is necessary as a result of the reexamination test, the inspector who conducted the test advises the FSDO manager. The FSDO manager contacts the manager of the requesting FSDO. The FSDO managers decide which office is responsible for carrying out the enforcement action.

B. Airman Scheduling Appointment at a Date Later than Indicated. An airman may request an appointment for the reexamination test beyond the time limit stated in paragraph 7C of this section. However, if the delay is excessive or unjustified, the airman must either schedule the reexamination within a reasonable time, or the airman must place his or her certificate or rating on temporary deposit at the FSDO. If the airman chooses to deposit the certificate, an inspector issues a 30-day Temporary Airman Certificate with specific limitations (see figure 26-2). Volume 2, chapter 1, section 10 discusses the temporary deposit of a certificate or rating.

C. Voluntary Downgrade or Voluntary Cancellation of Certificate or Rating. If the airman volunteers to downgrade the certificate or rating in question, the inspector issues a Temporary Airman Certificate with specific limitations (see figure 26-2). The airman may also volunteer to surrender the certificate in question for cancellation. If this occurs, the airman has no reissuance rights other than passing all knowledge and practical tests. Volume 2, chapter 1, section 10 discusses voluntary downgrades and voluntary surrender.

D. Airman Refusal to Submit to Reexamination. If the airman fails to submit to a reexamination within a reasonable period of time (excluding unforeseen problems such as weather, mechanical problems, etc.) or demonstrates an unwillingness to submit to a reexamination, emergency enforcement action to suspend the airman's certificate shall be initiated. (See FAA Order 2150.3, chapter 8.)

(1) The Enforcement Investigation Report need only consist of section A of FAA Form 2150-5, citing § 44709. Any documentation supporting the need for reexamination, a copy of the original notification letter sent to the airman, and any evidence of the efforts

made to obtain voluntary reexamination should be attached. A copy of FAA Form 2150-5 shall be forwarded to the Regional Assistant Chief Counsel by the investigating FSDO through the Flight Standards Division.

(2) The Regional Assistant Chief Counsel will issue an emergency order of suspension and appropriate certificate stop order, providing the evidence submitted is sufficient to establish that the airman is not qualified to hold the certificate or rating, or that safety in air commerce or air transportation and the public interest requires such action.

(3) The emergency order suspends the certificate or ratings until the airman agrees to reexamination and establishes the appropriate qualifications to continue to hold the certificate and exercise its privileges.

11. APPLICATION FOR REEXAMINATION TEST. The only acceptable application used for a reexamination test is FAA Form 8710-1.

13. INSPECTOR QUALIFICATIONS. Inspectors must be qualified in the aircraft. An inspector conducting a reexamination test shall hold the same aircraft category and class ratings that the airman is being tested on. (A designated pilot examiner shall not conduct a reexamination test.)

15. CONDUCT OF REEXAMINATION. The method of reexamination should be in accordance with the appropriate Practical Test Standards (PTS) for the certificate or rating involved.

A. Extent of Reexamination. The inspector should test the airman only in the areas specified in the letter of notification. However, if other deficient areas are noted during the reexamination, these would also be the basis for failure of the test. For example, during a reexamination when the airman was to be tested on the ability to recognize and recover from stalls, the inspector noted that on takeoff the airman over-rotated to a dangerously high pitch attitude, requiring the inspector to take corrective action. In this situation the reexamination should be discontinued, and the airman should be informed of failing the test because of deficient skills exhibited while en route to demonstrate the maneuvers.

B. Special Emphasis. The inspector conducting the reexamination should consult the letter issued to the airman for the areas reexamined. Special emphasis may be placed in certain areas, such as crosswind landing techniques after an incident or an accident occurring during a crosswind landing.

C. Standards. The airman must meet the appropriate PTS for the certificate or rating being reexamined. The inspector can fail the airman for any maneuver or procedure in which the airman is found to be unqualified.

D. Knowledge Reexamination. The reexamination may be conducted using an oral or knowledge test, devised by the inspector, if the area to be reexamined is one of knowledge rather than skill or flight proficiency.

E. Reexamination in Simulators. If the airman requests that the reexamination be conducted in a simulator, the inspector must decide if the airman's qualifications can be determined in the simulator. If so, the test may be conducted in a simulator.

17. REEXAMINATION RESULTS.

A. Airman Satisfactorily Completes Reexamination.

(1) If the reexamination has been satisfactorily completed, and the airman's certificate had been suspended pending the reexamination test results, the inspector issues a letter of results (figure 26-3) to the airman. The FSDO forwards a copy of the letter of results to the Regional Assistant Chief Counsel, who then takes appropriate action to terminate the suspension. If the airman needs use of the certificate immediately, the Regional Assistant Chief Counsel may authorize the inspector to issue a temporary certificate that bears all ratings and limitations from the original certificate.

(2) If the reexamination test has been satisfactorily completed, and the airman's certificate had not been suspended pending the results of the reexamination test, the inspector issues a letter of results (figure 26-3). The airman may then continue to exercise the privileges of the certificate and/or ratings.

B. Airman's Performance Unsatisfactory. The airman must be informed in detail of each deficiency. Additionally, if the airman's certificate had been temporarily deposited at the FSDO and the temporary deposit term is nearing expiration, a decision must be made to suspend the certificate or to extend the temporary deposit period for another 30 days. If, in the opinion of the inspector, the airman could successfully complete another reexamination by obtaining additional instruction, every effort must be made to encourage the airman to do so.

(1) When the inspector decides to allow the airman additional time, the inspector takes the airman's certificate for temporary deposit at the FSDO and issues a temporary certificate. The temporary certificate must have a limitation against carrying passengers and a 30-day expiration date. The airman has 30 days in which to practice or obtain additional dual instruction before being reexamined again.

(2) If the inspector determines the airman is unable to establish qualification to hold the certificate or rating, legal enforcement action must be taken to revoke the airman's certificate and/or ratings. (See FAA Order 2150.3, chapter 8.)

SECTION 2. PROCEDURES

1. PREREQUISITES AND COORDINATION REQUIREMENTS.

A. Prerequisites. This task requires knowledge of the regulatory requirements of Title 14 of the Code of Federal Regulations (14 CFR) part 61 and FAA policies and qualification as an aviation safety inspector (operations). Additionally, the inspector must meet certain aircraft qualification requirements as outlined in volume 2, chapter 1, section 2.

B. Coordination. This task may require coordination with another FSDO, an airworthiness inspector, and/or the Regional Assistant Chief Counsel.

3. REFERENCES, FORMS, AND JOB AIDS.

A. References.

- 14 CFR parts 1, 13, 61, and 91
- Title 49 of the United States Code
- FAA Order 2150.3, Compliance and Enforcement
- Appropriate PTS and related tasks from this handbook
- FAA Order 8740.1, Aviation Safety Program Manager's Handbook
- Letter of Notification of Reexamination (figure 26-1)
- PTRS Procedures Manual (PPM)

B. Forms.

- FAA Form 8000-26, Program Tracking and Reporting Subsystem Data Sheet
- FAA Form 8060-4, Temporary Airman Certificate (figure 26-2)
- FAA Form 8710-1, Airman Certificate and/or Rating Application (figure 26-4)

C. Job Aids.

- Sample letters and figures

5. PROCEDURES.

A. Determine the Need for the Reexamination Test. Based on all available information concerning the airman's performance, determine if a reexamination test is necessary. If a reexamination test is not necessary and airman counselling would suffice, see FAA Order 8740.1, chapter 11, Counsel an Airman.

B. Prepare Reexamination Letter. If a reexamination test is required, prepare and transmit the letter of notification to the airman (figure 26-1).

C. PTRS. Open PTRS file.

D. Preappointment Procedures. These procedures are for use by a FSDO other than the FSDO that issued the notification letter.

(1) When an airman calls in to schedule a reexamination test, request the following information from the airman:

(a) the name of the office and the person who issued the reexamination letter, and the reasons for the reexamination;

(b) the certificate and/or ratings being reexamined;

(c) the kind of aircraft specified;

(d) the areas of special emphasis (if indicated); and

(e) the time limit (date) for completing the reexamination.

(2) Schedule the date, time, and location for the reexamination test.

(3) Advise the airman to bring the letter of notification to the reexamination.

(4) Request a copy of the original letter from the issuing FSDO.

E. Schedule Appointment. Schedule a date, time, and location for the reexamination test.

(1) Refer to the letter of notification to determine if the date the airman wishes to schedule falls within the time limit stated.

(2) If the requested date is beyond the time limit in the letter and the delay is excessive or unjustified:

(a) suggest that the airman make the appointment within the time limit; or

(b) recommend that the airman place the certificate on temporary deposit. If the airman elects for temporary deposit, issue FAA Form 8060-4 (figure 26-2) with appropriate limitations.

(3) If the airman refuses to comply with either option, advise the airman that emergency, legal enforcement action will be initiated to suspend the certificate or rating.

(a) Refer to FAA Order 2150.3 for emergency suspension procedures.

(b) If another FSDO issued the reexamination letter, advise that FSDO of the situation. If another FSDO is handling the enforcement investigation, forward any evidence needed for the enforcement report.

(4) When a date, time, and location have been agreed upon, advise the airman to bring the following to the appointment:

(a) the copy of the letter of notification;

(b) the airman and medical certificates;

(c) an FAA Form 8710-1;

(d) the aircraft maintenance records, aircraft certificates, and aircraft manuals, if the reexamination test is to be conducted in an aircraft; and

(e) any other documents necessary to establish qualification (logbooks, charts, etc.).

(5) If another FSDO issued the letter of notification, inform that FSDO of the date, time, and location of the reexamination. If not already accomplished, request a copy of the original letter of notification.

F. Plan the Reexamination Test. Examine the letter of notification and determine which PTS and related chapters of this handbook apply. Prepare an agenda for the reexamination appointment. Bring extra blank copies of FAA Form 8710-1 in case the airman does not have a copy or has filled it out incorrectly.

G. Application. At the appointment, collect the airman's documents.

(1) Compare the airman's copy of the letter of notification to the FSDO copy to determine if they are the same.

(2) Review FAA Form 8710-1 for accuracy. (See sample, figure 26-4.)

(a) In section I, the Reexamination box must be marked. Powered aircraft pilots must complete blocks A through V. Glider and balloon pilots must complete blocks A through X, where appropriate.

(b) Section II is left blank.

(c) Section III is optional.

(d) Sections IV and V must be completed.

H. Aircraft Documents. The inspector conducting the practical test, or an airworthiness inspector, should review the aircraft maintenance records, aircraft logbook, airworthiness certificate, and aircraft registration to determine if the aircraft is airworthy and suitable for the reexamination test. After review, the documents are returned to the airman.

I. Verify Airman's Identity. Inspect acceptable forms of identification to establish the airman's identity. (See volume 2, chapter 1, section 4, paragraph 5.)

(1) If the applicant's identity cannot be verified because of insufficient or inadequate documentation, request that the applicant return with appropriate identification.

(2) If the applicant's identity appears to be falsified, do not conduct the reexamination test. (See volume 2, chapter 182.)

J. Discrepancies. If a discrepancy that cannot be immediately corrected exists in any of the documents, return all submitted documents to the airman. Inform the airman of the reasons why the reexamination test cannot take place, and explain how the airman may correct the discrepancy.

K. Conduct of the Test.

(1) Review the areas to be covered in the reexamination with the airman. Resolve any questions or concerns the airman may have.

(2) Conduct the reexamination test in accordance with the agenda, using the appropriate PTS and guidance related to the conduct of the appropriate grade of certificate and/or ratings involved in other related chapters of this handbook.

(3) Upon completion of the test, debrief the airman immediately concerning the results and the options available to the airman.

L. Satisfactory Reexamination. If the airman's performance was satisfactory, issue the airman a letter of results indicating satisfactory performance (see figure 26-3).

(1) If the airman's certificate was suspended pending the results of the reexamination, send a copy of the letter of results to the Regional Assistant Chief Counsel who issued the suspension order.

(2) If another FSDO issued the letter of notification, inform that office of the results and forward a copy of the letter of results.

(3) If the airman's certificate was suspended pending the results of the reexamination and the airman needs to exercise the privileges of the suspended

certificate, issue FAA Form 8060-4 with all the ratings and privileges of the original certificate.

M. Unsatisfactory Reexamination. If the airman's performance was unsatisfactory, consider the following two options.

(1) If the airman would be able to complete a reexamination test satisfactorily after additional instruction or practice:

(a) have the airman place his or her certificate on temporary deposit with the FSDO;

(b) issue FAA Form 8060-4 with the appropriate limitations and a 30-day expiration date; and

(c) schedule another reexamination test.

(d) If the airman does not wish to schedule another reexamination test, suggest that the airman voluntarily downgrade the certificate or rating, or surrender the certificate or rating for cancellation. (See volume 2, chapter 1, section 10.)

(2) If another reexamination is not in order, suggest that the airman voluntarily downgrade or voluntarily surrender the certificate or rating.

(a) If the airman chooses to downgrade or surrender the certificate or rating, issue FAA Form 8060-4 at the next lower grade of certificate or without the rating, as applicable. Have the airman sign the appropriate affidavit as outlined in volume 2, chapter 1, section 10.

(b) If the airman chooses to surrender the certificate or rating for cancellation, inform the airman that it can be reissued only upon passing all knowledge and practical tests.

(3) If the airman refuses to comply with either option, advise the airman that emergency legal enforcement action will be taken to revoke the certificate or rating.

(4) If another FSDO requested the reexamination, forward a copy of the results to that FSDO. If enforcement action is required, inform the FSDO manager so that appropriate office coordination can ensue.

N. Inspector's Report. Complete the inspector's report section on the reverse side of FAA Form 8710-1 (figure 26-5).

(1) Mark either Approved or Disapproved as appropriate to the reexamination results. If appropriate, cross out Temporary Certificate Issued or Disapproval Notice Issued.

(2) Complete the block marked Certificate or Rating for Which Tested.

(3) Complete the block marked Types of Aircraft Used.

(4) Fill in the registration number of the aircraft.

(5) Indicate the date of the test, sign the report, and enter the FSDO's acronym.

(6) Mark any attachments that are appropriate.

(7) Attach all required documents, and forward the completed file to AFS-760.

O. PTRS. Close the PTRS file. If another reexamination is planned or enforcement action is appropriate, open the appropriate PTRS file.

(1) If the reexamination is conducted by the requesting FSDO, that office will close the PTRS file.

(2) If the reexamination is conducted by a FSDO other than the requesting office, that FSDO will forward a copy of the results to the requesting FSDO and log the conduct of the Title 49 (formerly section 609) reexamination under PTRS Activity Code 1534. The requesting FSDO will close the PTRS file upon receipt of the test results from the office conducting the test.

(3) In either above case, if another reexamination is planned, or enforcement action is appropriate, the FSDO responsible for taking the action will open the appropriate PTRS file for the action planned.

7. TASK OUTCOMES. Completion of this task results in one of the following.

A. Issuance of a letter of results to the airman.

B. Possible issuance of a Temporary Airman Certificate.

C. Possible downgrade of the airman's certificate.

9. FUTURE ACTIVITIES.

A. Airman may return for another reexamination.

B. Possible enforcement investigation in connection with the reexamination.

FIGURE 26-1
LETTER OF NOTIFICATION OF REEXAMINATION

CERTIFIED MAIL - RETURN RECEIPT REQUESTED

FAA Letterhead

[*date*]

[*airman's name and address*]

Dear [*airman's name*]:

Investigation of the [*indicate accident, incident, occurrence, or other event that led to the reexamination*], that occurred on [*indicate date and time*] at [*indicate location*], involving you as a [*describe airman's role*], gives reason to believe that a reexamination of your airman competency is necessary under Title 49 of the United States Code (49 USC) § 44709.

Therefore, we request that you visit or telephone this office no later than 10 days from receipt of this letter to arrange for that reexamination. The reexamination will consist of appropriate [*indicate grade of certificate or rating*] practical test maneuvers with emphasis on [*include any special emphasis items*].

If you elect to take the reexamination at another Flight Standards District Office, please advise us by completing and returning the enclosed notification form in the self-addressed envelope which is enclosed for your convenience.

If you do not accept this opportunity for reexamination by the date indicated above, it will be necessary for us to start proceedings to suspend your pilot certificate unless other arrangements are made. A reasonable later date may be arranged when required by circumstances beyond your control.

Please note that the incident that occurred on [date] is still under investigation to determine whether enforcement action is appropriate. If enforcement action is to be taken, you will be advised in a separate letter.

Inspector [*indicate inspector's name*] is available to discuss this matter and provide any information to assist you.

Sincerely,
[*signed by the inspector making the report*]

Flight Standards District Office Address

Dear Inspector [*indicate name*]:

I have made an appointment with _____ Flight Standards District Office for reexamination at [*indicate time*] on [*indicate date*].

[*signed by the airman*]

FIGURE 26-2
FAA FORM 8060-4

I. UNITED STATES OF AMERICA
DEPARTMENT OF TRANSPORTATION – FEDERAL AVIATION ADMINISTRATION

ii. **TEMPORARY AIRMAN CERTIFICATE**

III. CERTIFICATE NO. 3456789

THIS CERTIFIES THAT IV. BRUCE ALLEN WAYNE
V. 1924 WEST BURTON PLACE
LOS ALTOS, CA 95129

DATE OF BIRTH	HEIGHT	WEIGHT	HAIR	EYES	SEX	NATIONALITY VI.
04-15-60	72 IN.	160	BROWN	BLUE	M	USA

IX. has been found to be properly qualified and is hereby authorized in accordance with the conditions of issuance on the reverse of this certificate to exercise the privileges of

PRIVATE PILOT

RATINGS AND LIMITATIONS

XII. AIRPLANE SINGLE ENGINE LAND
FOR STUDENT PILOT PURPOSES ONLY
PASSENGER CARRYING PROHIBITED

XIII. EXPIRES 09-18-96

THIS IS ☐ AN ORIGINAL ISSUANCE ☒ A REISSUANCE OF THIS GRADE OF CERTIFICATE

DATE OF SUPERSEDED AIRMAN CERTIFICATE 12-13-94

BY DIRECTION OF THE ADMINISTRATOR

X. DATE OF ISSUANCE 08-18-96

X. SIGNATURE OF EXAMINER OR INSPECTOR William Sikes

EXAMINER'S DESIGNATION NO. OR INSPECTOR'S REG. NO. LIT FSDO

DATE DESIGNATION EXPIRES

VII. AIRMAN'S SIGNATURE Bruce Allen Wayne

FAA Form 8060-4 (8-79) USE PREVIOUS EDITION

FIGURE 26-3
LETTER OF RESULTS

FAA Letterhead

[*date*]

[*airman's name and address*]

Dear [*airman's name*]:

This letter is to inform you that a reexamination of your ability to exercise the privileges of [*indicate type of certificate or rating*] conducted on [*indicate date*] at [*indicate location*] was satisfactory.

> If enforcement action was pending or the airman certificate was suspended pending reexamination, inform the airman that a copy of this letter is being forwarded to the Regional Assistant Chief Counsel.

The results of this reexamination are a matter of record and will be forwarded to the Airman Records Office in Oklahoma City, OK.

Sincerely

[*signed by the inspector conducting the test*]

FIGURE 26-4
FAA FORM 8710-1

TYPE OR PRINT ALL ENTRIES IN INK

Form Approved OMB No: 2120-0021

U.S. Department of Transportation
Federal Aviation Administration

Airman Certificate and/or Rating Application

I. Application Information ☐ Student ☐ Recreational ☐ Private ☐ Commercial ☒ Airline Transport ☐ Instrument
☐ Additional Aircraft Rating ☐ Airplane Single-Engine ☐ Airplane Multiengine ☐ Rotorcraft ☐ Glider ☐ Lighter-Than-Air
☐ Flight Instructor ____ Initial ____ Renewal ____ Reinstatement ☐ Additional Instructor Rating ☐ Ground Instructor
☐ Medical Flight Test ☒ Reexamination ☐ Reissuance of ____ Certificate ☐ Other ____

A. Name (Last, First, Middle): Wayne, Bruce Allen	B. SSN (US Only): 123-45-6789	C. Date of Birth (Mo. Day Year): 01 08 49	D. Place of Birth: Gotham, NY
E. Address (Please See Instructions Before Completing): 1989 Burton Place	F. Nationality (Citizenship): ☒ USA ☐ Other ____ Specify	G. Do you read, speak and understand English? ☒ Yes ☐ No	
City, State, Zip Code: Los Altos, CA 95129	H. Height: 71 in.	I. Weight: 180 Lbs.	J. Hair: Brown
K. Eyes: Blue	L. Sex: ☒ Male ☐ Female		
M. Do you now hold, or have you ever held an FAA Pilot Certificate? ☒ Yes ☐ No	N. Grade Pilot Certificate: Private	O. Certificate Number: 123456789	P. Date Issued: 10-13-70
Q. Do you hold a Medical Certificate? ☒ Yes ☐ No	R. Class of Certificate: Third	S. Date Issued: 06-30-95	T. Name of Examiner: James Murphy, MD
U. Have you been convicted for violation of Federal or State statutes relating to narcotic drugs, marijuana, or depressant or stimulant drugs or substances ☐ Yes ☒ No			V. Date of Final Conviction
W. Glider or Free Balloon Pilots only: *Medical Statement: I have no known physical defect which makes me unable to pilot a glider or free balloon.*		Signature	X. Date

II. Certificate or Rating Applied For on Basis of:

☒ A. Completion of Required Test	1. Aircraft to be used (If flight test required): CESSNA 210	2a. Total time in this aircraft: hours	2b. Pilot in command: hours
☐ B. Military Competence Obtained in	1. Service	2. Date Rated	3. Rank or Grade and Service Number
	4. Has flown at least 10 hours as pilot in command during the past 12 months in the following military aircraft.		
☐ C. Graduate of Approved Course	1. Name and Location of Training Agency or Training Center		1a Certification Number
	2. Curriculum From Which Graduated		3. Date
☐ D. Holder of Foreign License Issued By	1. Country	2. Grade of License	3. Number
	4. Ratings		
☐ E. Completion of Air Carrier's Approved Training Program	1. Name of Air Carrier	2. Date	3. Which Curriculum ☐ Initial ☐ Upgrade ☐ Transition

III. Record of Pilot time *(Do not write in the shaded areas.)*

	Total	Instruction Received	Solo	Pilot in Command	Second in Command	Cross Country Instruction Received	Cross Country Solo	Cross Country Pilot in Command	Instrument	Night Instruction Received	Night Take-off/ Landing	Night Pilot in Command	Night Take-off/ Landing Pilot in Command	Number of Flights	Number of Aero-Tows	Number of Ground Launches	Number of Powered Launches	Number of Free Flights
Airplanes	250	50		200		8		110	10	4	15	2	5					
Rotor-craft																		
Gliders																		
Lighter than Air																		
Training Device Simulator																		

IV. Have you failed a test for this certificate or rating? ☐ Yes ☒ No **Within the Past 30 days?** ☐ Yes ☐ No

V. Applicant's Certification — I certify that all statements and answers provided by me on this application form are complete and true to the best of my knowledge, and I agree that they are to be considered as part of the basis for issuance of any FAA certificate to me. I have also read and understand the Privacy Act statement that accompanies this form.

Signature of Applicant: Bruce Allen Wayne Date: 07-13-96

FAA Use Only

EMP	REG	D.O.	SEAL	CON	ISS	ACT	LEV	TR	S.H.	SRCH	WRTE		RATING (1)

FAA Form 8710-1 (7-95) Supersedes Previous Edition NSN: 0052-00-682-5006

FIGURE 26-5
FAA FORM 8710-1 (REVERSE SIDE)

Instructor's Recommendation

I have personally instructed the applicant and consider this person ready to take the test.

Date	Instructor's Signature	Certificate No:	Certificate Expires

Air Agency's Recommendation

The applicant has successfully completed our _____ course, and is recommended for certification or rating without further _____ test.

Date	Agency Name and Number	Official's Signature / Title

Designated Examiner's Report

☐ Student Pilot Certificate Issued *(Copy attached)*

☒ I have personally reviewed this applicant's pilot logbook, and certify that the individual meets the pertinent requirements of FAR 61 for the pilot certificate or rating sought.

☐ I have personally reviewed this applicant's graduation certificate, and found it to be appropriate and in order, and have returned the certificate.

☐ I have personally tested and/or verified this applicant in accordance with pertinent procedures and standards with the result indicated below.

☐ Approved—Temporary Certificate Issued *(Copy Attached)*

☒ Disapproved—Disapproval Notice Issued *(Copy Attached)*

Location of Test (Facility, City, State)	Duration of Test: Ground	Simulator	Flight

Certificate or Rating for Which Tested	Type(s) of Aircraft Used	Registration No.(s)

Date	Examiner's Signature	Certificate No.	Designation No.	Designation Expires

Evaluator's Record For Airline Transport Certificate/Rating Only

	Inspector	Examiner	*Signature*	Date
Oral	☐	☐		
Approved Simulator/Training Device Check	☐	☐		
Aircraft Flight Check	☐	☐		
Advanced Qualification Program	☐	☐		

Inspector's Report

I have personally tested this applicant in accordance with or have otherwise verified that this applicant complies with pertinent procedures, standards, policies, and or necessary requirements with the result indicated below.

☐ **Approved**—Temporary Certificate Issued ☐ **Disapproved**—Disapproval Notice Issued

Location of Test *(Facility, City, State)*	Duration of Test: Ground	Simulator	Flight
Hayward Air Terminal, Hayward, CA	1.0		1.5

Certificate or Rating for Which Tested	Type(s) of Aircraft Used	Registration No.(s)
Private Pilot ASEL-Section 44709 Reexamination	Cessna 210	N12345

☐ Student Pilot Certificate Issued
☐ Examiner's Recommendation
☐ ACCEPTED ☐ REJECTED
☐ Reissue or Exchange of Pilot Certificate
☐ Special medical test conducted—report forwarded to Aeromedical Certification Branch, AAM-130

☐ Certificate or Rating Based on
☐ Military Competence
☐ Foreign License
☐ Approved Course Graduate
☐ Other Approved FAA Qualification Criteria
☐ Certificate Issued
☐ Certificate Denied

☐ Instructor ☐ Flight ☐ Ground
☐ Renewal ☐ Approved
☐ Reinstatement ☐ Disapproved
Instructor Renewal Based on
☐ Activity ☐ Training Course
☐ Acquaintance ☐ Test

Training Course (FIRC) Name	Graduation Certificate No.	Date

Date	Inspector's Signature	FAA District Office
07-14-93	John L. Hightower	AWP-SFO-FSDO

Attachments:

☐ Student Pilot Certificate (copy)
☐ Report of Written Examination
☐ Temporary Pilot Certificate (copy)

☒ Airmans Identification (ID)
Form of ID: California Drivers License
Number: 123 456 789
Expiration Date: 07-13-96

☐ Notice of Disapproval
☐ Superseded Pilot Certificate
☐ Answer Sheet Graded
☐ Answer Sheet Graded (Foreign Instrument)

FAA Form 8710-1 (7-95) Supersedes Previous Edition

NSN: 0052-00-882-5006
☆ U.S. GPO:1995-715-785/85246

CHAPTER 27. CONDUCT A SPECIAL MEDICAL TEST

SECTION 1. BACKGROUND

1. PROGRAM TRACKING AND REPORTING SUBSYSTEM (PTRS) ACTIVITY CODE: 1531

3. OBJECTIVE. The objective of this task is to determine if an applicant is eligible for a medical certificate and/or Statement of Demonstrated Ability (SODA) based on the appropriate test. Successful completion of this task results in the issuance or nonissuance of a medical certificate and/or a SODA.

5. GENERAL.

A. General Process. Special medical flight tests, leading to the issuance of medical certificates under Title 14 of the Code of Federal Regulations (14 CFR) part 67, § 67.401, are given by inspectors only to applicants who do not meet pertinent medical standards. These tests may be conducted only on the basis of a letter of authorization (LOA) (see figure 27-1). The LOA for a person who has requested a special medical test must be issued by the Aeromedical Certification Division, AAM-300. Concurrence from the regional Flight Surgeon is required before any operating limitations on pilot certificates issued to pilots with physical deficiencies can be removed.

B. Combined Special Medical Test and Practical Test for Certification and/or Ratings. If requested by the applicant, the special medical test may be given in conjunction with the usual practical tests for a pilot certificate when the applicant meets the flight experience requirements for the pilot certificate sought. At the outset, the inspector should consult the related airman certification chapter in this handbook in addition to this chapter.

C. Medical Portion Passed. If an applicant fails the certification portion of a combined test but passes the medical portion, any retest may be conducted by an inspector or a designated pilot examiner (DPE).

D. LOA.

(1) The LOA for the special medical test contains guidelines and usually a handbook reference to help the inspector determine whether the applicant is able to safely operate an aircraft. When the applicant's abilities are compared to those of the inspector, it is assumed that the inspector's physical attributes are normal. If there is any doubt as to the inspector's qualifications to conduct a particular test, the test should be assigned to another inspector or the problem should be discussed with the medical office personnel authorizing the test. All of the medical flight test items listed on the LOA must be observed and evaluated by the inspector. The inspector may add test items if necessary.

(2) A special medical test shall be conducted only by an inspector who has a copy of the applicant's LOA for the test. The LOA is normally sent to the jurisdictional Flight Standards District Office (FSDO) where the applicant resides; however, it may be forwarded to another office at the applicant's request. When the special medical test has been passed, the usual certification practical test, if required and if not conducted concurrently, may be conducted by another inspector or a DPE.

E. Defective Hearing Test. The inspector must note on the report whether the defective hearing test was conducted in an open or a closed cockpit.

F. Defective Color Vision. Applicants for a medical certificate who have defective color vision may be tested at twilight or at night. The applicant may be evaluated for the ability to see the following:

(1) colored lights of other aircraft in the vicinity

(2) runway approach lights

(3) airport boundary lights

(4) taxiway lights

(5) red warning lights on television towers, high buildings, stacks, etc.

(6) all color signal lights normally used in air traffic control

G. Aviation Signal Light Test. Night testing may be very important to airmen, since applicants able to identify colors appropriately at night (but not during daylight) may have the night restriction removed from the medical certificates. An applicant who fails the

signal light test during daylight hours may repeat the test at night.

H. Completion of Medical Test. If during any of the special medical tests (with the exception of a signal light test) the inspector determines that the applicant has failed the test, the inspector should terminate the test before it is completed. However, the signal light test must be completed even if the inspector determines during the test that the applicant has failed.

I. Operating Limitations. A pilot certificate issued or reissued after a special medical flight test must bear any limitations the inspector who conducted the test finds necessary for safety. An inspector from the jurisdictional FSDO must have determined that no operational limitations (such as "HAND CONTROLS ONLY") are required to be placed on a pilot certificate before a DPE accepts an application from an airman who has a SODA.

(1) Operating limitations shall be entered on FAA Form 8060-4 (figure 27-2). If the pilot certificate portion of the test is failed, the operating limitations are placed on FAA Form 8060-5 (figure 27-3) so that, after a retest is passed, an inspector or DPE knows what operational limitations to place on the temporary certificate. These forms are then sent with the application to AFS-760.

(2) Operating limitations required by physical deficiencies may restrict holders to certain aircraft types, special equipment or control arrangements, or special operating conditions. Examples are as follows:

(a) "LIMITED TO ERCOUPE 415 SERIES WITHOUT RUDDER PEDALS" for an airman, with an inability to use rudder pedals possibly because of the loss of the use of the lower extremities, who takes the special medical test in an Ercoupe 415 series;

(b) "LIMITED TO AIRCRAFT WITH ALL CONTROLS BELOW SHOULDER LEVEL" for an airman who is unable to use the upper extremities, possibly because of the loss of an arm;

(c) "NOT VALID FOR FLIGHTS REQUIRING THE USE OF RADIO" for an airman who is speech or hearing impaired or both; or

(d) "LIMITED TO RECIPROCATING PISTON, NONREVERSING AIRCRAFT" for an airman who has an arm prosthesis and is unable to use the reverse thrust function of a turbine aircraft.

(3) Limitations should be as general as possible to eliminate the necessity of additional special medical tests when the pilot desires to fly additional aircraft types for which he or she is physically competent.

(4) If a pilot is returning to flying after receiving a disabling injury, such as a loss of limb or an injury to a lower extremity, it may be necessary for the pilot to redemonstrate proficiency for each privilege authorized. Any rating not demonstrated that the inspector determines to be necessary must bear the limitation, "NOT VALID," until such time when competency in that category and class is demonstrated.

(5) Any operating limitation may be deleted or amended only on the basis of an additional special medical test, or upon qualification by the pilot for an appropriate medical certificate without waiver or exemption.

(6) If a student pilot is taking a practical test for a pilot certificate and a medical flight test concurrently, the SODA may be issued if the airman satisfactorily demonstrates the appropriate operational ability.

(7) If a student pilot fails the practical test for a pilot certificate but passes the medical test, the SODA may be issued and the Notice of Disapproval of Application should indicate all appropriate operational limitations for the entire practical test.

(8) If a student pilot passes both the flight test and the medical test, the inspector must place all appropriate operational limitations on the Temporary Airman Certificate.

SECTION 2. PROCEDURES

1. PREREQUISITES AND COORDINATION REQUIREMENTS.

A. Prerequisites. This task requires knowledge of the requirements of 14 CFR part 61 and Federal Aviation Administration (FAA) policies, and qualification as an aviation safety inspector (operations). A qualified aviation safety technician who has unrestricted color vision may administer the signal light test.

B. Coordination. This task may require coordination with the airworthiness staff, air traffic, and the medical office which issued the authorization.

3. REFERENCES, FORMS, AND JOB AIDS.

A. References.

- 14 CFR parts 1, 61, 67, and 91
- Letter of authorization (LOA)
- PTRS Procedures Manual (PPM)

B. Forms.

- FAA Form 8060-4, Temporary Airman Certificate (figure 27-2)
- FAA Form 8060-5, Notice of Disapproval of Application (figure 27-3)
- FAA Form 8500-9, Medical Certificate (figure 27-7)
- FAA Form 8500-13, Medical Test Report (figure 27-6)
- FAA Form 8500-15, Statement of Demonstrated Ability (figure 27-11)
- FAA Form 8710-1, Airman Certificate and/or Rating Application (figure 27-4)

C. Job Aids.

- Signal Light Test Job Aid (figure 27-13)
- Sample letters and figures

5. PROCEDURES. (Except signal light test)

A. Applicant Schedules Appointment.

(1) When the applicant schedules the appointment for a medical test, inquire whether the applicant has the required LOA.

(a) If the applicant does not have an LOA, advise the applicant that one is required before scheduling the appointment. Instruct the applicant to contact an issuing medical office to obtain an LOA.

(b) If the applicant has an LOA, ask the applicant for the issue date of the letter. Check the appropriate office files for the following:

- Verify that the district office has a copy. If there is not a copy of the LOA on file, determine where it was sent. Arrange to have the copy forwarded to the district office.
- Determine how long the LOA is valid and whether the medical test is scheduled within that time. If the test is not scheduled within the time allotted, call the issuing office for an extension. If an extension cannot be obtained, advise the applicant that the appointment cannot be scheduled at this time.

(2) For a flight test:

(a) Determine the time of day to schedule the test, based on the recommendations in the LOA and the length of the test.

(b) Determine whether the test will be a combined medical test and practical test for certification and/or ratings.

(c) If it is not a combined test, instruct the applicant to bring the following documents to the test:

- LOA
- Medical certificate (if applicable)
- Pilot certificate
- Aircraft maintenance records
- Airworthiness certificate
- Aircraft registration
- FAA Form 8710-1 (figure 27-4)

(d) If it is a combined test, see the related chapter in this handbook and determine if any additional items are required. Instruct the applicant to bring all required documents to the appointment.

B. PTRS. Open PTRS file.

C. Scheduled Appointment. When the applicant arrives for the scheduled appointment, proceed as follows:

(1) Collect the airman's documents.

(2) Review FAA Form 8710-1 to determine if it is complete and accurate.

(a) In Part I, the Medical Flight Test box should be checked for a special medical test only. For a combination certification and special medical test, the Medical Flight Test box and the box for the pertinent certificate or rating should be checked.

(b) Part I, A through V must be filled out. Box Q should be checked "NO."

(c) Part II, A must be completed.

(d) Part III is optional for a special medical test only. For a combination certification test and special medical test, Part III must be completed.

(e) Part IV and V must be completed.

(f) For a combination certification test and special medical test, the airman must have an instructor's or air agency's recommendation on the reverse of FAA Form 8710-1.

(3) Verify the applicant's identity by inspecting acceptable forms of identification.

(a) If the applicant's identity cannot be verified because of lack of documents or inadequate documents, request that the applicant return with appropriate identification.

(b) If the applicant's identity appears to be falsified, do not conduct the special medical test. (See volume 2, chapter 182, Conduct a Violation Investigation.)

(4) If possible, coordinate with the airworthiness staff to review the airworthiness documents and/or inspect the aircraft.

(a) If the documents are not complete and accurate, and cannot be corrected at the time of the appointment, terminate the appointment and inform the applicant that he or she must reschedule another appointment.

(b) Return all documents to the applicant.

(5) If the test is a combined special medical and practical test for certification, determine the applicant's eligibility by referring to the appropriate chapter in this handbook for the certificate or rating sought.

(a) If the applicant is not eligible for the practical test, ask the applicant if he or she wants to take only the medical test at this time.

(b) If the applicant does not want to take only the medical test, return all documents and terminate the appointment.

D. Determine Type of Medical Test.

(1) Determine from the LOA the type of medical test to be conducted.

(2) If the test is also a practical test for a certificate or rating, refer to the appropriate chapter in this handbook and combine the medical test with the practical test.

E. Conduct Medical Test. Determine if the applicant can perform the appropriate pilot functions for the type of medical test being conducted, as follows:

(1) Observe an applicant with a hearing impairment (or who is seeking to have a hearing impairment limitation removed from a certificate) demonstrate the following in an aircraft:

(a) the ability to hear radio, voice, and signal communications;

(b) the ability to understand a normal, conversational voice level with the engine on or off, on the ground or in the air, and with the engine at various power settings (ensure that the applicant is not lip-reading by having the applicant respond to questions while looking away from the inspector);

(c) the ability to estimate glide by sound in relation to speed; and

(d) the ability to recognize an approaching stall by change in sound related to a change in speed.

(2) Observe an applicant with a total hearing loss demonstrate the following:

(a) recognition of engine power loss or engine failure by a change in vibration and by instrument scan;

(b) recognition of approaching stall by aerodynamic buffet and visual cues; and

(c) recognition of retractable gear emergencies (if applicable) by observation of gear warning lights.

(3) Observe an applicant with a deformity or absence of the extremities demonstrate the following in an aircraft:

(a) The ability to reach and operate effectively all controls which would normally require the use of that extremity (or those extremities); note any unusual body position the applicant may use to com-

pensate for the defect and what effect that position has on the applicant's field of vision.

(b) The ability to satisfactorily perform emergency procedures relative to flight, such as recovery from stalls, and engine out procedures (multiengine aircraft).

(c) If the pilot has an arm prosthesis and is being tested in turboprops, the ability to lift the power handles for reversing (including asymmetrical reversing).

(4) Observe an applicant with a visual defect (one eye missing or one eye blind) demonstrate the following in an aircraft:

(a) The ability to select emergency landing fields at a distance, from high altitude, and preferably over unfamiliar terrain.

(b) The ability to simulate forced landings in difficult fields; note the manner of approach, rate of descent, and comparative distance at which obstructions (stumps, boulders, ditches, etc.) are recognized.

(c) The ability to recognize other aircraft (which may be present by prearrangement) approaching at a collision course (particularly aircraft approaching from the far right or far left).

(d) The ability to judge distances and to recognize landmarks (compared with the inspector's estimate).

(e) The ability to land the aircraft.

(f) The ability to read aeronautical charts in flight and tune the radio to a predetermined station accurately and rapidly.

(g) The ability to read instrument panels (including an overhead panel, if any) quickly and correctly.

(5) Observe the applicant with a speech defect (one who stutters or who is trying to demonstrate recovery from muteness) demonstrate the ability to converse and be clearly understood in person and on the radio.

(6) An applicant with defective color vision must demonstrate certain abilities in an aircraft as follows:

(a) The ability to read aeronautical charts, including print in various sizes, colors, and typefaces; conventional markings in several colors; and terrain colors at a distance of 16 inches.

(b) The ability to read aviation instruments, particularly those with colored limitation marks, and colored instrument panel lights, especially marker beacon lights, warning lights, etc.

(c) The ability to recognize terrain and obstructions; have the applicant select several emergency landing fields, preferably under marginal conditions, and describe the surface (for example, sod, stubble, plowed field, presence of terrain roll or pitch, if any), and also describe how the conclusions were determined. Further, ask the applicant to identify obstructions such as ditches, fences, terraces, low spots, rocks, stumps, and, in particular, any gray, tan, or brown objects in green fields.

(d) Observe the applicant's ability to see:

- Colored lights of other aircraft in the vicinity
- Runway approach lights
- Airport boundary lights
- Taxiway lights
- Red warning lights on TV towers, high buildings, stacks, etc.
- Conventional signal lights from the tower
- All color signal lights normally used in air traffic control

F. Discontinuance of Test. If the test cannot be completed for any reason, return the application and any documents to the applicant. Reschedule the test if possible. Close out PTRS.

G. Unsuccessful Performance - Medical Test Only. If an applicant's medical test performance is unsatisfactory, advise the applicant of the reasons. For a currently certificated pilot, do not initiate action to revoke his or her pilot certificate. Proceed as follows:

(1) Complete FAA Form 8710-1 (figure 27-5).

(a) On the reverse side, fill in the Special Medical Test Conducted block.

(b) Sign and date the application. Indicate the district office acronym.

(2) Prepare FAA Form 8500-13 (figure 27-6). In the Description section, include the following:

(a) the applicant's defect;

(b) the type of test given;

(c) inspector's recommendations;

(d) any appropriate alternate procedures deemed necessary by the inspector;

(e) any noteworthy physical attributes of the applicant in comparison to those of the inspector;

(f) any unusual applicant reactions;

(g) marginal or simulated marginal conditions for the test;

(h) the applicant's susceptibility to distraction from simultaneous tasks;

(i) any necessary operating limitations for the pilot certificate concerned; and

(j) a statement of "NO LIMITATIONS" (if applicable).

(3) Send the SODA, the medical certificate, FAA Form 8500-9 (figure 27-7) if provided by the authorizing medical office, the LOA, and the medical flight test report to the issuing medical office. Send the completed application to AFS-760

H. Unsuccessful Performance - Combination Test.

(1) Complete FAA Form 8710-1 (figure 27-8).

(a) On the reverse side under Inspector's Report, check Disapproved - Disapproval Notice Issued.

(b) On the reverse side, fill in the Special Medical Test Conducted block.

(c) Sign and date the application. Indicate the district office acronym.

(d) Under the Attachments section, check the Notice of Disapproval box.

(2) Prepare FAA Form 8500-13 in the same manner as above (figure 27-6).

(3) Prepare FAA Form 8060-5 (figure 27-9) per the instructions in the appropriate chapter of this handbook.

(4) Send the SODA, the medical certificate, FAA Form 8500-9 (figure 27-7) if provided by the issuing medical office or the Aeromedical Certification Division, AAM-300, the LOA, and the medical flight test report to the issuing medical office. Send the completed application and Notice of Disapproval of Application to AFS-760.

I. Successful Performance - Medical Test Only. If an applicant's medical test performance is successful, inform the applicant and proceed as follows:

(1) Complete FAA Form 8710-1 (figure 27-10).

(a) On the reverse side, fill in the Special Medical Test Conducted block.

(b) Sign and date the application. Indicate the district office acronym.

(2) Prepare FAA Form 8500-13 (figure 27-6). In the Description section, include the following:

(a) the applicant's defect;

(b) the type of test given;

(c) inspector's recommendations;

(d) any appropriate alternate procedures deemed necessary by the inspector;

(e) any noteworthy physical attributes of the applicant in comparison to those of the inspector;

(f) any unusual applicant reactions;

(g) marginal or simulated marginal conditions for the test;

(h) the applicant's susceptibility to distraction from simultaneous tasks;

(i) any necessary operating limitations for the pilot certificate concerned; and

(j) a statement of "NO LIMITATIONS" (if applicable).

(3) Prepare FAA Form 8500-15 (figure 27-11).

(4) Send the medical certificate, FAA Form 8500-9 (figure 27-7) if provided by the issuing medical office or the Aeromedical Certification Division, AAM-300 , the LOA, the medical flight test report, and the SODA to the issuing medical office. If the applicant successfully completes the test, it is not necessary to send in these documents. In the case of the successful applicant, the inspector may issue the medical certificate and SODA (waiver) to the applicant, and forward the flight test report to AAM-300.

J. Successful Performance - Combination Test.

(1) Complete FAA Form 8710-1 (figure 27-12).

(a) On the reverse side under Inspector's Report, check Approved - Temporary Certificate Issued.

(b) On the reverse side, fill in the Special Medical Test Conducted block.

(c) Sign and date the application. Indicate the district office acronym.

(d) Under the Attachments section, check the Temporary Pilot Certificate box.

(2) Prepare FAA Form 8500-13 in the same manner as above (figure 27-6).

(3) Determine if any operational limitations are required on the certificate, or state NO LIMITATIONS, if applicable.

(4) Prepare FAA Form 8060-4 as per the instructions in the related chapter. Include any limitations.

(5) Issue the medical certificate and SODA if they have been provided by the issuing medical office or the Aeromedical Certification Division, AAM-300. Collect any superseded medical certificate, except for a student pilot medical certificate that has endorsements on it.

(6) Send FAA Form 8500-9 (figure 27-7), the copy of the SODA, if provided by the issuing medical office or the Aeromedical Certification Division, AAM-300, the superseded medical certificate, the LOA, and the medical flight test report to the issuing medical office. Send the completed application and copy of the temporary airman certificate to AFS-760.

K. PTRS. Complete FAA Form 8000-36 in accordance with the PPM.

7. PROCEDURES FOR SIGNAL LIGHT TEST ONLY.

A. PTRS. Open PTRS file.

B. Schedule Appointment. Schedule the appointment, preferably at twilight. Instruct the applicant to bring the LOA and medical certificate to the appointment.

C. Test Coordination. Have another inspector participate as the light operator by using the light gun at the district office. If another inspector or a light gun is not available, have the control tower operator participate by using the light at the control tower.

(1) Request the operator of the light to show steadily either a green, red, or white light (selected randomly) for a period of 5 seconds.

(2) Inform the light operator of the signal that will be used (hand signal, radio, etc.) to indicate when to shine the light.

D. Conduct Aviation Signal Light Test. Proceed as follows:

(1) Accompany the applicant to an area approximately 1,000 feet from the light operator.

(a) Instruct the applicant to respond to each light by stating the light color shown within the 5-second interval when the light is displayed.

(b) Signal the light operator to begin the procedure.

(c) Using the job aid in figure 27-13, record the color displayed and applicant's response.

(d) After a 3-minute interval, repeat the procedure until all three colors are shown.

(2) Accompany the applicant to an area approximately 1,500 feet from the light operator, and repeat the procedures outlined above. Be sure that all three colors have been displayed before completing the test.

(3) Do not give the applicant any indication of the accuracy of his or her readings during the test. If the applicant does not call each color correctly while the light is being shown, the applicant has failed; however, continue until the test is completed.

(4) An applicant who fails the signal light test during daylight hours may repeat the test at night. Should the airman pass the signal light test at night, the restriction, "Not valid for flight during daylight hours by color signal control," must be placed on both the replacement medical certificate and the new SODA by Aeromedical Certification Division (AAM-300). The airman must have taken the daylight hours test first and failed this test prior to taking the night test. The day test paperwork must be included with the night test paperwork sent to the issuing medical office.

(5) Should the applicant fail the signal light test during daylight hours and at night, the restriction, "Not valid for flight by color signal control," must be placed on both the replacement medical certificate and the new SODA by Aeromedical Certification Division (AAM-300).

E. Unsuccessful Performance.

(1) Prepare FAA Form 8500-13 (figure 27-6). In the Description section, include the following information:

(a) the applicant's defect;

(b) the type of test given;

(c) inspector's recommendations;

(d) any appropriate alternate procedures deemed necessary by the inspector;

(e) any noteworthy physical attributes of the applicant in comparison with those of the inspector;

(f) any unusual applicant reactions;

(g) marginal or simulated marginal conditions for the test;

(h) the applicant's susceptibility to distraction from simultaneous tasks; and

(i) any necessary operating limitations for the pilot certificate concerned.

(2) Send the superseded medical certificate, a copy of the SODA if provided by the issuing medical office or the Aeromedical Certification Division, AAM-300, the LOA, and the medical flight test report to the issuing medical office.

F. Successful Performance.

(1) Prepare FAA Form 8500-13 (figure 27-6) in the same manner as above.

(2) Issue the medical certificate and SODA if they have been provided by the issuing medical office or the Aeromedical Certification Division, AAM-300. Collect any superseded medical certificate, except for a student pilot medical certificate that has endorsements on it.

(3) Send the superseded medical certificate, a copy of the SODA if provided by the issuing medical office or the Aeromedical Certification Division, AAM-300, the LOA, and the medical flight test report to the issuing medical office or the Aeromedical Certification Division, AAM-300.

G. PTRS. Complete FAA Form 8000-36 in accordance with the PPM.

9. TASK OUTCOMES. Completion of this task results in issuing one or more of the following:

A. Medical Certificate.

B. SODA.

C. Temporary Airman Certificate.

D. Notice of Disapproval of Application.

11. FUTURE ACTIVITIES.

A. Applicant may return for an authorized retest.

B. Applicant may return for removal of limitations.

C. Possible enforcement investigation if the airman is involved in an accident, incident, or violation of the regulations or the operating limitations on his or her certificate.

FIGURE 27-1
SAMPLE LOA

FAA Letterhead

July 19, 1996

Federal Aviation Administration
Supervisor, FSDO-66
International Airport
Route 3, Box 51
Lubbock, TX 79401

REF: PI 715854

JOHN SMITH has been authorized to arrange with you for a Signal Light Test, second class.

The appropriate test procedure is outlined in Federal Aviation Administration Order 8700.1, General Aviation Operations Inspector's Handbook, chapter 27, section 2, paragraph E(6)(a)-(d).

Any other testing that would assist you in determining the applicant's ability is authorized.

A Medical Certificate and Statement of Demonstrated Ability (SODA) are enclosed for issuance to the applicant upon successful completion of the test. In borderline situations, you may elect to return the medical certificate and SODA with your report to this office for further consideration.

Please destroy this authorization if no response is received from the applicant after 6 months from the above date.

Sincerely,

[*name of supervisor*]
Supervisor, Medical Review Section

Enclosures

FIGURE 27-2
FAA FORM 8060-4, TEMPORARY AIRMAN CERTIFICATE

I. UNITED STATES OF AMERICA
DEPARTMENT OF TRANSPORTATION -- FEDERAL AVIATION ADMINISTRATION

ii. **TEMPORARY AIRMAN CERTIFICATE**

III. CERTIFICATE NO. 344670987

THIS CERTIFIES THAT IV. JOHN DOE
V. 44 MAGNUM PLACE
PRESCOTT, OK 71213

DATE OF BIRTH	HEIGHT	WEIGHT	HAIR	EYES	SEX	NATIONALITY VI.
12-20-60	72 IN.	180	BLACK	BLUE	M	USA

IX. has been found to be properly qualified and is hereby authorized in accordance with the conditions of issuance on the reverse of this certificate to exercise the privileges of

PRIVATE PILOT

RATINGS AND LIMITATIONS

XII. AIRPLANE SINGLE-ENGINE LAND

XIII. LIMITED TO ERCOUPE 415 SERIES WITHOUT RUDDER PEDALS

THIS IS ☒ AN ORIGINAL ISSUANCE ☐ A REISSUANCE OF THIS GRADE OF CERTIFICATE

DATE OF SUPERSEDED AIRMAN CERTIFICATE

BY DIRECTION OF THE ADMINISTRATOR

X. DATE OF ISSUANCE: 08-18-95

X. SIGNATURE OF EXAMINER OR INSPECTOR: Wesley Crusher

EXAMINER'S DESIGNATION NO. OR INSPECTOR'S REG. NO.: SPI FSDO

DATE DESIGNATION EXPIRES

vii. AIRMAN'S SIGNATURE: John Doe

FAA Form 8060-4 (8-79) USE PREVIOUS EDITION

FIGURE 27-3
FAA FORM 8060-5, NOTICE OF DISAPPROVAL OF APPLICATION

UNITED STATES OF AMERICA
DEPARTMENT OF TRANSPORTATION–FEDERAL AVIATION ADMINISTRATION

NOTICE OF DISAPPROVAL OF APPLICATION

NOTE
PRESENT THIS FORM UPON APPLICATION FOR REEXAMINTION

NAME AND ADDRESS OF APPLICANT
JOHN DOE
44 MAGNUM PLACE
PRESCOTT, OK 71213

CERTIFICATE OR RATING SOUGHT
PRIVATE PILOT-AIRPLANE SINGLE-ENGINE LAND

On the date shown, you failed the examination indicated below:

[X] FLIGHT [ ] ORAL [ ] PRACTICAL

AIRCRAFT USED *(Make and Model)*	FLT. TIME RECORDED IN LOGBOOK		
	PILOT-IN-COMM. OR SOLO	INSTRUMENT	DUAL
ERCOUPE 415C	25	2	30

UPON REAPPLICATION YOU WILL BE REEXAMINED ON THE FOLLOWING:

MANEUVERING AT CRITICALLY SLOW AIRSPEED.

LIMITED TO ERCOUPE 415 SERIES WITHOUT RUDDER PEDALS.

I have personally tested this applicant and deem his performance unsatisfactory for the issuance of the certificate or rating sought.

DATE OF EXAMINATION	SIGNATURE OF EXAMINER OR INSPECTOR	DESIGNATION OR OFFICE NO.
09-20-96	Rett Forman	AWP-FSDO-09

FAA Form 8060–5 (5-80)

FIGURE 27-4
FAA FORM 8710-1, AIRMAN CERTIFICATE AND/OR RATING APPLICATION

TYPE OR PRINT ALL ENTRIES IN INK

Form Approved OMB No: 2120-0021

U.S. Department of Transportation
Federal Aviation Administration

Airman Certificate and/or Rating Application

I. Application Information ☐ Student ☐ Recreational ☒ Private ☐ Commercial ☐ Airline Transport ☐ Instrument
☐ Additional Aircraft Rating ☒ Airplane Single-Engine ☐ Airplane Multiengine ☐ Rotorcraft ☐ Glider ☐ Lighter-Than-Air
☐ Flight Instructor ____ Initial ____ Renewal ____ Reinstatement ☐ Additional Instructor Rating ☐ Ground Instructor
☒ Medical Flight Test ☐ Reexamination ☐ Reissuance of ____ Certificate ☐ Other ____

A. Name (Last, First, Middle): Sowell James R.	B. SSN (US Only): 123-45-6789	C. Date of Birth (Mo. Day Year): 11-07-48	D. Place of Birth: Midland, TX
E. Address (Please See Instructions Before Completing): 1234 Scorpio Place	F. Nationality (Citizenship) Specify: ☒ USA ☐ Other ____	G. Do you read, speak and understand English? ☒ Yes ☐ No	
City, State, Zip Code: Dallas, Texas 75205	H. Height: 72 in.	I. Weight: 190 Lbs.	J. Hair: Brown
K. Eyes: Brown	L. Sex: ☒ Male ☐ Female		
M. Do you now hold, or have you ever held an FAA Pilot Certificate? ☐ Yes ☐ No	N. Grade Pilot Certificate	O. Certificate Number	P. Date Issued
Q. Do you hold a Medical Certificate? ☐ Yes ☐ No	R. Class of Certificate	S. Date Issued	T. Name of Examiner
U. Have you been convicted for violation of Federal or State statutes relating to narcotic drugs, marijuana, or depressant or stimulant drugs or substances ☐ Yes ☐ No			V. Date of Final Conviction
W. Glider or Free Balloon Pilots only: *Medical Statement: I have no known physical defect which makes me unable to pilot a glider or free balloon.*	Signature		X. Date

II. Certificate or Rating Applied For on Basis of:

☐ A. Completion of Required Test	1. Aircraft to be used (if flight test required)	2a. Total time in this aircraft ____ hours	2b. Pilot in command ____ hours
☐ B. Military Competence Obtained in	1. Service	2. Date Rated	3. Rank or Grade and Service Number
	4. Has flown at least 10 hours as pilot in command during the past 12 months in the following military aircraft.		
☐ C. Graduate of Approved Course	1. Name and Location of Training Agency or Training Center		1a Certification Number
	2. Curriculum From Which Graduated		3. Date
☐ D. Holder of Foreign License Issued By	1. Country	2. Grade of License	3. Number
	4. Ratings		
☐ E. Completion of Air Carrier's Approved Training Program	1. Name of Air Carrier	2. Date	3. Which Curriculum ☐ Initial ☐ Upgrade ☐ Transition

III. Record of Pilot time *(Do not write in the shaded areas.)*

	Total	Instruction Received	Solo	Pilot in Command	Second in Command	Cross Country Instruction Received	Cross Country Solo	Cross Country Pilot in Command	Instrument	Night Instruction Received	Night Take-off/ Landing	Night Pilot in Command	Night Take-off/ Landing Pilot in Command	Number of Flights	Number of Aero-Tows	Number of Ground Launches	Number of Powered Launches	Number of Free Flights
Airplanes																		
Rotorcraft																		
Gliders																		
Lighter than Air																		
Training Device Simulator																		

IV. Have you failed a test for this certificate or rating? ☐ Yes ☐ No **Within the Past 30 days?** ☐ Yes ☐ No

V. Applicant's Certification — I certify that all statements and answers provided by me on this application form are complete and true to the best of my knowledge, and I agree that they are to be considered as part of the basis for issuance of any FAA certificate to me. I have also read and understand the Privacy Act statement that accompanies this form.

Signature of Applicant: James R. Sowell Date: 9-27-96

FAA Use Only

EMP	REG	D.O.	SEAL	CON	ISS	ACT	LEV	TR	S.H.	SRCH	WRITE	RATING (1)

FAA Form 8710-1 (7-95) Supersedes Previous Edition NSN: 0052-00-682-5006

FIGURE 27-5
FAA FORM 8710-1, AIRMAN CERTIFICATE AND/OR RATING APPLICATION (REVERSE SIDE) DEPICTING FAILURE OF MEDICAL TEST ONLY

Instructor's Recommendations

I have personally instructed the applicant and considered this person ready to take the test.

Date	Instructor's Signature	Certificate No:	Certificate Expires

Air Agency's Recommendation

The applicant has successfully completed our _____ course, and is recommended for certification or rating without further _____ test.

Date	Agency Name and Number	Official's Signature / Title

Designated Examiner's Report

☐ Student Pilot Certificate Issued *(Copy attached)*

☐ I have personally reviewed this applicant's pilot logbook, and certify that the individual meets the pertinent requirements of FAR 61 for the pilot certificate or rating sought.

☐ I have personally reviewed this applicant's graduation certificate, and found it to be appropriate and in order, and have returned the certificate.

☐ I have personally tested and/or verified this applicant in accordance with pertinent procedures and standards with the result indicated below.

☐ Approved—Temporary Certificate Issued *(Copy Attached)*

☐ Disapproved—Disapproval Notice Issued *(Copy Attached)*

Location of Test (Facility, City, State)	Duration of Test: Ground	Simulator	Flight

Certificate or Rating for Which Tested	Type(s) of Aircraft Used	Registration No.(s)

Date	Examiner's Signature	Certificate No.	Designation No.	Designation Expires

Evaluator's Record For Airline Transport Certificate/Rating Only

	Inspector	Examiner	*Signature*	Date
Oral	☐	☐		
Approved Simulator/Training Device Check	☐	☐		
Aircraft Flight Check	☐	☐		
Advanced Qualification Program	☐	☐		

Inspector's Report

I have personally tested this applicant in accordance with or have otherwise verified that this applicant complies with pertinent procedures, standards, policies, and or necessary requirements with the result indicated below.

☐ Approved - Temporary Certificate Issued ☐ Disapproved - Disapproval Notice Issued

Location of Test (Facility, City, State)	Duration of Test: Ground	Simulator	Flight
Will Rogers World Airport Oklahoma City, OK	1.0		1.5

Certificate or Rating for Which Tested	Type(s) of Aircraft Used	Registration No.(s)
Private Pilot ASEL (Medical Flight Test)	ERCOUPE 415C	N99999

☐ Student Pilot Certificate Issued
☐ Examiner's Recommendation
☐ ACCEPTED ☐ REJECTED
☐ Reissuance or Exchange of Pilot Certificate
☒ Special Medical test conducted - report forwarded to Aeromedical Certification Branch, AAM-130

☐ Certificate or Rating Based on
☐ Military Competence
☐ Foreign License
☐ Approved Course Graduate
☐ Other Approved FAA Qualification Criteria
☐ Certificate Issued
☐ Certificate Denied

☐ Instructor ☐ Flight ☐ Ground
☐ Renewal ☐ Approved
☐ Reinstatement ☐ Disapproved
Instructor Renewal Based on
☐ Activity ☐ Training Course
☐ Acquaintance ☐ Test

Training Course (FIRC) Name	Graduation Certificate No.	Date

Date	Inspector's Signature	FAA District Office
9-22-96	John D. Lightsey	ASW-OKC-FSDO

Attachments:

☐ Student Pilot Certificate (copy)
☐ Report of Written Examination
☐ Temporary Pilot Certificate (copy)

☒ Airman's Identification (ID)
Oklahoma Driver's License
Form of ID
123456789
Number
01-31-98
Expiration Date

☐ Notice of Disapproval
☐ Superseded Pilot Certificate
☐ Answer Sheet Graded
☐ Answer Sheet Graded (Foreign Instrument)

FAA Form 8710-1 (7-95) Supersedes Previous Edition NSN: 0052-00-682-5006

FIGURE 27-6
FAA FORM 8500-13, SPECIAL MEDICAL FLIGHT TEST REPORT

U.S. DEPARTMENT OF TRANSPORTATION FEDERAL AVIATION ADMINISTRATION **SPECIAL MEDICAL FLIGHT TEST REPORT**			PAGE OF PAGES DATE REFERENCE NUMBER
TO:		*FROM:* OPERATIONS INSPECTOR	
NAME OF PERSON TESTED		NAME OF INSPECTOR	
FLIGHT TEST REPORT			
DATE	TYPE OF AIRMAN CERTIFICATE		CLASS OF MEDICAL CERTIFICATE
TYPE AND MODEL OF AIRCRAFT EMPLOYED			H.P.
DESCRIPTION *(In those cases requiring the wearing of correcting lenses, state at the beginning of the description of each portion of the test whether or not lenses were worn during that portion.)*			

FAA Form 8500-13 (11-68) Formerly FAA Form 1514.

FIGURE 27-7
FAA FORM 8500-9, MEDICAL CERTIFICATE

UNITED STATES OF AMERICA
Department of Transportation
Federal Aviation Administration

MEDICAL CERTIFICATE_____CLASS

This certifies that (Full name and address):

Date of Birth	Ht.	Wt.	Hair	Eyes	Sex

SAMPLE

has met the medical standards described in Part 67, Federal Aviation Regulations, for this class of Medical Certificate.

Limitations

Date of Examination	Examiner's Serial No.

Examiner

Signature

Typed Name

AIRMAN'S SIGNATURE

FAA FORM 8500-9 (7-92) Supersedes Previous Edition

FIGURE 27-8
FAA FORM 8710-1, AIRMAN CERTIFICATE AND/OR RATING APPLICATION (REVERSE SIDE) DEPICTING FAILURE OF COMBINATION TEST

Instructor's Recommendations

I have personally instructed the applicant and considered this person ready to take the test.

Date	Instructor's Signature	Certificate No:	Certificate Expires

Air Agency's Recommendation

The applicant has successfully completed our _____ course, and is recommended for certification or rating without further _____ test.

Date	Agency Name and Number	Official's Signature / Title

Designated Examiner's Report

- ☐ Student Pilot Certificate Issued *(Copy attached)*
- ☐ I have personally reviewed this applicant's pilot logbook, and certify that the individual meets the pertinent requirements of FAR 61 for the pilot certificate or rating sought.
- ☐ I have personally reviewed this applicant's graduation certificate, and found it to be appropriate and in order, and have returned the certificate.
- ☐ I have personally tested and/or verified this applicant in accordance with pertinent procedures and standards with the result indicated below.
  - ☐ Approved—Temporary Certificate Issued *(Copy Attached)*
  - ☐ Disapproved—Disapproval Notice Issued *(Copy Attached)*

Location of Test (Facility, City, State)	Duration of Test: Ground	Simulator	Flight

Certificate or Rating for Which Tested	Type(s) of Aircraft Used	Registration No.(s)

Date	Examiner's Signature	Certificate No.	Designation No.	Designation Expires

Evaluator's Record For Airline Transport Certificate/Rating Only

	Inspector	Examiner	*Signature*	Date
Oral	☐	☐		
Approved Simulator/Training Device Check	☐	☐		
Aircraft Flight Check	☐	☐		
Advanced Qualification Program	☐	☐		

Inspector's Report

I have personally tested this applicant in accordance with or have otherwise verified that this applicant complies with pertinent procedures, standards, policies, and or necessary requirements with the result indicated below.

☐ Approved - Temporary Certificate Issued ☒ Disapproved - Disapproval Notice Issued

Location of Test (Facility, City, State)	Duration of Test: Ground	Simulator	Flight
Will Rogers World Airport Oklahoma City, OK	1.0		1.5

Certificate or Rating for Which Tested	Type(s) of Aircraft Used	Registration No.(s)
Private Pilot - ASEL (Medical Flight Test)	ERCOUPE 415C	N99999

- ☐ Student Pilot Certificate Issued
- ☒ Examiner's Recommendation
  - ☐ ACCEPTED ☒ REJECTED
- ☐ Reissuance or Exchange of Pilot Certificate
- ☒ Special Medical test conducted - report forwarded to Aeromedical Certification Branch, AAM-130

- ☐ Certificate or Rating Based on
  - ☐ Military Competence
  - ☐ Foreign License
  - ☐ Approved Course Graduate
  - ☐ Other Approved FAA Qualification Criteria
  - ☐ Certificate Issued
  - ☐ Certificate Denied

- ☐ Instructor ☐ Flight ☐ Ground
  - ☐ Renewal ☐ Approved
  - ☐ Reinstatement ☐ Disapproved
- Instructor Renewal Based on
  - ☐ Activity ☐ Training Course
  - ☐ Acquaintance ☐ Test

Training Course (FIRC) Name	Graduation Certificate No.	Date

Date	Inspector's Signature	FAA District Office
9-20-94	John L. Hightower	ASW-OKC-FSDO

Attachments:

- ☐ Student Pilot Certificate (copy)
- ☐ Report of Written Examination
- ☐ Temporary Pilot Certificate (copy)
- ☒ Airman's Identification (ID)
  - Form of ID: Oklahoma Driver's License
  - Number: 123456789
  - Expiration Date: 6-30-95
- ☒ Notice of Disapproval
- ☐ Superseded Pilot Certificate
- ☐ Answer Sheet Graded
- ☐ Answer Sheet Graded (Foreign Instrument)

FAA Form 8710-1 (7-88) Supersedes Previous Edition NSN: 0052-00-682-5006

FIGURE 27-9
FAA FORM 8060-5, NOTICE OF DISAPPROVAL OF APPLICATION

UNITED STATES OF AMERICA
DEPARTMENT OF TRANSPORTATION–FEDERAL AVIATION ADMINISTRATION

NOTICE OF DISAPPROVAL OF APPLICATION

NOTE
PRESENT THIS FORM UPON APPLICATION FOR REEXAMINTION

NAME AND ADDRESS OF APPLICANT	CERTIFICATE OR RATING SOUGHT
JOHN DOE 44 MAGNUM PLACE PRESCOTT, OK 71213	PRIVATE PILOT- AIRPLANE SINGLE- ENGINE LAND

On the date shown, you failed the examination indicated below:

[X] FLIGHT [ ] ORAL [ ] PRACTICAL

AIRCRAFT USED *(Make and Model)*	FLT. TIME RECORDED IN LOGBOOK		
	PILOT-IN-COMM. OR SOLO	INSTRUMENT	DUAL
ERCOUPE 415C	25	2	30

UPON REAPPLICATION YOU WILL BE REEXAMINED ON THE FOLLOWING:

MANEUVERING AT CRITICALLY SLOW AIRSPEED.

LIMITED TO ERCOUPE 415 SERIES WITHOUT RUDDER PEDALS.

I have personally tested this applicant and deem his performance unsatisfactory for the issuance of the certificate or rating sought.

DATE OF EXAMINATION	SIGNATURE OF EXAMINER OR INSPECTOR	DESIGNATION OR OFFICE NO.
07-13-96		AWP-FSDO-09

FAA Form 8060–5 (5-80)

FIGURE 27-10
FAA FORM 8710-1, AIRMAN CERTIFICATE AND/OR RATING APPLICATION (REVERSE SIDE) DEPICTING PASSAGE OF MEDICAL TEST ONLY

Instructor's Recommendation

I have personally instructed the applicant and consider this person ready to take the test.

Date	Instructor's Signature	Certificate No:	Certificate Expires

Air Agency's Recommendation

The applicant has successfully completed our _____ course, and is recommended for certification or rating without further _____ test.

Date	Agency Name and Number	Official's Signature
		Title

Designated Examiner's Report

☐ Student Pilot Certificate Issued *(Copy attached)*
☐ I have personally reviewed this applicant's pilot logbook, and certify that the individual meets the pertinent requirements of FAR 61 for the pilot certificate or rating sought.
☐ I have personally reviewed this applicant's graduation certificate, and found it to be appropriate and in order, and have returned the certificate.
☐ I have personally tested and/or verfified this applicant in accordance with pertinent procedures and standards with the result indicated below.
☐ Approved—Temporary Certificate Issued *(Copy Attached)*
☐ Disapproved—Disapproval Notice Issued *(Copy Attached)*

Location of Test (Facility, City, State)	Duration of Test: Ground	Simulator	Flight

Certificate or Rating for Which Tested	Type(s) of Aircraft Used	Registration No.(s)

Date	Examiner's Signature	Certificate No.	Designation No.	Designation Expires

Evaluator's Record For Airline Transport Certificate/Rating Only

	Inspector	Examiner	*Signature*	Date
Oral	☐	☐		
Approved Simulator/Training Device Check	☐	☐		
Aircraft Flight Check	☐	☐		
Advanced Qualification Program	☐	☐		

Inspector's Report

I have personally tested this applicant in accordance with or have otherwise verified that this applicant complies with pertinent procedures, standards, policies, and or necessary requirements with the result indicated below.

☐ **Approved**—Temporary Certificate Issued ☐ **Disapproved**—Disapproval Notice Issued

Location of Test *(Facility, City, State)*	Duration of Test: Ground	Simulator	Flight
Will Rogers World Airport Oklahoma City, OK	1.0		1.5

Certificate or Rating for Which Tested	Type(s) of Aircraft Used	Registration No.(s)
	ERCOUPE 415C	N99999

☐ Student Pilot Certificate Issued
☐ Examiner's Recommendation
■ ACCEPTED ☐ REJECTED
☐ Reissue or Exchange of Pilot Certificate
☒ Special medical test conducted—report forwarded to Aeromedical Certification Branch, AAM-130

☐ Certificate or Rating Based on
☐ Military Competence
☐ Foreign License
☐ Approved Course Graduate
☐ Other Approved FAA Qualification Criteria
■ Certificate Issued
☐ Certificate Denied

☐ Instructor ☐ Flight ☐ Ground
☐ Renewal ■ Approved
☐ Reinstatement ☐ Disapproved
Instructor Renewal Based on
☐ Activity ☐ Training Course
☐ Acquaintance ☐ Test

Training Course (FIRC) Name	Graduation Certificate No.	Date

Date	Inspector's Signature	FAA District Office
9-20-94	John L. Nightower	ASW-OKC-FSDO

Attachments:

☐ Student Pilot Certificate (copy)
☐ Report of Written Examination
☐ Temporary Pilot Certificate (copy)

☒ Airmans Identification (ID)
Oklahoma Driver's License
Form of ID
123456789
Number
6-30-95
Expiration Date

☐ Notice of Disapproval
☐ Superseded Pilot Certificate
☐ Answer Sheet Graded
☐ Answer Sheet Graded (Foreign Instrument)

FAA Form 8710-1 (7-95) Supersedes Previous Edition

NSN: 0052-00-682-5006
☆ U.S. GPO: 1995-715-785/85246

FIGURE 27-11
FAA FORM 8500-15, STATEMENT OF DEMONSTRATED ABILITY

UNITED STATES OF AMERICA
DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION

STATEMENT OF DEMONSTRATED ABILITY

This form cannot be used in lieu of a medical certificate; it should be attached to your medical certificate.

AIRMAN'S NAME AND ADDRESS

JOHN DOE
1320 BAY STREET
OKLAHOMA CITY, OK 73125

CLASS OF MEDICAL CERTIFICATE AUTHORIZED	WAIVER SERIAL NO.							
SECOND	2	0	F	2	9	6	2	5

LIMITATIONS

NONE

PHYSICAL DEFECTS

DEFECTIVE COLOR VISION

BASIS OF ISSUANCE

☐ OPERATIONAL EXPERIENCE ☐ SPECIAL PRACTICAL TEST ☐ SPECIAL FLIGHT TEST
☐

FOR THE FEDERAL AIR SURGEON

DATE	NAME AND TITLE (TO BE TYPED)
02/25/96	Audie W. Davis, M.D., Mgr. Aeromedical Certification Division

SIGNATURE (TO BE SIGNED IN INK)

Audie W. Davis, M.D.

FAA FORM 8500-15 (3-80) USE PREVIOUS EDITION

FIGURE 27-12
FAA FORM 8710-1, AIRMAN CERTIFICATE AND/OR RATING APPLICATION (REVERSE SIDE) DEPICTING PASSAGE OF COMBINATION TEST

Instructor's Recommendation

I have personally instructed the applicant and consider this person ready to take the test.

Date	Instructor's Signature	Certificate No:	Certificate Expires

Air Agency's Recommendation

The applicant has successfully completed our _____ course, and is recommended for certification or rating without further _____ test.

Date	Agency Name and Number	Official's Signature / Title

Designated Examiner's Report

☐ Student Pilot Certificate Issued *(Copy attached)*

☐ I have personally reviewed this applicant's pilot logbook, and certify that the individual meets the pertinent requirements of FAR 61 for the pilot certificate or rating sought.

☐ I have personally reviewed this applicant's graduation certificate, and found it to be appropriate and in order, and have returned the certificate.

☐ I have personally tested and/or verified this applicant in accordance with pertinent procedures and standards with the result indicated below.

☐ Approved—Temporary Certificate Issued *(Copy Attached)*

☐ Disapproved—Disapproval Notice Issued *(Copy Attached)*

Location of Test (Facility, City, State)	Duration of Test: Ground	Simulator	Flight

Certificate or Rating for Which Tested	Type(s) of Aircraft Used	Registration No.(s)

Date	Examiner's Signature	Certificate No.	*Designation No.*	*Designation Expires*

Evaluator's Record For Airline Transport Certificate/Rating Only

	Inspector	Examiner	*Signature*	Date
Oral	☐	☐		
Approved Simulator/Training Device Check	☐	☐		
Aircraft Flight Check	☐	☐		
Advanced Qualification Program	☐	☐		

Inspector's Report

I have personally tested this applicant in accordance with or have otherwise verified that this applicant complies with pertinent procedures, standards, policies, and or necessary requirements with the result indicated below.

☒ **Approved**—Temporary Certificate Issued ☐ **Disapproved**—Disapproval Notice Issued

Location of Test *(Facility, City, State)*	Duration of Test: Ground	Simulator	Flight
Will Rogers World Airport Oklahoma City, OK	1.0		1.5

Certificate or Rating for Which Tested	Type(s) of Aircraft Used	Registration No.(s)
Private Pilot ASEL (Medical Flight Test)	ERCOUPE 415C	N99999

☐ Student Pilot Certificate Issued

☐ *Examiner's Recommendation*
☐ ACCEPTED ☐ REJECTED

☐ Reissue or Exchange of Pilot Certificate

☒ Special medical test conducted—report forwarded to Aeromedical Certification Branch, AAM-130

☐ Certificate or Rating Based on
☐ Military Competence
☐ Foreign License
☐ Approved Course Graduate
☐ Other Approved FAA Qualification Criteria
☐ Certificate Issued
☐ Certificate Denied

☐ Instructor ☐ Flight ☐ Ground
☐ Renewal ☐ Approved
☐ Reinstatement ☐ Disapproved

Instructor Renewal Based on
☐ Activity ☐ Training Course
☐ Acquaintance ☐ Test

Training Course (FIRC) Name	Graduation Certificate No.	Date

Date	Inspector's Signature	FAA District Office
1-15-95	John A. Lightower	ASW-OKC-FSDO

Attachments:

☐ Student Pilot Certificate (copy)
☒ Report of Written Examination
☒ *Temporary Pilot Certificate (copy)*

☒ Airmans Identification (ID)
Form of ID: Oklahoma Driver's License
Number: 123456789
Expiration Date: 6-30-97

☐ Notice of Disapproval
☒ Superseded Pilot Certificate
☐ Answer Sheet Graded
☐ Answer Sheet Graded (Foreign Instrument)

FAA Form 8710-1 (7-95) Supersedes Previous Edition

NSN: 0052-00-682-5006
☆ U.S. GPO: 1995-715-785/85296

FIGURE 27-13
SIGNAL LIGHT TEST JOB AID

DISTANCE FROM LIGHT	COLOR DISPLAYED	COLOR RESPONSE FROM APPLICANT
1000 FEET DAY	1. 2. 3.	1. 2. 3.
NIGHT	1. 2. 3.	1. 2. 3.
1500 FEET DAY	1. 2. 3.	1. 2. 3.
NIGHT	1. 2. 3.	1. 2. 3.

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CHAPTER 28. ISSUE A PILOT CERTIFICATE BASED ON MILITARY COMPETENCE

SECTION 1. BACKGROUND

1. PROGRAM TRACKING AND REPORTING SUBSYSTEM (PTRS) ACTIVITY CODE: 1532

3. OBJECTIVE. The objective of this task is to determine if an applicant is eligible for a pilot certificate and/or rating based on military competence. Completion of this task results in the issuance or denial of a pilot certificate and/or rating.

5. GENERAL.

A. General Process.

(1) A pilot certificate may be issued on the basis of military competence to an applicant who is or has been a rated military pilot in the United States Armed Forces. Under Title 14 of the Code of Federal Regulations (14 CFR) part 61, § 61.73, a pilot certificate may also be issued to a rated military pilot of the armed forces of an International Civil Aviation Organization (ICAO) member state. (See figure 29-1, ICAO Member States, in volume 2, chapter 29.) A foreign military pilot applicant must be assigned to pilot duties (other than flight training) in the U.S. Armed Forces and must hold a valid civil pilot certificate, issued by an ICAO member state, for the certificate or rating being sought.

(2) Aircraft category, class, type, and instrument ratings may be added to new or existing pilot certificates issued under § 61.73.

(3) A military pilot or former military pilot who has been removed from flying status because of lack of proficiency or disciplinary action involving aircraft operations is not eligible for a certificate or rating on the basis of military competence.

B. Private Versus Commercial Pilot Certificate. Military pilot qualifications for private and commercial pilot certificates are identical. The applicant may request either a private or commercial pilot certificate.

C. Eligibility.

(1) An applicant for a private or commercial pilot certificate on the basis of military competence must meet the requirements of § 61.73(d) or (e) for at least one aircraft rating. Otherwise, the applicant must pass the appropriate Federal Aviation Administration (FAA) knowledge and flight tests in that category of aircraft.

(2) An applicant who meets the requirements of § 61.73(d) may be issued an aircraft rating on the basis of military competence.

(3) A pilot certificate based on military competence may be issued to an applicant without reference to the applicant's flight time or apparent failure to meet ICAO standards.

(4) Aircraft category and class ratings on the basis of military competence may be added to an airline transport pilot (ATP) certificate as commercial pilot privileges.

(5) Except for helicopter type ratings added to an airman certificate under the military competency provisions of § 61.73(d)(3), all type ratings shown on the superseded certificate are brought forward to the higher certificate level within category and class without further testing. For military pilots applying under the provisions of § 61.73(d)(3), an AIRPLANE type rating may be upgraded to the ATP level; however, a helicopter type rating (an aircraft rating OTHER than airplane category and type) added to an ATP certificate is limited to commercial privileges.

(6) Official military documents are required as evidence of the applicant's pilot-in-command (PIC) experience. The PIC flight time must have been flown by the applicant as PIC. An applicant's flight time as a copilot or other flightcrew member is not acceptable to establish qualifications as PIC.

(a) When an applicant presents official military records as evidence of having logged at least 10 hours of flight time as PIC or solo within the preceding 12 calendar months, in any category or class of U.S. military aircraft, the applicant may be issued the appropriate category and class rating. Aeronautical experience obtained during military pilot training before graduation is acceptable. The applicant must also present satisfactory evidence of successful

completion of the military training program and designation as a military aviator.

(b) To obtain a type rating, an applicant must be able to show successful completion of a military PIC flight check in the preceding 12 months. Otherwise the applicant must have a minimum of 10 hours as PIC in that type of aircraft in the past 12 months and present evidence of a previously passed military PIC flight check.

(7) Employees of government agencies or civil police agencies who are not eligible for certificates or ratings on the basis of military competence under § 61.73 are not entitled to airman certificates or ratings under the military competence provisions of part 61.

D. Acceptable Records.

(1) Official military and Coast Guard records of flight time and pilot qualifications are unique to each branch of the service (figure 28-1). These official records should be accepted as indicators of total flying time, flying time in certain flying conditions, and breakdowns of total flying time in each category, class, and type of aircraft. Acceptable records for issuing certificates and ratings are listed in § 61.73(g). The inspector must examine the appropriate records before issuing a certificate or rating on the basis of military competence.

(2) A military designation as a first pilot crew position is equivalent to a PIC designation. The applicant must provide official military records as evidence of this designation.

E. Instrument Rating Eligibility. The U.S. Armed Forces no longer issue instrument rating cards. An instrument rating may be issued on the basis of valid military instrument qualification records provided that the military rating does not bear any limitation that restricts any of the privileges conveyed by an instrument rating. The required military qualification records are listed in figure 28-1.

F. Knowledge and Practical Tests. An applicant for issuance of an original private or commercial pilot certificate on the basis of military competence, who has been on duty as a U.S. military pilot within the preceding 12 months, shall be required to take the military competence knowledge test. A knowledge test is not required to add a rating on the basis of military competence to an existing pilot certificate.

(1) For original issuance of a private or commercial pilot certificate on the basis of military competence, an applicant who has been on active duty as a U.S. military pilot within the preceding 12 months, and who meets the requirements of § 61.73(d) or (e) for at least one aircraft rating, is not required to take a practical test.

(2) An applicant for a pilot certificate who has been on active duty as a U.S. military pilot within the preceding 12 months, but who does not meet the requirements of § 61.73(d) or (e) for any aircraft rating, may qualify for a certificate by passing a practical test in a category of aircraft for which the applicant has military qualification as PIC.

(3) An applicant who has not been on active duty as a U.S. military pilot within 12 months before the date of application may qualify for a certificate or rating under § 61.73(c) by passing the required knowledge and practical tests for the certificate sought. The applicant must present a flight instructor's recommendation for the practical test, and must hold a valid FAA medical certificate appropriate to the certificate or rating sought.

G. Multiengine Aircraft Without V_{MC} Speed. If an applicant is qualified in a multiengine aircraft that does not have a V_{MC} speed, the certificate issued must be limited to centerline thrust. See volume 2, chapter 1, section 3 for a list of aircraft limited to centerline thrust.

7. CERTIFICATION OF MILITARY PILOTS OR FORMER MILITARY PILOTS OF THE ARMED FORCES OF AN ICAO MEMBER STATE.

A. Requirements. Section 61.73 authorizes issuance of private or commercial pilot certificates or ratings to a rated military pilot of the armed forces of an ICAO member state, provided the pilot meets the following requirements.

(1) The pilot was not removed from flying status for lack of proficiency or because of disciplinary action involving aircraft operations.

(2) The pilot was on active flying status within the preceding 12 months.

(3) The pilot has passed the military competency knowledge test.

(4) The pilot can present official military records as evidence of meeting at least one of the requirements of § 61.73(d) for at least one aircraft rating at any time since the beginning of the 12th month before the month of application.

(5) The pilot was assigned to pilot duties (other than flight training) with a branch of the U.S. Armed Forces at some time since the beginning of the 12th month before the month of application.

(6) At the time of application, the pilot must hold a current civil pilot license issued by an ICAO member state. The license held must authorize at least the privileges of the U.S. pilot certificate sought.

B. Special Considerations. Rated military pilots of ICAO member states must satisfy all of the requirements of this paragraph to be issued an unlimited U.S. private or commercial pilot certificate.

(1) If the applicant holds a current foreign civil certificate but does not otherwise satisfy the special rules for military pilots, consideration should be given to issuance of a certificate on the basis of a foreign pilot license under § 61.75. The limitations of such a certificate should be thoroughly explained.

(2) If the applicant desires a commercial pilot certificate but is not eligible under § 61.73, the inspector should explain the certification requirements of part 61, subpart E, that apply to applicants with prior flying experience.

9. COMPLETING THE CERTIFICATION FILE. Inspectors processing and signing applications for a pilot certificate based on military competence must check either the Approved box or the Disapproved box in the Inspector's Report block on FAA Form 8710-1.

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SECTION 2. PROCEDURES

1. PREREQUISITES AND COORDINATION REQUIREMENTS.

A. Prerequisites. This task requires knowledge of the regulatory requirements of part 61 and FAA policies and qualification as an aviation safety inspector (operations).

B. Coordination. This task may require coordination with the Airman Certification Branch, AFS-760.

3. REFERENCES, FORMS, AND JOB AIDS.

A. References.

- 14 CFR parts 1, 61, and 91
- PTRS Procedures Manual (PPM)

B. Forms.

- FAA Form 8000-36, Program Tracking and Reporting Subsystem Data Sheet
- FAA Form 8060-4, Temporary Airman Certificate (figure 28-3)
- FAA Form 8710-1, Airman Certificate and/or Rating Application (figure 28-2)

C. Job Aids.

- Sample letters and figures

5. PROCEDURES.

A. Application. The applicant should submit a completed FAA Form 8710-1 at the time of the scheduled appointment. The applicant must also present the following documents:

(1) Military flight records.

(2) Military identification.

(3) Military orders or discharge/release papers.

(4) Superseded pilot certificate (if applicable).

(5) Knowledge test results (if applicable).

B. Review Airman's Application. Check the FAA Form 8710-1 (figure 28-2) to ensure it is filled out accurately. The instructions for completing the form are attached to the application.

(1) In Section I, the pilot must check Private or Commercial, as appropriate, and Instrument, if applicable. Section I, Blocks A through V must be completed.

(2) Section II, Block B, 1 through 4 must be completed.

(3) Section III is optional.

(4) Sections IV and V must be completed.

(5) On the reverse, no instructor or air agency recommendation is required.

C. Verify Applicant's Identity.

(1) Inspect the applicant's military identification (if applicable) or other acceptable forms of identification to establish the applicant's identity. (See volume 2, chapter 1, section 4, paragraph 5.)

(2) Compare the identification with the information provided on FAA Form 8710-1.

(a) If the applicant's identity cannot be verified for lack of documentation or inadequate documentation, request that the applicant return with the appropriate identification.

(b) If the applicant's identity appears to be falsified, do not proceed. See volume 2, chapter 182.

D. Determine Applicant's Request.

(1) Determine which certificate and/or rating the applicant is applying for.

(2) Verify that the applicant has checked the correct blocks on Section I of the application for the certificate or ratings sought. If the correct blocks have not been checked, have the applicant correct the application.

E. Establish Eligibility.

(1) Determine if the applicant has been on active military flying status within the past 12 months by checking the applicant's military flight records.

(a) If the applicant has been on active military flying status, determine if the applicant has accomplished *one* of the following:

- Passed an official U.S. military flight check within the preceding 12 months as PIC in the category, class, or type of aircraft for which a rating is sought.
- Has at least 10 hours of flight time as PIC within the preceding 12 months in the category, class or type of aircraft for which a rating is sought, and presents evidence of

successful completion of a military flight check in that aircraft.

(b) If the applicant has not been on active military flying status within the preceding 12 months, the applicant must obtain the applicable FAA medical certificate and pass the appropriate knowledge and practical tests. The military competence knowledge test is not given in this case.

(2) If the applicant seeks an instrument rating, the applicant must show evidence of a satisfactorily completed U.S. military instrument flight check for that category of aircraft.

F. Discrepancies or Ineligibility. If a discrepancy that cannot be immediately corrected exists in any of the documents, return the application and all submitted documents to the applicant. Inform the applicant of the reasons why the certificate or rating cannot be issued, and explain how the applicant may correct the discrepancies. If the applicant is not eligible for the certificate or rating sought, inform the applicant of the reasons for ineligibility and explain how the applicant may obtain the certificate or rating.

G. Applicant Meets Eligibility Requirements. If the applicant meets the eligibility requirements for issuance or upgrade of a certificate on the basis of military competence, the applicant must complete the FAA military competency knowledge test. If the applicant is eligible to add a rating to an existing certificate, issue a certificate with the appropriate rating. A knowledge test is not required for addition of a rating.

H. Knowledge Test. If a knowledge test is required, ensure that the applicant has satisfactorily accomplished the Military Competence - Airplane or Military Competence - Rotorcraft/Helicopter test, as applicable. Inform the applicant that the choice of test does not have any bearing on the grade of certificate issued (private or commercial).

I. Issuance of Certificate. Issue the appropriate grade of certificate for the category, class or type of aircraft. Aircraft category and class ratings are listed in § 61.5.

(1) Prepare FAA Form 8060-4 in duplicate, indicating the grade of certificate in Section IX and the ratings in Section XII (figure 28-3).

(2) Enter the following operating limitations, as appropriate, in Block XII on the certificate.

(a) If the applicant qualified in a multiengine aircraft that does not have a V_{MC} speed, enter "LIMITED TO CENTERLINE THRUST" after the multiengine class rating.

(b) If the applicant holds an ATP certificate and is adding a class and/or category rating, enter "COMMERCIAL PRIVILEGES ONLY" after the appropriate rating. Enter "PRIVATE PILOT PRIVILEGES ONLY" if requested by the applicant.

(c) If the applicant qualified in a military aircraft that has a civilian type designation, issue the appropriate type rating. (See paragraph 5C(5) of section 1.) A list of civilian type designations is provided in chapter 9, figure 9-2.

(3) Sign, and have the applicant sign, both the original and the carbon copy of FAA Form 8060-4 in ink.

(4) Issue the carbon copy to the applicant.

(5) Return all submitted documents, except the application and any superseded pilot certificate.

J. Instrument Rating.

(1) If the applicant qualified for an instrument rating, issue one of the following ratings, as appropriate.

(a) INSTRUMENT - AIRPLANE

(b) INSTRUMENT - HELICOPTER

(c) INSTRUMENT - AIRPLANE AND HELICOPTER

(2) If the applicant is not qualified for an instrument rating, but is qualified for a commercial pilot certificate with an airplane rating, issue the limitation, "CARRYING PASSENGERS IN AIRPLANES FOR HIRE IS PROHIBITED AT NIGHT AND ON CROSS-COUNTRY FLIGHTS OF MORE THAN 50 NAUTICAL MILES."

(3) If the applicant cannot show evidence of an instrument check, or 10 hours of actual instrument time as PIC within the past 12 months, enter "VFR ONLY" after each appropriate type rating.

K. Additional Requirements. Advise the applicant of the following requirements.

(1) Part 61 currency requirements must be met before exercising the privileges of the certificate.

(2) An appropriate FAA medical certificate must be obtained before the privileges of the certificate can be exercised.

L. Complete Certification File. Complete the inspector's report section on the reverse side of FAA Form 8710-1 (figure 28-4).

(1) Check the following blocks, as applicable:

(a) Approved or Disapproved

(b) Certificate or Rating Based on

(c) Military Competence

(d) Certificate Issued or Certificate Denied

(2) Date and sign the application, and enter the FSDO number.

(3) Check the appropriate boxes in the Attachments section.

(4) Attach the applicable documents to the application.

(5) Forward the completed file to AFS-760.

M. PTRS. Complete FAA Form 8000-36 in accordance with the PPM.

7. TASK OUTCOMES. Completion of this task results in the issuance or denial of a Temporary Airman Certificate.

9. FUTURE ACTIVITIES.

A. Applicant may return for added class and/or category ratings.

B. Applicant may return for an added type rating.

FIGURE 28-1
ACCEPTABLE RECORDS FOR VARIOUS ARMED SERVICES

SERVICE	ACCEPTABLE RECORDS
U.S. Air Force	Individual flight crew record (computer printout) AF Form 8, Certificate of Aircrew Qualification
U.S. Army	ARMY Form DA-759, Individual Flight Record and Flight Certificate - Army
U.S. Coast Guard	OPNAVFORM 3710-31, Aviators Flight Log Book; verification of Instrument qualification is located in the section designated "Qualification and Achievements"
U.S. Marines and U.S. Navy	OPNAVFORM 3760-31, Aviators Flight Logbook OPNAV 3710/2, NATOPS Instrument Rating Request or OPNAV 3760/32 (REV 4-81), NATOPS Flight Personnel Training and Qualification Jacket

FIGURE 28-2
FAA FORM 8710-1, AIRMAN CERTIFICATE AND/OR RATING APPLICATION

TYPE OR PRINT ALL ENTRIES IN INK

Form Approved OMB No: 2120-0021

U.S. Department of Transportation
Federal Aviation Administration

Airman Certificate and/or Rating Application

I. Application Information ☐ Student ☐ Recreational ☐ Private ☒ Commercial ☐ Airline Transport ☒ Instrument
☐ Additional Aircraft Rating ☐ Airplane Single-Engine ☒ Airplane Multiengine ☐ Rotorcraft ☐ Glider ☐ Lighter-Than-Air
☐ Flight Instructor ____ Initial ____ Renewal ____ Reinstatement ☐ Additional Instructor Rating ☐ Ground Instructor
☐ Medical Flight Test ☐ Reexamination ☐ Reissuance of ____ Certificate ☐ Other ____

A. Name (Last, First, Middle): Calahan, Harry Daniel	B. SSN (US Only): 123-45-6789	C. Date of Birth (Mo. Day Year): 01-08-49	D. Place of Birth: Magnolia, AR
E. Address (Please See Instructions Before Completing): 44 Magnum Place	F. Nationality (Citizenship) Specify: ☒ USA ☐ Other ____	G. Do you read, speak and understand English? ☒ Yes ☐ No	
City, State, Zip Code: Prescott, OK 71213	H. Height: 74 in.	I. Weight: 190 Lbs.	J. Hair: Brown; K. Eyes: Brown; L. Sex: ☒ Male ☐ Female
M. Do you now hold, or have you ever held an FAA Pilot Certificate? ☐ Yes ☒ No	N. Grade Pilot Certificate	O. Certificate Number	P. Date Issued
Q. Do you hold a Medical Certificate? ☐ Yes ☒ No	R. Class of Certificate	S. Date Issued	T. Name of Examiner
U. Have you been convicted for violation of Federal or State statutes relating to narcotic drugs, marijuana, or depressant or stimulant drugs or substances ☐ Yes ☐ No			V. Date of Final Conviction
W. Glider or Free Balloon Pilots only:	*Medical Statement: I have no known physical defect which makes me unable to pilot a glider or free balloon.*	Signature	X. Date

II. Certificate or Rating Applied For on Basis of:

☐ A. Completion of Required Test	1. Aircraft to be used (*if flight test required*)	2a. Total time in this aircraft ____ hours	2b. Pilot in command ____ hours
☒ B. Military Competence Obtained in	1. Service: U.S. Air Force	2. Date Rated: 08-01-90	3. Rank or Grade and Service Number: Captain 123456789
	4. Has flown at least 10 hours as pilot in command during the past 12 months in the following military aircraft: C-130		
☐ C. Graduate of Approved Course	1. Name and Location of Training Agency or Training Center		1a Certification Number
	2. Curriculum From Which Graduated		3. Date
☐ D. Holder of Foreign License Issued By	1. Country	2. Grade of License	3. Number
	4. Ratings		
☐ E. Completion of Air Carrier's Approved Training Program	1. Name of Air Carrier	2. Date	3. Which Curriculum ☐ Initial ☐ Upgrade ☐ Transition

III. Record of Pilot time (*Do not write in the shaded areas.*)

	Total	Instruction Received	Solo	Pilot in Command	Second in Command	Cross Country Instruction Received	Cross Country Solo	Cross Country Pilot in Command	Instrument	Night Instruction Received	Night Take-off/ Landing	Night Pilot in Command	Night Take-off/ Landing Pilot in Command	Number of Flights	Number of Aero-Tows	Number of Ground Launches	Number of Powered Launches	Number of Free Flights
Airplanes																		
Rotor-craft																		
Gliders																		
Lighter than Air																		
Training Device Simulator																		

IV. Have you failed a test for this certificate or rating? ☐ Yes ☒ No **Within the Past 30 days?** ☐ Yes ☐ No

V. Applicant's Certification — I certify that all statements and answers provided by me on this application form are complete and true to the best of my knowledge, and I agree that they are to be considered as part of the basis for issuance of any FAA certificate to me. I have also read and understand the Privacy Act statement that accompanies this form.

Signature of Applicant: Harry Daniel Calahan Date: 08-08-96

FAA Use Only

EMP	REG	D.O.	SEAL	CON	ISS	ACT	LEY	TR	E.M.	SRCH	WRTE	RATING (1)

FAA Form 8710-1 (7-95) Supersedes Previous Edition NSN: 0052-00-682-5006

FIGURE 28-3
FAA FORM 8060-4, TEMPORARY AIRMAN CERTIFICATE

I. UNITED STATES OF AMERICA
DEPARTMENT OF TRANSPORTATION – FEDERAL AVIATION ADMINISTRATION

ii. **TEMPORARY AIRMAN CERTIFICATE**

III. CERTIFICATE NO. 123456789

THIS CERTIFIES THAT IV. HARRY DANIEL CALAHAN
V. 44 MAGNUM PLACE
PRESCOTT, OK 71213

DATE OF BIRTH	HEIGHT	WEIGHT	HAIR	EYES	SEX	NATIONALITY VI.
01-08-49	72 IN.	190	BROWN	BROWN	M	USA

IX. has been found to be properly qualified and is hereby authorized in accordance with the conditions of issuance on the reverse of this certificate to exercise the privileges of

COMMERCIAL PILOT

RATINGS AND LIMITATIONS

XII. AIRPLANE MULTIENGINE LAND
L-382
INSTRUMENT AIRPLANE

XIII.

THIS IS ☒ AN ORIGINAL ISSUANCE ☐ A REISSUANCE OF THIS GRADE OF CERTIFICATE

DATE OF SUPERSEDED AIRMAN CERTIFICATE

BY DIRECTION OF THE ADMINISTRATOR

X. DATE OF ISSUANCE: 09-08-95

X. SIGNATURE OF EXAMINER OR INSPECTOR: John L. Hightower

EXAMINER'S DESIGNATION NO. OR INSPECTOR'S REG. NO.: RIV FSDO

DATE DESIGNATION EXPIRES

vii. AIRMAN'S SIGNATURE: Harry Daniel Calahan

FAA Form 8060-4 (8-79) USE PREVIOUS EDITION

FIGURE 28-4
FAA FORM 8710-1, AIRMAN CERTIFICATE AND/OR APPLICATION

Instructor's Recommendation

I have personally instructed the applicant and consider this person ready to take the test.

Date	Instructor's Signature	Certificate No:	Certificate Expires

Air Agency's Recommendation

The applicant has successfully completed our _____ course, and is recommended for certification or rating without further _____ test.

Date	Agency Name and Number	Official's Signature / Title

Designated Examiner's Report

☐ Student Pilot Certificate Issued *(Copy attached)*

☐ I have personally reviewed this applicant's pilot logbook, and certify that the individual meets the pertinent requirements of FAR 61 for the pilot certificate or rating sought.

☐ I have personally reviewed this applicant's graduation certificate, and found it to be appropriate and in order, and have returned the certificate.

☐ I have personally tested and/or verified this applicant in accordance with pertinent procedures and standards with the result indicated below.

☐ Approved—Temporary Certificate Issued *(Copy Attached)*

☐ Disapproved—Disapproval Notice Issued *(Copy Attached)*

Location of Test (Facility, City, State)	Duration of Test: Ground	Simulator	Flight

Certificate or Rating for Which Tested	Type(s) of Aircraft Used	Registration No.(s)

Date	Examiner's Signature	Certificate No.	Designation No.	Designation Expires

Evaluator's Record For Airline Transport Certificate/Rating Only

	Inspector	Examiner	*Signature*	Date
Oral	☐	☐		
Approved Simulator/Training Device Check	☐	☐		
Aircraft Flight Check	☐	☐		
Advanced Qualification Program	☐	☐		

Inspector's Report

I have personally tested this applicant in accordance with or have otherwise verified that this applicant complies with pertinent procedures, standards, policies, and or necessary requirements with the result indicated below.

☒ Approved—Temporary Certificate Issued ☐ Disapproved—Disapproval Notice Issued

Location of Test *(Facility, City, State)*	Duration of Test: Ground	Simulator	Flight

Certificate or Rating for Which Tested	Type(s) of Aircraft Used	Registration No.(s)

☐ Student Pilot Certificate issued
☐ Examiner's Recommendation
☐ ACCEPTED ☐ REJECTED
☐ Reissue or Exchange of Pilot Certificate
☐ Special medical test conducted—report forwarded to Aeromedical Certification Branch, AAM-130

☒ Certificate or Rating Based on
☒ Military Competence
☐ Foreign License
☐ Approved Course Graduate
☐ Other Approved FAA Qualification Criteria
☒ Certificate Issued
☐ Certificate Denied

☐ Instructor ☐ Flight ☐ Ground
☐ Renewal ☐ Approved
☐ Reinstatement ☐ Disapproved

Instructor Renewal Based on
☐ Activity ☐ Training Course
☐ Acquaintance ☐ Test

Training Course (FIRC) Name	Graduation Certificate No.	Date

Date	Inspector's Signature	FAA District Office
08-08-96	John L. Nightowl	BOL FSDO

Attachments:

☐ Student Pilot Certificate (copy)
☒ Report of Written Examination
☒ Temporary Pilot Certificate (copy)

☒ Airmans Identification (ID)
Form of ID: Military ID Card (USAF)
Number: 123456789
Expiration Date: N/A

☐ Notice of Disapproval
☐ Superseded Pilot Certificate
☐ Answer Sheet Graded
☐ Answer Sheet Graded (Foreign Instrument)

FAA Form 8710-1 (7-95) Supersedes Previous Edition

NSN: 0052-00-682-5008
☆ U.S. GPO:1995-715-783/85246

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CHAPTER 29. ISSUE A PILOT CERTIFICATE ON THE BASIS OF A FOREIGN LICENSE

SECTION 1. BACKGROUND

1. PROGRAM TRACKING AND REPORTING SUBSYSTEM (PTRS) ACTIVITY CODE: 1533

3. OBJECTIVE. The objective of this task is to determine if an applicant is eligible for a U.S. pilot certificate and/or rating based on a foreign license. Completion of this task results in either the issuance or denial of a pilot certificate and/or rating.

5. GENERAL.

A. General Process. A U.S. pilot certificate that authorizes private pilot privileges or limited commercial pilot privileges may be issued on the basis of a foreign license issued by the appropriate agencies of International Civil Aviation Organization (ICAO) member states. The holder of a *valid* foreign license issued by an ICAO member state may use that license as the basis for issuance of a U.S. airman certificate even if the issuing country is now defunct. A list of ICAO member states is found in figure 29-1. Due to the rapidly changing world political situation, a country may be an ICAO member but not be included on this list. If there is a question about a country's membership in ICAO, contact AFS-800 for clarification.

B. Read, Speak, and Understand the English Language. Early in the process of issuing a certificate on the basis of a foreign license, the inspector must determine if the applicant can read, speak, and understand the English language. Otherwise, the certificate must be issued with appropriate limitations. (Additional information is in volume 2, chapter 1.)

C. Methods of Obtaining a U.S. Certificate Based on a Foreign Certificate. A pilot may obtain a U.S. certificate without relying on a foreign certificate by passing both the knowledge and practical tests required by U.S. regulations. A pilot may also obtain a U.S. certificate based on a current foreign license issued by an ICAO member state, as follows:

(1) with no instrument privileges, for which neither a knowledge nor a practical test is required;

(2) with instrument privileges, for which only a knowledge test (Instrument Foreign Pilot (IFP)) is required; or

(3) take both the knowledge test (Instrument Rating Airplane (IRA)) and practical test with the notation "U.S. TEST PASSED" added to the certificate.

D. Certificate Requirements. A foreign pilot applicant should be advised that Title 14 of the Code of Federal Regulations (14 CFR) part 61, § 61.3, allows foreign registered aircraft to be operated within the United States by a pilot holding a current license issued by the foreign country where the aircraft is registered. A U.S.-registered civil aircraft may be operated within a foreign country by a pilot holding a certificate issued by that foreign country. A person may not act as a pilot of a U.S.-registered civil aircraft in the United States unless that person holds a U.S. pilot certificate.

E. Knowledge Test Failures. The 30-day limit on retesting after a knowledge test failure specified by § 61.49 also applies to the Instrument Foreign Pilot knowledge test.

F. Pilot Certificates.

(1) There are two types of U.S. pilot certificates that a foreign pilot may hold. These are as follows:

(a) a restricted U.S. pilot certificate based on a current foreign pilot's license; or

(b) a standard U.S. pilot certificate issued after meeting part 61 requirements. Part 61 requirements must also be met by U.S. citizens desiring to obtain a U.S. pilot certificate.

(2) A foreign pilot may hold both a restricted certificate (based on a current foreign pilot license) and a standard U.S. pilot certificate at the same time, provided the restricted certificate was obtained prior to the pilot satisfying part 61 certificate requirements.

(3) If the inspector is unable to determine if the applicant meets the eligibility requirements for the

certificate or rating for any reason, the inspector is obligated to not issue the certificate or rating until the information can be properly determined.

G. Certificates Issued.

(1) A private pilot certificate with appropriate limitations may be issued to the holder of a valid private pilot license issued by an ICAO member state.

(2) A commercial pilot certificate with appropriate limitations may be issued to the holder of either a valid commercial pilot license (CPL) or an airline transport pilot license issued by an ICAO member state.

H. Ratings Issued.

(1) A U.S. pilot certificate issued on the basis of a foreign license should bear the Federal Aviation Administration (FAA) equivalent of the ratings on the foreign license. However, an instrument rating may only be issued if:

(a) the foreign pilot license on which the certificate is based has an instrument authorization; and

(b) the applicant passes a knowledge test on 14 CFR part 91, subpart B, related instrument flight rules (IFR) operational procedures.

(2) In some cases, determining the equivalent rating may be difficult. Several foreign countries categorize pilot ratings and limitations by horsepower or engine type. The inspector should telephone AFS-840 if in need of assistance.

(3) When a U.S. pilot certificate is issued on the basis of a foreign license with an instrument authorization, but the U.S. knowledge test was not passed, then the issuing inspector must advise the applicant that he or she may not serve as a required pilot of a U.S.-registered aircraft operating IFR while flying in the United States, its territories, or possessions. For example, the inspector may place a limitation on the certificate, such as for visual flight rules (VFR ONLY). However, if the applicant passes the Instrument Foreign Pilot knowledge test, instrument privileges are granted on the U.S. certificate at the time it is issued. In this case, the notation "U.S. TEST PASSED" is NOT placed on the certificate.

(4) Aircraft and instrument ratings may be added to a pilot certificate issued on the basis of a foreign pilot license upon compliance with the appropriate requirements of part 61. Each rating added to the temporary airman certificate must have the notation "U.S. TEST PASSED" immediately following the rating to which the notation applies. The required flight experience must be shown on FAA Form 8710-1, Airman Certificate and/or Rating Application, and submitted to AFS-760 for processing. Do not indicate "INSTRUMENT AIRPLANE U.S. TEST PASSED" on the pilot certificate if *only* the knowledge test has been passed.

(5) When type ratings are shown on U.S. pilot certificates based on a foreign pilot certificate, type ratings may be limited to VFR only if the pilot has not demonstrated instrument competency in that type aircraft.

I. Medical Endorsement or Certificate. An applicant for a U.S. pilot certificate must submit evidence that he or she currently meets the medical standards for the foreign pilot license on which the application for the U.S. certificate is based (§ 61.75(f)). Some governments enter periodic medical endorsements on a pilot license that affect its currency. Therefore, if the foreign pilot license must have a medical endorsement to make it current, an FAA medical certificate alone will not satisfy the regulations. In cases when a medical endorsement is not used, a current medical certificate from a foreign country or a current FAA medical certificate will satisfy the requirement. If the applicant's foreign pilot license shows a medical endorsement, the applicant should enter the word "endorsement" and the date of that endorsement in the block used for medical verification on FAA Form 8710-1.

J. Duration. A pilot certificate issued under § 61.75 remains in effect as long as the foreign license used to obtain a U.S. certificate is valid.

K. Renewal. A pilot certificate issued on the basis of a foreign pilot license before November 1, 1973, may be reissued at any time upon compliance with the requirements of § 61.75.

L. Flight Instructor Certificates. A flight instructor certificate or an additional rating on a certificate will not be issued on the basis of any foreign flight instructor rating or certificate. A flight instructor certificate will only be issued to a person who meets the requirements of §§ 61.181 and 61.183.

M. Added Ratings. If the applicant requests that a rating be added to his/her certificate on the basis of meeting the requirements of part 61, the practical test and the knowledge test, if applicable to the rating sought, must be passed prior to the issuance of the rating. However, if the applicant requests that a rating be added to the restricted U.S. certificate on the basis of that rating having been added to his/her foreign pilot license by the issuing country, no knowledge or practical test is required.

N. Flying Clubs. A foreign pilot license issued by a flying club under the specific delegation of the

licensing authority of an ICAO member state is acceptable for the issuance of a U.S. pilot certificate under § 61.75. For example, several countries delegate the authority to issue glider pilot certificates to members of their national gliding clubs.

O. British Territories. The British territories listed in figure 29-2 are authorized by the British Colonial Air Navigation Order of 1961, as amended. This order authorizes the issuance of United Kingdom (U.K.) pilot licenses that meet ICAO standards and are acceptable for the issuance of U.S. pilot certificates under § 61.75. British Territory certificates usually bear the name of the territory where they were issued and are identified in the Colonial Air Navigation Order under the year of its most recent amendment.

P. U.K. Licenses. U.K. CPL's are light blue in color and are entitled "Commercial Pilot License (Aeroplanes)." The data contained on each U.K. license is identified numerically; the roman numeral "II" describes the license held. If an inspector is asked to issue a U.S. certificate on the basis of a U.K. license and is unable to determine which privileges are applicable, the applicant should be required to provide the necessary information prior to completion of the certification process.

(1) The CPL (A) is the only U.K. issued commercial license that is equivalent to both the U.S. and ICAO commercial pilot certificate requirements. A U.S. commercial pilot certificate with appropriate limitations may be issued on the basis of a CPL (A).

(2) Inspectors are reminded that when issuing a U.S. commercial pilot certificate based on a British CPL, a thorough examination of the application must be made to determine the privileges and limitations on each license. Those airmen holding the restricted CPL (A) or the nonrestricted basic commercial pilot license (BCPL) (A) are not qualified for the issuance of a U.S. commercial pilot certificate. Holders of British instrument meteorological conditions (IMC) ratings are not qualified to receive a U.S. instrument rating for the following reasons:

(a) The restricted CPL (A) is limited to private pilot privileges only. It was introduced to allow existing flight instructors and assistant flight instructors holding only private pilot licenses to continue to instruct for remuneration without having to obtain a full CPL (A) The restricted CPL (A) is no longer issued in the U.K.

(b) The nonrestricted BCPL (A) was issued to pilots who wished to conduct flight instruction or other types of aerial work, except for public transport, for remuneration. This license does not meet the requirements of a full fledged U.K. CPL, a U.S. commercial pilot certificate, or ICAO standards.

(c) The IMC rating is not as high a level of qualification as the instrument rating, and confers no privileges for flights requiring compliance with IFR. IMC privileges can be used only within the U.K. Therefore, the holder of the IMC rating, as opposed to an instrument rating, is not eligible to take the U.S. IFP examination or to be issued a U.S. instrument rating.

7. COMPLETING THE CERTIFICATION FILE. Inspectors processing and signing applications for a pilot certificate issued on the basis of a foreign pilot certificate must check either the Approved box or the Disapproved box in the Inspector's Report block on FAA Form 8710-1.

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SECTION 2. PROCEDURES

1. PREREQUISITES AND COORDINATION REQUIREMENTS.

A. Prerequisites. This task requires knowledge of the regulatory requirements of part 61 and FAA policies and qualification as an aviation safety inspector (operations).

B. Coordination. This task may require coordination with AFS-760.

3. REFERENCES, FORMS, AND JOB AIDS.

A. References.

- 14 CFR parts 1, 61, 91, and 187
- PTRS Procedures Manual (PPM)

B. Forms.

- FAA Form 8000-36, Program Tracking and Reporting Subsystem Data Sheet
- FAA Form 8060-4, Temporary Airman Certificate (figure 29-4)
- FAA Form 8710-1 (figure 29-3)

C. Job Aids.

- Sample letters and figures

5. PROCEDURES.

A. Application. Have the applicant submit a completed FAA Form 8710-1 (figure 29-3) at the time of the appointment. Collect the following documents:

(1) foreign pilot license;

(2) U.S. pilot certificate (if reissuance);

(3) medical endorsement or certificate; and

(4) knowledge test results, if applicable.

B. PTRS. Open PTRS file.

C. Review Application. Check the application to make sure it is filled out accurately and in ink. (The instructions for completing the form are attached to the application.)

(1) In Section I, the applicant must check Private or Commercial, as appropriate. If the applicant desires instrument privileges on the U.S. certificate, the applicant may also check Instrument. Blocks A through V must also be completed.

(2) Section II, Block D must be completed.

(3) Section III is optional.

(4) Sections IV and V must be completed.

(5) Have the applicant make the necessary corrections if any of the above items are not accurate or complete.

D. ICAO Member State Determination.

(1) Note the country in Section II, Block D, 1. Compare with figure 29-1 to determine if the country is an ICAO member state. However, due to the rapidly changing world political situation, a country may be a new member of ICAO but not be included on the list. Contact AFS-800 to verify membership status.

(2) Inform the applicant that a certificate cannot be issued if the country is not a member of ICAO. Return all submitted documents to the applicant. Close PTRS.

E. Verify Applicant's Identity.

(1) Establish the applicant's identity.

(2) Compare the identification with the information provided on FAA Form 8710-1.

(a) If the applicant's identity cannot be verified for lack of documentation or inadequate documentation, request that the applicant return with the appropriate identification.

(b) If the applicant's identity appears to be falsified, do not proceed. (See volume 2, chapter 182.)

F. Establish Eligibility.

(1) Review the applicant's foreign license for the following:

(a) Ensure that the information on the license is the same as the information provided in the applicant's identification and in Section II(D) of the application.

(b) Ensure that the applicant holds the rating which he or she is applying for by determining the grade of foreign license.

(c) If the applicant is requesting an instrument rating, ensure that the applicant's foreign pilot license authorizes instrument privileges.

(2) Review the applicant's medical endorsement or certificate to determine if it is current.

G. Discrepancies. If the applicant is not eligible for the certificate and/or rating sought, or if a discrepancy exists in any of the items above, return the application and any submitted documents to the applicant. Inform the applicant why he or she is not eligible and explain how the applicant may obtain the certificate and/or ratings sought.

H. Applicant Desires Instrument Privileges. A foreign pilot shall be administered the standard instrument rating knowledge test if he or she wishes to take the standard instrument rating practical test and be issued a certificate bearing the notation "U.S. TEST PASSED." If the applicant is using a foreign pilot certificate with instrument privileges to obtain instrument privileges in the U.S. or its territories, the standard instrument rating practical test cannot be substituted for the Instrument Foreign Pilot knowledge test (§ 61.75).

(1) Determine if the applicant has a valid knowledge test report for the IFP knowledge test. If not, the applicant must complete the IFP knowledge test. The IRA or Instrument Rating-Helicopter knowledge test is not to be used in lieu of the IFP knowledge test.

I. Issuance of Certificate. Issue the certificate (commercial or private) as follows:

(1) Prepare FAA Form 8060-4 in duplicate, indicating the grade of certificate in Block IX (figure 29-4).

(2) Enter the equivalent of the foreign license category, class, and type ratings (if applicable) in Block XII (§ 61.5). If the applicant is eligible for instrument privileges, enter the appropriate instrument rating:

(a) INSTRUMENT - AIRPLANE

(b) INSTRUMENT - HELICOPTER

(c) INSTRUMENT - AIRPLANE AND HELICOPTER

(3) Enter "ISSUED ON THE BASIS OF AND VALID ONLY WHEN ACCOMPANIED BY [NAME OF COUNTRY] PILOT LICENSE NO. [NUMBER FROM FOREIGN LICENSE]. ALL LIMITATIONS AND RESTRICTIONS ON THE [NAME OF COUNTRY] PILOT LICENSE APPLY" under the ratings in Block XII (figure 29-4).

(4) Enter the following operational limitations (when appropriate) in Block XIII:

(a) any operating limitation that appears on the foreign license;

(b) "NOT VALID FOR FLIGHTS REQUIRING THE USE OF ENGLISH" if the applicant does not read, speak, and understand the English language;

(c) for commercial pilot certificates (except glider only or lighter-than-air), enter "NOT VALID FOR THE CARRIAGE OF PERSONS OR PROPERTY FOR COMPENSATION OR HIRE OR FOR AGRICULTURAL AIRCRAFT OPERATIONS;"

(d) for private pilot certificates (except glider only or lighter-than-air), enter "NOT VALID FOR AGRICULTURAL AIRCRAFT OPERATIONS;" and/or

(e) for commercial pilot certificates with glider or lighter-than-air category, enter "NOT VALID FOR THE CARRIAGE OF PERSONS OR PROPERTY FOR COMPENSATION OR HIRE."

(5) Enter "VFR ONLY" following any type rating if the applicant is instrument rated (U.S.) but did not demonstrate instrument proficiency in that type of aircraft, did not pass the knowledge test required by part 61, subpart B, in that type aircraft, or if the applicant does not have instrument privileges in that type aircraft on the foreign license.

(6) Sign, and have the applicant sign, the original and carbon copy in ink.

(7) Issue the carbon copy to the applicant.

(8) Inform the applicant that a permanent certificate will be sent to the applicant's permanent address. However, if the applicant requests that the certificate be mailed to a temporary U.S. address, have the applicant complete a written request containing the temporary U.S. address. Attach the request to the application.

(9) Return the submitted documents except for the application, the superseded pilot certificate (if applicable), and the knowledge test results.

J. Additional Requirements. Advise the applicant of the applicability of part 91 flight rules.

K. Complete Certification File. Complete the Inspector's Report section on the reverse side of FAA Form 8710-1 (figure 29-5).

(1) Check the following boxes, as applicable:

(a) Approved or Disapproved

(b) Certificate or Rating Based on

(c) Foreign License

(d) Certificate Issued or Certificate Denied

(2) Date and sign the application and enter the Flight Standards District Office identifier.

(3) Check the applicable boxes in the Attachments section.

(4) Attach the appropriate documents to the application.

(5) Forward the completed file to AFS-760.

L. PTRS. Complete FAA Form 8000-36 in accordance with the PPM.

7. TASK OUTCOMES. Completion of this task results in the issuance of:

A. Temporary Airman Certificate.

B. Notice of Disapproval of Application.

9. FUTURE ACTIVITIES.

A. Applicant may return for additional ratings.

B. Applicant may return to take a practical test for another grade of certificate or an additional category, class, or type rating.

FIGURE 29-1
ICAO MEMBER STATES

Afghanistan
Albania
Algeria
Angola
Antigua and Barbados
Argentina
Armenia
Australia
Austria
Azerbeijan
Bahamas
Bahrain
Bangladesh
Barbados
Belarus
Belgium
Belize
Benin
Bhutan
Bolivia
Bosnia & Herzegovnina
Botswana
Brazil
Brunei Darussiam
Bulgaria
Burkina Faso
Burundi
Cambodia
Cameroon, United Republic of
Canada
Cape Verde
Central African Republic
Chad
Chile
China, People's Republic of
Colombia
Comoros
Congo, People's Republic of
Cook Islands
Costa Rica
Cote d'Ivoire
Croatia
Cuba
Cyprus
Czech Republic
Denmark
Djibouti
Dominican Republic
Ecuador
Egypt
El Salvador
Equatorial Guinea
Eritrea
Estonia
Ethiopia
Fiji
Finland
France
Gabon
Gambia
Georgia
Germany
Ghana
Greece
Grenada
Guatemala
Guinea
Guinea-Bissau
Guyana
Haiti
Honduras
Hungary
Iceland
India
Indonesia
Iran, Islamic Republic of
Iraq
Ireland
Israel
Italy
Jamaica
Japan
Jordan
Kazakhstan
Kenya
Kiribati
Korea (Democratic People's Republic of - North)
Korea (Republic of - South)
Kuwait
Kyrghystan
Laos (Lao People's Democratic Republic)
Latvia
Lebanon
Lesotho
Liberia
Libya (Libyan Arab Jamahiriya)
Lithuania
Luxembourg
Macedonia
Madagascar
Malawi
Malaysia

FIGURE 29-1—Continued
ICAO MEMBER STATES

Maldives
Mali
Malta
Marshall Islands
Mauritania
Mauritius
Mexico
Micronesia, Federated States of
Moldova, Republic of
Monaco
Mongolia
Morocco
Mozambique
Myanmar
Nambia
Nauru
Nepal
Netherlands, Kingdom of the
New Zealand
Nicaragua
Niger
Nigeria
Norway
Oman
Pakistan
Palau, Republic of
Panama
Papua New Guinea
Paraguay
Peru
Philippines
Poland
Portugal
Qatar
Romania
Russia (Russian Federation)
Rwanda
Saint Lucia
Saint Vincent and the Grenadines
San Marino
Sao Tome and Principe
Saudi Arabia
Senegal
Seychelles
Sierra Leone
Singapore
Slovakia
Slovenia
Solomon Islands
Somalla
South Africa
Spain
Sri Lanka
Sudan
Suriname
Swaziland
Sweden
Switzerland
Syria (Syrian Arab Republic)
Tajikistan
Tanzania (United Republic of Tanzania)
Thailand
Togo
Tonga
Trinidad and Tobago
Tunisia
Turkey
Turkmenistan
Uganda
Ukraine
United Arab Emirates
United Kingdom
United Republic of Tanzania
United States of America
Uruguay
Uzbekistan
Vanuatu
Venezuela
Vietnam
Yemen
Zaire
Zambia
Zimbabwe

FIGURE 29-2
BRITISH TERRITORIES

Bahamas
Bermuda
British Antarctic Territory
British Honduras
British Indian Ocean Territory
British Solomon Islands Protectorate
Cayman Islands
Central and Southern Line Island
Falkland Islands
Fiji
Gibraltar
Gilbert and Ellice Islands
Hong Kong
Montserrat
St. Helena and Dependencies
St. Vincent
Seychelles
Sovereign Base Areas of Akrotire and Dhekelia
Turks and Caicos Islands
Virgin Islands

FIGURE 29-3
FAA FORM 8710-1

TYPE OR PRINT ALL ENTRIES IN INK

Form Approved OMB No: 2120-0021

U.S. Department of Transportation
Federal Aviation Administration

Airman Certificate and/or Rating Application

I. Application Information ☐ Student ☐ Recreational ☐ Private ☒ Commercial ☐ Airline Transport ☒ Instrument
☐ Additional Aircraft Rating ☒ Airplane Single-Engine ☐ Airplane Multiengine ☐ Rotorcraft ☐ Glider ☐ Lighter-Than-Air
☐ Flight Instructor ____ Initial ____ Renewal ____ Reinstatement ☐ Additional Instructor Rating ☐ Ground Instructor
☐ Medical Flight Test ☐ Reexamination ☐ Reissuance of ____ Certificate ☐ Other ____

A. Name (Last, First, Middle): Wayne, Bruce Allen	B. SSN (US Only): N/A	C. Date of Birth Mo. Day Year: 01-08-49	D. Place of Birth: Dunolee, Scotland
E. Address (Please See Instructions Before Completing): 1989 Heathrow Square, #32	F. Nationality (Citizenship) Specify: ☐ USA ☐ Other ____	G. Do you read, speak and understand English? ☐ Yes ☐ No	
City, State, Zip Code: London EW1 England	H. Height: 70 in. / I. Weight: 175 Lbs. / J. Hair: Brown / K. Eyes: Blue	L. Sex: ☒ Male ☐ Female	
M. Do you now hold, or have you ever held an FAA Pilot Certificate? ☐ Yes ☒ No	N. Grade Pilot Certificate	O. Certificate Number	P. Date Issued
Q. Do you hold a Medical Certificate? ☒ Yes ☐ No	R. Class of Certificate: II	S. Date Issued: 09-20-96	T. Name of Examiner: John W. Doe
U. Have you been convicted for violation of Federal or State statutes relating to narcotic drugs, marijuana, or depressant or stimulant drugs or substances ☐ Yes ☒ No			V. Date of Final Conviction
W. Glider or Free Balloon Pilots only:	Medical Statement: I have no known physical defect which makes me unable to pilot a glider or free balloon.	Signature	X. Date

II. Certificate or Rating Applied For on Basis of:

☐ A. Completion of Required Test	1. Aircraft to be used (If flight test required)	2a. Total time in this aircraft ____ hours	2b. Pilot in command ____ hours
☐ B. Military Competence Obtained in	1. Service	2. Date Rated	3. Rank or Grade and Service Number
	4. Has flown at least 10 hours as pilot in command during the past 12 months in the following military aircraft.		
☐ C. Graduate of Approved Course	1. Name and Location of Training Agency or Training Center		1a Certification Number
	2. Curriculum From Which Graduated		3. Date
☒ D. Holder of Foreign License Issued By	1. Country: United Kingdom	2. Grade of License: Commercial	3. Number: 789987
	4. Ratings: Airplane Single Engine Land and Instrument		
☐ E. Completion of Air Carrier's Approved Training Program	1. Name of Air Carrier	2. Date	3. Which Curriculum ☐ Initial ☐ Upgrade ☐ Transition

III. Record of Pilot time (Do not write in the shaded areas.)

	Total	Instruction Received	Solo	Pilot in Command	Second in Command	Cross Country Instruction Received	Cross Country Solo	Cross Country Pilot in Command	Instrument	Night Instruction Received	Night Take-off/ Landing	Night Pilot in Command	Night Take-off/ Landing Pilot in Command	Number of Flights	Number of Aero-Tows	Number of Ground Launches	Number of Powered Launches	Number of Free Flights
Airplanes																		
Rotor-craft																		
Gliders																		
Lighter Than Air																		
Training Device Simulator																		

IV. Have you failed a test for this certificate or rating? ☐ Yes ☐ No **Within the Past 30 days?** ☐ Yes ☐ No

V. Applicant's Certification — I certify that all statements and answers provided by me on this application form are complete and true to the best of my knowledge, and I agree that they are to be considered as part of the basis for issuance of any FAA certificate to me. I have also read and understand the Privacy Act statement that accompanies this form.

Signature of Applicant: Bruce Allen Wayne Date: 09-30-96

FAA Use Only

EXP	REG	D.O.	SEAL	CON	ISS	ACT	LEY	TR	S.H.	SRCH	WRTE		RATING (1)

FAA Form 8710-1 (7-95) Supersedes Previous Edition NSN: 0052-00-882-5006

FIGURE 29-4
FAA FORM 8060-4

I. UNITED STATES OF AMERICA
DEPARTMENT OF TRANSPORTATION – FEDERAL AVIATION ADMINISTRATION

ii. **TEMPORARY AIRMAN CERTIFICATE**

III. CERTIFICATE NO. PENDING

THIS CERTIFIES THAT IV. BRUCE ALLEN WAYNE
V. 1943 HEATHROW SQUARE APT #5
LONDON, EWI ENGLAND

DATE OF BIRTH	HEIGHT	WEIGHT	HAIR	EYES	SEX	NATIONALITY VI.
10-16-62	69 IN.	155	BLOND	BLUE	M	UNITED KINGDOM

IX. has been found to be properly qualified and is hereby authorized in accordance with the conditions of issuance on the reverse of this certificate to exercise the privileges of

COMMERCIAL PILOT

RATINGS AND LIMITATIONS
XII. AIRPLANE SINGLE ENGINE LAND
INSTRUMENT AIRPLANE
ISSUED ON THE BASIS OF AND VALID ONLY WHEN ACCOMPANIED BY,
UNITED KINGDOM PILOT LICENSE NUMBER 4563467
ALL LIMITATIONS AND RESTRICTIONS ON THE
XIII. CARD 1 OF 2

THIS IS ☒ AN ORIGINAL ISSUANCE ☐ A REISSUANCE OF THIS GRADE OF CERTIFICATE

DATE OF SUPERSEDED AIRMAN CERTIFICATE

BY DIRECTION OF THE ADMINISTRATOR

X. DATE OF ISSUANCE: 08-30-96

X. SIGNATURE OF EXAMINER OR INSPECTOR: John L. Weightman

EXAMINER'S DESIGNATION NO. OR INSPECTOR'S REG. NO.: BAL FSDO

DATE DESIGNATION EXPIRES

vii. AIRMAN'S SIGNATURE: Bruce Allen Wayne

FAA Form 8060-4 (8-79) USE PREVIOUS EDITION

I. UNITED STATES OF AMERICA
DEPARTMENT OF TRANSPORTATION – FEDERAL AVIATION ADMINISTRATION

ii. **TEMPORARY AIRMAN CERTIFICATE**

III. CERTIFICATE NO. PENDING

THIS CERTIFIES THAT IV. BRUCE ALLEN WAYNE
V. 1943 HEATHROW SQUARE APT #5
LONDON, EWI ENGLAND

DATE OF BIRTH	HEIGHT	WEIGHT	HAIR	EYES	SEX	NATIONALITY VI.
10-16-62	69 IN.	155	BLOND	BLUE	M	UNITED KINGDOM

IX. has been found to be properly qualified and is hereby authorized in accordance with the conditions of issuance on the reverse of this certificate to exercise the privileges of

COMMERCIAL PILOT

RATINGS AND LIMITATIONS
XII. UNITED KINGDOM PILOT LICENSE APPLY. NOT VALID FOR THE
CARRIAGE OF PERSONS OR PROPERTY FOR COMPENSATION OR
HIRE OR FOR AGRICULTURAL AIRCRAFT OPERATIONS
XIII. CARD 2 OF 2

THIS IS ☒ AN ORIGINAL ISSUANCE ☐ A REISSUANCE OF THIS GRADE OF CERTIFICATE

DATE OF SUPERSEDED AIRMAN CERTIFICATE

BY DIRECTION OF THE ADMINISTRATOR

X. DATE OF ISSUANCE: 08-30-96

X. SIGNATURE OF EXAMINER OR INSPECTOR: John L. Weightman

EXAMINER'S DESIGNATION NO. OR INSPECTOR'S REG. NO.: BAL FSDO

DATE DESIGNATION EXPIRES

vii. AIRMAN'S SIGNATURE: Bruce Allen Wayne

FAA Form 8060-4 (8-79) USE PREVIOUS EDITION

FIGURE 29-5
FAA FORM 8710-1 (REVERSE SIDE), INSPECTOR'S REPORT

Instructor's Recommendation

I have personally instructed the applicant and consider this person ready to take the test.

Date	Instructor's Signature	Certificate No:	Certificate Expires

Air Agency's Recommendation

The applicant has successfully completed our _____ course, and is recommended for certification or rating without further _____ test.

Date	Agency Name and Number	Official's Signature / Title

Designated Examiner's Report

☐ Student Pilot Certificate Issued *(Copy attached)*

☐ I have personally reviewed this applicant's pilot logbook, and certify that the individual meets the pertinent requirements of FAR 61 for the pilot certificate or rating sought.

☐ I have personally reviewed this applicant's graduation certificate, and found it to be appropriate and in order, and have returned the certificate.

☐ I have personally tested and/or verified this applicant in accordance with pertinent procedures and standards with the result indicated below.

☐ Approved—Temporary Certificate Issued *(Copy Attached)*

☐ Disapproved—Disapproval Notice Issued *(Copy Attached)*

Location of Test (Facility, City, State)	Duration of Test: Ground	Simulator	Flight

Certificate or Rating for Which Tested	Type(s) of Aircraft Used	Registration No.(s)

Date	Examiner's Signature	Certificate No.	Designation No.	Designation Expires

Evaluator's Record For Airline Transport Certificate/Rating Only

	Inspector	Examiner	*Signature*	Date
Oral	☐	☐		
Approved Simulator/Training Device Check	☐	☐		
Aircraft Flight Check	☐	☐		
Advanced Qualification Program	☐	☐		

Inspector's Report

I have personally tested this applicant in accordance with or have otherwise verified that this applicant complies with pertinent procedures, standards, policies, and or necessary requirements with the result indicated below.

☒ **Approved**—Temporary Certificate Issued ☐ **Disapproved**—Disapproval Notice Issued

Location of Test *(Facility, City, State)*	Duration of Test: *Ground*	*Simulator*	Flight

Certificate or Rating for Which Tested	Type(s) of Aircraft Used	Registration No.(s)

☐ Student Pilot Certificate issued
☐ Examiner's Recommendation
☐ ACCEPTED ☐ REJECTED
☐ Reissue or Exchange of Pilot Certificate
☐ Special medical test conducted—report forwarded to Aeromedical Certification Branch, AAM-130

☒ Certificate or Rating Based on
☐ Military Competence
☒ Foreign License
☐ Approved Course Graduate
☐ Other Approved FAA Qualification Criteria
☐ Certificate Issued
☐ Certificate Denied

☐ Instructor ☐ Flight ☐ Ground
☐ Renewal ☐ Approved
☐ Reinstatement ☐ Disapproved
Instructor Renewal Based on
☐ Activity ☐ Training Course
☐ Acquaintance ☐ Test

Training Course (FIRC) Name	Graduation Certificate No.	Date

Date	Inspector's Signature	FAA District Office
08-08-96	John L. Nightower	BAL FSDO

Attachments:

☐ Student Pilot Certificate (copy)
☒ Report of Written Examination
☒ Temporary Pilot Certificate (copy)

☒ Airmans Identification (ID)
Form of ID: United Kingdom Passport
Number: 1435H24
Expiration Date: 01-31-98

☐ Notice of Disapproval
☐ Superseded Pilot Certificate
☐ Answer Sheet Graded
☐ Answer Sheet Graded (Foreign Instrument)

FAA Form 8710-1 (7-95) Supersedes Previous Edition

NSN: 0052-00-682-5006
☆ U.S. GPO: 1995-715-785/83246

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CHAPTER 31. ISSUE/RENEW A STATEMENT OF ACROBATIC COMPETENCY

SECTION 1. BACKGROUND

1. PROGRAM TRACKING AND REPORTING SUBSYSTEM (PTRS) ACTIVITY CODE: 1578

3. OBJECTIVE. The objective of this task is to determine whether to issue an FAA Form 8710-7, Statement of Acrobatic Competency to an applicant. Completion of this task results in the issuance or denial of a Statement of Acrobatic Competency.

5. GENERAL. The aerobatic competency evaluator program has been in use for several years. In the past, most pilots found it advantageous to simply go to the local Federal Aviation Administration (FAA) district office for an annual evaluation or renewal instead of using an industry evaluator for peer review and recommendations. As a result, the FAA found it necessary to appoint inspectors in each office to conduct these evaluations. However, the FAA was not always able to designate an adequately trained inspector who had related experience. Consequently, flight evaluations were sometimes inequitable. Efforts to correct these inadequacies revealed that it was not cost-effective to attempt a nationwide training program for inspectors in this specific task, due to the relatively low demand for the evaluation. Other safeguards built into the airshow environment have prevented the public from being placed at any undue risk. However, twelve performing pilots suffered fatal accidents within one year. Although the number of accidents was generally no greater than in previous years, and many of the accidents did not take place at an airshow, the accidents did appear to be related to aerobatic competency. These accidents served as a catalyst toward more aggressive evaluation of the aerobatic competency of airshow pilots. It is generally agreed that the level of safety of any segment of the industry is critically dependent upon that industry's assuming responsibility for itself and its safety programs. In this instance, the airshow industry was very proactive in its steps to alleviate future events that would reflect negatively on general aviation. Within a very short time, two industry groups proposed a revamping of the evaluator program to include new techniques and procedures. The most encouraging part of the proposed program was that, for the first time, there would be a well-orchestrated program that would directly effect virtually all active airshow pilots in the U.S. and Canada. Moreover, the industry is providing a database of information on airshow pilots and their competency checks. Such a fund of information is unprecedented, and the program far exceeds the FAA's capabilities for action in light of other priorities. This action will significantly advance airshow safety without cost to the public. The FAA is convinced that industry evaluators are people who are credible and dedicated to fulfilling their duties to conduct peer review, counsel, and make appropriate recommendations to the FAA.

NOTE: The terms aerobatic and acrobatic are synonymous.

A. Aerobatic Competency. In order for a pilot of a civil aircraft to perform aerobatic maneuvers at aviation events authorized by FAA Form 7711-1, Certificate of Waiver or Authorization, the pilot must have a valid FAA Form 8710-7 in his or her possession.

(1) The Statement of Acrobatic Competency must have been issued within the preceding 12 months.

(2) FAA Form 8710-7 is not required if a pilot is competing in an aerobatic contest that is not associated with an airshow, or if a pilot is practicing in an aerobatic practice area authorized by FAA Form 7711-1 for that specific purpose.

B. Aerobatic Flight Demonstrations. Individuals requiring a Statement of Acrobatic Competency will be referred to an industry evaluator such as those designated by the International Council of Air Shows, Inc. (ICAS) or the Experimental Aircraft Association (EAA) Warbirds of America. An aerobatic competency evaluator (ACE) will forward a written recommendation to the FAA district office through the appropriate organization. The ACE will also recommend limitations to an individual's Statement of Acrobatic Competency based upon observed performance.

C. Helicopters. Aerobatic flight demonstrations by helicopters are evaluated by FAA personnel only.

7. ISSUANCE OF A STATEMENT OF ACROBATIC COMPETENCY. An inspector issues a Statement of Acrobatic Competency upon an applicant's successful completion of an oral examination and, if required, an aerobatic demonstration. The examination and demonstration are conducted by an industry ACE.

A. ACE's Role. After requesting the required information about the pilot from an industry organization, the ACE conducts the evaluation. After the evaluation is completed, the ACE notes his or her recommendations on the application form.

B. Application Processing. Generally, the completed application is forwarded to the industry organization for processing. The organization records the information, then sends the application to the Flight Standards District Office (FSDO) closest to the applicant's mailing address. The cover letter should also include a completed card for the applicant.

C. Reissuance or Renewal. An evaluation by an ACE is required for reissuance or renewal of a Statement of Acrobatic Competency.

D. Forms. FAA Form 8710-7 (figure 31-1) is used to issue a Statement of Acrobatic Competency. This form expires on the last day of the twelfth month after the date it was issued.

E. Limitations and Authorized Aircraft. Placement and removal of limitations and authorized aircraft is based upon recommendations made by the ACE during initial or subsequent evaluations.

F. District Office Considerations. Applicants for the Statement of Acrobatic Competency may also be applying for a waiver for an aerobatic practice area in a location convenient to the ACE. Each office should be prepared to facilitate the process for obtaining a waiver required to conduct an evaluation. (See chapter 48.)

9. FAA AEROBATIC EVALUATIONS. All evaluations, except of helicopters and occasional checks dictated by unusual situations, must be referred to an industry organization that has developed an acceptable method of making recommendations of aerobatic competency to the FAA.

A. Helicopter Operations. At present, there are only a limited number of aerobatic helicopter operations. Helicopter operations are evaluated by FAA personnel approved by FAA headquarters.

B. FAA Aerobatic Competency Evaluators. FAA headquarters and regional offices will maintain a roster of FAA personnel who are skilled in evaluating airshow aerobatic competency as determined by the Regional Flight Standards Division. Occasionally these individuals will be called upon to help resolve unusual problems or situations. However, these evaluators will not conduct routine airshow aerobatic competency evaluations.

C. Application for Issuance/Renewal. When an application for issuance/renewal is received by the FSDO after the evaluation was completed by an industry ACE, the FAA Form 8710-7 will not be issued to the applicant until completion of the necessary coordination with the appropriate industry group, which is indicated by a cover letter from ICAS or EAA Warbirds with the application or, if the application is received without an industry group cover letter, by contacting ICAS at (517) 782-2424 or EAA Warbirds at (414) 426-4874. Also, in those rare instances when the evaluation is conducted by an ACE inspector, FAA Form 8710-7 will not be issued to the applicant until the ACE inspector has completed the necessary coordination and background records review with ICAS who maintains records on all individuals who hold FAA Form 8710-7. FAA inspectors who are not designated as ACE inspectors will not conduct aerobatic competency evaluations. Inspectors who are designated as ACE inspectors may in rare instances conduct aerobatic evaluation and subsequently issue FAA Form 8710-7 only after receiving prior approval from the Flight Standards Division in the appropriate regional office and coordinating with ICAS.

SECTION 2. PROCEDURES

1. REQUIREMENTS. The issuance of a Statement of Acrobatic Competency requires an evaluation by an industry ACE such as those designated by ICAS or the EAA Warbirds. Although the evaluation program is administered by the industry, the FAA is the final authority on issuance of a Statement of Acrobatic Competency.

3. REFERENCES AND FORMS.

A. References.

- Advisory Circular 91-45, Waivers: Aviation Events
- International Council of Airshows ACE Program
- International Council of Airshows ACE Handbook
- International Council of Airshows list of ACE's
- Experimental Aircraft Association Warbirds of America ACE Program
- Experimental Aircraft Association Warbirds of America list of ACE's

B. Forms.

- FAA Form 8710-1, Airman Certificate and/or Rating Application
- FAA Form 8710-7, Statement of Acrobatic Competency
- FAA Form 7711-1, Certificate of Waiver or Authorization

5. PROCEDURES.

A. Obtain Application. An applicant for a Statement of Acrobatic Competency should contact an industry organization to obtain the industry application form. The individual will receive a numbered application form with an instruction sheet covering all necessary procedures. If the evaluation is to be conducted by the FAA, such as a helicopter evaluation or an evaluation dictated by an unusual situation, an FAA Form 8710-1, Airman Certificate and/or Rating Application, should be appropriately completed by the applicant.

B. Schedule Evaluation. With the application, the individual also receives a copy of the checklists that will be used for the evaluation. The individual contacts an appropriate ACE and schedules the time and location of the examination and demonstration.

C. FAA's Role. The local FSDO makes the final decision on each application. This office also issues the Statement of Acrobatic Competency, FAA Form 8710-7, to the successful applicant after coordination with the appropriate industry group.

D. Issue Certificate. After an application is approved, an inspector issues a Statement of Acrobatic Competency on FAA Form 8710-7. When issuing the certificate, the inspector should:

(1) list recommended maneuvers, altitude limitations, and approved aircraft on the reverse side of the form. (See figure 31-4.) More than one card may be required to list all approved aircraft;

(2) sign and date the form;

(3) make copies of the form for the office and district office files; and

(4) forward the form to the pilot at the address shown in the cover letter. Do not forward a copy to AFS-760, Airman Certification Branch.

(5) Make the appropriate PTRS entry.

7. TASK OUTCOMES. Completion of this task results in issuance, renewal, or denial of a Statement of Acrobatic Competency.

9. FUTURE ACTIVITIES. The inspector could take part in an investigation as a result of an accident, incident, or violation of the regulations.

FIGURE 31-1
FAA FORM 8710-7, STATEMENT OF ACROBATIC COMPETENCY

FRONT

U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION

STATEMENT OF ACROBATIC COMPETENCY

PILOT J. J. JONES	
TYPE CERTIFICATE/NUMBER COMMERCIAL 1234567	
ISSUANCE DATE 03-30-96	EXPIRATION DATE 03-31-97
GENERAL AVIATION OPERATIONS INSPECTOR *(Signature)* J. J. Smith J. J. SMITH ANE-BED-FSDO	

FAA Form 8710-7 (5-78)

BACK

MANEUVER LIMITATIONS NONE	
ALTITUDE LIMITATIONS LEVEL II	AUTHORIZED AIRCRAFT PITTS SPECIAL
I understand that this statement of competency does not authorize deviation from FAR 91 except as defined by waiver thereto, or to the terms of Special Provisions contained in any waiver to FAR 91.	
PILOT *(Signature)* J. J. Jones	

FIGURE 31-2
FAA FORM 8710-1, AIRMAN CERTIFICATE AND/OR RATING APPLICATION

TYPE OR PRINT ALL ENTRIES IN INK

Form Approved OMB No: 2120-0021

U.S. Department of Transportation
Federal Aviation Administration

Airman Certificate and/or Rating Application

STATEMENT OF ACROBATIC COMPETENCY

I. Application Information ☐ Student ☐ Recreational ☐ Private ☐ Commercial ☐ Airline Transport ☐ Instrument
☐ Additional Aircraft Rating ☐ Airplane Single-Engine ☐ Airplane Multiengine ☐ Rotorcraft ☐ Glider ☐ Lighter-Than-Air
☐ Flight Instructor ____ Initial ____ Renewal ____ Reinstatement ☐ Additional Instructor Rating ☐ Ground Instructor
☐ Medical Flight Test ☐ Reexamination ☐ Reissuance of _____ Certificate ☐ Other _____

A. Name *(Last, First, Middle)* | B. SSN *(US Only)* | C. Date of Birth Mo. Day Year | D. Place of Birth

E. Address *(Please See Instructions Before Completing)* | F. Nationality *(Citizenship)* Specify ☐ USA ☐ Other_____ | G. Do you read, speak and understand English? ☐ Yes ☐ No

City, State, Zip Code | H. Height In. | I. Weight Lbs. | J. Hair | K. Eyes | L. Sex ☐ Male ☐ Female

M. Do you now hold, or have you ever held an FAA Pilot Certificate? ☐ Yes ☐ No | N. Grade Pilot Certificate | O. Certificate Number | P. Date Issued

Q. Do you hold a Medical Certificate? ☐ Yes ☐ No | R. Class of Certificate | S. Date Issued | T. Name of Examiner

U. Have you been convicted for violation of Federal or State statutes relating to narcotic drugs, marijuana, or depressant or stimulant drugs or substances ☐ Yes ☐ No | V. Date of Final Conviction

W. Glider or Free Balloon Pilots only: *Medical Statement: I have no known physical defect which makes me unable to pilot a glider or free balloon.* | Signature | X. Date

II. Certificate or Rating Applied For on Basis of:

☐ A. Completion of Required Test | 1. Aircraft to be used *(if flight test required)* | 2a. Total time in this aircraft hours | 2b. Pilot in command hours

☐ B. Military Competence Obtained in | 1. Service | 2. Date Rated | 3. Rank or Grade and Service Number | 4. Has flown at least 10 hours as pilot in command during the past 12 months in the following military aircraft.

☐ C. Graduate of Approved Course | 1. Name and Location of Training Agency or Training Center | 1a Certification Number | 2. Curriculum From Which Graduated | 3. Date

☐ D. Holder of Foreign License Issued By | 1. Country | 2. Grade of License | 3. Number | 4. Ratings

☐ E. Completion of Air Carrier's Approved Training Program | 1. Name of Air Carrier | 2. Date | 3. Which Curriculum ☐ Initial ☐ Upgrade ☐ Transition

III. Record of Pilot time *(Do not write in the shaded areas.)*

	Total	Instruction Received	Sale	Pilot in Command	Second in Command	Cross Country Instruction Received	Cross Country Sale	Cross Country Pilot in Command	Instrument	Night Instruction Received	Night Take-off/ Landing	Night Pilot in Command	Night Take-off/ Landing Pilot in Command	Number of Flights	Number of Aero-Tows	Number of Ground Launches	Number of Powered Launches	Number of Free Flights
Airplanes																		
Rotorcraft																		
Gliders																		
Lighter than Air																		
Training Device Simulator																		

IV. Have you failed a test for this certificate or rating? ☐ Yes ☐ No **Within the Past 30 days?** ☐ Yes ☐ No

V. Applicant's Certification — I certify that all statements and answers provided by me on this application form are complete and true to the best of my knowledge, and I agree that they are to be considered as part of the basis for issuance of any FAA certificate to me. I have also read and understand the Privacy Act statement that accompanies this form.

Signature of Applicant | Date

FAA Use Only

SMP	REG	D.O.	SEAL	CON	ISS	ACT	LEV	TR	S.H.	SRCH	NITE		RATING (1)

FAA Form 8710-1 (7-95) Supersedes Previous Edition NSN: 0052-00-682-5006

FIGURE 31-3
LETTER DENYING STATEMENT OF ACROBATIC COMPETENCY

FAA Letterhead

[*date*]

[*applicant's name and address*]

Dear [*applicant's name*]:

This letter is to inform you that your application for a Statement of Acrobatic Competency is denied.

The following items were unsatisfactory: (List all that apply under each item.)

Oral Examination

Preflight

Flight Demonstration

Should you have any questions concerning this matter, please contact this office.

Sincerely,

[*inspector who conducted the test*]

FIGURE 31-4
FAA FORM 8710-7 MANEUVER LIMITATIONS

The following is a listing of maneuver limitations for use in completing FAA Form 8710-7, Statement of Acrobatic Competency

A. ICAS Program

1. SOLO AEROBATICS
2. SOLO AEROBATICS - NO INVERTED FLIGHT
3. FORMATION AEROBATICS
4. FORMATION AEROBATICS - NO INVERTED FLIGHT
5. SOLO AEROBATICS - NO VERTICAL MANEUVERS
6. SOLO AEROBATICS - LOOPS AND ROLLS ONLY/COMBINATIONS THEREOF
7. SOLO AEROBATICS - POSITIVE G MANEUVERS ONLY
8. NON-AEROBATIC FORMATION
9. NON-AEROBATIC FLIGHT IN AN AEROBATIC FORMATION
10. PYRO
11. NIGHT PYRO
12. WING WALKING
13. CAR TOP LANDING
14. CAR TO PLANE TRANSFER
15. AERIAL TRANSFER
16. COMEDY
17. DOGFIGHT
18. DEADSTICK
19. INVERTED RIBBON CUT
20. Or as specified by the evaluator, and approved by the industry ACE committee.

B. EAA Warbirds Program (limited to Level 2 or higher)

1. LOOPS
2. ROLLS
3. LOOPS, ROLLS AND ANY COMBINATION THEREOF

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CHAPTER 34. ACCEPT/APPROVE GROUND AND FLIGHT TRAINING DEVICES PREVIOUSLY AUTHORIZED FOR USE

SECTION 1. BACKGROUND

1. PROGRAM TRACKING AND REPORTING SUBSYSTEM (PTRS) ACTIVITY CODE: 1371

3. OBJECTIVE. The objective of this task is to determine the current status of, and accept/approve for continued use under Title 14 of the Code of Federal Regulations (14 CFR) parts 61 and 141, certain ground and flight training devices formerly authorized for use.

5. GENERAL.

A. Outmoded Approval Methods. The General Aviation and Commercial Division, AFS-800, has received numerous requests for copies of previously issued letters of authorization (LOA) pertaining to the use of ground training devices (GTD) under parts 61 and 141. Since these letters are outdated and several models of the GTD's, although still in use, are no longer being manufactured, these requests highlight the need for the Federal Aviation Administration (FAA) to clarify it's policy concerning the use of these devices.

(1) For many years, the FAA granted approval for the use of GTD's in the form of LOA's, issued by AFS-800 or its predecessor offices. These LOA's were based upon the subjectively determined ability of the training devices to effectively duplicate maneuvers and/or procedures specified for given airman training requirements or structured training programs, to meet specified airman currency requirements, to accomplish all or part of specified airman competency checks, and/or to conduct a limited portion of the airman certification practical test for an instrument rating.

(2) For over 20 years, LOA's were issued authorizing use of GTD's on a case-by-case basis. Decisions were driven by the needs of a particular program or the permissible use authorized under the existing regulations. The FAA has no valid means of ensuring that the devices are still capable of performing the intended functions for which they were originally authorized, except through a program of re-evaluation and qualification. However, the FAA has elected to continue the previously authorized use of these devices, except where it is determined to be inappropriate, in accordance with this chapter.

B. Recent Simulator Technology. Recent breakthroughs in computer technology have permitted development of highly sophisticated computerized electronics and computer-generated visual imagery in aircraft simulators and training devices. Authority for the increased use of simulators and training devices has been incorporated in the various regulations relating to the training and certification of pilots.

C. Expanded Use of Simulators. The FAA has indicated its commitment to permit the expanded use of aircraft simulators and training devices in connection with the training and practical testing of pilots as the state of the art develops and as public interest dictates. The simulator approval criteria contained in the current edition of Advisory Circular (AC) 120-40, Airplane Simulator Qualification, are periodically updated along with advancing simulator technology in order to ensure maximum transfer in flightcrew behavior and to ensure that the simulator or training device factually represents the aircraft and flight environment.

7. LEVELS OF FLIGHT TRAINING DEVICES. Levels of airplane flight training devices (FTD) and their definitions are covered in detail in the current edition of AC 120-45, Airplane Flight Training Device Qualification. This flight training equipment consists of seven levels of FTD's, four levels of flight simulators, and the aircraft. The following are functional descriptions of the FTD and simulator levels:

A. Level 1 Flight Training Devices. Those GTD's previously issued an LOA by AFS-800 and given conferred status under AC 120-45 are now designated as level 1 FTD's and authorized for continued use under § 61.4, effective August 2, 1996. The permissible use of these devices is as originally authorized and shown in paragraph 11 A through G of this section.

B. Level 2 Flight Training Devices.

(1) The purpose of a level 2 training device is to permit learning, development, and the practice of skills and cockpit procedures necessary for understanding and operating the integrated systems of a single set of aircraft.

(2) A level 2 training device has the following characteristics and components:

(a) Instruments, equipment, panels, systems, and controls sufficient for the training/checking events to be accomplished, located in a spatially correct configuration, which may be in a cockpit or an open flight deck area. Actuation of controls and switches must replicate those in the airplane.

(b) The device must simulate aerodynamic capability and control forces and travel sufficiently to manually fly an instrument approach.

C. Level 3 Flight Training Devices.

(1) The purpose of a level 3 training device is to permit learning, development, and the practice of skills and cockpit procedures necessary for understanding and operating the integrated systems of a single set of aircraft.

(2) A level 3 training device has the following characteristics and components:

(a) Same as level 2, but in addition it must have a cockpit, as defined in AC 120-45.

(b) The navigation controls, displays, and instrumentation must be as set out in 14 CFR part 91, § 91.205, for operation in accordance with instrument flight rules.

D. Level 4 Flight Training Devices.

(1) The purpose of a level 4 training device is to permit learning, development, and the practice of skills and cockpit procedures necessary for understanding and operating the integrated systems of a specific aircraft.

(2) A level 4 training device has the following characteristics and components:

(a) A replica of the flight deck panels, switches, controls, and instruments, in proper relationship, to represent the aircraft for which training is to be accomplished.

(b) Systems indications which respond appropriately to switches and controls which are required to be installed for the training or checking to be accomplished.

(c) Air/ground logic (however, simulated aerodynamic capabilities are not required).

E. Level 5 Flight Training Devices.

(1) The purpose of a level 5 training device is to permit learning, development, and the practice of skills, cockpit procedures, and instrument flight procedures necessary for understanding and operating the integrated systems of a specific aircraft in typical flight operations in real time.

(2) A level 5 training device has the following characteristics and components:

(a) A replica of the flight deck panels, switches, controls, and instruments, in proper relationship, to represent the aircraft for which training is to be accomplished.

(b) Systems indications which respond appropriately to switches and controls which are required to be installed for the training or checking to be accomplished.

(c) Simulated aerodynamic capabilities representative of the aircraft group or class.

(d) Functional flight and navigational controls, displays, and instrumentation.

(e) Control forces and control travel of sufficient precision for manually flying an instrument approach.

F. Level 6 Flight Training Devices.

(1) The purpose of a level 6 training device is:

(a) To permit learning, development, and the practice of skills in cockpit procedures, instrument flight procedures, certain symmetrical maneuvers and flight characteristics necessary for operating the integrated systems of a specific aircraft in typical flight operations; and

(b) To permit the use of previously approved nonvisual simulators and the continued use of advanced training devices for those 14 CFR part 135 operators approved to use them.

(2) A level 6 training device has the following characteristics and components:

(a) Systems indications which respond appropriately to switches and controls which are required to be installed.

(b) A replica of the cockpit of the aircraft for which training is to be accomplished.

(c) Simulated aerodynamic capabilities which closely represent the specific aircraft in ground and flight operations.

(d) Functional flight and navigational controls, displays, and instrumentation.

(e) Control forces and control travel which correspond to the aircraft.

(f) Instructor controls.

G. Level 7 Flight Training Devices.

(1) The purpose of a level 7 training device is to permit learning, development, and the practice of skills in cockpit procedures, instrument flight procedures and maneuvers, and flight characteristics necessary for operating the integrated systems of a specific aircraft in typical flight operations.

(2) A level 7 training device has the following characteristics and components:

(a) Systems representations, switches, and controls which are required by the type design of the aircraft and by the approved training program.

(b) Systems which respond appropriately and accurately to the switches and controls of the aircraft being simulated.

(c) Full-scale replica of the cockpit of the aircraft being simulated.

(d) Correct simulation of the aerodynamic and ground dynamic characteristics of the aircraft being simulated.

(e) Correct simulation of the effects of selected environmental conditions which the simulated aircraft might encounter.

(f) Control forces, dynamics, and travel which correspond to the aircraft.

(g) Instructor controls and seat.

H. Level A Flight Simulator.

(1) The purpose of a level A simulator is to permit development and practice of the necessary skills for accomplishing all required training and certification maneuvers and procedures, to a prescribed standard of airman competency, in a specific aircraft.

(2) Level A flight simulators have the following characteristics and components:

(a) Systems representations, switches, and controls which are required by the type design of the aircraft and by the user's approved training program.

(b) Systems which respond appropriately and accurately to the switches and controls of the aircraft being simulated.

(c) Full-scale replica of the cockpit of the aircraft being simulated.

(d) Correct simulation of the aerodynamic characteristics of the aircraft being simulated.

(e) Correct simulation of the effects of selected environmental conditions which the simulated aircraft might encounter.

(f) Control forces and travel which correspond to the aircraft.

(g) Instructor controls and seat.

(h) At least a night visual system with the minimum of a 45° horizontal by 30° vertical field of view for each pilot station.

(i) A motion system with at least 3° of freedom.

I. Level B Flight Simulator.

(1) The purpose of a level B simulator is to permit development and practice of the necessary skills for accomplishing all required training and certification maneuvers and procedures, to a prescribed standard of airman competency, in a specific aircraft.

(2) Level B flight simulators have the following characteristics and components:

(a) Systems representations, switches, and controls which are required by the type design of the aircraft and by the user's approved training program.

(b) Systems which respond appropriately and accurately to the switches and controls of the aircraft being simulated.

(c) Full-scale replica of the cockpit of the aircraft being simulated.

(d) Correct simulation of the aerodynamic (including ground effect) and ground dynamic characteristics of the aircraft being simulated.

(e) Correct simulation of the effects of selected environmental conditions which the simulated aircraft might encounter.

(f) Control forces and travel which correspond to the aircraft.

(g) Instructor controls and seat.

(h) At least a night visual system with a minimum of a 45° horizontal by 30° vertical field of view for each pilot station.

(i) A motion system with at least 3° of freedom.

J. Level C Flight Simulator.

(1) The purpose of a level C simulator is to permit development and practice of the necessary

skills for accomplishing all required training and certification maneuvers and procedures, to a prescribed standard of airman competency, in a specific aircraft. All training and testing tasks may be conducted in a level C flight simulator for persons who meet certain experience requirements outlined in 14 CFR part 142 and volume 2, chapter 148.

(2) Level C flight simulators have at least the following characteristics and components:

(a) Systems representations, switches, and controls which are required by the type design of the aircraft and by the user's approved training program.

(b) Systems which respond appropriately and accurately to the switches and controls of the aircraft being simulated.

(c) Full-scale replica of the cockpit of the aircraft being simulated.

(d) Correct simulation of the aerodynamic (including ground effect), and ground dynamic characteristics of the aircraft being simulated.

(e) Correct simulation of the effects of selected environmental conditions which the simulated aircraft might encounter.

(f) Control forces, dynamics, and travel which correspond to the aircraft.

(g) Instructor controls and seat.

(h) At least a night and dusk visual system with a minimum of a 75° horizontal by 30° vertical field of view for each pilot station.

(i) A motion system with at least 6° of freedom.

K. Level D Flight Simulator.

(1) The purpose of a level D simulator is to permit development and practice of the necessary skills for accomplishing all required training and certification maneuvers and procedures, to a prescribed standard of airman competency, in a specific aircraft. Level D flight simulators may be used for all flight task training and practical testing except for static aircraft training, for pilots who meet certain experience requirements outlined in part 142 and volume 2, chapter 148.

(2) Level D flight simulators have the following characteristics and components:

(a) Systems representations, switches, and controls which are required by the type design of the aircraft and by the user's approved training program.

(b) Systems which respond appropriately and accurately to the switches and controls of the aircraft being simulated.

(c) Full-scale replica of the cockpit of the aircraft being simulated.

(d) Correct simulation of the aerodynamic (including ground effect) and ground dynamic characteristics of the aircraft being simulated.

(e) Correct simulation of selected environmentally-affected aerodynamic and ground dynamic characteristics of the aircraft being simulated considering the full range of its flight envelope in all approved configurations.

(f) Correct and realistic simulation of the effects of environmental conditions which the aircraft might encounter.

(g) Control forces, dynamics, and travel which correspond to the aircraft.

(h) Instructor controls and seat.

(i) A daylight, dusk, and night visual system with the minimum of a 75° horizontal by 30° vertical field of view for each pilot station.

(j) A motion system with at least 6° of freedom.

9. POLICY.

A. Evaluation and Qualification Process. The issuance of AC 120-45 has formalized the FAA's evaluation and qualification process for training devices in which the training, qualification, or certification of airmen under existing regulations is accomplished. The FAA will no longer provide copies of previously issued LOA's for those devices given conferred status, but will follow the guidance contained in this chapter.

B. Training Devices Given Conferred Status. A conferred status was given all devices formerly considered GTD's under AC 120-45 that previously had been issued an LOA by AFS-800 or its predecessor offices. Effective August 2, 1996, § 61.4 provides the regulatory basis for the continued use of these devices as originally authorized. AC 120-45 also contains guidance to permit the updating of a training device given conferred status to meet the qualification standards set forth in the AC (see figure 34-1).

(1) All of the above devices which have not been sold for use within the United States and/or issued an LOA by AFS-800 are ineligible for conferred status. All such devices, if presented for use under parts 61 or 141, will be evaluated for qualifica-

tion and such approved use as may be given them under the existing regulations which apply at the time.

(2) All new models of the above devices manufactured after August 1, 1996, which are not reproductions of existing models given conferred status, such as new designs, are ineligible for conferred status. Such devices, if presented for use under parts 61 or 141, will be evaluated for qualification and such approved use as may be given them under the existing regulations which apply at the time.

C. Devices Previously Issued LOA's. Only those devices having been previously issued an LOA by AFS-800, or its predecessor offices, and placed into service prior to August 1, 1996, (see paragraph 11 of this section for a listing of all such devices) may be used, to the extent authorized by AFS-800, to satisfy the permissible use authorizations contained in part 61 and the appendices of part 141. These devices are now classified as level 1 FTD's in accordance with AC 120-45 and are authorized for use under § 61.4, subject to the following conditions:

(1) The device continues to perform, handle, and operate as it did when first placed into service as a GTD.

(2) The owner/operator of the device annually attests to the fact that the device continues to operate as indicated in paragraph C(1), above, in writing to the Administrator.

(3) The level 1 device is approved for use, by the local Flight Standards District Office (FSDO), in an FAA-approved flight training program and/or under part 61, consistent with any limitations on use contained in the original AFS-800 LOA.

D. FTD Standards. After August 1, 1996, unless otherwise permitted under the regulations, FTD's must of higher level (2 through 7) FTD's is described in the practical test standards (PTS) for the instrument rating and airline transport pilot certificate. It also provides guidance relating to the permissible use of all FTD's listed herein and under AC 120-45 until superseded by the adoption of pertinent regulatory amendment(s) or other specific FAA policy guidelines for their use. When equipped with an enclosed pilot station, the below listed FTD's, with the exception of the ATC 510 and the Mini-simulator II C Models, meet the requirements of § 141.41(a)(2) for the minimum percent of permissible FTD use specified throughout part 141 appendices. With the further addition of an X-Y Plotter, these FTD's, with the exception of the ATC 510 and the Mini-simulator II C models, meet the requirements of § 141.41(a)(1) and may be used to meet the 100 percent maximum authorization, provided total FTD time is devoted to instrument training and is approved in a training course outline.

A. For use under § 61.57(e)(1)(i)(A). Administrative authorization for pilot use of a level 1 FTD to acquire 3 hours of simulated instrument time and to conduct 6 instrument approach procedures (IAP), when this use is certified by an authorized ground or flight instructor:

- Aviation Simulation Technology, Inc.: AST 300 Models
- ATC Flight Simulator Company: ATC 112H, 510, 610, 710, 810, and 920 Models
- Frasca International, Inc.: 121, 122, 131, 132, 141, 142, 241, 242, and 242T Models
- Inverted-A, Inc.: Mini-simulator II C Models
- Pacer Systems Corporation: MK II Models
- Gastic Electronics, Inc.: Spirit 180 and 280

C. For use under § 61.65(e)(2). Regulatory authorization for pilot use of a level 1 FTD to acquire 20 hours of instrument instruction given by an authorized ground or flight instructor:

- Aviation Simulation Technology, Inc.: AST 300 Models
- ATC Flight Simulator Company: ATC 112H, 510, 610, 710, 810, and 920 Models
- Frasca International, Inc.: 121, 122, 131, 132, 141, 142, 241, 242, and 242T Models
- Inverted-A, Inc.: Mini-simulator II C Models, (limited to 10 hours)
- Pacer Systems Corporation: MK II Models
- Gestic Electronics, Inc.: Spira 180 and 280 Models

D. For use under § 61.65(g)(1). Administrative authorization for pilot use of a level 1 FTD to perform the IAP's not selected for testing in an aircraft or in an approved flight simulator during the practical test for an instrument rating.

- Aviation Simulation Technology, Inc.: AST 300 Models
- ATC Flight Simulator company: ATC 112H, 610, 710, 810, and 920 Models
- Frasca International, Inc.: 121, 122, 131, 132, 141, 142, 241, 242, and 242T Models
- Pacer Systems Corporation: MK II Models
- Gestic Electronics, Inc.: Spira 180 and 280 Models

E. For use under § 61.129(b)(4). Regulatory authorization for pilot use of a level 1 FTD to acquire 50 hours of instruction by an authorized ground or flight instructor:

- Aviation Simulation Technology, Inc.: AST 300 Models
- ATC Flight Simulator Company: ATC 112H, 610, 710, 810, and 920 Models
- Frasca International, Inc.: 121, 122, 131, 132, 141, 142, 241, 242, and 242T Models
- Inverted-A, Inc.: Mini-simulator II C Models, (limited to 10 hours)
- Pacer Systems Corporation: MK II Models
- Gestic Electronics, Inc.: Spira 180 and 280 Models

F. For use under § 61.155(a)(2)(iii). Administrative authorization for pilot use of a level 1 FTD to acquire not more than 25 hours of simulated instrument time when given as instruction by an authorized ground or flight instructor:

- Aviation Simulation Technology, Inc.: AST 300 Models
- ATC Flight Simulator Company: ATC 112H, 510, 610, 710, 810, and 920 Models
- Frasca International, Inc.: 121, 122, 131, 132, 141, 142, 241, 242, and 242T Models
- Inverted-A, Inc.: Mini-simulator II C Models, (limited to 10 hours)
- Pacer Systems Corporation: MK II Models
- Gestic Electronics, Inc.: Spira 180 and 280 Models

G. Re-evaluation of Devices formerly considered GTD's. When information or circumstances indicate that a feature or features of a device, formerly given conferred status and for which the FAA has authorized continued permissible use under the regulations, renders the device out of calibration as defined by the manufacturer, or incapable of performing its originally intended function, the device should be re-evaluated by the jurisdictional FSDO. When upon re-evaluation, the device is found acceptable, its use under an FAA approved training course outline or under other specific FAA authorization(s) should be reviewed to ensure full compliance with the regulations. Should the device be found unacceptable for use previously authorized, the inspector should notify AFS-800 and provide the details of the evaluation and any recommendations concerning the continued or permissible use of the device for consideration by AFS-800.

H. Use of a Device formerly considered a GTD. For any use of a device formerly considered a GTD other than as authorized under the conferred status of AC 120-45, refer to volume 2, chapter 148.

I. The Use of Simulators (Approved According to AC 120-40) or Airplane Flight Training Devices (Approved According to AC 120-45) to Conduct § 61.58(a)(2) (formerly § 61.58(c)) Proficiency Checks. Section 61.58(a)(2) requires that to serve as PIC of an aircraft certificated for more than one pilot crewmember, the PIC must have completed a proficiency check in the particular type aircraft since the beginning of the 24th calendar-month before the month in which the pilot acts as PIC. Section 61.58(e) provides that the maneuvers and procedures required may only be performed in a qualified simulator in accordance with applicable provisions set forth in the regulations. However, this paragraph expressly permits those devices formerly approved under

AC 61-66 for the conduct of this proficiency check to continue to be used for this purpose.

13. EXEMPTIONS.

A. Exemptions. The FAA has issued exemptions from numerous sections of part 61 to permit the exemption holder to complete various flight training and testing requirements in an FAA-approved flight simulator, subject to specified conditions and limitations; for example, the pilot taking a proficiency check must have completed three landings within the past 90 days in the particular type aircraft for which the proficiency check is required if the simulator is not approved for the landing maneuver.

B. Inspector Familiarity with Exemptions. Each FSDO will take necessary action to ensure that the simulator approval criteria outlined in AC 120-40 is closely followed. Inspectors should be familiar with exemptions issued to ensure that trainees receive the required training from the exemption holder and the conditions and limitations of the exemptions are strictly observed.

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SECTION 2. PROCEDURES

1. PREREQUISITES AND COORDINATION REQUIREMENTS.

A. Prerequisites. This task requires knowledge of AC's 120-40 and 120-45; PTS; 14 CFR parts 1, 61, and 91; FAA policies; and qualification as an aviation safety inspector (operations).

B. Coordination. This task may require coordination with the National Simulator Program Manager (NSPM).

3. REFERENCES, FORMS AND JOB AIDS

A. References.

- Parts 1, 61, 135, 121, 141 and 142
- AC 120-40, Airplane Simulator Qualification
- AC 120-45, Airplane Flight Training Device Qualification
- FAA Order 8400.10, Air Transportation Operations Inspector's Handbook

B. Forms.

- None.

C. Job Aids.

- Sample letter of authorization (figure 34-1)

5. PROCEDURES.

A. Applicant requests an LOA for, or the re-evaluation of, an FTD.

(1) When an applicant requests an LOA, determine if the training device has been given conferred status.

(a) If the training device was not previously given conferred status or if it was evaluated after August 1, 1996, it must be "Level" qualified, under the provisions of AC 120-45 to determine its permissible use, if any, under § 61.4.

(b) If the training device was previously given conferred status, it's continued use is permissible as outlined in AC 120-45 and § 61.4, as outlined in this chapter. If the device has been modified, but has not, for any reason, demonstrated that it meets the standards of a specific level, confer or continue temporary status if the following conditions are met:

- The device was manufactured prior to February 5, 1992, and a letter was issued by AFS-800 authorizing its specific use; and
- Local FSDO personnel have been notified that a modification is pending.

(2) In consultation with the NSPM and AFS-800, determine if the performance of the modified device either meets, or exceeds, that of the original equipment.

NOTE: This determination is solely subjective in nature and is based upon those maneuvers/procedures for which the device had been previously approved for use. In the interest of information gathering, request that the person(s) involved in the design and/or installation of the modification provide documentation, test results, other significant data, and conclusions to the FSDO.

(3) Inspect the exemptions, if applicable, to ensure the following:

(a) That the simulator approval criteria outlined in AC 120-40 is closely followed.

(b) That trainees will receive the required training from the exemption holder.

(c) The conditions and limitations of the exemptions will be strictly observed.

(4) Check the manufacturer's data to determine if the device is capable of performing its intended function.

B. Inspect the Device. Conduct the inspection of the device by performing the following:

(1) Qualify the device under AC 120-45.

(2) Approve a training program, if any, in which the device is to be used.

(3) Determine the specific maneuvers and procedures or tasks identified in PTS for which authorization for use will be granted.

C. Complete the Evaluation.

(1) If the device is found to be acceptable, issue the LOA detailing the following:

(a) The qualification of the training device under AC 120-45.

(b) The approval of a training program in which the device is to be used, listing the jurisdictional FSDO, or the use to be authorized under part 61.

(c) The approved maneuvers and procedures or tasks listed in the PTS, based on the qualification level of the device.

(2) If the device is found to be unacceptable, perform the following:

(a) Notify AFS-800 with the details of the evaluation and any recommendations concerning the continued or permissible use of the device; and

(b) Issue a letter of denial.

7. TASK OUTCOMES. Completion of this task results in one of the following actions:

A. Issuance of an LOA for the use of the training device at a specific level for specific use in an FAA-approved training program or under part 61 in accordance with § 61.4.

B. Issuance of a letter of denial and, if applicable, recommendations for the use of the training device at an alternate level.

9. FUTURE ACTIVITIES.

A. A reissuance of the LOA.

B. A reevaluation of the training device.

FIGURE 34-1
SAMPLE LETTER OF AUTHORIZATION

FAA Letterhead

[*date*]

[*applicant's name and address*]

Dear [*applicant's name*]:

After an evaluation of [*make and model of training device*] by representatives of the Administrator, the Federal Aviation Administration (FAA) has determined that [*make and model of training device*] contains sufficient features to permit its use under Title 14 of the Code of Federal Regulations (14 CFR) part 61 and/or 141 as follows:

_____

_____

_____

THIS AUTHORIZATION IS CONTINGENT UPON:

(1) The FAA's periodic evaluation of the device to ensure that its ability to perform the above listed (tasks/maneuvers) has not deteriorated; and

(2) The manufacturer/operator of the device continues to pursue qualification to a level or levels described in the current edition of Advisory Circular (AC) 120-45, Airplane Flight Training Device Qualification. The authorization for use of this device, as stated above, is valid until modified or rescinded by the FAA.

Sincerely,

[*FSDO Manager's signature*]

cc:
AFS-800
AFS-205

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CHAPTER 45. ISSUE A CERTIFICATE OF WAIVER OR AUTHORIZATION: SECTION 91.311 (BANNER TOWING)

SECTION 1. BACKGROUND

1. PROGRAM TRACKING AND REPORTING SUBSYSTEM (PTRS) ACTIVITY CODE: 1220

3. OBJECTIVE. The objective of this task is to determine if an applicant is eligible for issuance of a Certificate of Waiver or Authorization for banner tow operations. Successful completion of this task results in issuance of a certificate or disapproval of the application.

5. GENERAL.

A. Authority. Title 14 of the Code of Federal Regulations (14 CFR) part 91, § 91.311, provides for the issuance of a Certificate of Waiver or Authorization for aircraft banner tow operations.

B. Definition. A banner is an advertising medium supported by a temporary framework attached externally to the aircraft and towed behind the aircraft.

C. Eligibility. Operators of either standard or restricted category aircraft may apply for a certificate to engage in banner tow operations. Operators of restricted category aircraft may also be required to operate under the provisions of a waiver to § 91.313(e).

D. Forms Used. FAA Form 7711-2, Application for a Certificate of Waiver or Authorization (figure 45-1), is a multipurpose form used to apply for FAA Form 7711-1, Certificate of Waiver or Authorization (figure 45-2). The items that apply to banner tow operations are listed in section 2, paragraph 5C.

E. Submission. An applicant requesting a certificate is responsible for the completion and submission of FAA Form 7711-2. The application should be submitted a minimum of 30 days before the banner tow activity will take place.

F. Approval or Disapproval. Applications for banner tow operations are processed at the Flight Standards District Office (FSDO) having jurisdiction over the area where the banner tow operator's principal business office is located. An approved FAA Form 7711-1 or disapproval of the application must be issued by the FSDO as soon as possible after receipt of the application. Upon approval, FAA Form 7711-2 becomes a part of FAA Form 7711-1. The FSDO manager or a designated representative signs the certificate upon approval.

G. Expiration. FAA Form 7711-1 expires 24 calendar-months from the date of issuance. A certificate may be reissued after a properly completed FAA Form 7711-2 is processed by the FSDO.

H. Vital Information Subsystem (VIS) Office File. The inspector should establish an operator VIS record of all operators issued certificates, except for those operators issued a certificate for a one-time operation.

7. REVIEW OF FAA FORM 7711-2. Upon receipt, the application should be reviewed for obvious discrepancies. The information submitted by the applicant on FAA Form 7711-2 MUST NOT be altered by the issuing office. In the event the application is not correct, it should be returned to the applicant immediately.

A. Items 1 and 2. If the applicant is a representative of an organization, the organization's name should appear in item 1. The name of the individual and their position or authority to represent the organization (e.g., the "responsible person") should appear in item 2. If the applicant is not representing others, the term "N/A" should be entered in item 1 and the applicant's name entered in item 2.

B. Item 4. A pilot of a civil aircraft may conduct banner tow operations in accordance with a Certificate of Waiver or Authorization issued by the Administrator.

C. Item 5. It is sufficient for the applicant to use the term "aerial advertising/banner tow operations" to describe the type of operation.

D. Item 6. The applicant should list the geographic areas where the banner tow operation will be conducted.

E. Item 7. The applicant should list the dates for the banner tow operation in this item. The dates requested must not exceed 24 calendar-months. In cases involving one-time operations where the applicant has not indicated an alternate date, the inspector should advise the applicant to request alternate dates in order to prevent the need for reapplication.

F. Item 8. At the time the application is submitted, the applicant may not know the names of the pilots or the aircraft to be used in a particular banner tow operation. The application may be accepted with a notation in item 8 that a list will be provided at a later specified date. This list must be presented prior to the issuance of the certificate.

9. CERTIFICATE ISSUANCE.

A. Inspector Considerations.

(1) Banners. The inspector must determine whether the banner will create a hazard to persons or property if deliberately or inadvertently dropped. It should be noted that a banner tow operation is conducted "around" an open air assembly rather than "over" an open air assembly of persons, so the likelihood of dropping a lead banner pole on an assembly of persons is reduced. Most banners are constructed so that they perform as a self contained parachute with the weighted lead pole descending at an arrested rate when released.

(2) Pilot Competency. The inspector must be satisfied that all pilots listed on the application are competent to perform their duties. Inspectors may accept a record of past experience as meeting this competency requirement. At least one pickup and drop of the maximum number of letters (panels) to be used by the certificate holder must be demonstrated. This demonstration should be observed from the ground to allow the inspector to evaluate the competence of any essential ground personnel as well as the flight operation.

(3) Pilot Credentials. When banner tow operations are conducted for compensation or hire, the pilot must have at least a limited commercial pilot certificate (without an instrument rating) and at least a valid second class medical certificate.

(4) Role of Ground Personnel. Satisfactory coordination of ground crew signals can be critical to banner tow operations. Ground crews lay out the banner, elevate the top of the lead pole for pickup, retrieve the banner after the drop, and, if necessary, signal the correct approach to the pilot.

B. Guidelines for Issuance of the Certificate.

(1) Altitude. Requests for exemptions to the minimum safe altitudes of § 91.119 must be denied without exception.

(2) Ordinances. The operator is responsible for acquiring knowledge of state and local ordinances that may prohibit or restrict banner tow operations. FSDO knowledge of such state and local ordinances is helpful in assisting applicants.

(3) Geographic Area. The authorized geographic area should be limited to the geographic area governed by the issuing FSDO. If the applicant has requested operations outside of the jurisdictional FSDO, the issuing FSDO shall ensure that there is coordination between the affected FSDO's in developing initial provisions. A noncertificating FSDO should be made aware of operations in their district.

C. Banner Pickup and Drop. Some airports are not large enough for the pilot to maneuver into a proper wind orientation and do not have a staging area suitable for banner tow operations. Therefore, the inspector must ensure that pickups and drops can be made without compromising the safety of persons, equipment, or property on the surface. The pickup and drop must be in an area free from use by the public, employees other than ground crew, and from property on the surface. Preferably, the pickup and drop area should be located away from active runways and taxiways, unless the banner tow operator has an agreement with the airport operator to use these areas. If a runway or taxiway is used, the banner tow operator and the airport operator should cooperate in the preparation of an appropriate notice to airmen (NOTAM). The airport should have a clear approach path to the drop area that allows a safe banner drop operation.

(1) Pickup. During pickups, a moderately steep maximum performance climb should be used to snatch the banner and avoid dragging it. In no case should the lead pole contact the ground after pickup.

(a) Aerial Pickup. The banner should be laid out flat on the ground within 30° to the wind. Check the attach points at the top of the poles to ensure that the rope will slip off the top smoothly. The slip loop should travel freely so the grapple hook can engage and tighten the slip hook.

(b) Ground pickup. The banner should be laid out within 30° of the aircraft heading. This prevents entanglement of the banner.

(2) Drop. The drop approach path should be into the wind and conducted at a sufficiently high altitude to allow the pilot to descend at a moderately steep angle when approaching the drop zone. If the release mechanism fails, the pilot must be in a position to make an aborted drop ("go around") and climb so that the lead pole does not hit the ground. The pilot must maintain sufficient speed and altitude to maneuver in the case of an aborted drop and recover without the banner contacting the ground.

D. Site Inspection. Before the initial issuance of a certificate to engage in banner tow, the inspector should conduct a site inspection.

E. Helicopter Banner Towing. The inspector must ensure that means are provided to prevent the banner from becoming entangled in the helicopter's tailrotor during all phases of flight, including autorotations. (The only way to prevent the banner from tangling in the tailrotor during autorotation may be to jettison the banner.)

(1) A 14 CFR part 133 operator may tow a banner using an external-load attaching means without a certificate. However, the part 133 operator must have at least a Class B authorization on the part 133 operating certificate.

(2) Every banner tow certificate involving the use of a helicopter should include the following special provision: "The provisions of § 91.119(d) are not applicable when operating under the terms of this waiver. Operations over congested areas or open air assemblies of persons must not be lower than 1,000 feet above ground level and operations elsewhere will be conducted in compliance with § 91.119(c)." Figure 45-3 contains additional, suggested special provisions that may be included with a helicopter banner tow certificate.

F. Restricted Category Aircraft. Restricted category aircraft cannot be operated over congested areas. Some aircraft equipped with banner tow hitches and most aircraft equipped with industrial nighttime lightsigns are certificated as restricted category aircraft.

G. Weather Limitations. Normally, banner tow operations are limited to day, visual flight rules (VFR) only operations. However, the inspector may wish to consider additional weather limitations (for example, crosswinds or high winds) based on the area of operation and equipment/aircraft used.

H. Special Provisions. Special provisions are issued in the interest of safety and become a part of the certificate. These provisions may be issued because the proposed operation uses nonstandard equipment or for other reasons such as geographical considerations, pilot limitations, air traffic control limitations, or weather conditions. Provisions appropriate to the safety of the operation should be prescribed by the FSDO. Noncompliance with the provisions attached to the certificate is noncompliance with the certificate (see figure 45-3 for a sample of special provisions).

I. Change of Pilots and Aircraft. The certificate holder must maintain a list of all pilots and aircraft to be used in the operation. For ease of update, pilots and aircraft should be listed on a separate page and attached to the certificate. Whenever there is a change of pilots or aircraft, the FSDO must be notified at least 5 days in advance of the first date the aircraft or pilot is scheduled to operate. The FSDO must approve the change before the operation involving the new pilot or aircraft takes place. In the case of newly acquired aircraft, especially a restricted category aircraft, an airworthiness inspector may choose to inspect the aircraft.

J. Operator Responsibility. Operators who hold a certificate have the responsibility to train each new pilot in banner tow operations and in the special provisions of the waiver.

K. Adherence. The inspector determines compliance with the certificate and the attached special provisions by an on-site inspection. Failure to comply with the certificate and the attached special provisions may constitute justification for rescinding the certificate.

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SECTION 2. PROCEDURES

1. PREREQUISITES AND COORDINATION REQUIREMENTS.

A. Prerequisites. This task requires knowledge of Federal Aviation Administration (FAA) policies, the regulatory requirements of 14 CFR parts 61 and 91, and qualification as an aviation safety inspector (operations).

B. Coordination. This task requires coordination with the airworthiness unit and/or the aircraft certification office.

3. REFERENCES, FORMS, AND JOB AIDS.

A. References.

- 14 CFR parts 1, 61, and 91
- PTRS Procedures Manual (PPM)

B. Forms.

- FAA Form 7711-2, Application for Certificate of Waiver or Authorization (figure 45-1)
- FAA Form 7711-1, Certificate of Waiver or Authorization (figure 45-2)
- FAA Form 8000-36, Program Tracking and Reporting Subsystem Data Sheet

C. Job Aids.

- Sample letters and figures

5. PROCEDURES.

A. Initial Contact.

(1) Provide the applicant with a copy of FAA Form 7711-2 (figure 45-1) and a copy of instructions for completion of FAA Form 7711-2 (figure 45-4).

(2) Advise the applicant to complete items 1 through 8 and item 15 of FAA Form 7711-2.

(3) Advise the applicant that the application must be submitted in duplicate (the original and one copy) to the FSDO at least 30 days before the planned banner tow operation or 30 days before renewal.

B. Open PTRS. Make appropriate PTRS entries.

C. Review FAA Form 7711-2. Using the information provided by the applicant and the background in section 1, review FAA Form 7711-2 for all pertinent information for the proposed banner tow operation. Accept strikeovers that are minor in nature and initialed by the applicant. Items 9 through 14 apply to airshow and air race waiver requests only.

(1) Items 1 and 2: Name of Organization/Name of Responsible Person. Ensure that the applicant has indicated the name of the organization or individual applying and the name of a person responsible for matters concerning the application.

(2) Item 3: Permanent Mailing Address. Ensure that the applicant indicates the permanent mailing address of the organization or individual named in item 1.

(3) Item 4: 14 CFR Sections to be Waived. Ensure the applicant has listed all sections of the regulations to be waived.

(4) Item 5: Description of Operations. Determine if the applicant has indicated the type of banner tow operation to be conducted.

(5) Item 6: Area of Operations. Ensure that the applicant has listed the geographical areas of the operations.

(6) Item 7: Time Period. Check for a beginning date and hour and an ending date and hour for the banner tow operation.

(7) Item 8: Aircraft and Pilots. Check for aircraft make and model, pilot names, certificate numbers and ratings, and home addresses. Item 8 may be accepted with a statement such as, "A list containing aircraft and pilot information will be furnished on [*applicant enters a specific date*]."

(8) Item 15: Certification. Ensure that the applicant has signed and dated the application.

(9) Consult the Enforcement Information Subsystem/Accident Incident Data Subsystem (EIS/AIDS) database for the accident/violation history of the applicant and/or pilots.

(10) If FAA Form 7711-2 has not been completed, perform the following tasks:

(a) mark the application Disapproved and list the reasons for disapproval in the Remarks section of FAA Form 7711-2;

(b) prepare a letter of disapproval (figure 45-5) that includes a suspense date for submission of a corrected FAA Form 7711-2;

(c) retain the original copy of FAA Form 7711-2 that the applicant submitted for comparison to any subsequent applications; and

(d) return the application and the letter of disapproval to the applicant.

(11) If FAA Form 7711-2 has been completed and the application is for initial issuance of a certificate to engage in banner tow, conduct a site inspection.

(12) If FAA Form 7711-2 has been completed and the application is not for initial issuance, prepare FAA Form 7711-1 (figure 45-2).

D. Pre-Inspection Activities.

(1) Contact the applicant by telephone and/or letter to schedule a date and time to conduct the site inspection.

(2) Coordinate with the airworthiness unit to inspect the aircraft, aircraft records, hitch, and hitch installation.

E. Conduct Site Inspection. Use the Part 91 Banner Tow Waiver Issuance and Operations Surveillance Job Aid (figure 45-6) to conduct the site inspection. The airworthiness of the aircraft, hitch, and hitch installation must be determined by an airworthiness inspector.

(1) If the operation includes standard or restricted category aircraft, review the aircraft's special operating limitations. During the banner tow operation, the aircraft must have a placard by the main entrance door of the aircraft. The placard must show, in letters at least 2 inches high, the operating category of the aircraft. Refer to volume 2, chapter 47.

(2) If the tow hitch is not a part of an original factory installation, inspect aircraft records before initial operation to ensure that FAA Form 337, Major Repair and Alteration (Airframe, Powerplant, Propeller, or Appliance), which describes the installation of the tow hitch, is part of the aircraft maintenance records. There may also be a supplemental type certificate (STC) for this installation.

(3) Verify that all pilots of banner tow operations for compensation or hire have at least a commercial pilot certificate and at least a valid second class medical certificate.

(4) Verify that the registration certificate, the airworthiness certificate, and any placards are on board the aircraft. If the aircraft is a restricted category aircraft, the operating limitations must also be on board the aircraft.

(5) Inspect the banner and lead pole to ensure that:

(a) the weights are secured within the lead pole and that the weights (usually lead pellets) at the bottom are secure and cannot fall out;

(b) the tow ropes are not frayed, twisted, or knotted;

(c) the banner panels and their attachments are secure;

(d) the tail flag is intact; and

(e) the attaching rope has no indication of knots and is the appropriate length for the operation.

(6) Inspect the attaching device, or hitch, to ensure that:

(a) the release cable mechanism operates easily and is snug to prevent premature or inadvertent release; and

(b) the hitch loop fits tightly.

(7) The certificate holder must conduct at least one pickup and drop to demonstrate pilot proficiency. The pickup and drop shall contain the maximum number of letters (panels) the operator plans to use.

(8) Ensure that each pickup and drop by a pilot meets the requirements in section 1, paragraph 9C (1) and (2).

(9) If a ground crew is used, ensure that a prearranged communication signal has been established so the ground crew can notify the pilot and/or banner tow operator of problems or malfunctions with the equipment or banner.

(10) Ensure that the pickup/drop site meets the requirements of section 1, paragraph 9D.

F. Unsatisfactory Inspection. If the site inspection is unsatisfactory:

(1) mark the application Disapproved and explain the reasons for disapproval in the Remarks section of FAA Form 7711-2;

(2) prepare a letter of disapproval (figure 45-7) that includes a suspense date for correction of any discrepancies found during the inspection and a date for a followup inspection;

(3) retain a copy of the application and the part 91 job aid for future comparison;

(4) return the original application and the letter of disapproval to the operator; and

(5) make appropriate PTRS entries.

G. Satisfactory Inspection. If the site inspection is satisfactory:

(1) Mark the appropriate section of FAA Form 7711-2 Approved, date and sign it.

(2) Develop special provisions based on any special equipment involved, particular geographic or meteorological considerations, maximum number of letters to be used, wind limitations, and airport limitations.

(3) Prepare the appropriate sections of FAA Form 7711-1, date the form, and then submit it to the FSDO manager or designated representative for signature. The designated representative may be no lower than the operations unit supervisor.

H. FSDO File.

(1) Prepare the FSDO file on the applicant that includes a copy of the following documents:

(a) FAA Form 7711-1 and any special provisions;

(b) FAA Form 7711-2;

(c) Part 91 Banner Tow Waiver Issuance and Operations Surveillance Job Aid (until all PTRS entries are made, then discard);

(d) letter of disapproval, if applicable; and

(e) any other correspondence.

(2) Send originals of FAA Form 7711-1, the special provisions, and FAA Form 7711-2 to the operator.

I. Close PTRS. Make appropriate PTRS entries.

J. VIS. Establish part 91 operator VIS record.

7. TASK OUTCOMES. Completion of this task results in one or more of the following:

A. Issuance of a Certificate of Waiver or Authorization with attached special provisions.

B. Disapproval of an application.

C. An indication on the part 91 Job Aid of a satisfactory or an unsatisfactory inspection.

D. A letter of disapproval.

9. FUTURE ACTIVITIES.

A. Followup site inspection.

B. Reissuance of the Certificate of Waiver or Authorization.

C. Continuation or cancellation of a Certificate of Waiver or Authorization.

D. Update of part 91 operator VIS entry.

FIGURE 45-1
FAA FORM 7711-2, APPLICATION FOR A CERTIFICATE OF WAIVER OR AUTHORIZATION

No certificate may be issued unless a completed application form has been received (14 C.F.R. 91, 101, and 105).

US Department of Transportation
Federal Aviation Administration

APPLICATION FOR CERTIFICATE OF WAIVER OR AUTHORIZATION

Form Approved: O.M.B. No. 2120-0027

APPLICANTS - DO NOT USE THESE SPACES

Region | Date

Action
☐ Approved ☐ Disapproved - *Explain under "Remarks"*

Signature of authorized FAA representative: John D. Jones

INSTRUCTIONS

Submit this application in triplicate (3) to any FAA Flight Standards district office.

Applicants requesting a Certificate of Waiver or Authorization for an aviation event must complete all the applicable items on this form and attach a properly marked 7.5 series Topographic Quadrangle Map(s), published by the U.S. Geological Survey (scale 1:24,000), of the proposed operating area. The map(s) must include scale depictions of the flightlines, showlines, race courses, and the location of the air event control point, Police dispatch, ambulance, and fire fighting equipment. The applicant may also wish to submit photographs and scale diagrams as supplemental material to assist in the FAA's evaluation of a particular site. Application for a Certificate of Waiver or Authorization must be submitted 45 days prior to the requested date of the event.

Applicants requesting a Certificate of Waiver or Authorization for activities other than an aviation event will complete items 1 through 8 only and the certification, item 15, on the reverse.

1. Name of organization	2. Name of responsible person
AAA Aerial Sign Co. Inc.	James A. Johnson

3. Permanent mailing address	House number and street or route number	City	State and ZIP code	Telephone No.
	#3 Airport Drive Suite 202	Springfield	Florida 33033	305 555-1234

4. FAR section and number to be waived

None

5. Detailed description of proposed operation *(Attach supplement if needed)*

Aerial Advertising/Banner Towing

6. Area of operation *(Location, altitudes, etc.)*

States of Florida, Georgia and South Carolina

7a. Beginning *(Date and hour)*	b. Ending *(Date and hour)*
June 1, 1996	May 31, 1997

8. Aircraft make and model (a)	Pilot's Name (b)	Certificate number and rating (c)	Home address *(Street, City, State)* (d)
The applicant may submit this information at a later date, on a separate sheet.			

FAA Form 7711-2 (6-86) Supersedes Previous Edition

FIGURE 45-2
FAA FORM 7711-1, CERTIFICATE OF WAIVER OR AUTHORIZATION

U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION

CERTIFICATE OF WAIVER OR AUTHORIZATION

ISSUED TO
AAA Aerial Sign Co. Inc.

ADDRESS
#3 Airport Drive
Springfield, Florida 33033

This certificate is issued for the operations specifically described hereinafter. No person shall conduct any operation pursuant to the authority of this certificate except in accordance with the standard and special provisions contained in this certificate, and such other requirements of the Federal Aviation Regulations not specifically waived by this certificate.

OPERATIONS AUTHORIZED

In accordance with Section 91.311 of Title 14 of the Code of Federal Regulations, the following operations are authorized:

Aerial advertising/Banner towing

Area of operation:

States of Florida, Georgia and South Carolina

LIST OF WAIVED REGULATIONS BY SECTION AND TITLE

None

STANDARD PROVISIONS

1. A copy of the application made for this certificate shall be attached to and become a part hereof.
2. This certificate shall be presented for inspection upon the request of any authorized representative of the Administrator of the Federal Aviation Administration, or of any State or municipal official charged with the duty of enforcing local laws or regulations.
3. The holder of this certificate shall be responsible for the strict observance of the terms and provisions contained herein.
4. This certificate is nontransferable.

NOTE.—This certificate constitutes a waiver of those Federal rules or regulations specifically referred to above. It does not constitute a waiver of any State law or local ordinance.

SPECIAL PROVISIONS

Special Provisions Nos. 1 to 11 inclusive, are set forth on the reverse side hereof. "See Attached" ☐

This certificate is effective from June 1, 1996 to May 31, 1998, inclusive, and is subject to cancellation at any time upon notice by the Administrator or his authorized representative.

BY DIRECTION OF THE ADMINISTRATOR

SOUTHERN
(Region)

(should be signed by the FSDO manager, but may be delegated)
(Signature)

May 17, 1996
(Date)

(Title)

FAA Form 7711-1 (7-74)

FIGURE 45-3
SAMPLE OF SPECIAL PROVISIONS FOR BANNER TOW OPERATIONS

These special provisions are for suggested use only. Modification or development of new provisions may be required.

1. All banner tow operations shall be conducted in VFR weather conditions as required by 14 CFR part 91, § 91.155. Operations shall be conducted only between the hours of official sunrise and official sunset.
2. The certificate holder shall obtain the airport manager's approval to conduct banner tow operations.
3. If the airport involved has an FAA control tower, the holder shall inform the FAA control tower of the time of the banner tow operation.
4. Appropriate airport officials will be notified in advance when banner tow operations will be in close proximity to an uncontrolled airport.
5. Tow attachment and release mechanisms on the aircraft shall be approved by the FAA.
6. A thorough inspection of the aircraft and special equipment shall be made prior to each day's operation.
7. Only essential crew members will be carried during banner tow operations.
8. When banner tow operations are conducted around congested areas, due care will be exercised so that, in the event of emergency release of the banner and/or tow rope, it will not cause undue hazard to persons or property on the surface.
9. The tow rope will be dropped only in a predesignated area at least 500 feet from persons, buildings, parked automobiles, and aircraft. If the tow plane lands with the rope attached, due care will be exercised to avoid trailing the rope and endangering other aircraft in the air, or persons, property or aircraft on the surface.
10. Only the aircraft on the attached list may be used under the terms of this certificate while being flown by the pilot(s) listed. The certificating office must be notified in writing of any additions or deletions to the attached lists.
11. This certificate and these special provisions do not supersede any local, state, or city ordinance(s) prohibiting aerial advertising.
12. For nonrevenue flights, the pilot of the tow aircraft shall hold at least a valid private pilot certificate and have a minimum of 200 hours PIC time.
13. Operations outside the geographic area of the issuing FSDO will be coordinated with the appropriate jurisdictional FSDO in advance, and the operator will comply with all special provisions imposed by that office.
14. A current copy of the following is to be carried onboard all aircraft:
    1. Certificate of Waiver or Authorization, and
    2. List of all approved pilots and aircraft.

For helicopter banner tow operations, add the following:

1. The provisions of § 91.119(d) are not applicable when operating under the terms of this certificate. Operations over congested areas or open air assemblies of persons must not be lower than 1,000 feet and operations elsewhere shall be in compliance with § 91.119(c).

FIGURE 45-4
INSTRUCTIONS FOR COMPLETION OF FAA FORM 7711-2

1. PREPARING FAA FORM 7711-2. Items from FAA Form 7711-2 are explained below for the purpose of uniformity of use. However, not all items on the form may be applicable to the application request for the banner tow operation. Items 9 through 14 apply to airshow and air race waiver requests only.

a. Items 1 and 2, Name of Organization/Name of Responsible Person. If you are a representative of an organization, the organization's name should appear in Item 1. Your name and title or position as the organization's representative, for application purposes, should appear in Item 2. If you are not representing an organization, the term "N/A" should be entered in Item 1 and your name in Item 2.

b. Item 3, Permanent Mailing Address.

c. Item 4, FAR Section and Number to be Waived. Enter "NONE."

d. Item 5, Detailed Description of Proposed Operations. It is sufficient to use the term "aerial advertising/banner tow operations" for a description. However, additional information may be included.

e. Item 6, Area of Operation. Identify the geographic areas of the intended banner tow operation.

f. Item 7, Time Period. List the beginning dates and hours and ending dates and hours when the banner tow operations will be conducted. The maximum time period for operations is 12 calendar-months. The application should be submitted to the FSDO at least 30 days before the beginning date of the banner tow operation. If the application is for a one-time banner tow operation, it is advisable to request an alternate date for the operation. Alternate dates should be listed in this item. (If there are any questions, please contact the FSDO.)

g. Item 8, Aircraft Make and Model. List the names of all pilots, their certificate numbers, ratings, and home addresses, and the makes and models of all aircraft that will be used in the banner tow operation. If the type of aircraft and/or the names of the pilots are not known at the time the application is submitted, the FAA will accept the application with the statement, "A list containing aircraft and/or pilot information will be furnished on [*date*]."

h. Item 9, Sponsorship. Not required.

i. Item 10, Permanent Mailing Address of Sponsor. Not required.

j. Item 11, Policing. Not required.

k. Item 12, Emergency Facilities. Not required.

l. Item 13, Air Traffic Control. Not required.

m. Item 14, Schedule of Events. Not required.

n. Item 15, Certification. As the applicant or an organization's representative, you must sign in this block and on each page of the application.

FIGURE 45-5
SAMPLE LETTER OF DISAPPROVAL OF AN APPLICATION

FAA Letterhead

[*date*]

[*name of applicant*]

[*address of applicant*]
[*city, state, zip code*]

Dear [*name of applicant*]:

This letter is to inform you that the application you submitted on [*date*] has been disapproved for the reasons listed in the Remarks section of FAA Form 7711-2.

Please make the corrections noted and return to this office within 15 days of receipt of this letter.

If you have any questions or comments, please feel free to contact this office at [*telephone number*].

Sincerely,

[*POI's signature*]

FIGURE 45-6
PART 91 BANNER TOW WAIVER ISSUANCE AND OPERATIONS SURVEILLANCE JOB AID

Operator Name _____

Base of Operation _____

Name of Pilot _____

Certificate # _____

Aircraft type _____ Aircraft # _____

Initial Application_____ Surveillance_____ Date Completed_____

Check	S	U	N/A
1. FSDO Application File			
a.Verify that all aircraft are listed in the waiver (make/model and no.) (Use back of job aid if additional space is required.)			
Make Model			
Make Model			
Make Model			
Make Model			
Make Model			
b.Verify that all pilots are listed in the waiver (certificate type and no.) (Use back of job aid if additional space is required.)			
Certificate Grade Number			
Certificate Grade Number			
Certificate Grade Number			
Certificate Grade Number			
Certificate Grade Number			
c.Verify that aircraft and pilot used are listed on the waiver			
2. Check Pilot/Operator			
a. Certificate appropriate to operation			
b. Medical certificate appropriate to the certificate			
c. Enforcement Information Subsystem/Accident Incident Data Subsystem (EIS/AIDS) checked			
3. Aircraft Inspection			
a. Manual			
b. Certificate and documents			
Registration			
Airworthiness			
Special Limitations (Restricted)			

FIGURE 45-6--Continued
PART 91 BANNER TOW WAIVER ISSUANCE AND OPERATIONS SURVEILLANCE JOB AID

Check	S	U	N/A
c. Hitch and release mechanism			
d. Hitch installation documentation			
e. Sign mounting and light operation			
f. Placards (Restricted category)			

REMARKS:

FIGURE 45-7
SAMPLE LETTER OF DISAPPROVAL

FAA Letterhead

[*date*]

[*name of applicant*]
[*address of applicant*]
[*city, state, zip code*]

Dear [*name of applicant*]:

This letter is to inform you that the following discrepancies were found during the facility inspection conducted at your facility on [*date*].

[*List all the discrepancies found during the inspection.*]

Please correct the discrepancies noted above within 30 days of receipt of this letter. After correction of the discrepancies, please contact this office to schedule a followup inspection.

If you have any questions or comments, please feel free to contact this office [*telephone number*].

Sincerely,

[*POI's signature*]

FIGURE 45-8
BANNER TOW OPERATIONS JOB AID

BANNER TOW PILOT TRAINING

NAME OF OPERATOR:	PILOT'S NAME:

GROUND		
Aircraft Type		
	Date	Instructor
Fuel System		
Aircraft Speeds		
Preflight Procedures (including		
banner procedures)		
Part 91		
Part 61		
Certificate Special Provisions		
FLIGHT		
Full Stalls (if appropriate)		
Flight At Critically Slow Airspeeds		
Maximum Performance Maneuvers		
Emergency Procedures 1) Failure of banner release system 2) Loss of rudder Control 3) Partial power loss 4) Engine failure with banner		
Total Ground Hours		
Total Flight Hours		

Pilot's Signature _____	Instructor's Signature _____
Date: _____	Date: _____
Certificate # _____	Certificate # _____

CHAPTER 49. ISSUE A CERTIFICATE OF WAIVER OR AUTHORIZATION FOR AN AVIATION EVENT

SECTION 1. BACKGROUND

1. PROGRAM TRACKING REPORTING SUBSYSTEM (PTRS) ACTIVITY CODE: 1230

3. OBJECTIVE. The objective of this task is to determine whether to issue a Certificate of Waiver or Authorization, FAA Form 7711-1, to an applicant for an aviation event. Completion of this task results in the issuance of a Certificate of Waiver or Authorization or the disapproval of an application for a Certificate of Waiver or Authorization.

5. GENERAL.

A. Definitions. Many terms used in this chapter are not used elsewhere; therefore, their definitions are provided below.

(1) Aerobatic Flight. For airshow purposes when the event is conducted in accordance with a certificate of waiver, the definition contained in Title 14 of the Code of Federal Regulations (14 CFR) part 91 § 91.303 does not apply. Therefore, the portion of § 91.303 that defines aerobatic flight must always be waived. The following guidelines apply in determining what maneuvers are considered aerobatic.

(a) For a waivered airshow, an intentional maneuver in which the aircraft is in sustained inverted flight, or is rolled from upright to inverted or from inverted to upright, or when the pitch angle exceeds a positive or negative 90° angle, is considered aerobatic flight and may not be performed over congested areas or over spectators, or between the spectator area and appropriate showline.

(b) All standard airshow aerobatic maneuvers such as slow rolls, snap rolls, loops, Immelmans, cuban eights, spins, hammerhead turns, etc., are considered aerobatic flight and may not be performed over congested areas or over spectators, or between the spectator area and appropriate showline.

(c) Steeply banked (90° or less), level, climbing, or descending turns made at the end of the aerobatic area for the purposes of remaining in or returning to show center are not considered to be aerobatic flight.

(d) Positioning turns for high performance aircraft operated by North American military units, regardless of the angle of bank or pitch attitude, but only as necessary to complete the turn, are not considered to be airshow aerobatic maneuvers.

(e) Maneuvers such as steep turns in air racing are not considered aerobatic flight.

(f) Formation flying is an aircraft maneuvering with reference to another aircraft or skydiver rather than the horizon, flight lines, etc.; *or* leading another aircraft through maneuvers. This includes "dogfighting" acts.

(2) Approved Maneuver. An approved maneuver is a maneuver or a series of maneuvers that may include overflight of the designated spectator area(s) below 1000 feet above ground level (AGL), or a maneuver that involves energy directed at the spectator area. The U.S. Armed Forces aerial demonstration teams, the Blue Angels or Thunderbirds, and Canadian Forces Snowbirds present a maneuvers package approved by their respective military command to the General Aviation and Commercial Division, AFS-800, for acceptance each year. Civil and/or foreign military teams, flights, or individual acts must submit sufficient information about a single maneuver or series of maneuvers to AFS-800 for approval to conduct these types of maneuvers. Performers who do not conduct these types of maneuvers do not need a maneuvers package.

(a) Aerobatic maneuvers having a descending recovery with a pull or push and having a flight path which, when extended, would contact the primary spectator area will not be approved and cannot be performed by civil or foreign military performers at public aviation events after January 1, 1996.

(b) Maneuvers such as hammerhead turns, spins, inverted flat spins, or those maneuvers in which the aircraft is recovering from a tail slide, torque roll, lomcevak, or other similar maneuver in which the aircraft, but not the energy vector, momentarily may be pointed in the direction of the primary spectator area during a transition from a stalled and/or near zero airspeed condition to normal airspeed do not need Federal Aviation Administration (FAA) approval. Also, basic, nonaerobatic (as defined above in

paragraph 5A(1)(c)) positioning and/or clearing turns made at the end of the aerobatic area for the purposes of remaining in or returning to show center do not require FAA approval.

(c) Other maneuvers such as the switchblade, 360° turns, or a series of maneuvers that direct an energy vector toward the primary spectator area, and nonaerobatic flight over the primary spectator area at less than 1,000 feet AGL must be approved by the National Airshow Coordinator in the General Aviation and Commercial Division in Washington headquarters. For the 1996 airshow season and thereafter, FAA approval for these maneuvers will be issued to a specific airshow performer and/or airshow performing team for specific maneuvers and for a specified duration not to exceed 24 calendar months.

(d) This policy does not apply to closed course air racing.

(3) Authorization. An authorization is an official document issued by the FAA to allow activities as provided by the regulations.

(4) Aviation Event. Aviation events include airshows, closed course air races, aerobatic contests, certain parachute demonstration jumps, and balloon meets and competitions. Most events are held at, or immediately adjacent to, an airport. An increasing number, however, are held offshore (within gliding distance of land), in the vicinity of a state fairground, or at other off-airport locations. Aerobatic school activities, use of aerobatic practice areas, or aerobatic meets will occur that are not airshows or races; however, a waiver must be issued. At these school activities or meets, which are not advertised as airshows, it may not be necessary to provide public airshow policing and emergency facilities. Participants at such events are not required to hold a Statement of Acrobatic Competency. (See volume 2, chapter 48.)

(5) Critical Aircraft/Critical Wingman. The critical aircraft or critical wingman is that aircraft closest to a spectator area.

(6) Crowd Line. A crowd line is a physical barrier or a line marked on the ground that serves as a restraining line. The crowd line is placed at a specified distance from the showline. The restraining line and any necessary policing must prevent spectators or other nonparticipating persons from getting too close to the showline.

(7) Control Point. A control point is a specified location where the show sponsor, a designated representative, or a safety director manages the aviation event. The communications system with the capability necessary to control the aviation event must also be located at this site.

(8) Event Flight Crewmember. A balloon event flight crewmember is a participant, other than the pilot, who will be carried onboard the balloon during the competition flight event. Balloon event crewmembers are differentiated from ground support launch and recovery crewmembers.

(9) Head-on Area. A head-on area is an arc of the courses toward the crowd from which debris of an aircraft experiencing catastrophic breakup or loss of control at a given altitude and distance from the crowd would likely impact persons in the crowd.

(10) Inspector-in-Charge (IIC). The FAA IIC is the aviation safety inspector (ASI) who conducts the feasibility study, participates in the preseason evaluation meeting, evaluates the application for waiver or authorization, recommends issuance or denial, and conducts the surveillance of the aviation event. (See volume 2, chapter 50.)

(11) Markers. The markers used in balloon competition tasks for dropping or marking targets are small flour bags, each having a maximum weight of 3 ounces and a fabric tail 4 inches wide and 6 feet long. The international standard for markers is 100 grams maximum weight with a tail 10 centimeters wide and 2 meters long. Markers conforming to these specifications should not injure persons or damage property.

(12) Primary Spectator Area. The primary spectator area(s) is the main area designated by the sponsor for spectator use. It is bounded by the crowd line and has lateral limits that are well defined. This is the area where the public is generally expected to view the airshow. There may be more than one primary spectator area.

(13) Secondary Spectator Area. The secondary spectator area may be any other area where persons have a natural tendency to gather to observe the event. This is generally an area opposite the showline from the primary spectator area or a road. Secondary spectator areas should be identified and agreed upon by the show sponsor and the IIC before the aviation event begins. These are also areas where it may not be possible to control the presence of people.

(14) Show Center. The show center is a visible reference point along the showline usually denoting the center of the aerobatic area.

(15) Showline. The showline is a readily visible reference that provides the required distance from the spectators and enhances pilot orientation along the showline during the performance (figure 49-1). The

showline also serves as the longitudinal axis for the show. Small rivers, roads, and runways all make excellent natural showlines. Snow fences spread flat on the ground may also make acceptable references, depending on the visual contrast. Lines of parked buses, cars, or boats, although less desirable, may be the only alternatives when natural showlines are not available. Special attention must be given to properly delineating showlines for high performance jet aircraft.

(a) To enhance safety, the showline may be moved toward or away from the spectator area to give the performer a more identifiable reference. However, the showline shall not be moved closer to the primary spectator area than the distance specified. (See paragraph 27 of this section.)

(b) The 500-foot showline represents the minimum horizontal distance that is authorized under § 91.119(c). This is NEVER waived with regard to any spectator area. Routines that involve several aircraft in formation or nonaerobatic flybys must ensure that the critical aircraft or critical wingman does not operate closer to the spectators than 500 feet. This may require the formation leader to adjust his or her flightpath away from the spectator area. (See paragraph 27 of this section.)

(c) The showline shall be the line used by a performer or a formation leader to set up and recover from an aerobatic maneuver. In the case of aircraft formations, performers must adjust their positions to ensure that the critical aircraft is not closer than 500 feet from a spectator area.

(16) Show Season. A show season generally runs from March through October of a given year. Geographic and climatological circumstances can lengthen or shorten the show season.

(17) Waiver. A waiver is an official document issued by the FAA that authorizes certain operations of aircraft in deviation from a regulation but under conditions ensuring an equivalent level of safety. The sections of part 91 that can be waived are listed in § 91.905.

B. Regulatory Authority. Issuing waivers of the regulations contained in part 91 is the responsibility of the Air Traffic Service. However, the authority to grant or deny waivers for aviation events listed in § 91.905 has been delegated to Flight Standards. Requests for waivers or authorizations are processed at a Flight Standards District Office (FSDO) where the IIC has on-the-scene knowledge of the proposed operation and show site.

C. Scope of Waivers. Waivers vary depending upon the rules that an applicant requests to be waived.

(1) Some events require nothing more than waiving § 91.303(d) to permit aerobatic flight at less than 1,500 feet above the surface. Others may require waiving aircraft speed limitations, minimum safe altitudes, or limitations while operating in the vicinity of airports or within Class B airspace. All waivers for airshows with aerobatic performances must waive the portion of § 91.303 that defines aerobatic flight.

(2) Sections 91.117, 91.119, 91.127, 91.129, 91.131, and 91.303 may need to be waived, depending upon the location and complexity of the airshow.

(3) Waivers of the basic visual flight rules (VFR) weather minimums specified in § 91.155 may be considered only in areas where the entire event can be conducted with air traffic control (ATC) providing separation between participating aircraft and nonparticipating aircraft.

D. Air Carrier Considerations. Flight demonstrations conducted at an airshow under the provisions of a waiver by any air carrier certificate holder require thoughtful planning and preparation by the carrier. A past incident occurred involving an air carrier conducting a flyby or low pass in a B-737 along the runway during a fly-in for small airplanes. Since many of the airplanes in the traffic pattern were very small, slow, and, in some cases, without communication equipment, a greater risk of a midair collision was present than under normal air carrier operations.

(1) When an air carrier that operates transport category aircraft requests authorization to conduct a flight demonstration at an airshow, the IIC shall require the following:

(a) The air carrier must develop a performance package that describes in detail the entire flight profile. The performance package shall specifically address the make and model of the aircraft and take into consideration any specific flight safety conditions of that aircraft.

(b) A waiver provision should be developed with the following limitations:

(i) minimum altitude - 200 feet AGL;

(ii) maximum bank - 30°;

(iii) maximum speed - 300 knots;

(iv) minimum speed - V_{ref} for the configuration and weight of the aircraft, or as required for the go-around sequence; and

(v) touch-and-go landings should be permitted only when the carrier has addressed the crew procedures, the runway requirements, and the abort procedure in sufficient detail.

(2) Coordination with the air carrier's principal operations inspector (POI) is necessary before approval by the IIC.

E. Wing Walking and Trapeze Acts. Wing walking acts may be approved when the performers have safely demonstrated the act in an aerobatic competency evaluation. All performances of helicopter trapeze acts must comply with the applicable requirements of 14 CFR part 133 concerning rotorcraft external load combination Class B or D operations. Wing walking acts using ultralights are not authorized. Overflight of the designated spectator areas for these acts shall be avoided.

F. Regulations That May or May Not be Waived.

(1) Section 91.119(a) shall not be waived for aerial demonstration purposes. Section 91.119(b) and (c) may be waived only when the conditions stated herein are met.

(2) A waiver of § 91.119(b) and (c) is issued for aerial demonstrations by the U.S. Air Force Thunderbirds, the U.S. Navy Blue Angels, tactical aircraft demonstrations approved by the appropriate military command, and the Canadian Air Force Snowbirds. These performers or teams have command-approved maneuvers packages that are accepted by the FAA. The maneuvers packages describe the normal routines. The packages do not approve airshow aerobatic maneuvers over congested areas, over persons, or over the primary or secondary spectator areas.

(3) A waiver may be issued to allow performers, other than those covered in paragraph 5F(2) above, to, as necessary, temporarily transition a congested area at less than the minimum altitudes described in § 91.119(b) and (c) while in nonaerobatic flight (as defined in paragraph 5A(1)(c) of this section). The egress and ingress to the aerobatic/flyby area must be in compliance with the following.

(a) During egress (figure 49-2) from the aerobatic maneuvering area for flight over a congested area, the pilots are expected to climb at a rate consistent with a safe operation or the best angle of climb pitch attitude for the aircraft involved. If prolonged or maneuvering flight over a congested area is required, the climb shall be continued to at least 1,000 feet above the highest obstacle within a horizontal radius of 2,000 feet of the aircraft. During the positioning turns above the congested area, there shall be no airshow aerobatic maneuvers performed, as defined in paragraph 5A(1)(a) and (b) of this section.

(b) During ingress (figure 49-2) to the aerobatic maneuvering area from flight over a congested area, the pilots are expected to leave the altitude being flown, as described above, so that a smooth transition may be made to the performance altitude in the aerobatic area. Steep approaches may be made, but in no case shall the descent angle to the aerobatic area be less than that required for a normal approach for a landing of the aircraft involved.

(4) Other than military teams, there have been only a very limited number of approvals for performers to overfly spectators at less than 1,000 feet AGL. The demonstrations are limited to a flight between 500 and 1,000 feet AGL, perpendicular to the crowd, in nonaerobatic, wings-level, or climbing (normal rate) flight.

(5) Performers must determine at each show site whether geographic and atmospheric conditions allow performance within the aircraft's limitations. If there are obstructions or atmospheric conditions, such as density altitude, that do not allow a safe transition over a congested area or back into the performance area, the operation may be allowed if the performers raise the altitude of the aerobatic or flyby maneuvers so that the egress and ingress over the congested area can be safely accomplished.

G. Program Coordinators. A National Airshow Coordinator is designated in FAA headquarters and Regional Airshow Coordinators are designated for the aviation event programs. The national coordinator is responsible for overall program monitoring and coordination of information and communications between the Department of Defense (DOD), FAA regions, and the public. The regional coordinators are responsible for monitoring the same programs in that region and for coordinating policy and information between FSDO's. The national and regional airshow coordinators function in an advisory capacity. IIC's making on-site evaluations are responsible for technical determinations as to the issuance or denial of a request for waiver.

(1) At any time that an IIC has an airshow issue that requires clarification or that may be of regional or national interest, the IIC shall contact the regional aviation event coordinator.

(a) The regional coordinator assists in resolving the issue and coordinates with the national coordinator in AFS-800, as necessary.

(b) AFS-800 shall consider the issue and shall determine if a policy change is necessary. If so, the division will prepare the new policy and issue it to FAA entities and the airshow industry, as appropriate.

(2) Initiation of enforcement investigations will be reported to AFS-800 as early as possible in the investigation.

H. Air Traffic Coordination. Any request for a waiver or authorization for operations in controlled airspace must be coordinated with the appropriate ATC facility as early as possible prior to the issuance of FAA Form 7711-1. Any limitations or special conditions considered necessary by the Air Traffic Service shall be made a part of the Certificate of Waiver or Authorization.

(1) An ATC clearance for a low approach (i.e., a special military flyby) does not authorize a pilot to exceed the § 91.117(b) 200-knot speed limitation in Class D airspace. Such an authorization must be specifically requested by the pilot.

(2) ATC may authorize the pilot to exceed 200 knots in addition to a clearance for a low approach. In no case may a pilot construe such an authorization or permission to exceed the § 91.117(a) 250-knot speed limitation below 10,000 feet mean sea level (MSL).

I. Operation of Transponders. ATC transponders must be used in the appropriate airspace as required by § 91.215. The use of transponder and altitude reporting equipment serves to provide better service and increase safety. The ATC may waive these requirements if necessary for emergencies, equipment failures, or for traffic control reasons. If an aircraft does not have an electrical system or is not equipped with a transponder, prior approval must be obtained from ATC for that aircraft to participate in the airshow if that airshow is conducted in airspace requiring a transponder.

J. Special Communications Frequencies. The Air Traffic Service has been very cooperative in offering facility frequencies for use at aviation events. IIC's should inform applicants applying for waivers or authorizations of the procedures for obtaining special frequencies from the Federal Communications Commission (FCC).

(1) The applicant should submit the written request, including the number of special frequencies requested and the justification, 30 days before the event to:

FCC Special Services Branch
1270 Fairfield Road
Gettysburg, PA 17325-7245

(2) Applicants may obtain additional information from the FCC by calling (717) 337-1431, or may fax their requests to the FCC at (717) 337-1541. However, if applicants wish to receive their frequencies by return fax, they must supply the FCC with the information needed for the FCC to fax the frequencies to the applicant collect.

K. Helicopter Acts Involving External Load Operations. When performing airshow acts that are considered Class B or D external load operations, it is important to ensure that no flights are conducted over persons on the surface unless those persons are part of the act. Consult § 133.25 for the requirements that govern this type of external load operation.

L. Required Crewmembers. With the exception of stuntpersons, the special provisions of an airshow waiver provide that only required crewmembers by aircraft type design be carried on any civil aircraft engaged in an aerial demonstration. For additional persons to be onboard a performing aircraft, the situation must meet the following conditions and be approved by the IIC.

(1) Each pilot must be qualified and current in the specific make and model of a civil aircraft.

(2) Each pilot must hold a Statement of Acrobatic Competency when the aircraft has functional dual flight controls for all three axes and aerobatic flight is conducted.

(3) Each crewmember must be onboard to fulfill a definite safety function.

(4) This limited authority is for special situations and must not be abused. It includes such functions as:

(a) a qualified pilot obtaining experience before inclusion as a nonaerobatic aerial demonstration team member;

(b) a qualified pilot fulfilling a safety function from a pilot station, such as flying cover for closed course air racing;

(c) a qualified person who is required to operate aircraft systems during normal or emergency conditions in flight;

(d) a qualified pilot providing a show site checkout for another qualified pilot who is unfamiliar with the site; and

(e) a qualified industry formation training instructor pilot who is conducting formation training.

7. IIC. To enable the FAA to most effectively manage the aviation event program, FSDO managers shall assign an IIC to the tasks involved with processing an application for a waiver or authorization for an aviation event. These duties include the preseason evaluation meeting, the evaluation of the application and recommending issuance or denial, and, if appropriate, the surveillance of the aviation event. The decision to conduct surveillance of an aviation event is the responsibility of the FSDO manager. Events that have a significant public interest, that have turbine-powered aircraft performing, that have a sponsor or performer(s) that are inexperienced or are known to have committed acts of noncompliance with waiver/authorization provisions in the past, or that are conducted at controversial show sites, should be monitored by the IIC who processed the application for a waiver or authorization.

A. IIC Qualifications. The IIC assigned this task and the subsequent surveillance must have completed on-the-job training (OJT), and must have participated in the issuance of three certificates of waiver. The IIC must also have participated in the surveillance of three aviation events as a trainee with a qualified IIC. For events where a military aerobatic demonstration team performs, the IIC must have satisfactorily completed OJT for a military aviation event, including participation in the site feasibility determination required by DOD, the preseason evaluation meeting, the waiver preparation, and the surveillance.

B. No Inspector Available. If the FSDO does not have an inspector who meets the above qualifications, the FSDO manager shall contact the regional airshow coordinator to request an inspector who is qualified to perform the tasks of an IIC. After the regional coordinator identifies an available IIC, FSDO managers should work out the arrangements necessary to accomplish the task.

9. APPLICATION AND APPROVAL. Applications for aviation events are processed by the FSDO where an inspector has on-the-scene knowledge about the proposed operation and site.

A. Form Used. FAA Form 7711-2 (figure 49-3) is used for application for a Certificate of Waiver or Authorization. All items on the form may not apply to each event. In other cases, additional information may be required. The most current editions of FAA Advisory Circular (AC) 91-45, Waivers: Aviation Events, or AC 105-2, Sport Parachute Jumping, as appropriate, provide most information necessary to plan and conduct a safe event.

B. Authority to Sign. The FSDO manager should sign a waiver or authorization when the application is approved. This authority may be delegated no lower than an operations supervisor.

C. Ultralight Vehicles, Hangliders, and Aircraft. There has been confusion regarding experimental category, amateur-built aircraft performing aerobatic maneuvers at airshows. If the aircraft is not prohibited from aerobatic flight and is airworthy, it can be used in exhibition flights. Additionally, any ultralight that meets the applicability of 14 CFR part 103, § 103.1, may be operated as an ultralight vehicle under part 103, or the operator may elect to certificate the vehicle and operate under the applicable aircraft regulations. If the ultralight has been certificated as an aircraft, all operations are subject to the certification requirements (aircraft and pilot), airworthiness requirements, and applicable operating rules. The FAA does not require certification of operators of ultralight vehicles that meet the provisions of § 103.1.

(1) Aerobatic flight demonstrations by ultralight vehicles or hangliders should be included on a Certificate of Waiver or Authorization, with appropriate special provisions, only when the applicant has provided the issuing office with a statement of determination that the vehicle and the operator are able to conduct the proposed demonstration without creating a hazard to persons and property on the surface. The statement should contain a summary of how the determination was made.

(2) Ultralight vehicles, hangliders, and gyrocopters must meet the same separation standards for airshow performances that apply to conventional aircraft with a level flight cruise speed of less than 156 knots using 75 percent power. (Category III.)

(3) Wing walking acts using ultralights are not authorized.

11. ASSISTING SPONSORS WITH WAIVER OR AUTHORIZATION APPLICATIONS.

A. Sponsor Planning. Thorough planning has a direct bearing on the success and safety of any event. The sponsor should be encouraged to develop an effective plan for all facets of the event. The inspector should assist the sponsor by discussing the following subjects:

(1) the type of event;

(2) the status of performers (military and/or civil);

(3) the site selection (airports, fairgrounds, other sites);

(4) the planned crowd control and policing of the aerobatic/flyby area;

(5) the emergency equipment and personnel such as physician, ambulance, fire truck, crash wagon, and associated plans of action;

(6) the normal airport traffic and ATC consideration; and

(7) the vehicular traffic problems.

B. Sponsor Experience. The experienced sponsor is generally well acquainted with the requirements and procedures for obtaining the waiver or authorization. First time sponsors may not be aware that a waiver or authorization is required.

(1) The most current edition of AC 91-45, Waivers: Aviation Events, or AC 105-2, Sport Parachute Jumping, contains important information for planning and conducting safe aerial demonstration events. They also provide information on how to request FAA Form 7711-1.

(2) Regardless of the purposes for which an aviation event is sponsored, applications for events or sites judged unsafe are not accepted. A waiver is issued only if the FAA determines that a proposed event is in the best interest of public safety.

C. FAA Form 7711-2, Application for a Certificate of Waiver or Authorization.

(1) Applications for airshows or air races should be submitted at least 45 days before the date of the event. Approval or denial of the application must be completed within 30 days of receipt by the FSDO.

(2) As per 14 CFR part 105, § 105.15, applications for parachute jumps made over or into a congested area or open air assembly of people must be presented at least 4 days before an event. Approval or denial of the application must be completed within 3 days of receipt by the FSDO.

(3) The completion and submission of FAA Form 7711-2 and all supporting documents are solely the applicant's responsibility.

(4) Upon approval, FAA Form 7711-2 and its attachments become a part of FAA Form 7711-1.

(5) The applicant should attach maps, charts, diagrams, or other data appropriate to the activities and locations to FAA Form 7711-2 upon application for a Certificate of Waiver or Authorization. For most events, the supporting data must address the following major concerns.

(a) When the public attends the event, spectator areas shall be provided to isolate spectators from:

(i) the flight areas;

(ii) the active runways;

(iii) the runup areas; and

(iv) the other active areas, such as emergency or police helipads or parachute landing areas. There should be provisions for sponsors to brief pilots who have static display aircraft to use a "pushback" procedure to reposition the aircraft away from spectators.

(b) Supporting documents should describe the methods that will be used to ensure security of areas outside of the designated spectator area, especially the area under the aerobatic maneuvering area.

(6) Except for official military team pilots, each pilot must be properly certificated and rated for the aircraft to be flown. In addition, each nonmilitary pilot who performs aerobatics must possess a Statement of Acrobatic Competency (FAA Form 8710-7) signed by an inspector (figure 49-5). This includes foreign civil airmen.

(7) Non-airmen participants, such as parachutists, can be accepted on the basis of a license issued by the United States Parachute Association (USPA) or similar organizations. The FAA does not require certification of operators of ultralight vehicles, wing walkers or trapeze occupants, ribbon cut personnel, and drivers of ground vehicles for a car-to-plane transfer and other non-airmen participants.

13. AIR RACES.

A. Course Design. Closed-course pylon air racing, including both demonstration and competitive events, are conducted over a fixed, short-distance race course, usually located on or adjacent to an airport. It is the sponsor's responsibility to lay out the course so that hazards to spectators and other persons on the surface are prevented. Only persons and vehicles authorized by the participating race organization shall be permitted beyond the crowd line during racing operations.

(1) Authorized persons may include press, aircraft support crews, judges, and officials at the start line.

(2) Authorized persons must clear the runway and move back to at least the runway "hold short" line 1 minute before the launch for standing starts.

No one shall be permitted in front of the first row of aircraft after this time except the starter flag team.

(3) Pylon crews, press, and vehicles, except the home pylon flag crews, shall remain inside the pylon course during races. Race timing teams are permitted in the area between the crowd line and the showline during racing.

(4) Non-competitive demonstration races should be handled like a competitive event, including a determination of pilot competency. Demonstration races should be choreographed from takeoff to landing. New classes of racing aircraft must be found competent by a similar existing air racing organization.

B. Participants. A fundamental principle of closed-course air race safety, including demonstration events, is that all of the participants need to be associated with an organization that is dedicated to the sport. The structure and existence of a credible air racing organization provides an internal level of safety that would not otherwise exist. It is recommended that the IIC determine the following before issuing a waiver for an event that includes closed-course air races.

(1) Determine whether an air race organization exists that is capable of evaluating the participating pilots and aircraft.

(2) Determine whether the participants are qualified by the air race organization.

(3) Obtain statements from the organization regarding the air racing competency of each airman.

(4) Obtain information from the organization regarding the qualifications of those who are appointed by the organization to evaluate the competence of airmen.

(5) Determine whether the organization has established safety operating rules.

(6) Ensure that the aviation event is not an ad hoc air race, but rather has the benefit of thoughtful planning and scrutiny by an organization responsible for the entire operation.

C. Air Racing Organizations. The FAA has determined that the following air race organizations have credible programs for determining air racing pilot competence.

International Formula One
Bruce Bohannon
110 Eagle Lakes Drive
Friendswood, TX 77546
(713) 992-8989

Unlimited Division
Jack Sweeny
761 Rubio Way
Gardnerville, NV 89410
(702) 265-6466

AT-6/SNJ Racing Association, Inc.
Laird Doctor, Museum Director
Cavanaugh Flight Museum
Addison Airport
4572 Claire Chennault
Dallas, TX 75248
(972) 380-8800

Formula V Air Racing Association
Dick Goodlett
2075 Long Run Road
Louisville, KY 40245
(800) 888-0040

Professional Race Pilots Assn. (Biplane)
Mike Stubbs
10581 Lakeview Road
Yucaipa, CA 92399
(909) 797-8975

T-28 Air Racing Association
Neil Anderson
6629 Meadowhaven Drive
Fort Worth, TX 76312
(817) 292-4051

D. Typical Race Courses. A diagram of a typical air race site is shown in figure 49-19. A diagram of a typical unlimited race course is shown in figure 49-20. Four examples of suitable air race site diagrams are shown in figure 49-21. The method of determining the various distances used is discussed in the following paragraphs.

E. Race Course Design. A satisfactory pylon air race course design involves the shape of the course and its relationship to the area around the course, especially the spectator areas. Both of these factors depend upon the maximum speed of the racing aircraft and the maximum "g" loading (acceleration forces) that the aircraft are expected to encounter when flying the race course in a normal manner. The maximum height at which the aircraft are expected to fly during the race is also a factor.

F. Race Course Speeds.

(1) The following are typical speeds for each racing class.

(a) Formula Vee: 160 mph

(b) Sport Biplane: 210 mph

(c) AT-6/SNJ: 225 mph

(d) International Formula One: 250 mph

(e) T-28: 300 mph

(f) Unlimited: 450 mph and higher

(2) At such time as additional classes become active, they shall be added to this list with appropriate speeds specified.

(3) The maximum "g" loading for a race aircraft flying the course in a normal manner has been set at 3.5 "g's." In actual racing, where maneuvering and turbulence is encountered, momentary "g" loadings in excess of this figure can be expected.

(4) The speed and "g" loadings permit the calculation of the minimum radius turn that should be permitted in the design of the race course. The formula for the turn radius for a given "g" loading and speed is shown below. (Using a value of 3.5 for "g," the minimum turn radius is shown for each racing class in figure 49-22.)

$$R = \frac{V^2}{32.2 \times \sqrt{g^2 - 1}}$$

R = Minimum turn radius (feet)

V = Aircraft speed in ft/sec or V = knots x 1.689

32.2 = Acceleration force of gravity (ft/sec^2)

g = "g" force in turn

(5) The angle of a turn (the change in course required to negotiate the turn) should be planned to avoid forcing a race aircraft to make the turn too sharply. A maximum turn angle that does not exceed 65° has been found to be satisfactory.

G. Race Course Showline. During the race, aircraft occupy a raceway around the race course. The edge of this raceway closest to the spectator area is the showline, over which no aircraft is permitted to cross while racing.

(1) The raceway width may vary from 150 feet to 500 feet in the various racing classes so that the aircraft may pass one another. The critical requirement is that no racing aircraft is permitted to cross over the showline during the race.

(2) The minimum turn radius, the maximum turn angle, and the raceway width define the limits of a satisfactory race course. The race course relationship to the spectator areas or other populated area must also be defined. Racing classes with a maximum speed of 250 miles per hour or less require a distance of 500 feet between the spectators and the showline. The unlimited racing class or any other new class with speeds in excess of 250 miles per hour requires a distance of 1,000 feet between the spectators and the showline.

(3) An additional safety area is required to ensure that spectators are protected in the event that debris leaves a race aircraft. Should this occur while the aircraft is in a turn, the debris will follow a path tangential to the turn from the moment it departs the aircraft.

(a) The theoretical straight line distance to a point on the ground that the debris will follow (ignoring air resistance) depends upon aircraft speed and altitude. This distance is the scatter distance. A maximum racing altitude of 250 feet is acceptable for aircraft weighing in excess of 1,000 pounds (presently, the AT-6/SNJ and the Unlimited class). A maximum racing altitude of 150 feet is acceptable for aircraft weighing 1,000 pounds or less (presently the International Formula One, Sport Biplane and Formula Vee classes). The scatter distance for each racing class is shown in figure 49-22.

$$S = V \times \sqrt{\frac{2 \times A}{32.2}}$$

S = Scatter distance (feet)

V = Aircraft speed in ft/sec (V = knots x 1.689)

A = Maximum aircraft altitude (AGL) (150 or 250 feet)

32.2 = Acceleration of gravity (ft/sec^2)

(b) The theoretical location of all possible debris impact points from an aircraft in a turn is a circle whose radius is the square root of the sums of the squares of the turn radius and the scatter distance. This radius is the scatter radius (figure 49-22).

$$Sr = \sqrt{(R^2 + S^2)}$$

Sr = Scatter radius (feet)

R = Turn radius (feet)

S = Scatter distance (feet)

(c) In order to provide an acceptable margin of safety, the difference between the turn radius and the scatter radius is multiplied by a safety factor of 1.5 and added to the turn radius to define the safety radius (figure 49-22).

$$Sfr = R + 1.5 \times (Sr - R)$$

Sfr = Safety radius (feet)

Sr = Scatter radius (feet)

R = Turn radius (feet)

(4) The critical turn with respect to the safety radius is the turn that enters the portion of the race closest to the spectators. The safety area is constructed as follows:

(a) bisect the course change angle for the critical turn;

(b) mark off the minimum turn radius for the class of aircraft racing, as shown in figure 49-19, from the pylon position to a point on the angle bisector; and

(c) draw an arc, whose radius is the safety radius, from the point described in paragraph 13G(4)(b) of this section. No spectators shall be within this arc (figure 49-19).

(5) In some cases, it may be expedient to design the race course around the spectator area. While spectator area-to-showline distances are unchanged, the safety zone is now outside the spectator area and is no longer a factor. Roads to this kind of a race course layout must be completely closed off to the spectator area during the race.

(6) Race courses are normally flown in a counterclockwise direction (left turns). Problem sites may require flying the course in a clockwise direction (right turns). Other modifications of the race course, such as changing the angular relationship of the spectator line to move the crowd away from a turn pylon, or lengthening the race course to move the turn pylon away from the crowd, may also be necessary.

15. BALLOON MEETS AND COMPETITIONS.

A. Balloon Meets. Routine balloon ascensions can usually be conducted under part 91. However, balloon competitions will require a certificate of waiver with appropriate special provisions to maintain the safety of the nonparticipating public.

B. Balloon Operations. Flight competitions by manned free balloons often involve operations at horizontal and vertical distances less than those required by § 91.119(b) and (c). Operations at these altitudes are necessary to take advantage of varying wind conditions at different altitudes which are the balloonist's only means of directional control. These operations are acceptable when appropriate limitations are developed to ensure public safety and the safety of the participants.

C. Public Safety. Ballooning has grown significantly in recent years, and competitive tasks have been refined and standardized. The FAA's concern is that every effort is made to ensure public safety. The intent of § 91.119 should never be compromised when issuing waivers and developing special provisions.

(1) Target areas must be under the control of event officials. The use of portable bull horns or public address systems provides an adequate means for crowd control, or for directing balloonists away from the target area in an emergency. Balloon landings are not normally permitted closer than 1,500 feet from the target or goal, although event officials may allow a reduction of this distance to 500 feet for safety considerations. Only balloon recovery ground support crewmembers shall be present on the landing site.

(2) The relatively slow speed of balloons allows spectators to move from harm more easily than at an airshow where fast moving aircraft are performing. Accordingly, the designated spectator area can be minimized to a 200 foot radius away from the designated balloon goal/target. IIC's should ensure that spectators remain clear of the goal/target area during balloon meets or competitions.

(3) Event organizers should be asked to submit a set of competition rules when applying for a waiver. Although this is not a regulatory requirement, it should be encouraged for the sake of conformity and safety. These competition rules should generally conform to recognized industry standards, such as those developed by the Balloon Federation of America.

D. Balloon Competition Event Waivers. To be eligible for a waiver of § 91.119(b) and (c), the applicant must prepare and maintain an Organized Manned Free Balloon Competition Manual which has been APPROVED by the jurisdictional FSDO. The contents of the manual are the basis for issuance of the waiver. The applicant and the participants must comply with the balloon manual contents and requirements. No operations shall be conducted under a waiver except while in VFR conditions during the period from sunrise to sunset, as specified in § 91.155.

(1) A waiver of § 91.119(b) and (c) for organized free balloon competitions can be issued based on submission of an application containing the proposed operations and contents of the Organized Manned Free Balloon Competition Manual. (See paragraph 15E of this section.)

(2) Section 91.119(b) and (c) should be waived only to the EXTENT NECESSARY to accommodate the event while allowing an acceptable level of safety. Evaluation of the site by the IIC determines the actual separation distances for a specific event; however, the following MINIMUM distances and special provisions MUST be observed.

(a) Section 91.119(b) may be waived to allow flight over a *congested area* at an altitude of no less than 500 feet above the highest obstacle within a 500 feet horizontal radius of the balloon. This section of the regulation may only be waived within a specified maximum distance from designated launch sites and/or target areas. This designated area must be determined by the sponsor and the FAA; this area must also be clearly delineated in the sponsor's manual before the event. (A scaled map, drawing, and/or aerial photographs should be in the sponsor's manual before the event.) The designated area should be the minimum area necessary to accommodate the event, and the area should be consistent with the sponsor's ability to control operations. A waiver of § 91.119(b) should not be issued if the target area is so small that a normal descent (200 to 300 feet per minute) cannot be made.

(b) Section 91.119(b) may be waived to allow flight above, but not less than 75 feet from, any *open-air assembly of persons* (designated spectator area) under the direct control of the sponsor.

(c) Section 91.119(c) may be waived to allow flight over open water or sparsely populated areas, no closer than 200 feet horizontally to any person, vessel, vehicle, or structure.

E. Organized Manned Free Balloon Competition Manual. The following is a list of the minimum required topics that must be addressed in the competition manual for a balloon event. Other information may also be included.

(1) Responsibilities and procedures:

(a) duties of personnel;

(b) registration and airworthiness determinations;

(c) pilot and event flight crewmember minimum qualifications, experience, and numbers onboard each balloon for each type of event;

(d) pilot/crewmember briefing responsibilities; and

(e) letter of agreement.

(2) Ground operations:

(a) clear areas;

(b) spectator areas (designated primary and potential secondary areas);

(c) crowd control requirements; and

(d) landowner relations/notification.

(3) Flight operations:

(a) areas of operations;

(b) types of operations;

(c) altitudes;

(d) weather requirements;

(e) communications requirements; and

(f) air traffic coordination.

(4) The Organized Manned Balloon Competition Manual must incorporate § 91.119(b) and (c) limitations as appropriate to the event in a form and manner acceptable to the FAA and the sponsor. The sponsor should describe in the manual the manner of operations that are needed to comply with the event waiver as clearly as possible.

(5) The Organized Manned Balloon Competition Manual must include a list and description of all events, tasks, and races to be included in the waiver.

F. Personnel. The Organized Manned Balloon Competition Manual must contain the names of the following personnel who are responsible for the event: the flight director (balloonmeister); the ground operations director; the head launch director; the person responsible for establishing and maintaining crowd control; the sponsor's FAA liaison; and the persons responsible for obtaining weather data and conducting

the pre-event pilot and event flight crewmember briefings.

G. Letters of Agreement. In addition to the Organized Manned Balloon Competition Manual, a letter of agreement clearly detailing all responsibilities may provide an excellent means of control. In the manual the sponsor outlines the responsibilities assumed, such as crowd control, notification, communication, and briefing of participating pilots and event flight crewmembers. ATC identifies the services they provide, such as up-to-date weather, a portable tower, or direct communication line with the tower. The FSDO identifies the necessary aircraft and airman certification qualifications and site inspection requirements through the waiver process.

H. Balloon Event Flight Crewmembers. Only pilot and event flight crewmembers, as described in the Organized Manned Balloon Competition Manual, may be carried onboard any balloon operating under the waiver issued to the sponsor. Event flight crewmembers will be restricted to the minimum number permitted for the type of event as specified in the Organized Manned Balloon Competition Manual. Event flight crewmembers should be kept to a minimum for highly competitive events. This restriction can be relaxed for less competitive events. All event flight crewmembers must have received appropriate training concerning their duties relative to the event, and must attend the event pilot and flight crewmember briefing before each event. These crewmembers must sign a statement that they have been briefed and that they are designated event flight crewmembers for the purpose of the specific event for which the waiver was granted. The pilot-in-command (PIC) of each balloon is responsible for obtaining the signed statements on a form furnished by the sponsor. This form will be maintained by the PIC during the event, and returned to the sponsor and made available to the FAA upon request. Balloon event flight crewmembers are differentiated from ground support launch and recovery crewmembers.

I. Maximum Wind Speed. The maximum wind speed for launch and at the target zones is mutually determined by the sponsor and the FAA. These limitations shall be placed in the operations manual. The maximum wind speed limitations should be determined after considering the local terrain conditions and the competency of the participating airmen and the limitations of the aircraft. If a balloon does not have an FAA-approved flight manual, operating limitations can be found on the type certificate data sheet. The actual means of determining the wind speed must be mutually agreeable to the FAA and the sponsor. The IIC and/or the sponsor may wish to consider moving the designated spectator area barriers if the wind speed is excessive.

J. Types of Competitive Tasks. Competitive tasks are exercises in navigation using changes in wind direction. The winner of a task is the balloonist who can best take advantage of changes in wind direction by ascending and descending. Sponsors generally engage launch directors to control staggered launch times and ensure safety for multiple launches. The following are some typical balloon competitive tasks, based on information provided by the Balloon Federation of America (BFA). The indicated landing distances have been established by BFA to keep balloons, which have already dropped markers, clear of the target area, for the approach of other balloons.

(1) Pilot Declared Goal (PDG). Pilots define goals by description and map reference. The goals are declared in writing and given to a timekeeper. Each pilot flies from the designated launch area and attempts to drop a marker close to the selected goal. The result is the distance from the declared goal to the observed mark. The shortest distance wins. The landing after dropping the marker cannot be less than 1,500 feet from the declared goal.

(2) Judge Declared Goal (JDG). Each pilot flies from the designated launch area and attempts to drop a marker as close as possible to a goal set by the officials. The result is the distance from the declared goal to the observed mark. The shortest distance wins. The landing after dropping the marker cannot be less than 1,500 feet from the declared goal.

(3) Multiple Judge Declared Goal (MJDG). Each pilot flies from the launch area and chooses one of a number of goals set by the officials. The pilot attempts to drop a marker near the goal chosen. The result is the distance from the observed mark to the nearest goal. The shortest distance wins. The landing after dropping the marker cannot be less than 1,500 feet from the selected goal.

(4) Elbow (ELBO). Each pilot flies from the launch area and attempts to achieve the greatest change of flight direction during the flight with the least angle of divergence. A 180° change in direction with a zero angle of divergence is best. Two concentric circles, specific distances apart, surround the launch point. The pilot drops two markers. The first marker must be dropped between the inner and outer circle. The second marker must be dropped within the outer circle. The second marker cannot be less than 5,000 feet from the first marker. Landing after dropping the marker is at the pilot's discretion.

(5) Hare and Hound (HNH). In the West, this may be referred to as the "Road Runner Race." The lead balloon, "the hare," takes off several minutes before the rest of the balloons and drops a marker at a designated point. The hare balloon deflates and is removed from the landing area. The marker dropped by the hare balloon becomes the target for the later balloons, "the hounds." The hounds try to drop markers as close as possible to the hare balloon's target. After dropping the marker from the hound balloon, landing is at the pilot's discretion but cannot be less than 1,500 feet from the target.

(6) Convergent Navigational Task (CNT). Officials establish a goal, but pilots find their own launch areas for the attempt to reach the goal. The boundary of the launch area declared by the pilot is the physical boundary of a field or a circle with a 300-foot radius from the inflation point, whichever is less. The officials place a target at the goal thirty minutes before the launch period. The pilot launches from a selected site, attempts to navigate to the target, and drops a marker. The result is the distance from the target to the marker. The shortest distance wins. The landing after dropping the marker is at the pilot's discretion but cannot be less than 1,500 feet from the target.

(7) Fly On Task (FOT). The pilot declares a goal to fly to after dropping a marker in another task.

(8) Gordon Bennett Memorial (GBM). The competitors maneuver their balloons a prescribed distance from a target on the ground (scoring area). They then attempt to maneuver back to the scoring area and drop markers on the target. As long as the scoring area is large enough and kept clear of spectators, this event should cause no significant problem.

(9) Watership Down. This is a two-part task. Pilots find their own launch sites and fly to a target established by the officials. At a specified time before the launch, a hare balloon takes off adjacent to the target and drops a marker at a designated point. This marker becomes the second target. The hare balloon deflates, and the envelope remains flattened on the ground to serve as a guide to the second target area. Each competing pilot drops a marker as close as possible to the first target, which was the launch site of the hare balloon. Pilots then fly-on to drop a second marker as close as possible to the target marker placed by the hare balloon.

(10) Key Grab. This event usually has a target (generally a tall pole with the keys to a new automobile affixed to the top) in a centralized location. The balloonist must depart a predetermined distance from the target. The object is to maneuver the balloons, one by one, over the target so the pilot can attempt to grab the keys as the balloon goes by the pole.

(a) The area around the pole must be completely clear of spectators and under the control of the event officials. Sponsors should have portable bull horns or a public address system to control the crowd movements or to direct the balloonist away from the target area in an emergency. If these precautions are observed, a waiver of § 91.119(c) can be issued to allow operations closer than 500 feet to the crowd.

(b) The sponsor must establish procedures to ensure that the balloonists will abort the key grab attempt if it becomes apparent that the balloon's ground tracks will not be within the operating area or when a realistic chance for the key is no longer possible. The landing areas must be segregated from the spectators; only bona fide recovery crews should be present in the landing area to assist the balloonist with recovery. All participants must be briefed before the operations.

17. MILITARY AERIAL PERFORMANCES. The guidelines in this paragraph apply to military aircraft, military pilots, and parachute teams specifically designated to perform missions for the DOD and, in some cases, the Canadian Forces. FAA headquarters has not issued any special approvals, authorizations, waivers, or blanket exemptions concerning any military team airshow performances. The teams' standard maneuvers are normally acceptable within FAA policy, including steady state, level or climbing (normal rate) flight over spectators at or above 500 feet AGL and other maneuvers that are a part of the maneuvers package. Each team knows the FAA policy applies to them. The teams are not exempt from any regulation or policy that is used in issuing a waiver. DOD has agreed to approve official events only when safety is not compromised. Under no circumstances shall flight at altitudes less than 500 feet AGL be conducted over designated spectator areas, nor shall airshow aerobatic maneuvers be conducted over spectator or congested areas. While the guidelines in this section are primarily oriented to U.S. military precision flight demonstration teams, the procedures may also be applicable to the Canadian Forces Snowbirds and command approved tactical demonstration aircraft.

A. DOD Emphasis. DOD has emphasized the importance of military participation in airshows. This participation is regarded as an essential contribution to armed forces recruiting, retention, and community relations missions.

B. Approved Profiles.

(1) All performances shall be in accordance with a planned profile approved by the applicable military command. The various military teams provide AFS-800 with command approved maneuver packages. The North American Military sanctioned aerial flight demonstration teams are the U.S. Air Force Thunderbirds, the U.S. Navy Blue Angels, and the Canadian Forces Snowbirds.

(2) The issue of maneuvers oriented toward spectators has become a very controversial subject. IIC's shall incorporate procedures into the airshow briefing to ensure that performers who hold command approval for such maneuvers can show evidence of FAA headquarter's acceptance, produce documentation of exactly what was approved and accepted, and graphically show where the checkpoints will be at the showsite for accomplishment of the maneuver or turn. This should be accomplished as early as possible in the event planning process.

C. Team Qualifications and Training. The proficiency and ability of the members of military units are determined by the military command and do not require approval by an FAA IIC. Team members undergo rigorous training to develop the skills necessary to perform the precision maneuvers and routines. Team members should not be questioned about their competency to perform their approved routines.

D. Military Participation. DOD requires the event sponsor, or a designated representative, to complete a Request for Military Aerial Support Form (DD Form 2535) when requesting a U.S. military aerial demonstration team on or off a military installation and when requesting military aircraft participation off a military installation. The sponsor or representative must forward the form to the appropriate FSDO. The FSDO completes section V, FAA or Appropriate Governmental Agency Coordination (Airspace Coordination) (figure 49-18). The proposed site requiring a waiver must be classified as either satisfactory or unsatisfactory during a site feasibility study conducted by an FAA inspector. A satisfactory classification indicates that a waiver can be issued following compliance with other requirements. An unsatisfactory classification indicates that the requested activity cannot be performed safely at the proposed site, and a waiver shall not be issued. If the site is deemed unsatisfactory by the FAA, the request is not accepted by DOD.

(1) The feasibility study is usually conducted during the summer months for an event that will take place the following show season. The inspector should conduct this study in a TIMELY MANNER, thereby providing the sponsor ample time to submit the DOD form before the DOD suspense date. Normally, an on-site inspection IS REQUIRED to determine the status of new construction or other environmental changes in the area.

(2) If the inspector believes that templates of the proposed maneuvers and the 7.5 minute series Topographic Quadrangle Map for the area are necessary to conduct the feasibility study, the inspector should request the templates and the map from the sponsor of the event. This may be necessary at a site where the U.S. Navy Blue Angels, the U.S. Air Force Thunderbirds, or the Canadian Forces Snowbirds are appearing for the first time, or at sites where new construction may affect a location's suitability for an airshow. Availability of templates varies from year to year.

E. Specialized Teams. The North American Armed Forces also sanction specialized teams that demonstrate the capabilities of one particular aircraft; e.g., the U.S. Air Force F-16 Tactical Demonstration (TAC DEMO) Team. They may also develop maneuver packages which define the aerobatic routine to be performed at aviation events. If so, these packages, as well as a list of pilots authorized to conduct the aerobatic routines, are submitted to AFS-800. AFS-800 distributes copies of the command-approved packages to the regional airshow coordinators. Only the designated aircraft and pilots may perform at airshows in which § 91.303 is waived.

F. Special Considerations. Although the FAA has emphasized the need to maintain standard airshow separation requirements at sites where separation can be accomplished, U.S. military flight demonstration teams (Thunderbirds and Blue Angels) may request and receive a special waiver of § 91.119(b) and (c). This special waiver would be for a flight at an altitude of 200 feet above the highest obstacle, no lower than 500 feet above designated spectator areas, and along an FAA APPROVED ingress/egress route to and from the aerobatic area within a 3 nautical mile (NM) radius from the designated show center. The request for a special waiver must be made by the commanding officer of the military team. The waiver shall be approved when the following conditions are met.

(1) An on-site survey of the demonstration area must be completed by the team's commanding officer or by a team member designated by the commanding officer.

(2) A coordination meeting must be held to discuss the potential impact of the operation on the surrounding area. The meeting must be attended by

the team's commanding officer or a designated team member, the waiver applicant or a designated representative, and the appropriate FSDO representative.

(3) The FAA must receive a letter from the commanding officer or the designated team member requesting a waiver of § 91.119(b) and (c). The letter must contain the following information:

(a) the specific altitudes and the area over which the special waiver is required;

(b) a statement that the commanding officer shall accept full responsibility for the operation; and

(c) a statement that the commanding officer or designated team member, as an authorized representative of the DOD, has done the following:

(i) completed an on-site survey of the proposed area of operation;

(ii) discussed the impact of the operation with the waiver applicant and the appropriate FSDO representative; and

(iii) determined if the demonstration, as provided to the FAA in the command maneuvers package, can be safely conducted in the area.

(4) The IIC has determined that ingress routes within 3 nautical miles of show center are not over persons on the ground if performing aircraft will be flown inverted outside of the aerobatic maneuvering area.

G. Arrival Shows. Aerial demonstration teams often require an arrival demonstration. This normally consists of several passes for visual familiarity with existing landmarks and maneuvers practice using these landmarks. Details of the arrival should be worked out during the coordination meeting described in paragraph 17F(2) of this section.

(1) If the arrival show includes aerobatic operations over populated areas, the show cannot be authorized. A good rule of thumb for determining if an arrival show should be approved is, "Will everything necessary for the event itself be taken care of (including a waiver) except crowd control and emergency facilities?" If the answer to this question is no, then an arrival show can only consist of normal flight operations conducted within the regulations.

(2) The military often asks to have the team advance coordinator or operations officer accept the arrival show briefing and relay all necessary information to the team. The IIC should allow this if the team representative is a rated aviator or a non-rated officer serving with the team. Briefings with the team representative must be completed before the team's arrival at the show site.

H. Foreign Military Teams. The considerations and procedures of this chapter also apply to military teams sanctioned by other countries and approved by AFS-800. The letter of approval for foreign military teams may only be issued by AFS-800. Generally, a private demonstration performance will be required.

I. DOD-Sanctioned Parachute Teams. DOD has officially sanctioned the U.S. Army Golden Knights and the U.S. Navy Leap Frogs as parachute teams. A team may have more than one unit operating under the designated team name (for example, two Golden Knight teams--the Black Team and the Gold Team--jumping at two different locations).

(1) The DOD-sanctioned military team determines site acceptability, effect of wind conditions, and location of exiting the aircraft. This includes the decision to exit over a spectator area and the determination of authorized passengers onboard the aircraft during performances. DOD accepts the responsibility for these technical judgments with respect to the jump exhibition safety.

(2) An application for a certificate of authorization must be submitted to the jurisdictional FSDO. The application must contain a statement that the military command or service has determined that adequate safety margins exist at the site (from a performers perspective) for the scheduled demonstration by the specific team on a specific date.

J. Nonsanctioned DOD Parachute Teams. Other military jump teams, such as the U.S. Navy's Chuting Stars and the U.S. Air Force Academy's Wings of Blue, are not DOD-sanctioned. They may be allowed to perform the same jumps as civilians with a USPA class C or D license.

(1) If an authorization is required under part 105, it may be issued only for military jump operations when all aspects of training, equipment, and procedures are under the military's direct control and responsibility. In the case of an authorization for operations over or into a congested area (§ 105.15), the unit is required to meet the same standards as DOD sanctioned teams and hold a USPA class C or D license.

(2) If it is unclear whether a member meets USPA requirements, coordination with the military liaison or AFS-800 may be appropriate. The IIC must determine if the team members have a class C or D license.

K. Additional Information. Any complaints received by the FAA as a result of the aerial dem-

onstration shall be forwarded to the designated military representative for disposition. Any questions involving a military team should be directed to the appropriate team. Enforcement action will be conducted according to current FAA policy.

U.S. Air Force Thunderbirds
Airshow Coordinator
P.O. Box 9733
Nellis AFB, NV 89191
(702) 652-9593

U.S. Army Parachute Team
Operations Officer
Box 70126
Ft. Bragg, NC 28307-0126
(919) 396-2036

U.S. Navy Blue Angels
Events Coordinator
NAS Pensacola, FL 32508
(904) 452-2585

U.S. Navy Leap Frogs
Navy Special Warfare Center
2446 Trident Way
San Diego, CA 92155-5495
(619) 437-2820

19. NIGHT AND PYROTECHNIC DEMONSTRATIONS. Aerobatic performers may request authorization to conduct aerial demonstrations at night (after evening civil twilight). The demonstrations are typically conducted with pyrotechnic devices attached to the wings. Other demonstrations use numerous landings lights or strobe lights. These demonstrations can be conducted no lower than 500 feet and no higher than 5000 feet AGL.

A. Requirements. Inspectors can accommodate such requests by ensuring that the following have been accomplished.

(1) The pyrotechnic or light installations are appropriately documented in the aircraft's maintenance records.

(2) The sponsor and the pilot have made the necessary arrangements with local authorities concerning the use of pyrotechnics. (HAZMAT and fire codes.)

(3) All aerobatic performers who conduct night/pyrotechnic demonstrations must have the appropriate authorization(s) on their FAA Form 8710-7, Statement of Acrobatic Competency.

B. Special Provisions. Special provisions for night demonstrations can be found in paragraph 29 of this section.

21. PARACHUTING - CIVIL AND FOREIGN MILITARY TEAMS. Although many airshow activities may require waivers, parachuting or skydiving demonstration jumps do not require waivers. As provided in part 105, some of these jumps do require a certificate of authorization. An FAA Form 7711-1 is used for authorizations for parachute jumps.

A. Parachutists Not Associated with Associations and/or Organizations. Parachutists who are not members of a recognized parachute organization or a national club, and who wish to participate in a demonstration or exhibition jump over or into a congested area, must present satisfactory evidence of the experience, knowledge, and skill equivalent to that required by the USPA. Although the majority of contacts with the parachutists are made by operations inspectors, questions concerning airworthiness or engineering should be referred to AFS-300 for resolution. In some cases, the local USPA area safety and training advisor may be able to answer safety questions regarding the jump and landing area. For assistance in locating a USPA area safety and training advisor in your area, contact USPA at (703) 836-3495.

(1) If the applicant is unable to provide adequate information about the event or jumpers qualifications, inspectors may require a demonstration jump (not over a congested area) before approving an authorization.

(2) The USPA is located at 1440 Duke Street, Alexandria, VA 22314 (phone number (703) 836-3495). This organization has adopted its own safety rules and licensing standards for parachutists, instructors, and jumpmasters. Additionally, the USPA has pledged to implement a policy of self-policing so that conflicts with other airspace users are avoided and a high level of safety is maintained. Toward this goal of assisting the FAA, the USPA has supplied every FSDO with a brochure of its rules and safety programs and has offered assistance any time the FAA has encountered problems with a particular club or has questions regarding parachuting.

B. Safety. Part 105 states rules designed to protect the general public and other users of the national airspace from sport parachuting activities.

(1) When a parachute jump is conducted over or into a congested area, a certificate of authorization is required.

(2) An open-air assembly of persons usually occupies a relatively small area. Therefore, it should not be a problem to avoid these areas during an exit. The primary purpose of an exit limitation over an open-air assembly is to provide a higher level of safety under the remote possibility that a jumper would be unable to deploy one of two state-of-the-art parachutes.

C. Certificate of Authorization. Section 105.15 states rules applicable to jumps over or into congested areas or open-air assemblies of persons. FAA Form 7711-1 is required for any jump over or into a congested area.

(1) The drift-over provision of § 105.15 permits a jumper to exit an aircraft over areas other than a congested area and, with a fully deployed parachute, drift over a congested area or open-air assembly of persons, and then land in an open area. Under these circumstances a certificate of authorization is not required. However, the drift-over provision does not permit any jump that results in a landing into a congested area or open-air assembly of persons unless the parachutists have obtained a certificate of authorization.

(2) Operations inspectors reviewing applications for authorizations to jump into congested areas or controlled airspace should look for any indication that these jumps involve special stunts or more participants than the aircraft type certificate allows. When in doubt, coordinate with the FSDO airworthiness unit. (Further information about congested areas can be found in volume 2, chapters 102 and 120.)

D. Parachutist's Competence. The competence of parachutists is extremely important when evaluating the suitability of a landing site.

(1) Holders of USPA class C and D licenses have proven themselves to be highly skilled. Anyone holding a class C or D license who has actively participated in the sport within the last 12 months should be competent to participate in any jump where the separation criteria meets or exceeds that established for a level one landing area. (See paragraph 21E of this section.)

(2) Those persons holding a USPA class D license with a current exhibition (PRO) rating have demonstrated the additional skills necessary for exhibition demonstrations in accordance with the separation criteria for a level two landing area. (See paragraph 21E of this section.)

(3) USPA issues the PRO rating with an expiration date that coincides with the expiration date of the holders USPA membership. USPA members are renewed on the basis of continued demonstration of the original certification requirements. USPA original certification requirements are memberships in USPA, a USPA class D license, and the accomplishment of 10 successive jumps into a 10-meter (32-foot) diameter target area in accordance with the following:

(a) all required jumps are accomplished with a stand-up landing;

(b) the size of the canopy used during the PRO rating qualification determines the smallest canopy allowed in demonstration jumps; and

(c) qualification jumps are witnessed by either a safety and training advisor or by an instructor/examiner and at least two other spectators.

E. Landing Areas. Generally, landing areas fall into one of two categories depending on the demonstrated competency of the parachutists.

(1) Level One. Parachutists who hold a USPA class C or D license must select a landing area that permits the jumper to land no closer than 50 feet to any spectator and does not involve passing over persons on the surface at an altitude of less than 250 feet. Many athletic venues constitute a level one area.

(2) Level Two. Parachutists who hold a USPA class D license with a PRO rating, and who certify that they shall use both a steerable square main and a reserve canopy, shall be permitted to exit over or into a congested area but not exit over an open air assembly of people. The selected landing area must permit the jumper to land no closer than 15 feet from any spectator and must not involve passing over persons on the surface at an altitude of less than 50 feet. A standard football or baseball field surrounded by stands on at least two sides is a level two area.

F. Alternate Landings Areas. Regardless of the parachutists' experience, "runoffs" or escape areas must be considered. Small target areas may be acceptable when a suitable alternate landing area is available in the event of unexpected conditions.

G. External Paraphernalia. Parachute teams occasionally use smoke canisters, weighted flags, and other paraphernalia attached to the jumper's boots and to long ropes attached to the jumpers. The attaching ropes are often long enough to cause a hazard to the crowd. The proximity limitations described in paragraph 21E of this section include all attached paraphernalia. Each jump team leader should inspect every jumper to ensure that the pyrotechnics and other paraphernalia are securely attached so inadvertent dropping is prevented.

H. Special Considerations.

(1) During jumps over or into congested areas, two-way radio communication shall be continuously maintained between the aircraft airlifting the parachutists and the landing area.

(2) The authorization holder shall make provisions to keep spectators out of the landing area.

(3) The holder of the certificate of authorization shall brief the PIC of the aircraft and the jumpers on the terms of the authorization.

(4) The IIC may wish to develop a provision that directs the PIC or the holder of the certificate of authorization to use a specific ATC facility and frequency.

23. TEMPORARY AEROBATIC PRACTICE AREAS.

A. Additional Waiver. During the airshow season, the FSDO may be called upon to issue a waiver for the establishment of a temporary aerobatic practice area. The waiver may be suggested to the sponsor of a proposed airshow at the same time the application for the airshow waiver is submitted. This additional waiver must be requested and prepared for the specific purpose of providing a temporary area in which only airshow performers may practice their routines before and during the airshow. In addition, it will provide a safe and approved area for those performers who may be from other states or countries and who need to adapt to the weather and altitude conditions intrinsic to the local area. Although this will be a separate waiver which becomes effective 2 or 3 days before the airshow, it must be prepared so as to terminate on the same date and time as the airshow waiver.

B. Establishment of Temporary Practice Areas. Some of the parameters the inspector may wish to consider in the establishment of a temporary practice area are as follows.

(1) The actual airshow site may be suitable as a temporary practice area if it is a controlled environment and there will be no conflict with other nonparticipating aircraft. The times of effectivity must be thoroughly coordinated with the pertinent air traffic facilities before approval and issuance of the waiver.

(2) The temporary practice area should be established no more than 20 or 30 miles from the actual airshow site.

(3) All of the coordination required for the establishment of a [*regular*] aerobatic practice area should also be used in the preparation of the temporary aerobatic practice area. (See volume 2, chapter 48.)

(4) The sponsor must control access to the temporary aerobatic practice area, and only those persons performing in the airshow should be permitted to use the area.

(5) The physical parameters of the temporary practice area should be large enough to encompass all of the maneuvers that will be performed in the actual airshow.

(6) The responsibility for site selection, coordination, approvals, application, and oversight of the temporary aerobatic practice area rests solely with the airshow sponsor/applicant.

C. Established Practice Areas. The International Council of Air Shows (ICAS) will maintain a current listing, prepared by the ICAS staff (phone number (517) 782-2424), that delineates established waivered aerobatic practice areas which may be used for performer practice with the concurrence of the waiver holder. It is the responsibility of the airshow sponsor to coordinate the use of these established practice areas. If no site is available, it is incumbent upon the airshow sponsor to request a temporary aerobatic practice area, or the IIC preparing the airshow waiver may wish to suggest that one be established.

25. REVIEW OF FAA FORM 7711-2. Upon receipt, the application should be reviewed for obvious discrepancies. If discrepancies exist, a meeting with the applicant is helpful in resolving them to mutual satisfaction. The information submitted by the applicant on FAA Form 7711-2 MUST NOT be altered by the FSDO.

A. Items 1 and 2. If the applicant represents an organization, the organization's name should appear in item 1. The name of the individual and his or her position or authority to represent the organization (i.e., the "responsible person") should appear in item 2. If the applicant is not representing others, "N/A" should be entered in item 1 and the applicant's name entered in item 2.

B. Item 4. The applicant may not know, or may be unsure, which sections of the regulations are involved. A conference with the applicant before acceptance of the application may be necessary. An application for a parachuting operation should state that authorization is requested in accordance with § 105.15.

C. Item 5. It is sufficient for the applicant to use the terms airshow, aerobatic contest, aerobatic practice area, parachute demonstration jump, or air race to describe the events.

D. Item 6. Most events are held at, or immediately adjacent to, an airport. An increasing number,

however, are held offshore, over water, in the vicinity of state fairgrounds, or at other locations. The applicant should describe the operating area as a cubic or cylindrical cell of airspace; e.g., a rectangle bounded by a runway or other definable geographical reference, a lateral point, and up to a particular altitude above ground level.

(1) For off-airport sites, the boundaries should be described using rivers, roads, or other easily identifiable landmarks.

(2) For an airshow or air race, the applicant must attach current, properly marked charts, maps, drawings, or photographs of the area of operation (not required for parachute demonstration jumps at airshows). The IIC should recommend that the applicant use the 7.5 minute series Topographic Quadrangle Maps, published by the U.S. Geological Survey (scale 1:24,000). Any depiction submitted must include scale indications of the crowd lines, showlines, race courses, the location of the aviation event control point, police dispatch, ambulance, and fire fighting equipment. The applicant may also submit current photographs and scale diagrams to assist the FAA's evaluation of a particular site. Airport master plan charts may be useful for this purpose.

(3) Applicants should note in item 6 if supplemental information is attached.

(4) For parachute jumps not in conjunction with an airshow, the applicant should submit a current map in sufficient detail and scale to clearly depict both the area over the selected exit point and the intended landing area. However, winds during the event dictate the actual exit point. The intended landing area should be designated, and the applicant must depict areas over which jumpers cannot exit relative to their ratings.

E. Item 7. Inspectors can eliminate the need for sponsors to resubmit applications for an additional authorization by advising sponsors to list alternative dates on the initial application. This avoids confusion and reduces the number of applications that must be submitted by the sponsor.

F. Item 8. When an application is submitted, the applicant may not know the names of the performers and the aircraft to be used in a show or event. The application may be accepted with a notation in item 8 that a list will be provided at a later, specified date and time. Once the list has been supplied, last minute substitutions must show proof of appropriate qualifications to the IIC at the event. If the substituted individuals' qualifications are personally known by the IIC or a member of the FAA team, the substitution may be accepted without showing of licenses; for instance, the inspector may consult the aircraft/performer list of any recognized industry organization.

G. Item 9. Not every event is sponsored by an organization. Any individual may sponsor an event.

(1) The FAA's concern is not the sponsor's identity, but the measures needed to guarantee a safe operation.

(2) While the applicant assumes responsibility for the terms of the waiver or authorization, the applicant may not have the operational expertise to ensure compliance with the specified conditions of the waiver or authorization. Under these circumstances, the applicant must designate a person with the necessary background and experience to ensure operational safety as a condition for the issuance of the waiver or authorization.

H. Item 11. There is no specific requirement for the use of uniformed police or security guards. The need for policing depends upon several factors.

(1) If fencing is used for crowd control, there may be little need for crowd control personnel. However, if the sponsor intends to merely rope off the primary or secondary spectator areas, it may be necessary to have crowd control personnel.

(2) With respect to crowd control, it is not the FAA's responsibility to control the crowd or to decide who can police a show.

(3) It is the applicant's responsibility to ensure that all reasonable efforts are made to confine spectators to the spectator areas. No unauthorized persons are allowed under the aerobatic maneuvering area. If reasonable efforts have been made to keep the area clear and unauthorized persons or vehicles enter the area under the aerobatic maneuvering area, efforts must be made to remove them. Sponsors, performers, and inspectors shall use good judgment when determining whether it is necessary to halt a show to protect nonparticipants on the ground.

(4) Transition over a road below the operating area is the same as egress or ingress over congested areas. If a road runs beneath the operating area and is not patrolled, motorists could attempt to park on the shoulders to enjoy the show. In this situation, the applicant should arrange to have the traffic controlled and directed to a safe location. There is no requirement for termination of an airshow aerobatic maneuver at a given distance from a road; but as with a congested area, aerobatic maneuvers shall not be performed over roads unless the road or highway has been closed and no persons are allowed to park along the road. Roads under the aerobatic maneuvering area(s) will be closed to nonparticipants when the waiver is in effect.

(5) If there are buildings below the airspace where aerobatic maneuvers are performed, the sponsor must make a reasonable effort to evacuate such buildings during the event. If persons re-enter the buildings, efforts should be made to re-evacuate them.

(6) If a show or act cannot be altered to fit within FAA distance criteria, or if congestion or new development around the proposed site impedes that criteria, the site is probably not acceptable for an airshow. Sites with more than one primary spectator area can be particularly difficult to accommodate.

I. Item 12. Emergency facilities have caused problems for sponsors. As previously noted, the application serves as an all-purpose form and contains items that may or may not be appropriate to emergency facilities. Some applications have been denied because the boxes for physician, ambulance, and fire truck were not filled in. Every airshow sponsor should be encouraged to provide emergency medical service even though this service is not normally necessary. Many sponsors prefer to have the local fire department's emergency rescue squad, paramedics, or emergency medical technicians at their show rather than a physician. The following guidelines are usually adequate.

(1) Physician. Except for events that are a great distance via a ground vehicle from a hospital or medical clinic, a rescue squad, paramedics, emergency medical technicians, or a first-aid station may substitute for a physician.

(2) Ambulance. If a rescue squad is provided, an ambulance should also be provided. If there is a physician in attendance, any vehicle acceptable to the physician for emergency transportation is sufficient. Many communities rely on a sheriff's or local law enforcement officer's vehicle for ambulance service. It would be improper to prohibit use of a similar vehicle to serve as an ambulance for the event.

(3) Fire Truck. For the most part, the only reason for having a fire truck at an aviation event is for the performers' benefit. If the performers are willing to accept a pickup truck with hand-held fire extinguishers, the FAA should not demand that the sponsor provide a fire truck with trained firemen.

(4) Crash Wagon. Many event locations do not have crash wagons available. If they are not available, the FAA should not require a sponsor to obtain a crash wagon from a distant facility.

(5) Other. The following is an example of how the OTHER block might prove useful. At one event, the sponsor had a helicopter and pilot continually ready for emergency transportation of spectators or performers who might need medical attention during the events. A military trained firefighter and medic were standing by the helicopter with extinguishers in case of an aircraft accident anywhere in the operating area. Describing this OTHER emergency equipment could have relieved the applicant from having to show anything in the preceding blocks.

(6) Aerobatic school activities or aerobatic meets that are not airshows, contests, or races may require a waiver. If these activities are not advertised as aviation events, it may not be necessary for the school or sponsor to provide policing or emergency facilities. (See volume 2, chapter 48.)

J. Item 13. Potential communication contingencies should be entered in this block. Examples of these follow.

(1) Although every aircraft in the event may be equipped with a two-way radio, a visual ground-to-air emergency signal must be provided and described in the application.

(2) If an airport that is the site of an aviation event is served by a scheduled air carrier, arrangements must be made for the arrival and departure of such aircraft. It is usually adequate to schedule a break in the activities to allow for scheduled arrivals and departures. Prior coordination with the air carrier should be completed by the sponsor.

K. Item 14. The FAA must see a schedule of events in order to evaluate the application. For the purpose of reviewing the application, the schedule does not need to be detailed. It should contain at least a general description of the types of events and their sequence in the show.

(1) The applicant must specify a date and time before the show when he or she will provide a schedule of events. The schedule must identify the aircraft and performers in the sequence of appearance. This list becomes a part of the official waiver or authorization package. During the event, the scheduled order of appearance may change because of weather, mechanical problems or other factors.

(2) Any demonstration added to the schedule requires FAA approval, and should be submitted at the earliest opportunity. Cancellation of events does not require advance notice. If the sponsor wants to add additional performers after he or she has submitted the final list of participants, pen and ink changes may be approved by the IIC.

TABLE 1

AIRCRAFT SHOWLINE CATEGORY	AIRSPEED/AIRCRAFT	STANDARD SHOWLINE DISTANCE FROM THE SPECTATOR AREA
I	More than 245 knots (282 mph)	1,500 feet
II	More than 156 knots but 245 knots or less (181-282 mph)	1,000 feet
	Aerobatic helicopters	1,000 feet
III	156 knots or less (180 mph)	500 feet
	Aerobatic gliders (sailplanes), ultralites, and gyrocopters	500 feet
	Nonaerobatic aircraft (any flyby demonstration)	500 feet
	BD-5J Microjet	500 feet

27. STANDARD LIMITATIONS. Evaluation of the proposed site determines the actual separation requirements. The following MINIMUM distances and standard limitations apply to *all* aerobatic demonstrations and must be observed.

A. Showlines and Spectator Areas. For aerobatic and certain other flight demonstrations, showlines must be established at a prescribed distance from the designated spectator areas. The showline is used as a reference by the performer or, in the case of a formation flight, by the formation's leader. Pilots performing flight demonstrations must maintain minimum showline distances from the spectator areas. These distances are predicated on 75 percent power in straight and level flight for piston airplanes. For turbine airplanes, the distances are based on DEMONSTRATED normal cruise speed. Showline categories, speeds, and distances are shown in Table 1 above.

B. Establishment of Showlines. As described in Table 1, three different showlines might be required when all three categories of aircraft are participating at a show site.

(1) The showlines should be established first, rather than establishing the spectator areas and then determining the showlines.

(2) The optimum situation is when prominent showlines such as runways, treelines or other geographical features are 500, 1,000, or 1,500 feet from the spectators. These distances from the showlines to the spectators for each category of aircraft are the standard; however, under some conditions the distances may be altered. Subparagraphs C and D below define the limitations for these alterations. Consideration for moving showlines are as follows.

(a) If the runway used for a showline is located closer to, or farther from, the spectators than that prescribed for a particular category of aircraft, the showline may be moved. Because a runway is well-defined, at times it is more desirable to use a runway as a showline rather than use a showline that is not well-defined. If safety is enhanced by using the well-defined showline, the location of the showline may be altered. This alteration is not to be made as a means of increasing the spectator area or moving the showline closer to the spectators.

(b) Antennas, windsocks, treelines, and other obstacles that are hazards to the performers often necessitate moving a showline; even in these cases, the showline may not be moved any closer than the prescribed altered minimums.

(3) The minimum 500 foot showline for Category III aircraft shall not be waived.

C. Category I Showlines. The optimum showline distance from the spectator areas for Category I aircraft shall be 1,500 feet or greater (figure 49-6). If the ONLY well-defined showline is closer than 1,500 feet to a spectator area and it is not possible to move the spectator area, the showline may be approved down to a minimum of 1,200 feet. When there is a reduction in the distance from the showline to the primary spectator area, a similar reduction shall not be permitted for the secondary

spectator area side of the showline (figures 49-7 and 49-8). In no case shall there be less than 2,700 feet between the primary and the secondary spectator areas. Also, it is important for Category I showlines to be well marked.

D. Category II Showlines. The optimum showline distance from spectator areas for Category II aircraft is 1,000 feet or greater. If the ONLY well defined showline is closer than 1,000 feet to a spectator area and it is not possible to move the spectator area, the showline may be approved down to an absolute minimum of 800 feet (figure 49-9). When there is a reduction in the distance from the showline to the primary spectator area, a similar reduction shall not be permitted for the secondary spectator area side of the showline. In no case shall there be less than 1,800 feet between the primary and the secondary spectator areas.

E. Category III Showlines. The showline shall not be closer than 500 feet from the primary or secondary spectator areas (figure 49-10).

(1) The 500-foot showline may also be used for Category I or II aircraft being flown nonaerobatically and parallel to the primary and/or secondary spectator area. In this case, the showline must be clearly delineated for high performance aircraft.

(2) A circular arc directed away from the crowd, a pass in review maneuver, may be flown provided the aircraft remain at least 500 feet from the primary and secondary spectator areas.

(3) If there is less than 1,000 feet between the primary and the secondary spectator areas, the site cannot be considered for an airshow waiver.

(4) If there is less than 500 feet between the showline and the spectators, the site cannot be considered for an airshow waiver.

(5) Nonaerobatic formation leaders must adjust their ground track so that the critical wingman is not closer to the spectator area than the Category III showline.

F. Aerobatic Formation Flight. After November 1, 1992, formation aerobatics may be performed only if the following conditions are met.

(1) The members of the aerobatic team must have performed together in eight aerobatic performances over the preceding 12 months; or

(2) The team members must be able to document 25 aerobatic practice sessions as a team over the preceding 12 months in performing aircraft type; and

(3) After February 28, 1993, all persons conducting formation aerobatics must have demonstrated or substantiated their skills and have the "Formation" notation placed on their Statement of Acrobatic Competency.

G. Nonaerobatic Formation Flight. After January 1, 1997, civil pilots who wish to conduct nonaerobatic formation flight at an airshow must possess a valid industry formation training and evaluation credential that is acceptable to AFS-800. This policy does not apply to closed course air racing. An appropriately rated instructor or experienced industry formation instructor/proficiency pilot shall be onboard the aircraft when the pilot does not have previous formation/airshow flying experience and/or an appropriate authorization issued in accordance with an industry training program. It is incumbent upon the sponsor to determine compliance with an industry program and/or the airman experience requirements and provisions below. As such, impromptu formation flying at aviation events is not authorized. The following conditions must be met.

(1) The aircraft must be equipped with fully functional dual controls and intercom system. If the aircraft requires a second-in-command (SIC), the instructor/proficiency pilot may occupy the jump seat.

(2) The sponsor must be aware of, and consent to, the instructor/proficiency pilot's participation.

(3) The instructor/proficiency pilot must be rated and current in the make, model, and type of aircraft, and be experienced and current in airshow and formation flying.

(4) Aerobatic flight is not to be conducted.

H. Takeoff and Landing Areas.

(1) When the takeoff runway is separated from the primary or secondary spectator areas by less than 500 feet for Category III, 1,000 feet for Category II, and 1,500 feet for Category I aircraft, no aerobatics are permitted until the aircraft passes the end of the spectator area, and then, only if there is no congested area or spectators below that aircraft. An aerobatic maneuver may be performed after takeoff when the aircraft has turned away from the spectator areas and crossed the appropriate showline. (See figures 49-11 and 49-12 for Category III aircraft example.)

(2) Spectator areas may not be closer than 500 feet to any takeoff and landing runway or area when the approach speed (V_{ref}) of any aircraft exceeds 100 knots (figure 49-13). Additionally, aircraft that have a certificated gross weight of more than 50,000 pounds shall be required to use a runway that is at least 500 feet from spectators.

(3) The "flying farmer" or similar routines that involve excessive maneuvering immediately after takeoff or just before landing must also be separated from the spectator area by at least 500 feet (figure 49-13).

(4) If all aircraft in an airshow have approach speeds (V_{ref}) of less than 100 knots, and there is no excessive maneuvering during takeoff or landing, spectators may be as close as 200 feet to the takeoff or landing areas (figure 49-14).

(5) Rotorcraft aerial acts shall begin and terminate the act from a position on the ground at least 500 feet from spectators. Engine start-up/shutdown shall occur at a point no closer than 200 feet from the spectators. Rotorcraft may hover taxi in ground effect between the takeoff/landing areas and the start-up/shutdown area at the speed of a brisk walk.

I. Engine Run Areas. Areas must be at least 100 feet from the spectator area, and areas where rotors are turning must be at least 200 feet from the spectator area. Areas where engines and propellers are turning that are protected by a barrier that prevents entry by unauthorized personnel must be 50 feet from the spectator area.

J. Rotorcraft Takeoff and Landing Areas. During some airshows, helicopters take passengers for rides or serve as emergency vehicles. The landing and takeoff areas used by these rotorcraft should be enclosed in a manner that prevents unauthorized persons from entering the landing and takeoff area. The pads should be located so the aircraft do not pass over spectator areas during takeoff or landing. Additionally, the sponsor must establish a flight area and procedures that will not interfere with performers. Performers must be consulted to ensure that these operations do not pose any hazard to their operations. Generally, helicopter operations should not be permitted during military jet team performances. Additionally, helicopter Emergency Medical Service operations must not endanger spectators, regardless of the emergency nature of those operations.

K. Sailplane Operations. Airshow aerobatic demonstrations with sailplanes are becoming more numerous. Sailplanes are less hazardous than powered aircraft; they do not have engines and propellers nor do they carry flammable liquids. For these reasons, the following criteria apply *only* to sailplane operations.

(1) Sailplanes fall into the Category III aircraft group. Category III showline and performance distances apply.

(2) Because of the need for a tow by either an airplane or a car, taxiways are often used for takeoff. This is often advantageous since it allows the towplane, the towline, and the sailplane to be positioned without affecting the operation of powered aircraft or congesting the active runway. Unless obstructions are present that would make a taxiway takeoff unsafe, it should be permitted with a minimum distance of 200 feet from the primary spectator area (figure 49-15). This distance may be reduced to 150 feet if the takeoff path, beginning at or near the center of the spectator area, is at an angle of at least 10° away from the spectators (figure 49 -16).

(3) Landings may be approved on the taxiway used for the takeoff as long as there are no obstructions or adverse wind conditions that would create a hazard to the spectators. If the landing approach requires a low altitude turn over the spectators, landing on a taxiway is not permitted. After landing the aircraft must come to a full stop at least 50 feet from spectators.

L. Aerobatic Demonstration Area Considerations.

(1) Many terms have been used to describe the area where aerobatics are performed during an airshow, such as aerobatic demonstration areas, flight maneuvering areas, aerobatic boxes, and aerobatic/flyby areas. They all convey approximately the same meaning. Nonparticipants are not permitted under this area when the waiver is in effect.

(2) A Certificate of Waiver or Authorization, FAA Form 7711-1, issued to an airshow sponsor by the FAA, specifies a geographic area, both lateral and vertical, where demonstrations are authorized. This area could be quite large (e.g., 10 NM radius of an airport from the surface up to 15,000 feet MSL) or rather small (e.g., 2 NM radius up to 3,000 feet MSL), depending on the type of aerial demonstration planned.

(3) In determining where aerobatics will be performed within the geographic area specified on FAA Form 7711-1, the sponsor selects a site which will accommodate all the specific types of aerial demonstrations without derogating safety or creating a hazard to any nonparticipants or spectators. It is imperative that all areas adjacent to the show site containing homes, factories, major highways, travelled thoroughfares, or any occupied vessel, vehicle, or structure, be carefully evaluated before making a final decision for site selection.

(4) The area may be specified on maps, charts, diagrams, or other data submitted by the airshow sponsor with the application for the certificate of waiver or authorization for an aerobatic demonstration. Considerable planning by the FAA and show sponsor

go into developing appropriate showlines and primary/secondary spectator viewing areas to ensure compliance by the participants and adherence to the Certificate of Waiver or Authorization and the standard and special provisions by the show sponsor.

(5) However, there may be instances when a modification to the aerobatic demonstration area may be necessary for a particular performance, unexpected site problems, weather conditions, geographic conditions, environmental conditions, or any other situation where the modification of the site could enhance safety and event operations. Demonstrations may be authorized outside a previously mutually agreed upon aerobatic demonstration area when the following conditions are met:

(a) The performer is able to comply with all regulations, all special provisions of the waiver, and any/all pilot and aircraft limitations.

NOTE: Section 91.303(a), Aerobatics over Congested Areas, is never waived.

(b) The airshow sponsor complies with all general and special provisions such as halting the demonstration when unauthorized persons, vehicles, or aircraft enter the demonstration area.

(c) The airshow sponsor has received the concurrence of the IIC for the site modification, which should not be unreasonably withheld if conditions (a) and (b) are met.

29. SPECIAL PROVISIONS. Special provisions are conditions, requirements, or limitations necessary to protect nonparticipating persons and property on the surface and other users of the national airspace system. Each Certificate of Waiver or Authorization must include special provisions that are developed by the issuing FSDO.

A. Applicability. Many safety provisions are general in nature and are applicable to most aviation events. Other provisions may apply only to certain types of events. Provisions that appear on the waiver or authorization should be restricted to protective measures, controls, or requirements that are not otherwise specified by the regulations. Regulatory requirements that are not waived should not be included as special provisions. Waiver provisions never supersede aircraft airworthiness operating limitations.

B. Ensuring Safety. The special provisions ensure that the event can be conducted without an adverse effect on safety. Every airshow waiver shall contain special provisions to ensure an equivalent level of safety for the nonparticipating public and nonparticipating air traffic.

C. Use of Special Provisions. Some events require extensive and highly detailed special provisions, whereas the special provisions for other events can be less detailed. In addition to variation among events, local conditions may have a significant impact on the necessary special provisions.

(1) Special provisions should pertain to protective measures and control requirements that may not be specifically covered by the regulations. In addition, it may be necessary to increase one regulatory minimum in order to authorize safe deviation from another. For example, in order to permit aerobatic flight in Class D airspace, it might be necessary to increase the minimum visibility requirement to 5 miles or some other appropriate value.

(2) When applicable, IIC's should insert the name of the responsible person, found in item 2 of the application, into the text of the special provisions to indicate the holder of the Certificate of Waiver or Authorization.

D. Examples of Common Special Provisions. The following common special provisions should be included only if they are applicable to the event. The provisions should be typed with as little editorial change as possible onto the Certificate of Waiver or Authorization form or on attached pages. Numbers and language can be inserted or changed to suit each event only when necessary, appropriate, and in accordance with the guidance in this handbook. Editorial comments enclosed in square brackets, [ ], should not be included on the certificate.

(1) [*Insert name of responsible person*] shall retain sole responsibility for safeguarding persons and property on the surface and shall inform the [*issuing*] FSDO in writing of the person named to ensure safety of the event.

(2) Mr./Ms. [*insert name*] has been determined to be competent and knowledgeable concerning the terms and provisions of this Certificate of Waiver or Authorization and the aviation event governed by it. Mr./Ms. [*insert name*] will be responsible to the FAA for the safe conduct of the event.

(3) [*Insert name of responsible person*] shall ensure that participants are thoroughly briefed on special field rules, manner and order of events, and are available for briefing on the provisions of the waiver(s) or authorization(s) before beginning the activities. No person may participate in any event unless that person has received a briefing on the provisions of the waiver(s) or authorization(s).

(4) [*Insert name of responsible person*] shall notify the [*insert name*] FAA Flight Service Station

of the date, time, place, areas, altitudes, nature of the activity, and duration of the operation and request that a Notice to Airmen (NOTAM) be issued. Such notice shall be accomplished by providing the controlling flight service station (FSS) with a copy of the Certificate of Waiver or Authorization at least 48 hours before the event and no more than 72 hours before the event.

(5) All civil aircraft and pilots participating in the demonstration shall be available for FAA inspection before the scheduled event.

(6) For civil aircraft, only required flight crewmembers by type design or those persons actively participating in the demonstration (wingwalkers and stuntpersons, etc.) will be carried on any aircraft engaged in demonstrations authorized by this waiver or authorization.

(7) All civil pilots who perform aerobatics must possess a valid FAA Form 8710-7, Statement of Acrobatic Competency. Upon request of the FAA, they must show evidence of performing or practicing their performance within the previous 90 days. Pilots who wish to conduct nonaerobatic formation flight at an airshow must possess a valid industry formation training and evaluation credential acceptable to the FAA.

(8) For the purpose of this event, the definition of aerobatic flight contained in § 91.303 is waived. The following guidelines apply in determining what maneuvers are considered aerobatic.

(a) An intentional maneuver in which the aircraft is in sustained inverted flight, or is rolled from upright to inverted or from inverted to upright, or when the pitch angle exceeds a positive or negative 90° angle, is considered aerobatic flight.

(b) All standard airshow aerobatic maneuvers such as slow rolls, snap rolls, loops, Immelmans, cuban eights, spins, hammerhead turns, etc., are considered aerobatic flight.

(c) Steeply banked (90° or less), level, climbing, or descending turns necessary for maneuvering back to the aerobatic area and/or show center between aerobatic maneuvers are not considered to be aerobatic flight.

(d) Positioning turns for high performance aircraft operated by North American military units, regardless of the angle of bank or pitch attitude but only as necessary to complete the turn, are not considered to be airshow aerobatic maneuvers.

(e) Maneuvers such as steep turns in air racing are not considered aerobatic flight.

(9) A control point shall be established where the certificate holder or representative shall direct the demonstration. This person shall be continuously available to the FAA and is the person designated as responsible for the overall safety of the event.

(10) A showline or showlines (man-made or natural) clearly visible to the performers/pilots shall be provided to assist them in compliance with the approved distances from the spectator area(s). The showline(s) will include a visible show center marker.

(11) Except when authorized during takeoff or landing, aircraft that operate at speeds of 156 knots or less shall perform no closer than 500 feet horizontally from the spectator area[*s*]. The showline[*s*] for these aircraft [*is/are*] defined on attachment #[*insert number*]. Notwithstanding the speed capability of BD-5J airplanes, they may perform aerobatically no closer than 500 feet horizontally from the spectator area[*s*]. (The attachment should distinctly depict and describe the showline(s) and showcenter.)

(12) Except when authorized during takeoff or landing, aircraft that operate at speeds of more than 156 knots but 245 knots or less shall perform aerobatic maneuvers no closer than 1,000 feet horizontally from a single spectator area. If two spectator areas are used, the showline may be no less than 800 feet from the primary spectator area and no less than 1,000 feet from the secondary spectator area. The showlines for these aircraft [*is/are*] defined on attachment #[*insert number*]. (The attachment should distinctly depict and describe the showline(s) and showcenter and specify the actual distances approved).

(13) Except when authorized during takeoff or landing, aircraft that operate at speeds of more than 245 knots shall perform aerobatic maneuvers no closer than 1,500 feet horizontally from a single spectator area. If two spectator areas are used, the showline may be no less than 1,200 feet from the primary spectator area, and no less than 1,500 feet from the secondary spectator area. The showline[*s*] for these aircraft is/are defined on attachment #[*insert number*]. (The attachment should distinctly depict and describe the showline(s) and showcenter and specify the actual distances approved).

(14) Nonaerobatic flight may be no closer than 500 feet horizontally from the spectator areas for all aircraft.

(15) All aircraft shall operate at subsonic speeds. [*This special provision should only be included if an aircraft scheduled in the event is capable of operating at supersonic speed.*]

(16) Adequate communication capability (electronic and visual) must be provided to maintain a safe operation, to control spectators, and to advise participants that the aerial demonstration has been halted or canceled.

(17) A crowd line consisting of a physical barrier and/or adequate policing shall be provided to confine the spectators to designated areas. The spectator areas shall have well defined lateral boundaries.

(18) The demonstration shall be halted for any reason that is in the interest of safety. It shall also be halted when unauthorized aircraft enter the airshow operations area, and/or when unauthorized persons or vehicles enter the area underlying the aerobatic maneuvering area. Only those persons necessary to support operations should be authorized in the operating areas. The holder of the certificate of waiver or authorization assumes responsibility for persons who enter the operations area.

(19) The FAA has the authority to cancel or delay any or all acts or events if the safety of persons or property on the ground or in the air are in jeopardy, or there is a violation of the terms of the waiver or authorization.

(20) Aircraft engines shall not be started and aircraft shall not be taxied in designated spectator areas or static display areas unless adequate measures are taken to protect the spectators. Areas where engines and propellers will be turning must be at least 100 feet from the spectator area and areas where rotors are turning must be at least 200 feet from the spectator area unless the areas are protected by a barrier that will prevent entry by unauthorized personnel. This barrier must be at least 50 feet from the aircraft.

(21) Persons or aircraft not appearing on the waiver or authorization application and subsequently added to the certificate of waiver or authorization may not participate without specific approval by the FAA.

(22) Flight demonstrations shall not be conducted unless the ceiling is at least 1,500 feet, and the visibility is at least 3 statute miles at the time of the demonstration.

(23) The FAA monitor may adjust the minimum ceiling and visibility requirements at his/her discretion, but no less than 1,000 feet and 3 miles if:

(a) Except for North American military performers, aerobatic maneuvers are conducted at a speed of 156 knots or less within an operations area having a diameter of no more than 2 statute miles.

(b) Originally scheduled aerobatic maneuvers are not modified or conducted in close proximity to the surface as a result of the reduced weather conditions.

(24) Aircraft maneuvers may not direct energy toward any spectator area. Certain related maneuvers and procedures, however, may be authorized as outlined below.

(a) Approved maneuvers that are completed prior to reaching a point that the rollout and trajectory of the aircraft or the scatter pattern would not endanger the spectators if a catastrophic failure were to occur. Approved maneuvers are maneuvers that have been approved by AFS-800 for a specific performer and aircraft. Upon request from the FAA, performers are required to present evidence of the approval.

(b) For U.S. military demonstration teams, approved maneuvers may include level or climbing (normal rate) nonaerobatic flight over designated spectator areas; however, in no case shall the altitude of the aircraft be less than 500 feet AGL over a designated spectator area. All other performers must be at or above 1,000 feet AGL over designated spectator areas unless they hold approval for the maneuver from AFS-800.

(c) Maneuvers on an oblique line that pass 500, 1,000, or 1,500 feet to either side of a spectator area as appropriate to the category of aircraft being flown during oblique aerobatic maneuvers.

(25) No aerobatic demonstrations shall be authorized or scheduled when a suspension of airport traffic or diversion of other aircraft traffic would cause a hardship to schedule air carrier operations.

(26) An arrival demonstration is not authorized unless an advance member of the demonstration team has been briefed on the showline and pertinent special provisions of the waiver. This information must be relayed to the team leader before the arrival demonstration.

(27) The following facilities shall be provided and readily available at the demonstration site. [*List the emergency and medical equipment or personnel that the sponsor and the IIC have agreed are needed, and include an emergency plan.*]

(28) To alert nonparticipating aircraft, a closed field signal in the form of a large "X," which is colored aviation yellow and readily visible from 3,000 feet above the surface, must be displayed on a prominent part of the airport when the aerial demonstration is in progress. [*This closed field signal is necessary at most uncontrolled airports and airports which have only a non-Federal control tower, but is*

usually not required at airports which have a Federal control tower.]

(29) [*Insert name of responsible person*] shall ensure that roads under the specified aerobatic maneuvering area are devoid of vehicular and pedestrian traffic and/or spectators.

(30) Helicopter takeoff and landing areas used for providing helicopter rides to the crowd must be protected in a manner that will prevent unauthorized persons from entering the helipad area. The pads should be at a location that will prevent the helicopter from passing over spectators during takeoff or landing.

(31) Spectator areas may not be located closer than 500 feet from any takeoff and landing runway/area when the approach speed of any aircraft is 100 knots or more; 200 feet if approach speed is less than 100 knots. Airshow acts that involve excessive maneuvering immediately after takeoff or just before landing must also be separated from the spectator area by at least 500 feet. Aircraft that have a certificated gross weight of more than 50,000 pounds shall be required to use a runway for takeoff and landing that is at least 500 feet from spectators.

(32) Aircraft equipped with operable ejection seats or jettisonable tanks must be identified as such to the event sponsor and on-site crash rescue services.

E. Examples of Helicopter Special Provisions. When appropriate, include these special provisions with the applicable provisions in paragraph 29D of this section for performing helicopter activities.

(1) Helicopters may perform aerobatic maneuvers no closer than 1,000 feet horizontally from a spectator area. These maneuvers include a 90° pitch down, a split "S," a loop, and a barrel roll. Civil performers proposing to use these maneuvers in an airshow must produce appropriate written authorization by AFS-800.

(2) Helicopters performing aerobatic maneuvers shall have a valid and current special airworthiness certificate issued in the experimental category for the purpose of exhibition. Nothing contained in these special provisions shall be contrary to any operating or special limitation issued as a part of that special airworthiness certificate.

(3) Helicopters may perform agility maneuvers no closer than 500 feet horizontally from a spectator area. These maneuvers include abrupt pedal turns, sideward and rearward flight maneuvers, out-of-ground effect hovering, continued operation in the avoid area of the height velocity diagram, and turns not exceeding 90° of bank. All helicopter performances must terminate no closer than 500 feet from the spectator area.

F. Examples of Night Event Special Provisions. When appropriate, include these special provisions in addition to applicable special provisions in paragraph 29D of this section for events conducted after evening civil twilight.

(1) Aerobatic demonstrations at night shall be confined to 1 NM on either side of the show center along a well-defined, lighted showline.

(2) Aerobatic demonstrations at night shall be confined to altitudes above 500 feet AGL and below 5,000 feet AGL.

(3) The minimum weather conditions at night require a cloud base no lower than 2,500 feet and 3 miles visibility.

(4) Aircraft position lights must be operating except while pyrotechnics on the aircraft are illuminated.

(5) When pyrotechnics are illuminated, operations over persons are prohibited at any altitude.

G. Special Provisions for Parachute Jumps. When appropriate, include these special provisions with applicable special provisions in paragraph 29D of this section for parachute jumps that require an authorization under § 105.15.

(1) For jumps over or into congested areas, two-way radio communication between the aircraft airlifting the parachutists and the landing area shall be continuously maintained.

(2) Procedures shall be established and used by the holder of this authorization to keep spectators out of the landing areas.

(3) Parachutists who hold a USPA class C or D license, including members of a DOD parachute demonstration team that is not sanctioned, may exit over an open area and drift into a congested area, and must select and use an exit point that will permit the jumper to land no closer than 50 feet from any spectator, and will not involve passing over persons on the surface at an altitude of less than 250 feet. This minimum distance also pertains to any ropes, flags, or other paraphernalia attached to the jumper.

(4) Parachutists who hold a USPA D license with an exhibition (PRO) rating, or members of a DOD-sanctioned parachute demonstration team who use both a steerable square main and reserve canopy, may exit over, or into, a congested area. They must select and use an exit point that will permit the jumper to land no closer than 15 feet from any spectator, and

will not involve passing over persons on the surface at an altitude of less than 50 feet. This minimum distance also pertains to any ropes, flags, or other paraphernalia attached to the jumper.

(5) The holder of the Certificate of Waiver or Authorization shall brief the PIC of the aircraft and the jumpers on the terms of this authorization. [*The IIC may need to develop a special provision that directs the PIC or the holder of the certificate to use a specific ATC facility and frequency.*]

(6) With the exception of DOD-sanctioned teams, under no circumstances may a parachutist exit an aircraft directly over a spectator area or open air assembly of people.

(7) [*Insert name of responsible person*] shall notify the [*insert name*] FAA Flight Service Station of the date, time, place, areas, altitudes, nature of the activity, and duration of the operation and request that a NOTAM be issued. Such notice shall be accomplished by providing the controlling FSS with a copy of the Certificate of Authorization in accordance with § 105.23.

(8) Aircraft engine, propellers, and rotors shall not be operated closer than 1000 feet to touchdown areas when skydivers are airborne.

H. Examples of Balloon Event Special Provisions. When appropriate, include these special provisions with appropriate special provisions in paragraph 29D of this section for events that include balloon events.

(1) Section 91.119(b) and (c) are waived to the extent necessary to allow participating balloons to compete in [*insert the name of the balloon event here*] under the terms and conditions set forth in the FAA approved procedures section of the Organized Manned Free Balloon Competition Manual.

(2) The Organized Manned Free Balloon Competition Manual is incorporated into this Certificate of Waiver or Authorization and becomes a special provision thereof. Any action contrary to the terms, controls, procedures, and conditions pertaining to safety set forth in the FAA approved procedures is grounds for cancellation of this waiver.

(3) [*Insert name of responsible person*] shall ensure that each participating event crewmember has read and understands the FAA approved procedures section of the [*insert name of balloon manual*] and the special provisions of this waiver.

I. Examples of Air Race Special Provisions. When appropriate, include these special provisions in addition to the applicable special provisions in paragraph 29D of this section for events that include air races.

(1) The race course is depicted and described on attachment #[*insert number*] of this Certificate of Waiver or Authorization.

(2) Racing flight operations are not authorized when the reported (or observed) flight visibility is less than 3 miles. [*This value should be adjusted upward for racing speeds above 300 knots.*]

(3) In the event of an accident considered to be the result of a course deficiency or racing procedures, flight operations will be canceled until the deficiency has been corrected by the person designated responsible for the overall safety of the event, and the correction accepted by the IIC.

(4) All flights conducted less than [*insert number*] feet above ground level shall be conducted [*insert number*] feet from the showline located on the [*insert direction*] edge of runway #[*insert runway number*] and within [*insert number*] feet horizontally of the depicted course.

(5) The pilot of any race aircraft operating outside the course, as described in provision #[*insert number*] above, shall be immediately disqualified by the certificate holder and directed to vacate the race course.

J. Examples of Ground-Based Pyrotechnics Special Provisions. When appropriate, in addition to the applicable special provisions in paragraph 29D of this section, include the following special provisions/restrictions for events that will use ground-based pyrotechnics, if the ground-based pyrotechnics will be installed and/or detonated anywhere on the airport surface.

(1) Ground-based pyrotechnics shall not be placed on and/or detonated in any safety area(s) defined by 14 CFR part 139, § 139.309, and described in the airport certification manual if any certificated air carrier or commercial operator will be conducting revenue operations on the adjacent airport movement area(s) during the time period beginning when ground-based pyrotechnics are installed and ending when the ground-based pyrotechnics have been expended and/or safely removed and secured.

(2) For all other public use airports, ground-based pyrotechnics shall not be placed on and/or detonated in any safety area(s) as defined in AC 150/5300-13, Airport Design, Tables 3-1, 3-2, or 3-3, as appropriate, if any nonparticipating aircraft will be operating on the adjacent airport movement area(s) during the time period beginning when ground-based pyrotechnics are installed and ending when the

ground-based pyrotechnics have been expended and/or safely removed and secured.

(3) If nonparticipating aircraft operations will be restricted to provide adequate separation from ground-based pyrotechnics to assure the safety of the aircraft relative to the use of ground-based pyrotechnics, the restricted movement plan must be approved by the airport manager and/or other appropriate official(s).

(4) The placement and planned use of ground-based pyrotechnics must be thoroughly reviewed in the event participants' briefing as required by special provision [*enter number*].

(5) The placement and planned use of ground-based pyrotechnics must be approved by the airport manager and/or other appropriate official(s).

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SECTION 2. PROCEDURES

1. PREREQUISITES AND COORDINATION REQUIREMENTS.

A. Prerequisites. This task requires knowledge of regulatory requirements in part 91 and FAA policies and qualification as an ASI (operations).

(1) The inspector assigned this task is also responsible for the surveillance of the aviation event. (See volume 2, chapter 50.)

(2) The inspector assigned this task and the subsequent surveillance MUST have completed on-the-job training (OJT) and participated in the issuance of a certificate of waiver and the surveillance of three aviation events with an inspector qualified in this task.

(3) For aviation events where a military jet aerobatic demonstration team performs, the inspector must have satisfactorily completed OJT training (including participation in the feasibility study, the preseason evaluation meeting, waiver preparation, and airshow surveillance) at an event that includes a military jet aerobatic team.

B. Coordination. This task requires prior coordination with the appropriate air traffic facility and the airworthiness unit.

3. REFERENCES, FORMS, AND JOB AIDS.

A. References.

- 14 CFR parts 1, 61, 91, 103, 105, 133, and 139.
- Advisory Circular (AC) 91-45, Waivers: Aviation Events
- AC 103-7, The Ultralight Vehicle
- AC 105-2, Sport Parachute Jumping

B. Forms.

- FAA Form 7711-1, Certificate of Waiver or Authorization (figure 49-26)
- FAA Form 7711-2, Application for a Certificate of Waiver or Authorization (figure 49-3)
- FAA Form 8000-36, Program Tracking and Reporting Subsystem Data Sheet
- FAA Form 8710-7, Statement of Acrobatic Competency
- DD Form 2535, Request for Military Aerial Support (figure 49-18)

C. Job Aids.

- Sample letters and figures

5. GENERAL PROCEDURES.

A. Determine if a Waiver or Authorization is Required. If the event cannot take place in compliance with the regulations, a waiver is required.

(1) If a waiver or authorization is not required, no further action is required with this task. However, DD Form 2535, section V, should be completed if requested by an event sponsor. These forms are required for vehicle and static displays as well as for military teams.

(2) If a waiver or authorization is required, brief the applicant on preparing FAA Form 7711-2.

B. PTRS. Open PTRS File.

C. Brief Applicant.

(1) Advise applicant on the procedures to prepare FAA Form 7711-2.

(2) Advise the applicant on the procedures to obtain AC 91-45, AC 103-7 (if applicable), and AC 105-2.

(3) Provide applicant with FAA Form 7711-2 (figure 49-3).

7. ADDITIONAL PROCEDURES FOR MILITARY APPLICANTS. In addition to the procedures in section 2, paragraph 5 above and paragraph 9 following, conduct the following procedures for military applicants.

A. Determine if a Feasibility Study is Required. A feasibility study by the FAA is required only when a DOD aerial demonstration team (Thunderbirds or Blue Angels) is participating in an event that requires a Certificate of Waiver or Authorization.

B. Conduct Feasibility Study.

(1) Determine if an on-site inspection is required. An on-site inspection is required when:

(a) the inspector is not familiar with the area of the scheduled event;

(b) there has not been a show there before; and/or

(c) there may be new construction or other unique environmental changes near the site.

(2) If an on-site inspection is required, conduct the inspection with the show sponsor.

(3) The inspector shall determine:

(a) if the operating area is large enough to contain the aerobatic maneuvers;

(b) whether proposed egress and ingress routes adversely impact safety; and

(c) whether a wavier of § 91.119(b) and (c) is necessary.

C. Complete Applicable Section of DD Form 2535, Request for Military Aerial Support. Fill in the appropriate FAA blocks on the form (figure 49-18). Retain a copy of DD Form 2535 for the office file. Return the original to the show sponsor.

D. Preseason Evaluation Meeting. Attend the preseason evaluation meeting for those events at which the U.S. Air Force Thunderbirds or the U.S. Navy Blue Angels participate. At this meeting the inspector should discuss the following:

(1) proposed special provisions of the Certificate of Waiver or Authorization;

(2) safety concerns unique to the site;

(3) past events, if appropriate;

(4) whether a waiver to § 91.119(b) or (c) is necessary; and

(5) proposed egress and ingress routes that will require FAA approval.

9. GENERAL PROCEDURES CONTINUED.

A. Evaluate FAA Form 7711-2. Using the information provided by the applicant and the background in section 1, review FAA Form 7711-2 for all pertinent information and supporting documents for the proposed aviation event. Accept strikeovers that are minor in nature and initialed by the applicant. Items 9 through 14 apply to airshow and air race waiver requests only.

(1) Items 1 and 2, Name of Organization/Name of Responsible Person. Ensure that the applicant has indicated the name of the organization or the individual applying and the name of a person responsible for matters concerning the application.

(2) Item 3, Permanent Mailing Address. Ensure that the applicant indicates the permanent mailing address of the organization or the individual named in item 1.

(3) Item 4, Section and Number to be Waived. Ensure that the applicant has listed all sections of the regulations to be waived.

(4) Item 5, Description of Proposed Operation. Determine if the applicant has correctly indicated the type of aviation event.

(5) Item 6, Area of Operation. Ensure that the applicant has listed the specific locations and altitudes of the aerial demonstrations.

(6) Item 7, Beginning Date and Hour and Ending Date and Hour. Check for a beginning date and time, and an ending date and time for the aviation event.

(7) Item 8, Aircraft and Pilots. Check for aircraft make and model, pilot names, certificate numbers and ratings, and full home addresses. Ensure that parachutist names, license class, and addresses are included. Item 8 may be accepted with a statement, "A list containing aircraft and pilot information (and/or parachutist information) will be furnished on [*applicant enters a specific date and time*]".

(8) Items 9 and 10, Sponsorship. Ensure that the applicant has indicated the sponsor (organization or individual) of the aviation event and the sponsor's address.

(9) Item 11, Policing. Ensure that the applicant has described provisions for policing the event.

(10) Item 12, Emergency Facilities. Ensure that the applicant marked all items that will be available at the time and place of the event.

(11) Item 13, Air Traffic Control. Ensure that the applicant has described the method of controlling air traffic, including the arrival and departure of aircraft, and has coordinated with the appropriate FAA ATC.

(12) Item 14, Schedule of Events. Ensure that the applicant has listed all events and dates and times.

(13) Item 15, Certification. Ensure that the applicant has signed and dated the application.

B. Application Incomplete or Inaccurate. If the application is incomplete or inaccurate, complete the FAA Action block on FAA Form 7711-2 by marking Disapproved. Write the reason for disapproval in the Remarks section. Return the application to the applicant.

C. Application Complete. If all pertinent information and supporting documents have been submitted with the application and the application is complete and correct, evaluate the proposed operation.

D. Evaluate Proposed Operation. Use the application information and the items listed below to determine if the proposed operation can be accomplished without an adverse effect on safety:

(1) Review, if applicable, previous certificates of waiver or authorization issued for aviation events at the same location.

(2) Coordinate the use of controlled airspace with the appropriate air traffic facility as soon as possible. Include any limitations or special conditions considered necessary by the Air Traffic Service as part of the Certificate of Waiver or Authorization.

(3) Using the list of participating aircraft, verify the that required documents have been completed by the airworthiness unit.

(4) Using the list of participating aircraft and table 1 in section 1, determine the required showline distance.

(5) Accompanied by the applicant, conduct an on-site visit to sites used for the first time and to sites unfamiliar to the inspector.

(a) Clarify or confirm information submitted with the application.

(b) Verify the distances and the location of the showline.

(6) Encourage the sponsor to include the following cautionary statement in the NOTAM issued for the airshow, advising of the congestion around the airshow site and the absolute necessity of compliance with the regulations at all times, including when cleared for a low approach/flyby.

> All arriving and departing aircraft are cautioned that the airspace in and around _____ airport will be very congested before and after the airshow scheduled for _____, between the hours of _____ and _____. In addition, aircraft that request a low approach upon arrival or departure are reminded that any low approach must be conducted within the regulations concerning speed, altitude, aerobatic maneuvers, and any other regulatory requirements. Low approaches/flybys will be granted only as the air traffic situation permits.

E. Waiver of § 91.119. Determine if a waiver of § 91.119 is appropriate.

(1) Waive § 91.119(b) and (c) only if the pilot will still be in compliance with § 91.119(a).

(2) Waive § 91.119(b) only for nonaerobatic flight, such as flybys by antique, Warbird, or experimental aircraft, or for positioning turns used to exit or return to the operating area. Use the standards discussed in section 1.

(3) Waive § 91.119(c) only if unoccupied structures are involved, or to allow participating personnel, vehicles, or vessels to be positioned closer than 500 feet from the performing aircraft (see paragraph 9E(5) below).

(4) Waive § 91.119(c) for flight over structures, roads, vehicles, or vessels under the following conditions:

(a) for the U.S. Air Force Thunderbirds, U.S. Navy Blue Angels, and other performers specifically approved by AFS-800, when the showline is generally aligned with a runway at an active airport;

(b) when ingress and egress transition of the operating area coincides with established approach or departure paths used for the designated runway;

(c) when aerobatic flight will not be conducted over any nonparticipating persons; or

(d) when nonaerobatic flight over nonparticipating persons is not closer than 200 feet during ingress and egress.

(5) Consult with the regional airshow coordinator as necessary.

F. Review the Organized Manned Free Balloon Competition Manual. If applicable, determine if the balloon manual clearly delineates the operations to be conducted by, or under the control of, the applicant. Ensure that, as a minimum, the manual addresses the items listed in section 1, paragraph 15E. If the manual cannot be approved, disapprove the application for a balloon event.

G. Approve the Organized Manned Free Balloon Competition Manual.

(1) Stamp each page with the word "APPROVED."

(2) Sign and date each page.

H. Review Race Course Design. If applicable, ensure that the applicant's diagrams are of sufficient detail and include the mathematical formula determinations specified in section 1, paragraph 13.

(1) If the race course design cannot be accepted, disapprove the application.

(2) If the design can be accepted, include the accepted race course design in its entirety as a part

of the Certificate of Waiver or Authorization as a special provision.

I. Waiver Disapproval. If the entire operation cannot be approved, complete the FAA Action block on FAA Form 7711-2 and state the reasons for disapproval in the Remarks section of the form. Return the application form to the applicant.

J. Waiver Approval. If the entire operation can be approved, complete the FAA Action block on FAA Form 7711-2 and develop the special provisions.

K. Develop Special Provisions. Develop the list of special provisions appropriate to the aviation event using the information submitted with the application and the suggested special provisions in section 1, paragraph 29D.

L. Issue Certificate of Waiver or Authorization.

(1) Complete FAA Form 7711-1, (figure 49-25) as follows:

(a) In the Title block, use "X's" to mark out the inappropriate word.

(b) Enter the waiver holder's and responsible person's names and addresses as they appear in items 1 and 2 on the application. (Refer to section 1, paragraph 25A.)

(c) Include a brief summary of the aviation event in the Operations Authorized block. For aviation events involving aerobatic flight, clearly define the dimensions of the affected airspace. In the case of parachute demonstration jumps, use the following statement, "Parachute demonstrations are authorized in accordance with § 105.15."

(d) Except for parachute demonstrations, include in the List of Waived Regulations and Title block each specific regulation waived by the FAA. Ensure that the listed regulations correspond to those on FAA Form 7711-2 and conform to § 91.905. When many regulations are involved, list the specific rules on a separate sheet of paper and attach it to the certificate. Use the following statement, "A list of waived regulations is attached."

(e) Place the total number of special provisions in the appropriate spaces in the Special Provisions block.

(i) Type and sequentially number the special provisions on the reverse side of FAA Form 7711-1 or on separate pages.

(ii) Use only the special provisions which apply to the operations in the waiver or authorization application.

(iii) Group the provisions by type of event, such as airshow provisions or parachute demonstration jump provisions.

(f) Attach any additional pages to the Certificate of Waiver or Authorization.

(g) When an aviation event is scheduled for more than 1 day, use a separate sheet to list the dates and times the certificate is in effect. Use the following statement "See attached page [*insert appropriate page number*] for dates and times."

(h) Have the appropriate FSDO manager sign FAA Form 7711-1.

(2) Attach to FAA Form 7711-1 a copy of FAA Form 7711-2 and its supporting documents.

(3) Distribute FAA Forms 7711-1 and 7711-2 as follows:

(a) place a copy of both forms in the FSDO file;

(b) send a copy of both forms to the regional office;

(c) send a copy of FAA Form 7711-1 to all affected air traffic facilities; and

(d) return the original of both forms to the applicant.

L. PTRS. Make the appropriate PTRS entry.

11. TASK OUTCOMES. Completion of this task results in one of the following.

A. Issuance of a certificate of waiver.

B. Issuance of a certificate of authorization.

C. Denial of an Application for a Certificate of Waiver or Authorization.

13. FUTURE ACTIVITIES.

A. Surveillance of an aviation event.

B. Possible cancellation of the waiver or authorization as a result of noncompliance with its provisions.

C. Consideration of a future application for waiver or authorization from the same or other applicants.

FIGURE 49-1
SHOWLINE USING A RUNWAY AS THE CENTERLINE

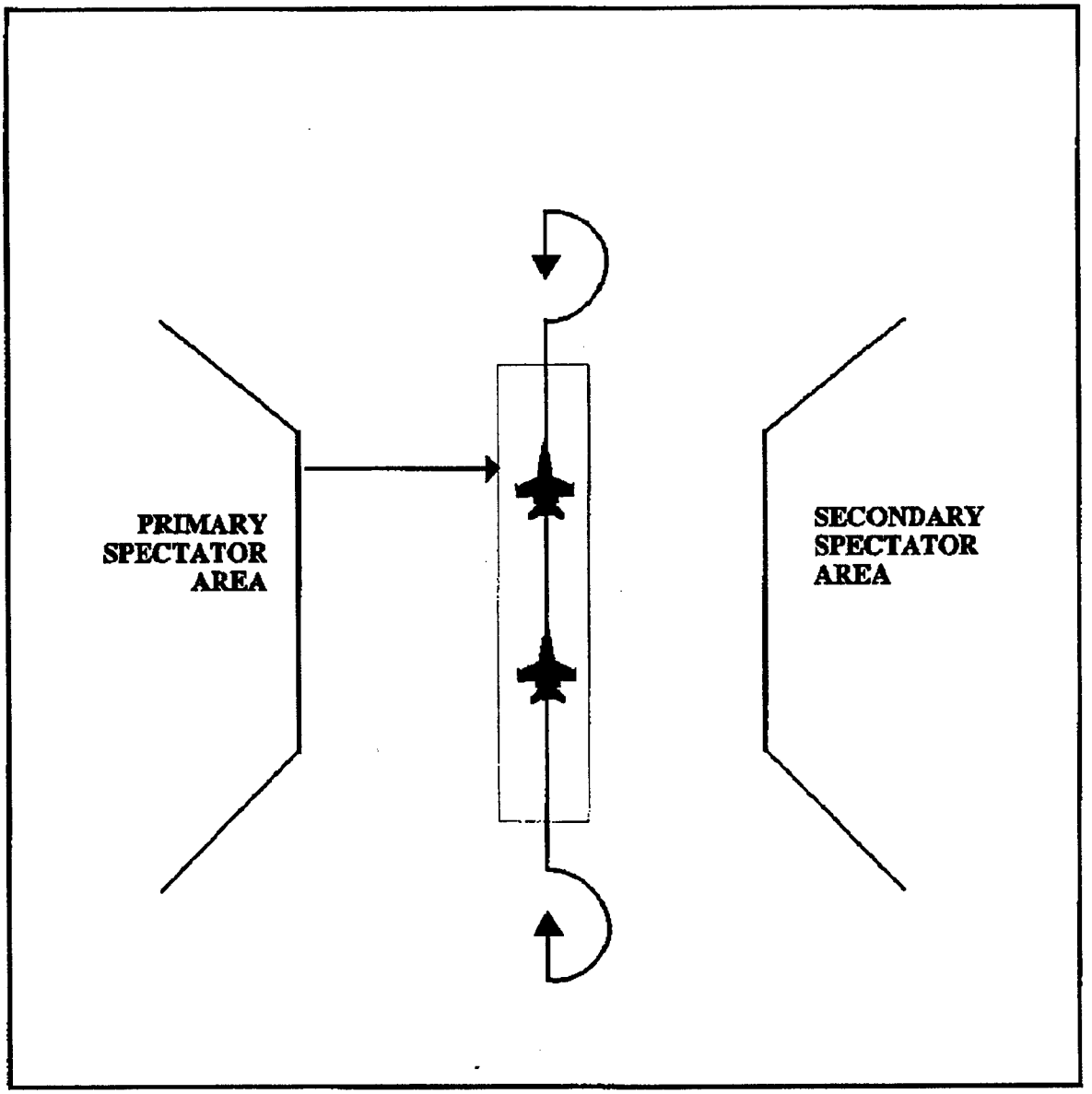


FIGURE 49-2
EGRESS AND INGRESS

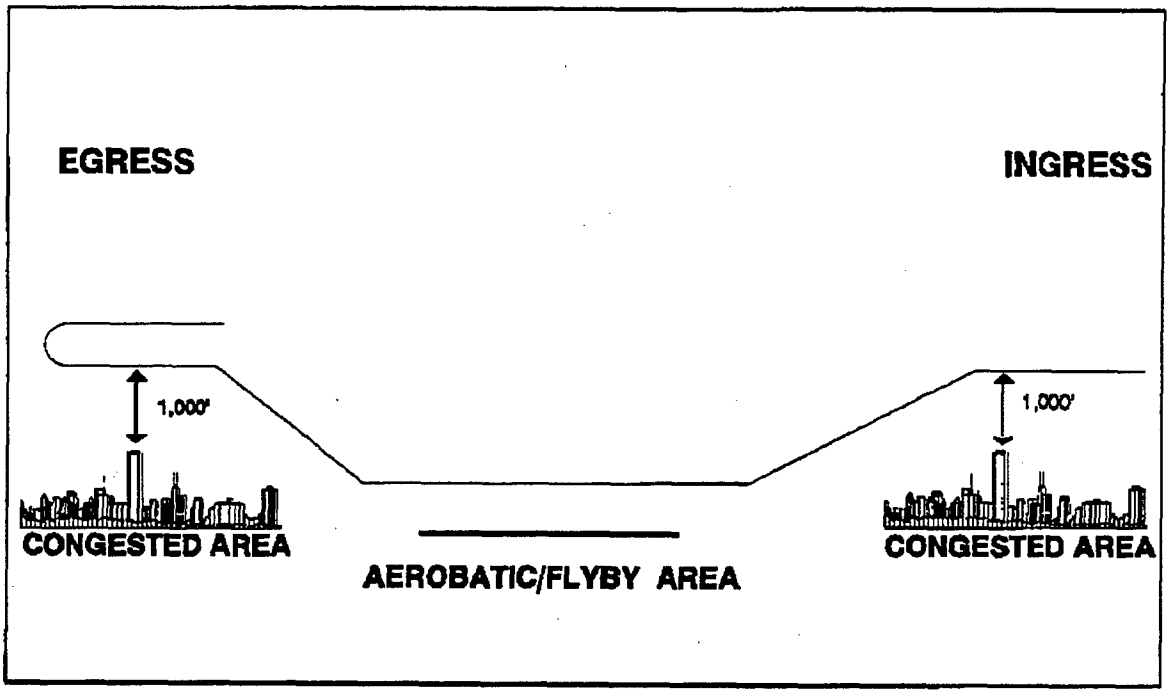


FIGURE 49-3
FAA FORM 7711-2, APPLICATION FOR A CERTIFICATE OF WAIVER OR AUTHORIZATION

No certificate may be issued unless a completed application form has been received (14 C.F.R. 91, 101, and 105).

US Department of Transportation
Federal Aviation Administration

APPLICATION FOR CERTIFICATE OF WAIVER OR AUTHORIZATION

Form Approved: O.M.B. No. 2120-0027

APPLICANTS - DO NOT USE THESE SPACES

Region	Date
GREAT LAKES	MARCH 13, 1996

Action: As Per 7711-1
☒ Approved ☐ Disapproved - *Explain under "Remarks"*

Signature of authorized FAA representative: James E. Hightower

INSTRUCTIONS

Submit this application in triplicate (3) to any FAA Flight Standards district office.

Applicants requesting a Certificate of Waiver or Authorization for an aviation event must complete all the applicable items on this form and attach a properly marked 7.5 series Topographic Quadrangle Map(s), published by the U.S. Geological Survey (scale 1:24,000), of the proposed operating area. The map(s) must include scale depictions of the flightlines, showlines, race courses, and the location of the air event control point, Police dispatch, ambulance, and fire fighting equipment. The applicant may also wish to submit photographs and scale diagrams as supplemental material to assist in the FAA's evaluation of a particular site. Application for a Certificate of Waiver or Authorization must be submitted 45 days prior to the requested date of the event.

Applicants requesting a Certificate of Waiver or Authorization for activities other than an aviation event will complete items 1 through 8 only and the certification, item 15, on the reverse.

1. Name of organization	2. Name of responsible person
HIGH ON KALAMAZOO, INC.	JOHN M. ELLIS

3. Permanent mailing address	House number and street or route number	City	State and ZIP code	Telephone No.
	5605 PORTAGE ROAD	KALAMAZOO	MI 49002	

4. FAR section and number to be waived

91.117 (a & b), 91.303 (c & d), 91.119 (b & c), 91.127, 91.129, 105.15

5. Detailed description of proposed operation *(Attach supplement if needed)*

6. Area of operation *(Location, altitudes, etc.)*

KALAMAZOO COUNTY AIRPORT 10,000" AND BELOW, RADIUS OF TEN (10) NAUTICAL MILES.

7a. Beginning *(Date and hour)*	b. Ending *(Date and hour)*
APPLICANT MAY USE ATTACHMENT	APPLICANT MAY USE ATTACHMENT

8. Aircraft make and model (a)	Pilot's Name (b)	Certificate number and rating (c)	Home address *(Street, City, State)* (d)
	APPLICANT MAY USE ATTACHMENT		

FAA Form 7711-2 (6-86) Supersedes Previous Edition

FIGURE 49-4
FAA FORM 7711-2

▶ *ITEMS 9 THROUGH 14 TO BE FILLED OUT FOR AIR SHOW/AIR RACE WAIVER REQUESTS ONLY.*

9. The air event will be sponsored by:

HIGH ON KALAMAZOO, INC.

10. Permanent mailing address	House number and street or route number	City	State and ZIP code	Telephone No.
	5605 PORTAGE ROAD	KALAMAZOO	MI 49002	(616) 343-2548

11. Policing *(Describe provisions to be made for policing the event.)*

APPLICANT MAY USE ATTACHMENT

12. Emergency facilities *(Mark all that will be available at time and place of air event.)*

☒ Physician ☒ Fire truck ☒ Other - *Specify* EMS HELICOPTER

☒ Ambulance ☒ Crash wagon

13. Air Traffic control *(Describe method of controlling traffic, including provision for arrival and departure of scheduled aircraft.)*

APPLICANT MAY USE ATTACHMENT

14. Schedule of Events *(Include arrival and departure of scheduled aircraft and other periods the airport may be open.)*

Hour (a)	Date (b)	Event (c)
		APPLICANT MAY USE ATTACHMENT

If sufficient space is not available, the entire schedule of events may be submitted on separate sheets, in the order and manner indicated above.

Please Read > The undersigned applicant accepts full responsibility for the strict observance of the terms of the Certificate of Waiver or Authorization, and understands that the authorization contained in such certificate will be strictly limited to the above described operation.

15. Certification - I CERTIFY that the foregoing statements are true.

Date	Signature of Applicant
02-12-96	John M. Ellis

Remarks

FAA Form 7711-2 (6-86) Supersedes Previous Edition

FIGURE 49-5
FAA FORM 8710-7, STATEMENT OF ACROBATIC COMPETENCY

FRONT

U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION

STATEMENT OF ACROBATIC COMPETENCY

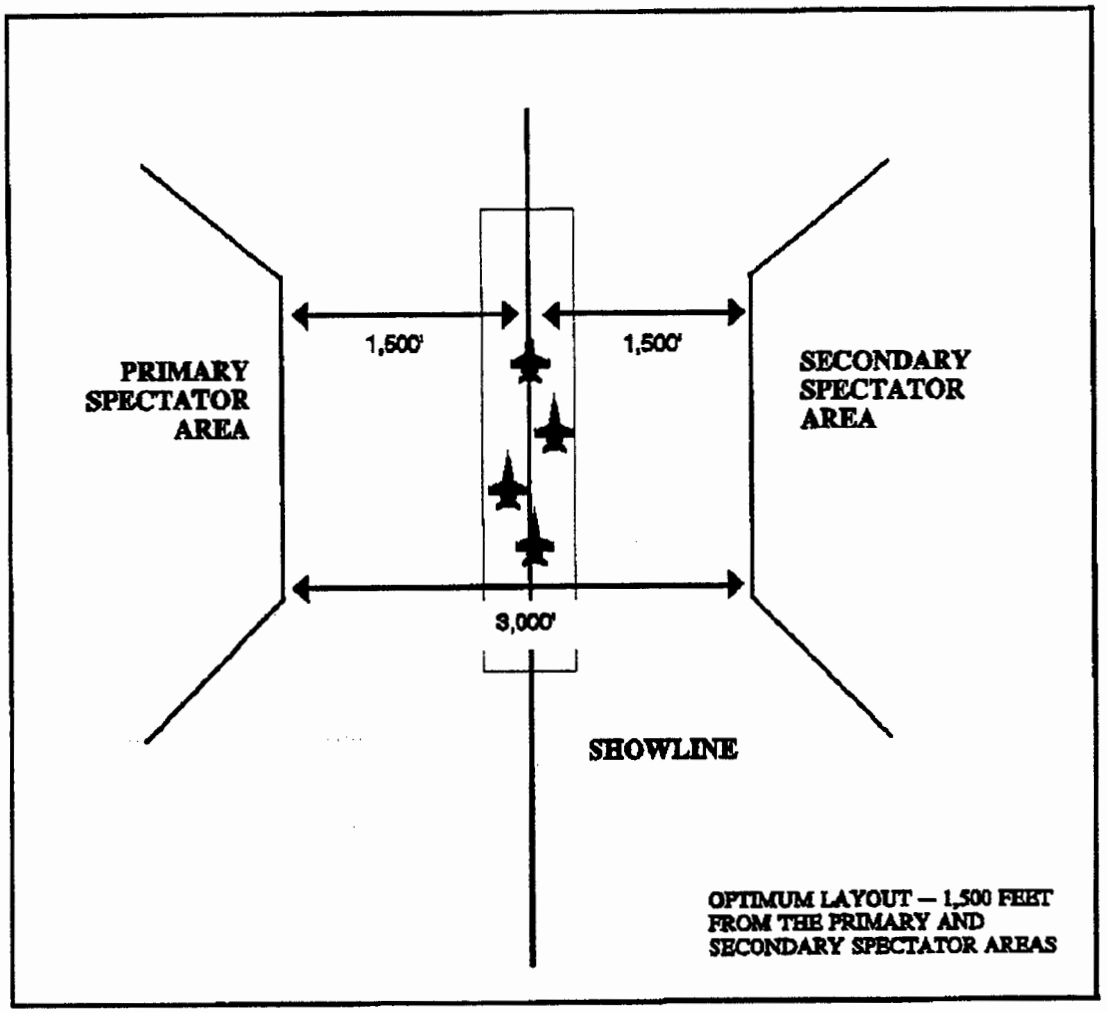
PILOT J. J. JONES	
TYPE CERTIFICATE/NUMBER COMMERCIAL 1234567	
ISSUANCE DATE 03-30-96	EXPIRATION DATE 03-31-97
GENERAL AVIATION OPERATIONS INSPECTOR *(Signature)* J. J. SMITH ANE-BED-FSDO	

FAA Form 8710-7 (5-78)

BACK

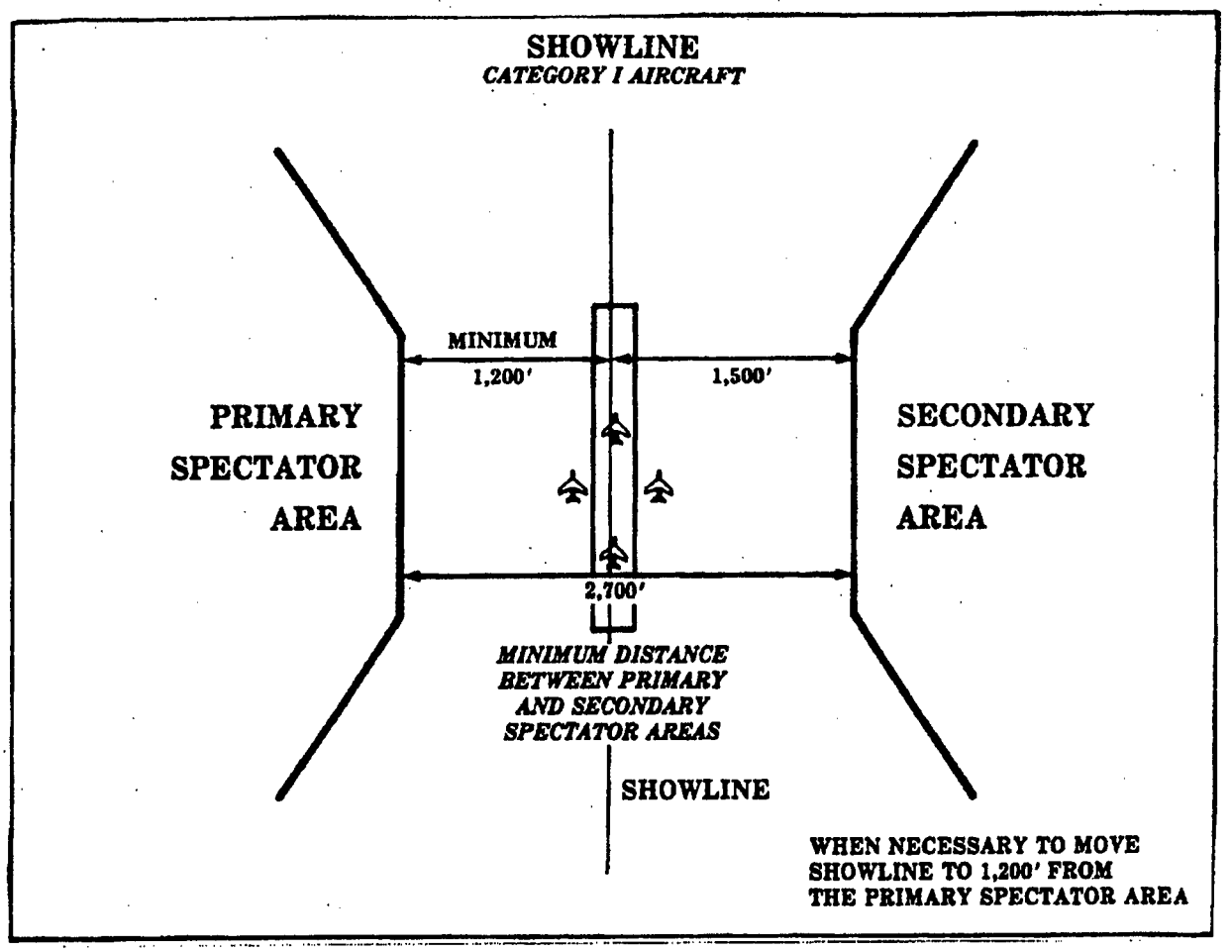
MANEUVER LIMITATIONS NONE	
ALTITUDE LIMITATIONS LEVEL II	AUTHORIZED AIRCRAFT PITTS SPECIAL
I understand that this statement of competency does not authorize deviation from FAR 91 except as defined by waiver thereto, or to the terms of Special Provisions contained in any waiver to FAR 91.	
PILOT *(Signature)* J. J. Jones	

FIGURE 49-6
SHOWLINE FOR CATEGORY I AIRCRAFT, OPTIMUM LAYOUT



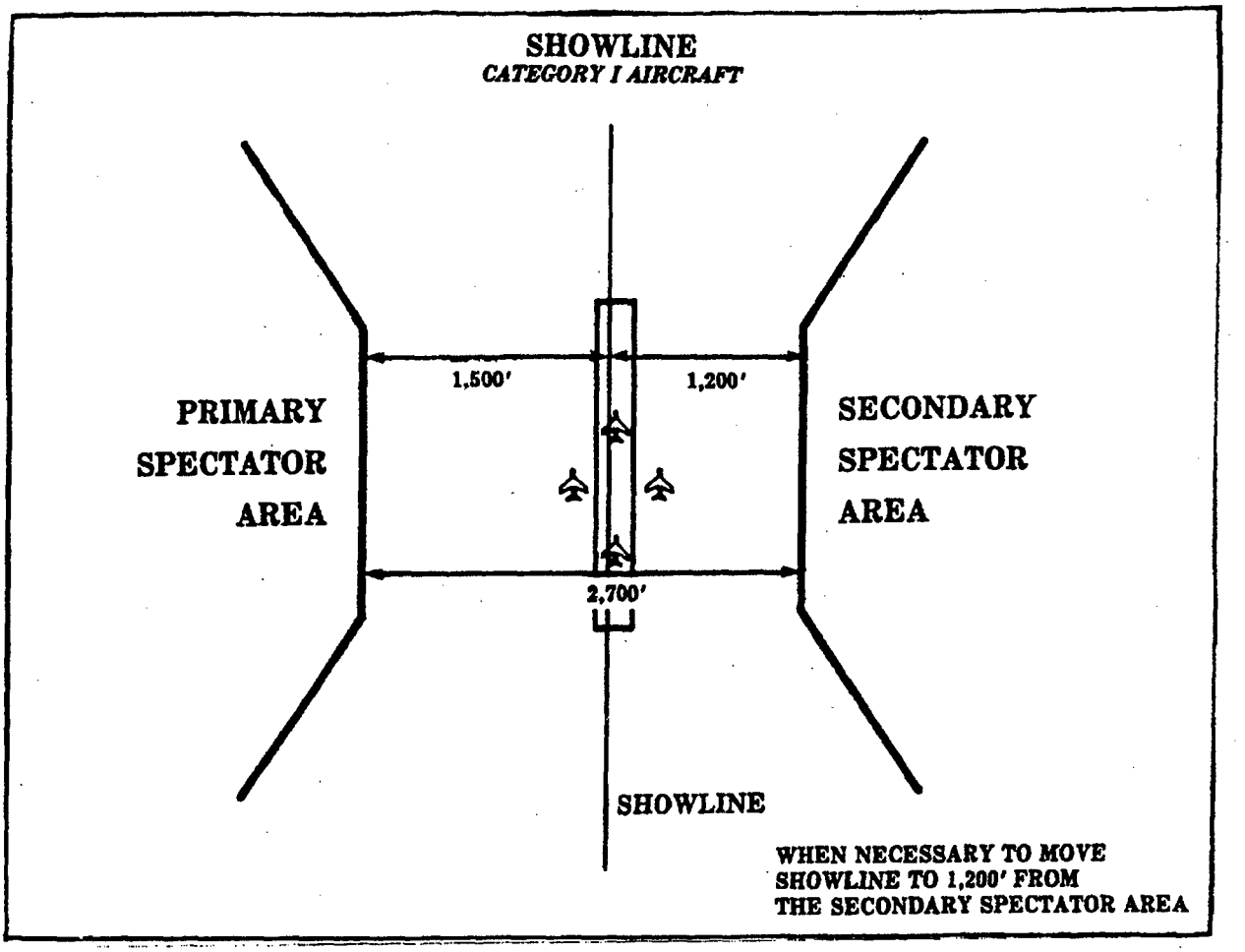
U.S. Military Teams have agreed to have the formation leader fly on the appropriate showline and the critical wingman within one wingspan of the leader in the above depicted formation.

FIGURE 49-7
SHOWLINE FOR CATEGORY I AIRCRAFT,
SHOWLINE MOVED CLOSER TO PRIMARY SPECTATOR AREA



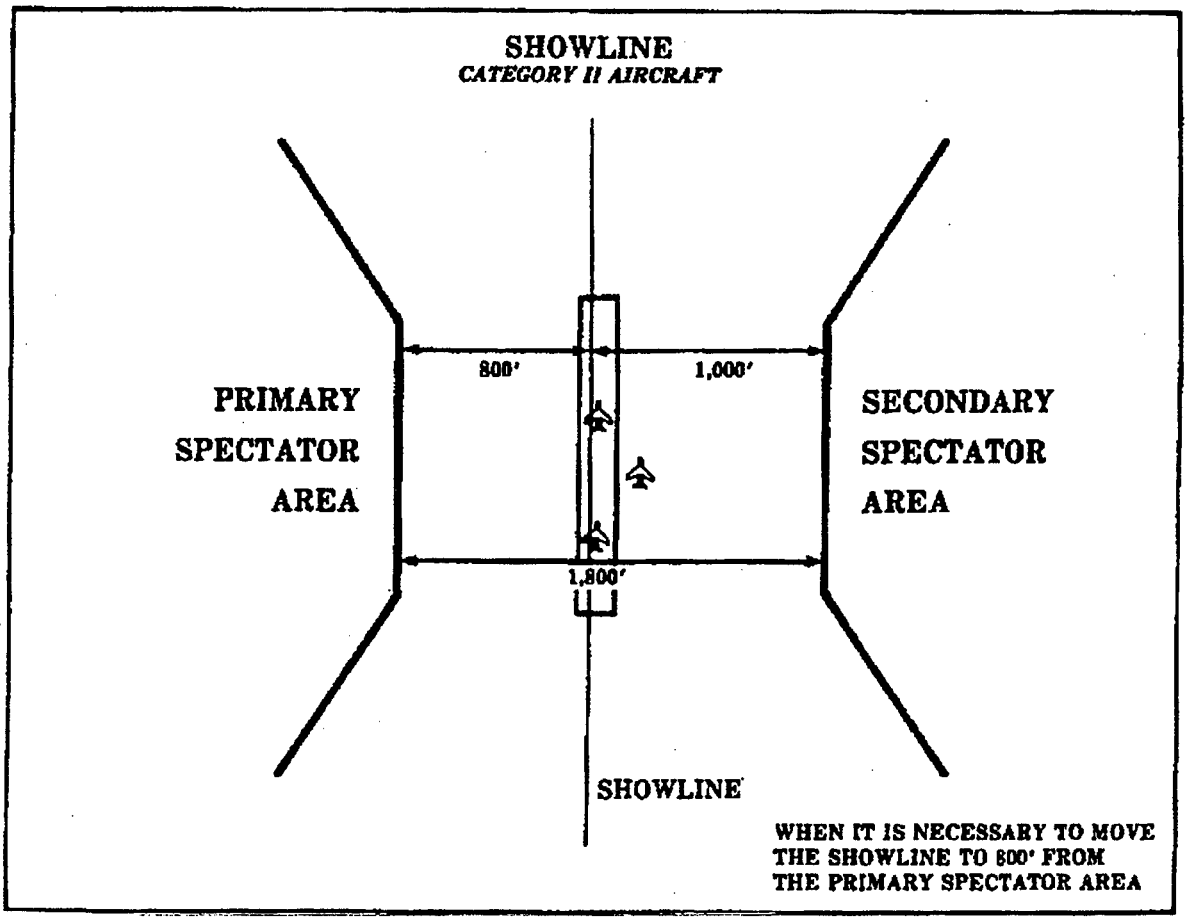
U.S. Military Teams have agreed to have the formation leader fly on the appropriate showline and the critical wingman within one wingspan of the leader in the above depicted formation.

FIGURE 49-8
SHOWLINE FOR CATEGORY I AIRCRAFT,
SHOWLINE MOVED CLOSER TO SECONDARY SPECTATOR AREA



U.S. Military Teams have agreed to have the formation leader fly on the appropriate showline and the critical wingman within one wingspan of the leader in the above depicted formation.

FIGURE 49-9
SHOWLINE FOR CATEGORY II AIRCRAFT,
SHOWLINE MOVED CLOSER TO PRIMARY SPECTATOR AREA



Critical wingman should be within <u>one</u> wingspan of leader in above depicted formation.

FIGURE 49-10
SHOWLINE FOR CATEGORY III AIRCRAFT, ONLY ACCEPTABLE CONFIGURATION

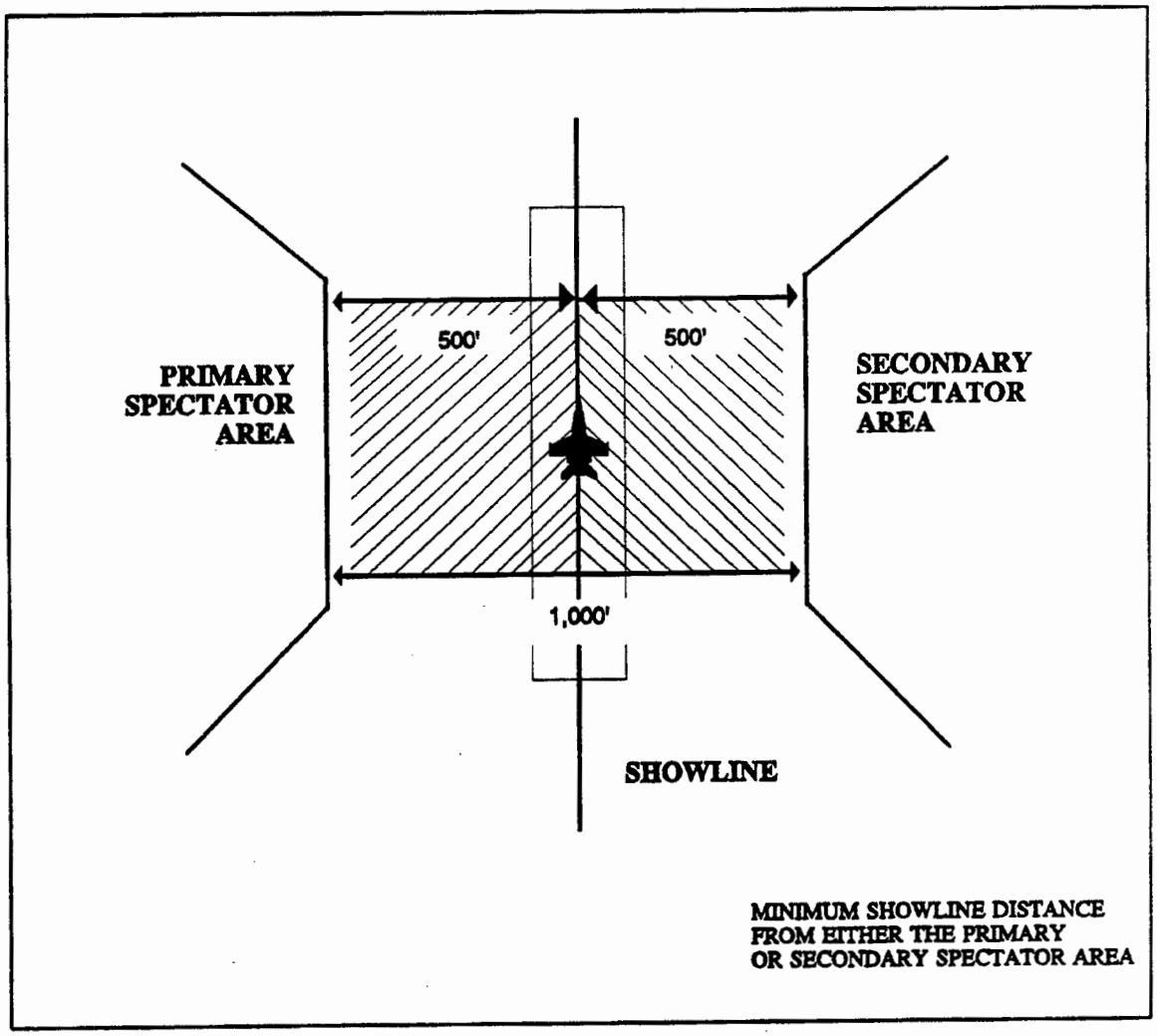
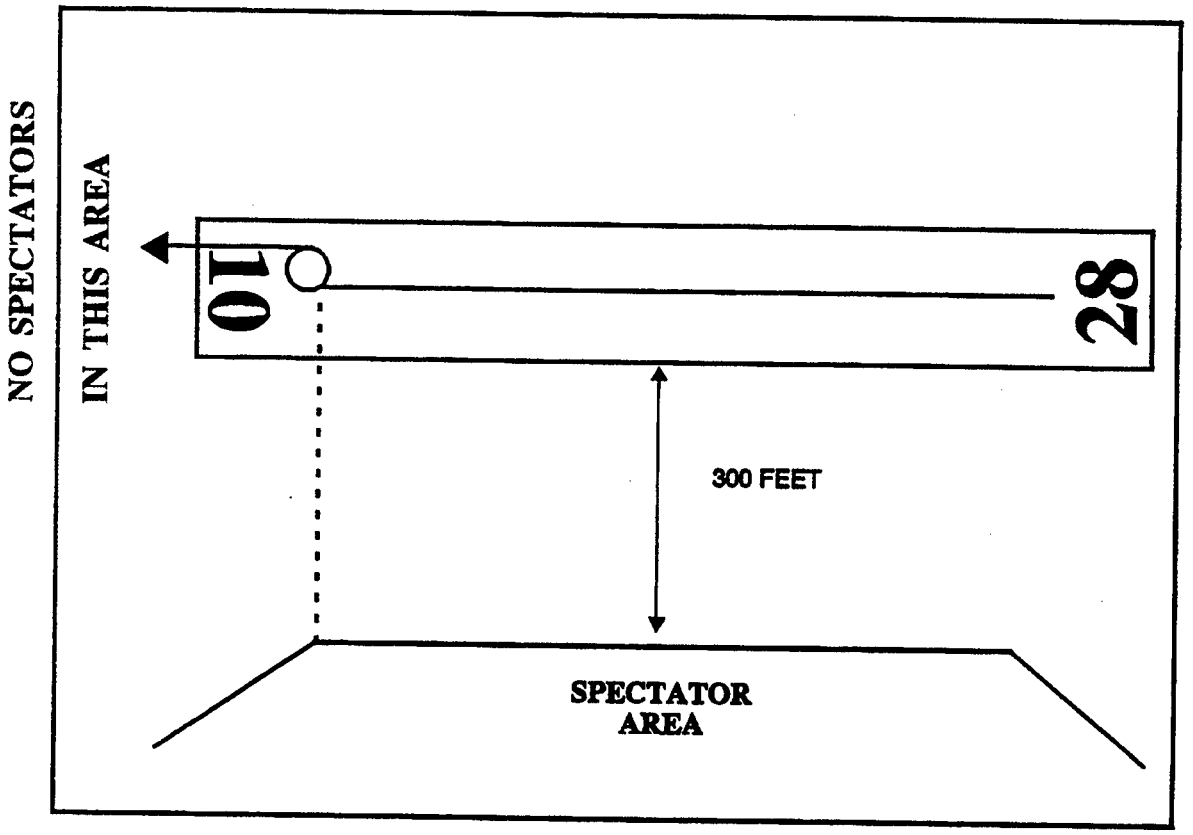
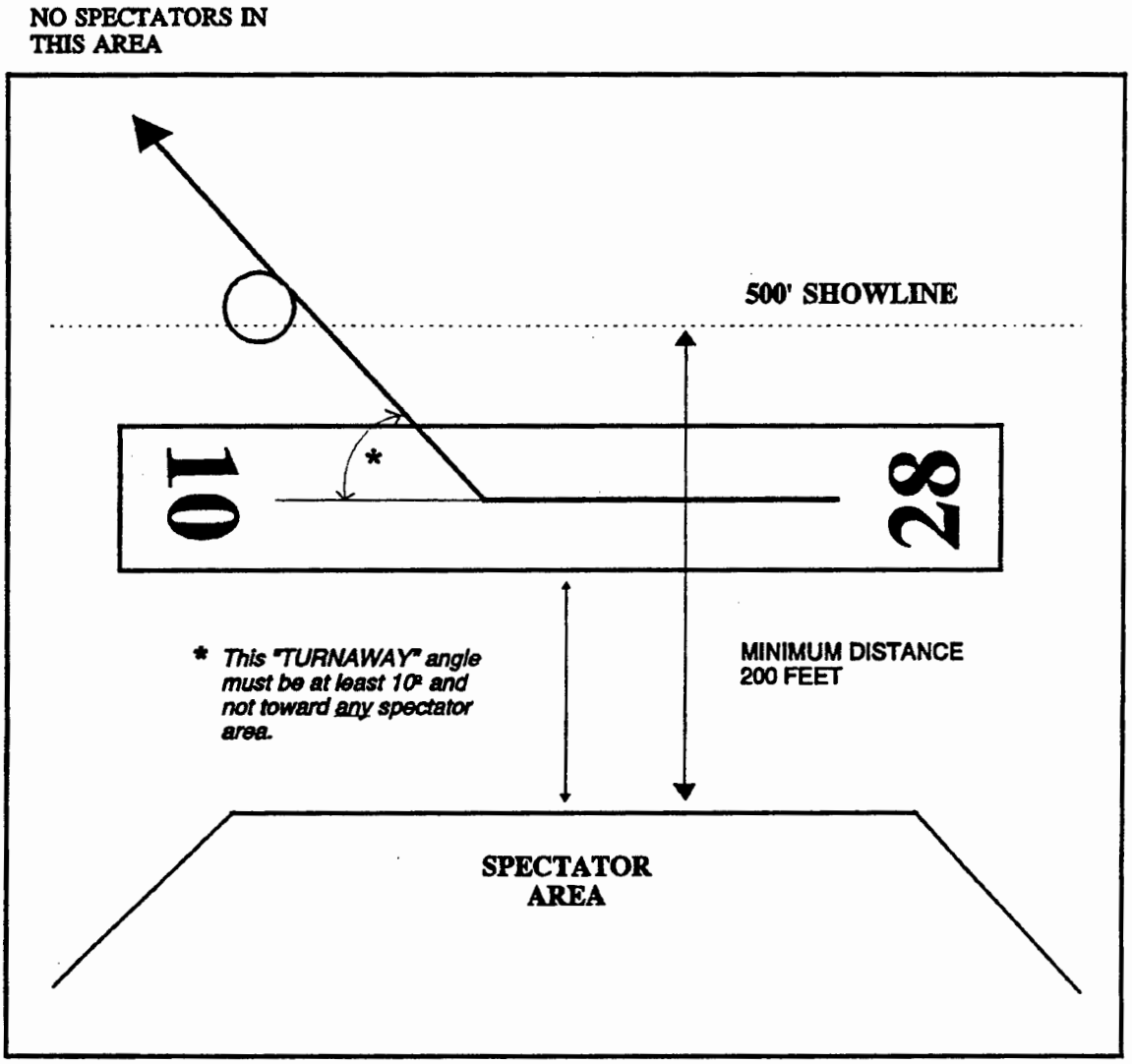


FIGURE 49-11
AEROBATICS PERFORMED AFTER TAKEOFF WHEN THE RUNWAY IS LESS THAN 500 FEET FROM THE SPECTATOR AREA - BEYOND THE END OF THE SPECTATOR AREA



NOTE: Aerobatic maneuvers performed after takeoff shall be toward the area away from spectators.

FIGURE 49-12
AEROBATICS PERFORMED AFTER TAKEOFF WHEN THE RUNWAY IS LESS THAN 500 FEET FROM THE SPECTATOR AREA - TURN AWAY FROM THE SPECTATOR AREA



NOTE: An Aerobatic Maneuver shall not be initiated prior to reaching a point at least 500 feet away from the spectator area and not in the "head-on area" of any other group of spectators.

FIGURE 49-13
TAKEOFF AND LANDING AREA - APPROACH SPEED GREATER THAN 100 KNOTS, GROSS WEIGHT GREATER THAN 50,000 LBS, AND FOR "FLYING FARMER" ACTS

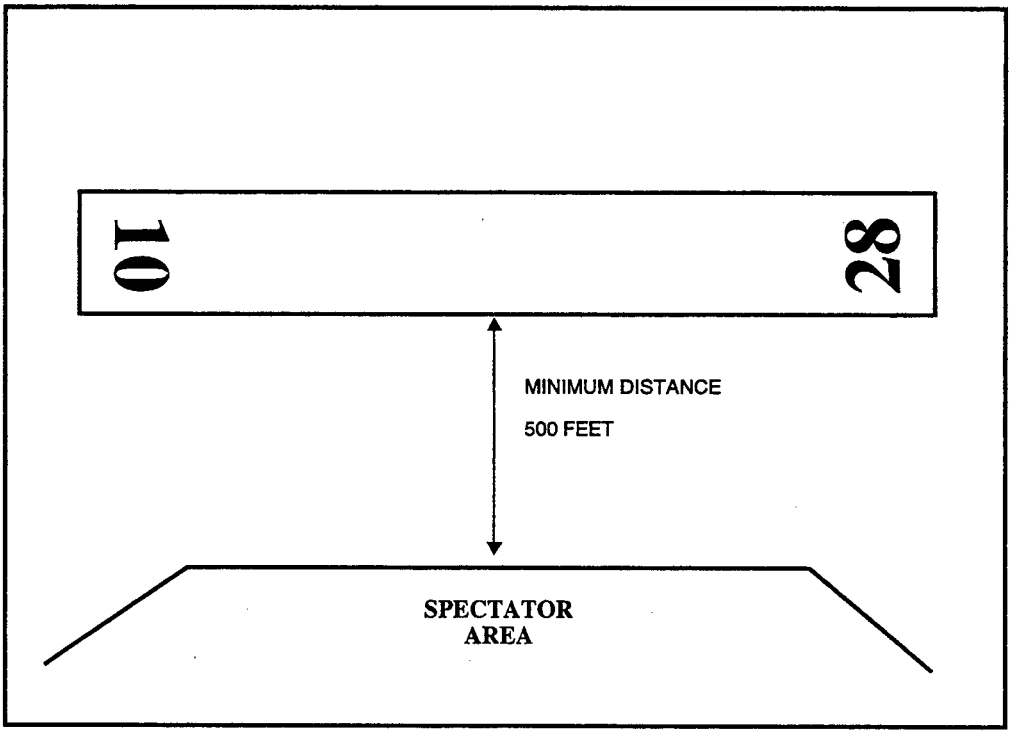


FIGURE 49-14
TAKEOFF AND LANDING AREA - APPROACH SPEED LESS THAN 100 KNOTS WITH NO EXCESSIVE MANEUVERING DURING TAKEOFF AND LANDING, AND A CERTIFICATED GROSS WEIGHT OF 50,000 LBS. OR LESS

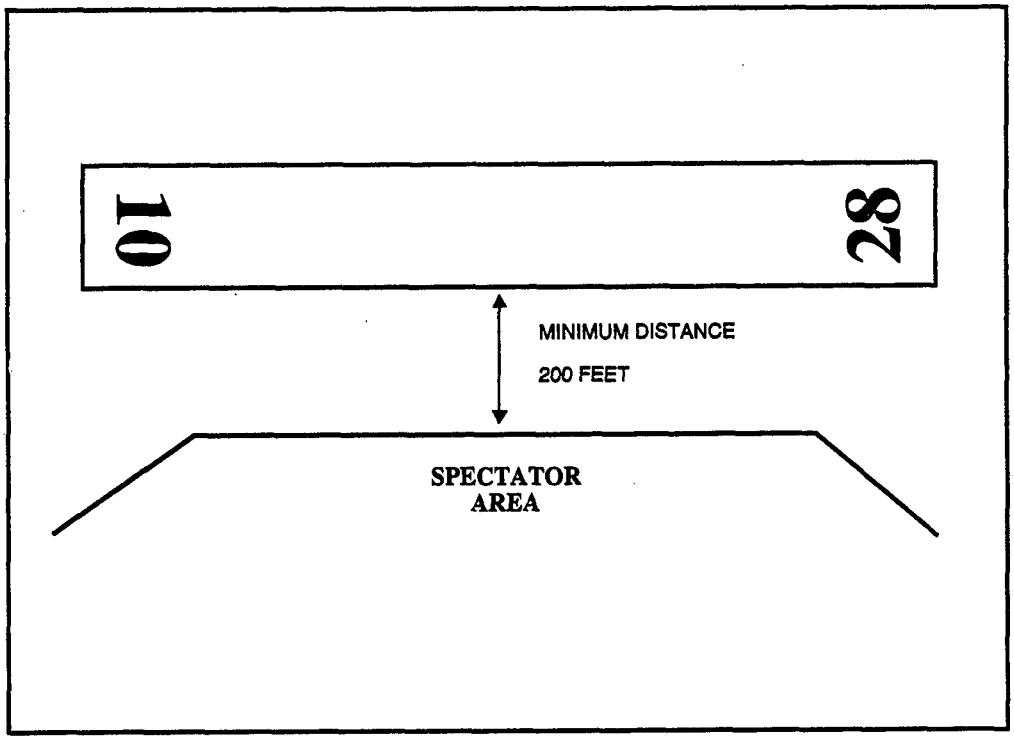
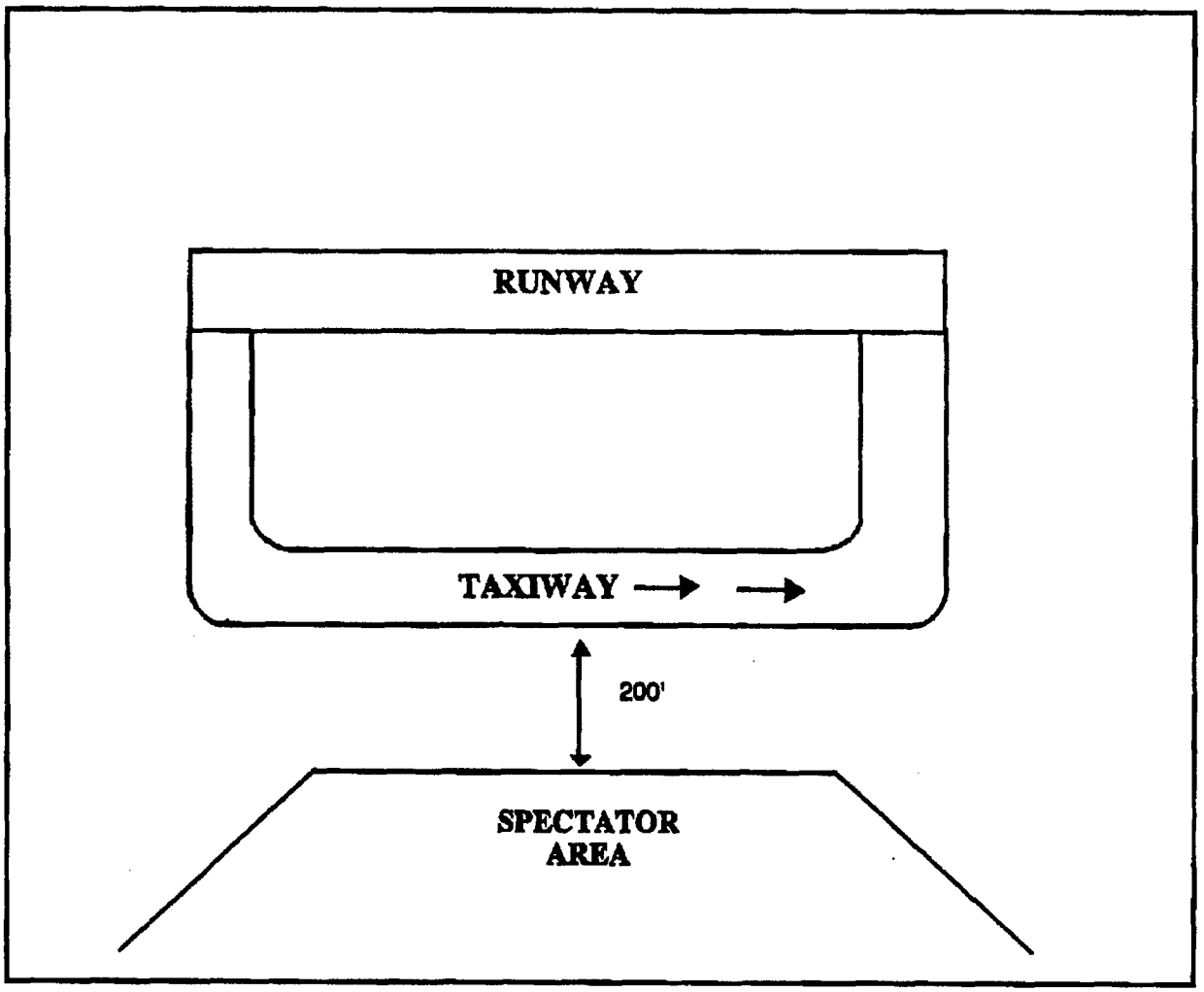


FIGURE 49-15
SAILPLANE/AIRPLANE TAKEOFF AND SAILPLANE LANDING
ON A LANDING SITE PARALLEL TO SPECTATOR AREA



NOTE: A landing site may be an area not designated as taxiway, apron, or ramp; that is, a grass area may be used as a landing site.

FIGURE 49-16
SAILPLANE/AIRPLANE TAKEOFF PATH ON A DIVERGENT HEADING OF 10 DEGREES OR MORE FROM SPECTATOR AREA

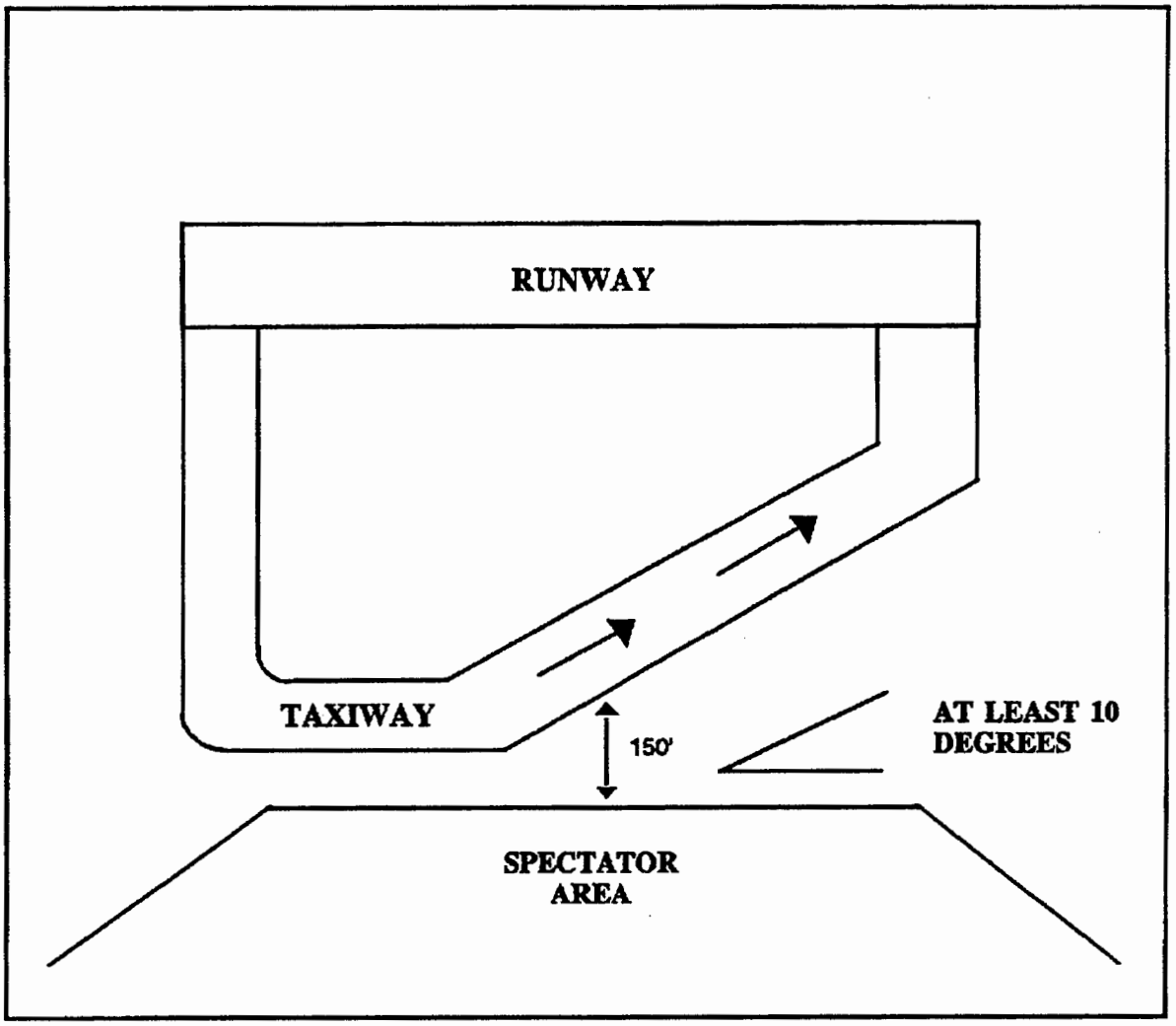
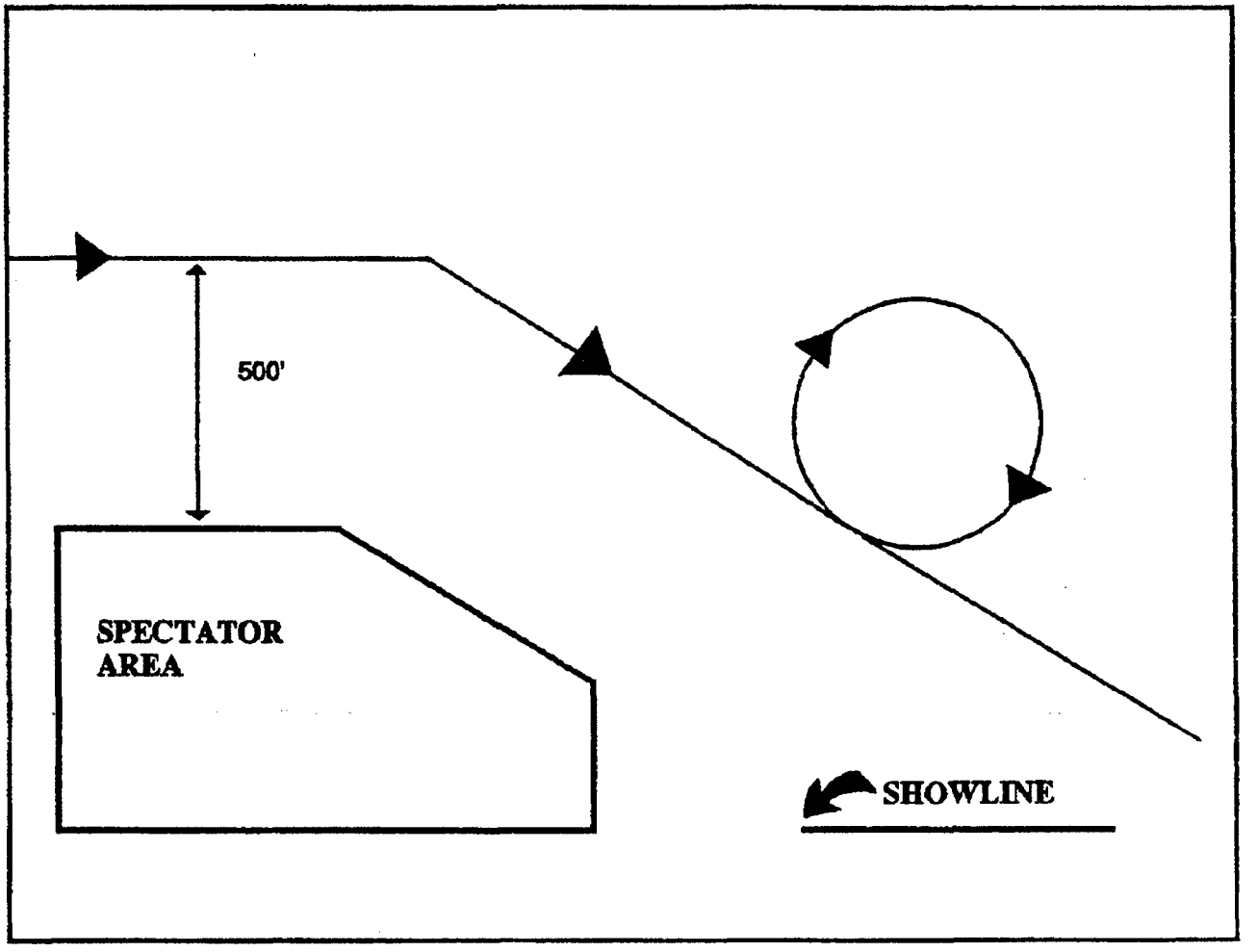


FIGURE 49-17
APPROVED MANEUVER IN LEVEL OR CLIMBING,
NONAEROBATIC FLIGHT OVER THE SPECTATOR AREA (PROFILE VIEW)



A minimum 500′ distance shall be maintained from all spectators or as depicted in the approval of the maneuver.

FIGURE 49-18
REQUEST FOR MILITARY AERIAL SUPPORT

REQUEST FOR MILITARY AERIAL SUPPORT

ALL EVENT SPONSORS MUST READ THE INSTRUCTIONS ON PAGE 4 BEFORE COMPLETING THIS FORM.

DOD REQUEST NUMBER

Form Approved
OMB No. 0704-0290
Expires Jun 30, 1997

Public reporting burden for this collection of information is estimated to average 30 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302, and to the Office of Management and Budget, Paperwork Reduction Project (0704-0290), Washington, DC 20503.
PLEASE DO NOT RETURN YOUR FORM TO EITHER OF THESE ADDRESSES. SEND YOUR COMPLETED FORM TO THE ADDRESS ON PAGE 4.

SECTION I - ACTIVITY

1. CATEGORY REQUESTED *(X and complete as applicable)*	(1) DATE OF EVENT *(YYMMMDD)*	(2) TYPE AIRCRAFT REQUESTED: ANY *(X)*	SPECIFIC *(Optional)*	(3) MILITARY SERVICE REQUESTED: ALL *(X)*	SPECIFIC *(Optional)*
a. FLYOVER *(See paragraph 4 of Instructions)*					
b. STATIC DISPLAY *(See paragraph 5 of Instructions)*					
c. SINGLE AIRCRAFT DEMONSTRATION *(See para. 7 of Instructions)*					
d. OTHER *(Specify)*					

e. AERIAL DEMONSTRATION TEAM *(X all requested. See Instructions.)*	(a) PRIMARY DATE *(YYMMMDD)*	(b) ALTERNATE DATE(S) *(YYMMMDD)*	(c) I WILL CONSIDER ANY DATE DURING AIR SHOW SEASON *(X one)*
U.S. ARMY GOLDEN KNIGHTS			YES
U.S. NAVY BLUE ANGELS			NO
U.S. AIR FORCE THUNDERBIRDS			

SECTION II - EVENT AND SITE INFORMATION

2.a. EVENT TITLE

b. SITE OF EVENT	c. CITY AND STATE	d. SITE ELEVATION *(Feet above sea level)*	e. RUNWAY LENGTH X WIDTH

f. ARRESTING GEAR *(X one)* YES NO

g. TYPE OF SITE *(i.e., airport, park, lake, etc.)*

3. EVENT SITE CERTIFICATION *(To be completed by airport manager or agent exercising authority for site use)*
I certify that an agreement has been made with the sponsoring organization indicated in Section III to use the event site indicated in 2.b. above.

a. NAME *(Last, First, Middle Initial)*	b. TITLE	c. TELEPHONE NO. *(Include area code)*
d. SIGNATURE		e. DATE SIGNED *(YYMMMDD)*

4. INCLUSIVE DATES OF EVENT *(YYMMMDD)*

5. IS THERE CIVILIAN AVIATION/AERIAL PARTICIPATION PLANNED FOR THE EVENT? *(X one)* YES NO

6. ATTENDANCE
a. PROJECTED b. PRIOR EVENT

7. PLANNED MEDIA COVERAGE *(X as applicable)* TELEVISION RADIO PRINT NONE

SECTION III - SPONSOR INFORMATION

8. LOCAL SPONSORING ORGANIZATION
a. NAME
b. TYPE *(X one)* PROFIT NONPROFIT

9. AVIATION POINT OF CONTACT FOR THIS EVENT
a. *(X one)* MR. MS. OTHER
b. NAME *(Last, First, Middle Initial)*
c. RANK *(If military)*
d. ADDRESS

(1) NUMBER AND STREET/SUITE NUMBER	(2) CITY	(3) STATE	(4) ZIP CODE

e. TELEPHONE NO. *(Include area code)*	f. ALTERNATE TELEPHONE NO. *(Include area code or DSN if military)*	g. FAX NO. *(Include area code)*

DD FORM 2535, AUG 94 (EG) PREVIOUS EDITION WILL BE USED. Page 1 of 4 Pages
Designed using Perform Pro, WHS/DIOR, Aug 94

FIGURE 49-18
REQUEST FOR MILITARY AERIAL SUPPORT - Continued

SECTION III - SPONSOR INFORMATION *(Continued)*	YES	NO
10. IS EVENT OFFICIALLY SUPPORTED BY LOCAL GOVERNMENT *(X one)*		
11. WILL YOU PROVIDE POST-EVENT REPORT ON REQUEST? *(X one)*		
12. DOES SPONSORING ORGANIZATION SPECIFICALLY EXCLUDE PERSONS FROM MEMBERSHIP BASED UPON RACE, RELIGION, SEX OR COLOR? *(X one)*		
13. WILL ALL ASPECTS OF THIS EVENT BE AVAILABLE TO ALL PERSONS WITHOUT REGARD TO RACE, RELIGION, SEX OR COLOR? *(X one)*		
14. WILL THE EVENT BE OPEN TO THE GENERAL PUBLIC? *(X one)*		

SECTION IV - FEDERAL AVIATION ADMINISTRATION (FAA) COORDINATION *(Airspace Coordination)*

For this event to be considered for U.S. military support, the sponsor MUST have this section completed by the Flight Standards District Office responsible for controlling the aerial activities at the event site.

For events where the airspace falls under the purview of the United States Department of Transportation, Federal Aviation Administration (FAA) coordination is required for all U.S. military aviation activities described in Section I except aircraft static displays. THE SPONSOR WILL FORWARD THIS DOCUMENT, WITH SECTIONS I THROUGH III AND SECTIONS V THROUGH VII COMPLETED, TO THE FLIGHT STANDARDS DISTRICT OFFICE (FSDO) HAVING JURISDICTION OVER THE SITE. After completion of Section IV by the FSDO, form will be returned to the sponsor for submission to DoD. Sponsors will allow a minimum of 45 days for FAA review and completion.

15. FLIGHT STANDARDS DISTRICT OFFICE REVIEW
I have reviewed the requested activity in Section I and determined that: *(X and complete as applicable)*

	a. FAA/OTHER GOVERNMENTAL WAIVER/LICENSE IS NOT REQUIRED.
	b. WAIVER/LICENSE IS REQUIRED FOR THE FOLLOWING EVENT(S) LISTED IN SECTION I: *(Specify)*
	c. COORDINATION HAS BEEN ACCOMPLISHED WITH CONTROLLING AIR TRAFFIC CONTROL FACILITY.
	d. AIR TRAFFIC COORDINATION IS NOT REQUIRED.
	e. DEMONSTRATION SITE FEASIBILITY STUDY IS REQUIRED. *(Must meet show line, crowd line, airspace parameters.)*
	f. DEMONSTRATION SITE FEASIBILITY STUDY IS NOT REQUIRED.

16. FEASIBILITY DETERMINATION Based upon my review of this site, I find the site to be: *(X one)*		SATISFACTORY		UNSATISFACTORY

NOTE: If the show site is marked "Unsatisfactory," the request for the applicable activity cannot be accepted by the Department of Defense.

17. ADDITIONAL COMMENTS *(Mandatory if FARs are waived)*

18. COORDINATING OFFICIAL

a. NAME *(Last, First, Middle Initial)*	b. FLIGHT STANDARDS DISTRICT OFFICE	c. TELEPHONE NO. *(Include area code)*
d. SIGNATURE		e. DATE SIGNED *(YYMMMDD)*

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FIGURE 49-18
REQUEST FOR MILITARY AERIAL SUPPORT - Continued

SECTION V - PROGRAM

19. PROGRAM THEME AND OBJECTIVE

20. CHARGES AND FEES

a. ADMISSION	b. PARKING	c. SEATING	d. OTHER *(Specify)*

e. DOES EVENT RAISE FUNDS? *(X one)*	f. FUNDS WILL BE USED FOR *(X as applicable)*		g. SPECIFIC INSTRUCTIONS FOR USE OF FUNDS
☐ YES *(Complete 20.f. and 20.g.)*	☐ (1) CHARITIES	☐ (2) EXPENSES	
☐ NO	☐ (3) PRIZES	☐ (4) OTHER	

21. HISTORICAL INFORMATION

a. LIST ALL YEARS THE EVENT WAS HELD	b. LAST AERIAL DEMONSTRATION AND YEAR OF PERFORMANCE *(i.e., Blue Angels, Thunderbirds, Golden Knights)*	c. CIVILIAN AND MILITARY AIRCRAFT AT LAST YEAR'S EVENT

SECTION VI - SUPPORT *(All Requests other than Flyovers)*

22. THE SPONSOR AGREES TO: *(Initial each item signifying acceptance. Lack of initials renders the event ineligible for all support other than Flyovers.)*	INITIALS
a. OBTAIN THE AIR SHOW WAIVER FROM THE FAA MONITOR PRIOR TO THE EVENT FOR EACH ACTIVITY REQUIRING A WAIVER *(plan @ 60-day lead time)*. FAILURE TO OBTAIN A WAIVER WILL RESULT IN DEMONSTRATION CANCELLATION AT THE EXPENSE OF THE SPONSOR.	
b. PROVIDE AERIAL PHOTOGRAPH AND AIRFIELD DIAGRAM UPON REQUEST.	
c. PAY TEAM COSTS AS OUTLINED ON PAGE 4, PARAGRAPHS 6 OR 8 OF INSTRUCTIONS, AS APPLICABLE.	
d. PROVIDE OR REIMBURSE TRANSPORTATION, MEALS, AND QUARTERS COSTS *(including pre-event visits)* FOR ARMED FORCES PARTICIPANTS, AS REQUIRED. *(Reimbursement for demonstration teams covered in paragraphs 6 or 8 of Instructions.)*	
e. PROVIDE TELEPHONE FACILITIES FOR NECESSARY OFFICIAL COMMUNICATIONS AT THE EVENT SITE.	
f. PROVIDE MOBILE FIREFIGHTING, CRASH, AND GROUND-TO-AIR COMMUNICATIONS EQUIPMENT AT THE SHOW SITE FOR FLIGHT AND PARACHUTE DEMONSTRATIONS AND STATIC DISPLAY AIRCRAFT.	
g. PROVIDE SUITABLE AIRCRAFT FUEL AT MILITARY CONTRACT PRICES. *(Sponsor must pay all costs over military contract prices, including any transportation and handling charges, if fuel is not available at such prices.)*	
h. PROVIDE SECURITY FOR AIRCRAFT AT EVENT SITE DURING ENTIRE STAY.	
i. PROVIDE AMBULANCE AND MEDICAL PERSONNEL ON SITE DURING FLIGHT AND PARACHUTE DEMONSTRATIONS AND CERTAIN OTHER TYPES OF AERIAL ACTIVITIES AS DETERMINED, IN ADVANCE, BY THE MILITARY SERVICES OR OASD (PUBLIC AFFAIRS).	

SECTION VII - CERTIFICATION BY SPONSOR

23. PRESIDENT/CHAIRMAN OF SPONSORING ORGANIZATION/BASE OR WING COMMANDER *(If military sponsored)*

I certify that the information provided above is complete and accurate to the best of my knowledge. I understand that representatives from the military services will contact us to discuss arrangements and additional costs involved prior to final commitments. Any changes to the information on this form may invalidate eligibility for military participation.

a. SIGNATURE	b. DATE SIGNED *(YYMMMDD)*

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FIGURE 49-19
TYPICAL AIR RACE SITE

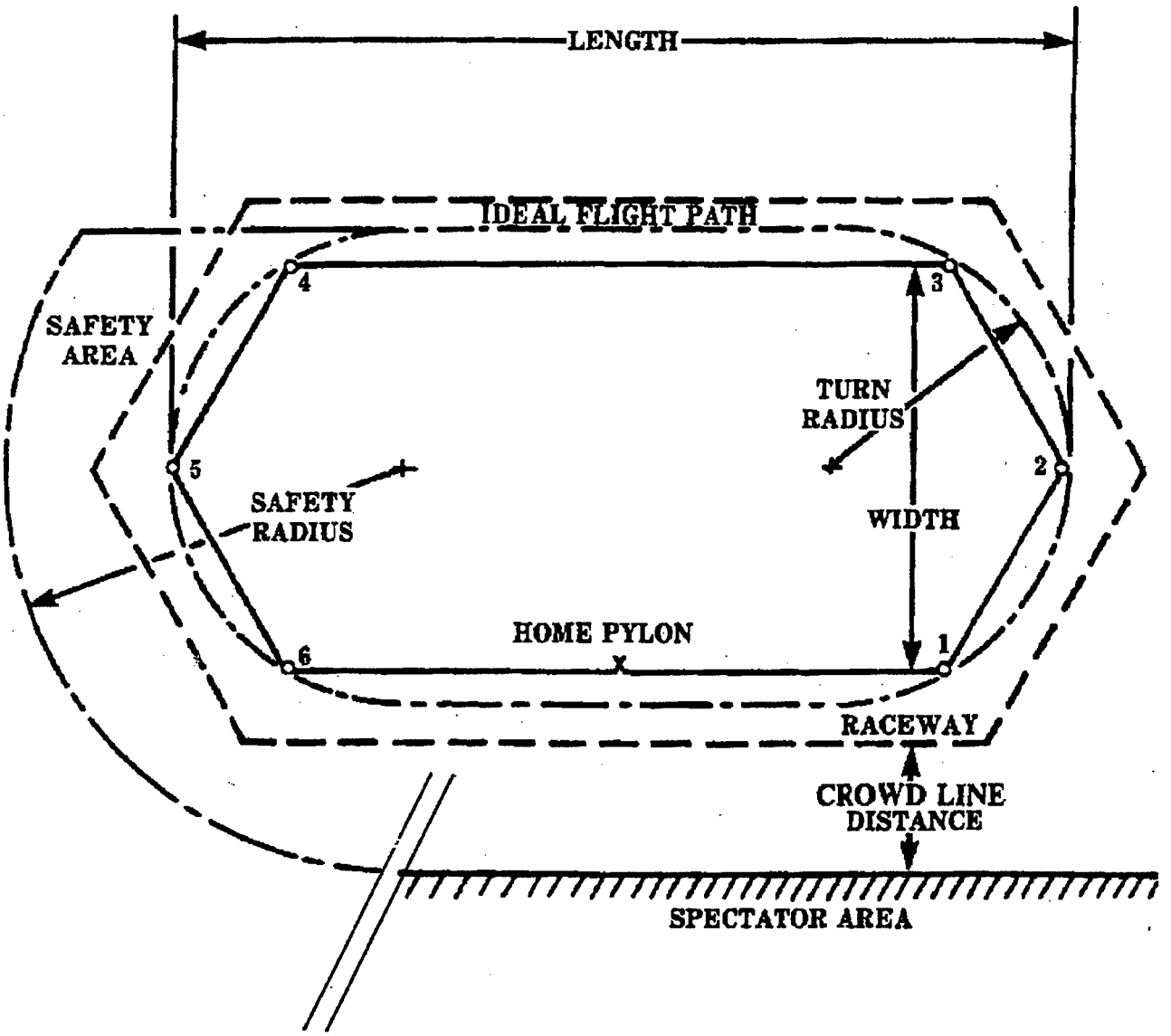


FIGURE 49-20
TYPICAL UNLIMITED RACE COURSE SITE

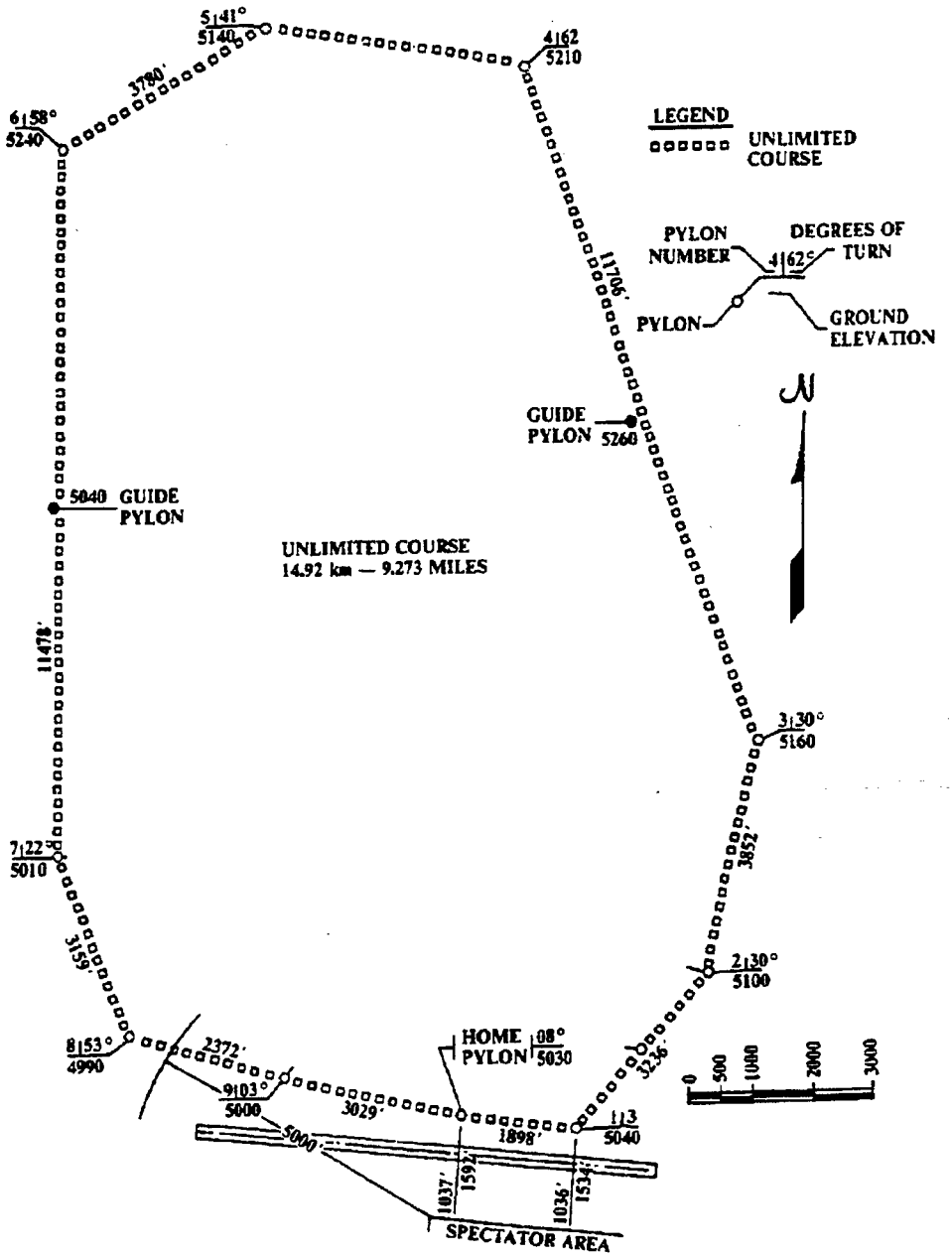
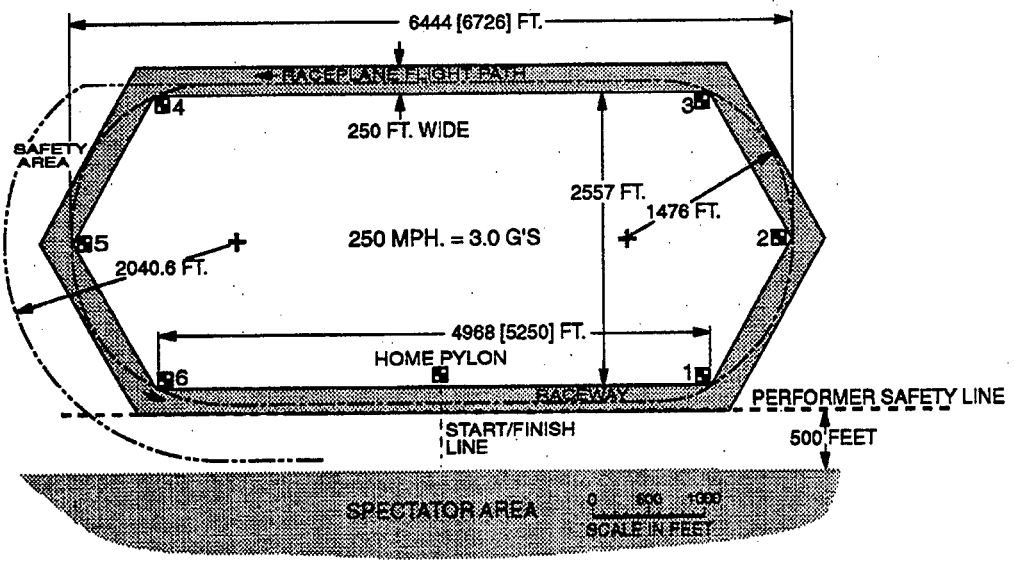


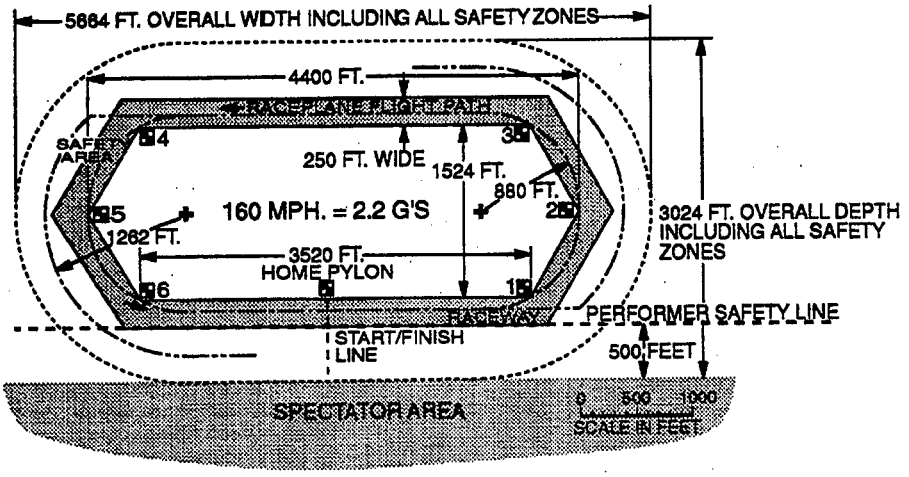
FIGURE 49-21
EXAMPLES OF RACE COURSES

3.0 MILE [5.0 KM.] FORMULA ONE AIR RACE COURSE

(SUITABLE FOR INTERNATIONAL FORMULA ONE, SPORT BIPLANE AND FORMULA V)



2.0 MILE FORMULA V AIR RACE COURSE



[NOTE - THE ABOVE RACE COURSES ARE SUITABLE FOR DEMONSTRATION AT6/SNJ RACES, AT THE LIMITING SPEEDS NOTED IN EACH COURSE DIAGRAM]

FIGURE 49-22
PYLON RACING (RACE COURSE DESIGN PARAMETERS)

	Formula Vee	Sport Biplane	At-6/SNJ	Int'l Formula 1	T-28	Unlimited
Max Speed (statute mph/knots)*	160.0/ 139.0	210.0/ 182.5	225.0/ 195.5	250.0/ 217.2	300.0/ 260.7	450.0/ 391.0
Max Speed (ft/sec) (V)	234.7	308.0	330.0	366.7	440.0	660.0
Min Turning Radius (R) for 3.5 g turn (ft)	509.9	878.4	1008.3	1244.8	1792.6	4033.3
Scatter Distance (S) (ft) 250' altitude	---	---	1300.4	---	1733.8	2600.8
150' altitude	716.3	940.1	---	1119.2	---	---
Scatter Radius (ft) (Sr) for minimum turn radius	879.2	1286.6	1645.5	1674.0	2493.9	4799.1
Safety Radius (ft) (Sfr) for minimum turn radius	1063.9	1490.7	1964.1	1888.5	2844.6	5182.0
Crowd-to-Showline Distance (ft)	500.0	500.0	500.0	500.0	1000.0	1000.0

* Actual maximum speed may vary depending on conditions and race site.

FIGURE 49-23
TYPICAL HOT AIR BALLOON

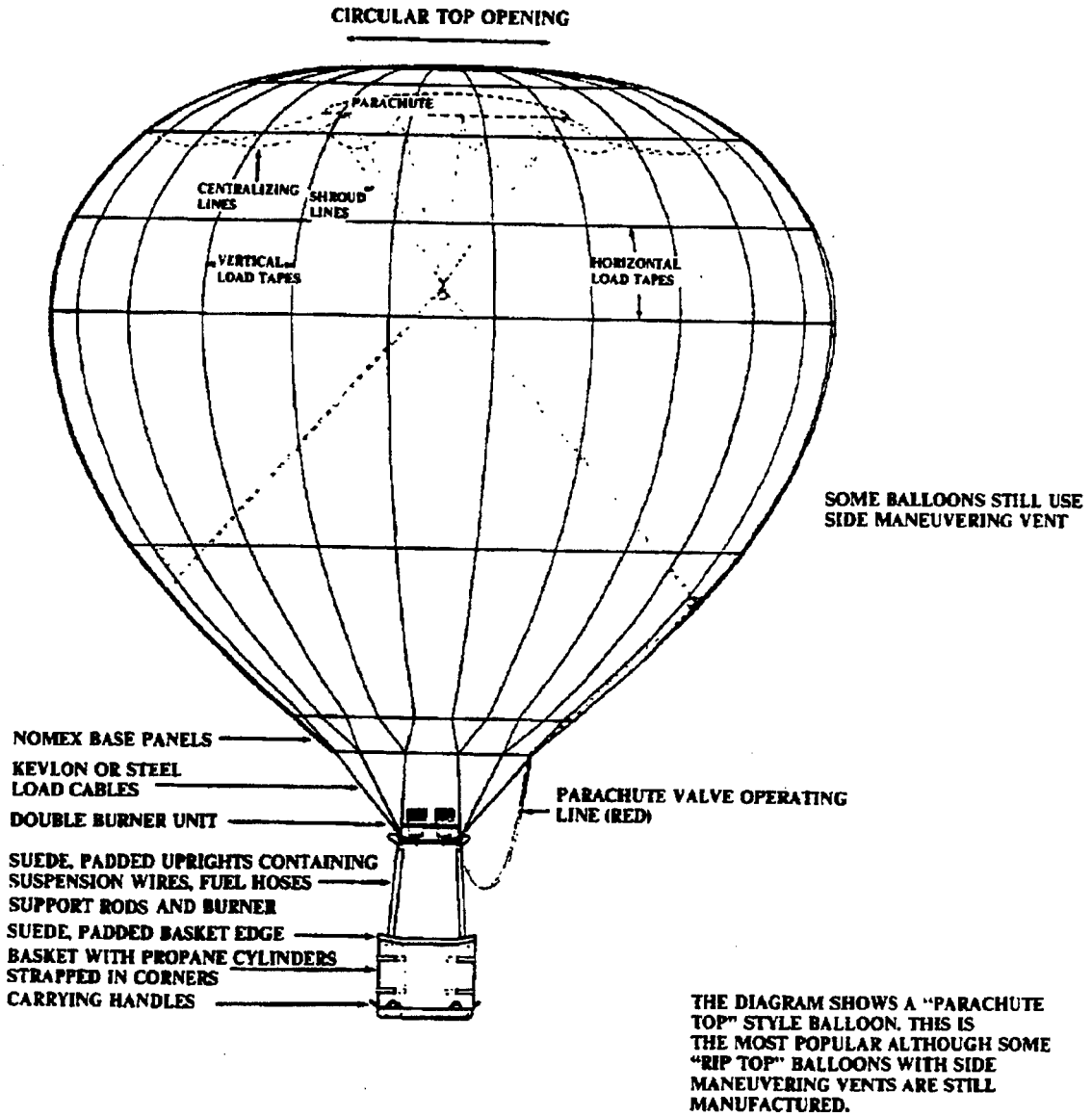


FIGURE 49-24
BALLOON TERMINOLOGY

BLAST VALVE	A high pressure fuel valve either full on or full off.
BULK TANK	Used for fuel storage and transfer to supply tanks.
DEFLATION PORT	Refers to the rip panel or envelope section removed for envelope deflation.
DRAG ROPE	A heavy rope tapered and weighted at one end which is used as recoverable ballast.
DROP LINE	A handling line carried in the basket to allow assistance by the ground crew when required.
ENVELOPE	The rubberized fabric or plastic material that encloses the lifting source.
EQUILIBRIUM	That point when lift equals weight and the balloon is neither climbing nor descending.
FALSE LIFT	Refers to the venturi effect of the wind that causes the balloon to lift before true equilibrium is reached.
FUEL	Generally propane.
GORE	Series of panels running from apex to mouth.
LOAD TAPES	Vertical or horizontal stress bearing nylon webbing.
MANEUVERING VENT	The envelope section that can be opened and closed to control the ascent or descent.
PANEL	A fabric section sewn as part of a gore.
PARACHUTE TOP	A combination deflation port and maneuvering vent that is self-sealing when opened in flight.
SKIN TEMPERATURE	The temperature of the fabric envelope.
STEP CLIMB	A series of climbs and level-offs in ascent or descent.
SUPER HEAT	The temperature of the gas inside exceeding the temperature of the ambient air outside the envelope.
TETHERED	Refers to a balloon on one or more tether lines.

FIGURE 49-25
FAA FORM 7711-1, CERTIFICATE OF WAIVER OR AUTHORIZATION

U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION

CERTIFICATE OF WAIVER OR AUTHORIZATION

ISSUED TO
HIGH ON KALAMAZOO, INC.
JOHN M. ELLIS

ADDRESS
5605 PORTAGE ROAD
KALAMAZOO, MICHIGAN 49002

This certificate is issued for the operations specifically described hereinafter. No person shall conduct any operation pursuant to the authority of this certificate except in accordance with the standard and special provisions contained in this certificate, and such other requirements of the Federal Aviation Regulations not specifically waived by this certificate.

OPERATIONS AUTHORIZED

AEROBATIC DEMONSTRATIONS AT THE KALAMAZOO COUNTY AIRPORT, KALAMAZOO, MICHIGAN, WITHIN A FIVE (5) NAUTICAL MILE RADIUS OF THE CENTER OF THE AIRPORT FROM THE SURFACE TO 15,000 MSL, EXCLUDING THE AIRSPACE ABOVE SPECTATORS OR CONGESTED AREAS.

PARACHUTE JUMPING AT THE KALAMAZOO COUNTY AIRPORT, KALAMAZOO, MICHIGAN, WITHIN A TWO (2) NAUTICAL MILE RADIUS OF THE CENTER OF THE AIRPORT FROM THE SURFACE TO 15,000 FEET MSL, JUMPS OVER OR INTO CONGESTED AREAS OR OPEN AIR ASSEMBLY OF PERSONS ARE AUTHORIZED.

LIST OF WAIVED REGULATIONS BY SECTION AND TITLE

SEE ATTACHMENT A

STANDARD PROVISIONS

1. A copy of the application made for this certificate shall be attached to and become a part hereof.
2. This certificate shall be presented for inspection upon the request of any authorized representative of the Administrator of the Federal Aviation Administration, or of any State or municipal official charged with the duty of enforcing local laws or regulations.
3. The holder of this certificate shall be responsible for the strict observance of the terms and provisions contained herein.
4. This certificate is nontransferable.

NOTE—This certificate constitutes a waiver of those Federal rules or regulations specifically referred to above. It does not constitute a waiver of any State law or local ordinance.

SPECIAL PROVISIONS

PARACHUTE SPECIAL PROVISIONS NOS. 1 THRU 13. "See Attached" [X]
Special Provisions Nos. 1 to 26 inclusive, are set forth on the reverse side hereof.

This certificate is effective from 1145EDT 06/09/96 1245EDT 06/10&11/96 to 1600EDT 06/09/96 1730EDT 06/10&11/96, inclusive, and is subject to cancellation at any time upon notice by the Administrator or his authorized representative.

BY DIRECTION OF THE ADMINISTRATOR

Great Lakes
(Region)

Wesley Crusher
(Signature)

March 28, 1996
(Date)

Principal Operations Inspector
(Title)

FAA Form 7711-1 (7-74)

FIGURE 49-25
FAA FORM 7711-1, CERTIFICATE OF WAIVER OR AUTHORIZATION - Continued

ATTACHMENT A
LIST OF WAIVED REGULATIONS BY SECTION AND TITLE

Section **91.117(a)&(b)** - Aircraft Speed.

Section **91.119(b)** - Minimum safe altitude for this part is waived only for the command approved tactical aircraft demonstrations and the Canadian Snowbirds with a minimum of 300 feet above the highest obstacle within three (3) nautical miles of the show center and along the ingress/egress route in nonaerobatic flight.

Section **91.119(c)** - Minimum safe altitude is waived only in so far as to allow operations closer than 500 feet to property on the surface. It is not waived with respect to persons.

Section **91.127** - Operation on or in the vicinity of an airport.

Section **91.129** - Operations at airport with operating control towers.

Section **91.303** - Definition of Aerobatic Flight.

Section **91.303(c)&(d)** - Aerobatic Flight.

FIGURE 49-26
SAMPLE LIST OF WAIVED REGULATIONS FOR BALLOON OPERATIONS BY SECTION AND TITLE

Section 91.119(b), Minimum Safe Altitude

Section 91.119(b) is waived to allow balloon flight over any congested area of a city, town, or settlement or over an open air assembly of persons at an altitude of 500 feet above the highest obstacle, and within a horizontal radius of 500 feet of the balloon within a _____ nautical mile radius.

Note: Launching a balloon during the balloon meet anywhere in, into, or over a congested area or an open air assembly of persons shall require the pilot to be in a continuous normal rate of climb until an altitude of 500 feet above the highest obstacle within a horizontal radius of 500 feet of the balloon is attained.

In addition, § 91.119(b) is also waived to allow flight over, but no closer than 75 feet to, persons in the designated spectator areas that are under the direct control of the certificate holder.

Note: The designated spectator area shall be a minimum of 200 feet in radius from the designated or declared goal or target.

Section 91.119(c), Minimum Safe Altitude

Section 91.119(c) is waived to allow flight over open water or sparsely populated areas no closer than 200 feet from any person, vessel, vehicle, or structure.

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CHAPTER 59. APPROVE/AUTHORIZE CATEGORY I/ CATEGORY II/CATEGORY III OPERATION

SECTION 1. BACKGROUND

1. PROGRAM TRACKING AND REPORTING SUBSYSTEM (PTRS) ACTIVITY CODES.

- Category I Special Authorization: 1404
- Category II/III Approval: 1430

3. OBJECTIVE. The objective of this task is to determine if an operator of a civil aircraft has developed acceptable procedures to conduct safe instrument approaches to Special Category (CAT) I and CAT II descent minimums. Successful completion of this task results in acceptance or rejection of the operator's proposed CAT II procedures manual (if required) and issuance or denial of FAA Form 7711-1, Certificate of Waiver or Authorization, or operations specifications (OpSpecs) under the provisions of Title 14 of the Code of Federal Regulations (14 CFR) part 125.

5. GENERAL.

A. Definitions.

(1) Category A Aircraft: A grouping of aircraft based on a speed of 1.3 times the stall speed in the landing configuration at the maximum certificated landing weight, and that speed must be less than 91 knots. The Federal Aviation Administration (FAA) authorizes deviation for an operator of a small Category A aircraft (less than 12,500 lbs. certificated takeoff weight) to use such an aircraft in CAT II operations without meeting the requirements of 14 CFR part 91, §§ 91.189, 91.205(f), and 91.191.

(2) CAT I Operations: An instrument approach procedure which provides for approaches to a decision height (DH) above touchdown of not less than 200 feet and a visibility of not less than 1/2 mile or a runway visual range (RVR) of not less than 2400 feet (RVR 1800 feet with operative touchdown zone and runway centerline lights). This definition is for CAT I instrument landing system (ILS) operations only and does not include CAT I operations as defined in FAA Order 8400.10, Air Transportation Operations Inspector's Handbook.

(3) Special CAT I Minimums: Minimums resulting from an analysis by Flight Standards Service which indicates that Automatic Flight Control Guidance Systems (AFCGS) significantly reduce excursions from the ILS on-course signal when compared to a manually flown approach. By using these systems, operators are able to maintain separation from obstacles that pilots flying manually with reference to raw data are unable to maintain. At selected locations, authorized operators will be allowed to use the special minimums, provided an approved autopilot with automatic tracking capability (approach coupler), an approved heads-up display (HUD), or flight director (FD), approved for CAT I operations, is used on the approach.

(4) CAT II Operations: Precision approach and landing operations conducted with a DH of less than 200 feet (60 meters) but not less than 100 feet (30 meters) and an RVR of not less than 1200 feet (350 meters).

(5) CAT III Operations: Operations separated into three separate subcategories:

(a) CAT IIIa is a precision approach and landing operation with an RVR of less than 700 feet (200 meters) but not less than 150 feet (50 meters) and a DH of 50 feet (15 meters) or less, or an alert height (AH) of 100 feet (30 meters) or less. Both fail-passive and fail-operational airborne equipment can be used in CAT IIIa operations.

(b) CAT IIIb is a precision approach and landing operation with an RVR of not less than 700 feet (200 meters) without a DH, or with an AH of less than 100 feet (30 meters) or less. Fail-operational airborne equipment must be used for CAT IIIb operations.

(c) CAT IIIc is a precision approach and landing operation without a DH and without RVR limitations (zero-zero). No CAT IIIc operations are currently authorized.

B. Applicability. The information detailed in this chapter applies to the operators of all civil aircraft operating under part 91 who do not hold an operating certificate issued under 14 CFR parts 121, 129, or

135. This guidance also applies to operators who hold deviation authority issued under § 125.3 and persons holding a part 125 operating certificate. This chapter addresses concepts and national policy guidance to be used by an aviation safety inspector (ASI) when evaluating, approving, or denying requests for an authorization to conduct CAT II operations.

(1) Presently there is no specific guidance for issuing CAT III authorizations to a part 91 aircraft. There is no guidance in this chapter for CAT III ILS or lower than standard microwave landing system (MLS) operations. Presently the FAA is studying the use of MLS approaches to lower than standard minima at CAT I runways. Inspectors receiving inquiries for this type of authorization should contact the appropriate regional Flight Standards operations division for guidance and coordination with AFS-400.

(2) There are three basic types of operators that might apply for CAT II authorization:

(a) Part 91 Operators.

(b) Part 125 Operators.

(c) Operators of Category A small aircraft requesting deviation under § 91.193.

(3) For parts 121, 129, and 135, refer to FAA Order 8400.10.

C. Lower than CAT I Minimums. The DH and RVR for an aircraft on an ILS approach is specified on the 14 CFR part 97 Instrument Approach procedure chart. Historically the DH for a CAT I ILS approach has been 200 feet or more above the touch down zone and RVR has been 1600 feet or better. The FAA determined that altitude and visibility values could be lowered based upon the demonstrated skill of the flight crew and the performance of the aircraft and ground based navigation equipment. The FAA has authorized certain operators to use lower than normal CAT I ILS minimums at specified airports after demonstrating ability to conduct safe instrument approaches. Authorizations issued after a successful demonstration of this capability provided the holder authority to descend to a DH of less than 200 feet with less than 1600 feet visibility while conducting a CAT I ILS approach. Operations of this type are no longer considered and will not be addressed in this chapter.

D. Criteria for Special CAT I Minimums. Both part 125 and part 91 operators may continue to use the standard CAT I minimums without alteration of current authorizations or procedures. Operators must, however, obtain FAA authorization to use the special CAT I minimums. To obtain this authorization, field offices will issue authorizations to general aviation operators by using FAA Form 7711-1, Certificate of Waiver or Authorization, and to part 125 operators by issuing OpSpecs.

E. Criteria for CAT II Authorization. The following steps must be accomplished to authorize an operator to conduct CAT II operations (table 1):

(1) Formal application to the appropriate Flight Standards District Office (FSDO).

(2) Evaluation of CAT II aircraft equipment and instruments, if required.

(3) An approved Maintenance/Inspection Program and Maintenance Manual, if required.

(4) Approval of a CAT II manual, if required.

(5) Authorization and special provisions or OpSpecs as applicable.

F. Application for Deviation. Section 91.193 provides for deviations to the requirements of §§ 91.189, 91.191, and 91.205(f). This authority applies to the operation of small Category A aircraft which meet the requirements listed in § 97.3(b)(1). An applicant must complete an FAA Form 7711-2, Application for a Certificate of Waiver or Authorization, when requesting this deviation.

G. Initial Contact. Initial contact can take any of several forms; i.e., telephone conversation, in-person visit, by letter, submission of an application, etc. Before approval of a CAT II authorization, an operator must accomplish the following:

(1) The applicant should submit a letter of intent (figure 59-1) containing specific information about the proposed operation (e.g., the types of aircraft, schedule of events, and if required, a description of the maintenance and inspection program.) Small Category A aircraft operators should state the extent of relief requested from the requirements of §§ 91.189, 91.205(f), or 91.191.

(2) An applicant is responsible for the completion and submission of FAA Form 7711-2 to the FSDO having geographic jurisdiction over the area in which the operator is located. The application must be submitted a minimum of 30 days before the intended operations. For small Category A aircraft requesting deviation, the 30 day minimum may be reduced as appropriate.

TABLE 1 OPERATOR REQUIREMENTS FOR CAT II

TYPE OF OPERATOR	LETTER OF INTENT	7711-2 APP	EVAL IF REQ'D	CAT II OPS MANUAL	OPERATIONS SPECIFICATIONS	7711-1 AUTHORIZATION
PART 91 OPERATOR	X	X	X	X		X
PART 125 OPERATOR	X		X	X	X	
CAT A SMALL	X	X	X			X

(3) For part 125 operators, the letter of intent meets the application requirement and FAA Form 7711-2 need not be submitted. The part 125 operator's amended OpSpecs become the authorization for CAT II operations.

7. APPROACHES AUTHORIZED. Operators approved for CAT II approaches conducted under part 91 may conduct any CAT II approach listed in part 97. The specific approaches do not have to be listed on FAA Form 7711-1 or the OpSpecs.

9. EVALUATION PROGRAM. An evaluation program will be conducted by the operator when the aircraft flight control guidance system required for CAT II operations is not approved under an appropriate type certificated (TC) supplemental type certificate (STC) (part 91, appendix A). Information derived from the evaluation program should be used to develop appropriate operational procedures and techniques in the CAT II manual. Approval by evaluation shall be requested as part of the application for approval of the CAT II manual. Request for deviation of the evaluation program must be coordinated with the regional office Flight Standards branch.

A. Evaluation Program Requirements. An evaluation program is not required if an applicant has an aircraft in which the instruments and equipment have been type certificated or supplemental type certificated for CAT II operations. The applicant must only present a manual for approval. This manual may have been developed by a manufacturer and adapted for a specific operator's use.

B. Demonstration of Flight Control Guidance System. The equipment to be evaluated for approval will be the flight control guidance system. This program provides a method of approval for those airplane owners or operators having airplanes equipped with a flight control guidance system which is not approved for CAT II operations under an appropriate TC or STC. Satisfactory demonstration will show that the equipment performs to the standards with the reliability necessary for CAT II operations.

C. Requirements for Conducting the Evaluation Program. The procedures and requirements for conducting an evaluation program are prescribed in part 91, appendix A, section 3(e). The following should be considered:

(1) When inner marker receiving equipment is to be used as the primary means of identifying the 100-foot DH, it's use will be permitted when the ground equipment is operable. However, in the absence of operable inner marker ground equipment, it will be necessary to rely on barometric altimeters required by part 91, appendix A, section 2(a)(7). These altimeters will be acceptable under that section if:

(a) the altimeters and their static systems meet the requirements of § 91.411 within the past 12 months; and

(b) altimeter correction data, which considers both scale error and main landing gear wheel height of the airplane, is available to the pilot-in- command (PIC). Scale error is determined by an altimeter test and inspection under 14 CFR part 43, appendix E, and the wheel height correction is necessary if the wheel-to-instrument height is in excess of 10 feet presently allowed for in U.S. Weather Bureau altimeter settings provided for aircraft. For instance, a large aircraft which has a 19-foot wheel-to-instrument height would require a nine-foot correction under this rule. Barometric altimeters meeting the requirements above are acceptable for CAT II operations to establish DH's down to 150 feet.

(2) If a success rate of 90 percent is not achieved during 50 approaches, additional demonstration approaches may be conducted. (This is not required for Category A aircraft; see paragraph 15 following.) The demonstration approaches should be recorded on a suitable form developed by the operator in order to facilitate evaluation. See figure 59-2 for an example.

(3) At least half of the approaches required by part 91, appendix A, section 3(e)(2) must be observed by an FAA inspector. Ideally, inspectors from avionics, operations, and airworthiness should participate in the evaluation program.

(4) If the evaluation program is not producing the desired degree of success, the operator should coordinate a reevaluation with the district office.

(5) It is desired that at least one of the three ILS facilities referred to in part 91, appendix A, meet CAT II criteria.

(6) The evaluation program is used to develop and establish appropriate operational procedures and techniques for inclusion in the CAT II manual.

(7) All evaluation approaches must be conducted under simulated instrument conditions after prior arrangement with the controlling air traffic control (ATC) facility. When conducting approaches the term "coupled approach or autoland approach" will be used with ATC to ensure that vehicles or other aircraft on the surface will not move into the ILS critical area. An aircraft or vehicle in the ILS critical area could cause momentary deviations to ILS course or glideslope signals.

(8) Flags, lights, aural warnings, and other displays associated with normal and abnormal functioning of the flight control guidance system should be evaluated to determine if they provide the crew with information suitable for a CAT II operation.

(9) The PIC conducting an evaluation program is not required to meet the CAT II pilot requirements of 14 CFR part 61, § 61.67.

11. INSTRUMENTS AND EQUIPMENT APPROVAL. Criteria for approving the aircraft instruments and equipment are found in part 91, appendix A. Small Category A aircraft operated under a deviation are not required to meet the standards in part 91, appendix A.

A. Currency of Maintenance. Before presenting an aircraft for approval of the instruments and equipment, it must be shown that, since the beginning of the 12th calendar month before the date of submission, the equipment required in part 91, appendix A, section 2(a), has been checked, tested, or inspected according to the standards and methods contained in appendix A, section 3.

B. Listed CAT II Instruments. A list of installed CAT II instruments and items of equipment, including make and model of those specified in part 91, appendix A, section 2(a), must be included in CAT II manuals. If there is a change of installed equipment or instruments, the aircraft and manual may require reevaluation.

C. Operational Checks. The equipment may be operationally checked by ramp test equipment or in a functional flight check conducted by a pilot with CAT II authorization during an approach (figure 59-2 may be used to record these checks). If an aircraft has gone more than 15 hours and/or 15 days since the last functional check was performed and recorded, the aircraft shall not be used in CAT II operations until the above check is completed. The inspector should be aware that single flight director systems with dual displays in which the second display only repeats the ILS information on the pilot's display will not meet the requirements for two independent dual displays.

13. MANUAL REQUIREMENTS. The following information and procedures should be included in the CAT II Manual (refer to part 91, appendix A, section 1(b)):

A. Aircraft Identification. Registration number, serial number, make and model of the aircraft to which it applies.

B. Maintenance Program. A maintenance program as specified in part 91, appendix A, section 4.

C. Procedures. The procedures and instructions related to:

(1) DH.

(2) Use of runway visual range information.

(3) The decision region (the region between the middle marker and DH).

(4) The maximum permissible deviations of the basic ILS indicator within the decision region.

(5) A missed approach.

(6) Use of equipment, minimum altitude for use of autopilot.

(7) Instrument and equipment failure warning systems.

(8) Instrument failure.

(9) Other procedures, instructions, and limitations that may be found necessary by the Administrator.

15. SMALL CATEGORY A AIRCRAFT SPECIAL PROVISIONS. For operators of small Category A aircraft holding authorization for deviation, the following special provisions will be listed on FAA Form 7711-1, as appropriate.

A. Exceptions to § 91.189. The provisions of § 91.189 apply to all operations conducted in accordance with this authorization. However, when a second-in-command (SIC) is not required by the aircraft type design, the SIC requirements of § 91.189(a)(1) are not applicable.

B. Exceptions to § 91.205(f). The provisions of § 91.205(f) do not apply with the following exceptions:

(1) For operations under the terms of this authorization, the instruments and equipment specified in § 91.205(d) are required together with the following instruments and equipment:

(a) a communication system that does not affect the operation of the ILS systems;

(b) a marker beacon receiver that provides distinctive aural and visual indications of the outer and middle marker;

(c) one sensitive altimeter adjustable for barometric pressure having a placarded correction for altimeter scale error, in the absence of a radio altimeter;

(d) one vertical speed indicator;

(e) for operations with DH's below 150 feet, either a marker beacon receiver providing aural and visual indications of the inner marker or a functioning radio altimeter;

(f) warning systems for immediate detection by the pilot of system faults in the ILS and the radio altimeter (if required);

(g) an externally vented static pressure system with an alternate static pressure source; and

(h) a heat source for the airspeed system pitot tube installed or an equivalent means of preventing malfunctioning because of icing of the pitot system.

(2) No passengers or property may be carried for compensation or hire.

(3) The following minimums apply for ILS approaches to CAT II runways: DH RVR.

(4) This authorization applies only to the following: [*insert the aircraft make, model, registration, and serial number.*]

(5) Operations under the terms of this authorization shall not be conducted unless the required ILS equipment has been operationally checked within the preceding fifteen hours of flight time and within 15 days before flight and found to perform satisfactorily for the type of operation authorized. The check may be performed using ramp test equipment, a functional flight check conducted by a pilot holding a CAT II authorization, or by an actual approach. Such checks shall be recorded in the aircraft logbook or aircraft maintenance records by the person performing the check as provided in § 91.407(b).

17. AUTHORIZATION OF CAT I MINIMUMS. Before issuing an authorization to use special CAT I minimums, inspectors shall ensure that each operator meets the following conditions:

A. Aircraft and Associated Aircraft Systems. The authorized aircraft must be equipped with an approved autopilot approach coupler, HUD, or FD system that provides guidance to DH. Inspectors must establish that the approach coupler, HUD, or FD are certified for use down to an altitude of 200 feet above ground level (AGL) or lower.

B. Flightcrew Procedures. The PIC must use the AFCGS, HUD, or FD to DH or to the initiation of a missed approach, unless visual references with the runway environment are established, allowing safe continuation to a landing. If the AFCGS, HUD, or FD malfunctions or becomes disconnected, the PIC may not descend below standard minimums unless the runway environment is in sight.

C. Flightcrew Qualifications. PIC's must have demonstrated proficiency using the AFCGS, HUD, or FD (as appropriate) on the most recent instrument proficiency check required by § 125.291 or the PIC proficiency check required by § 61.58 (as applicable). For operations to which §§ 125.291 and 61.58 do not apply, the applicant must have demonstrated instrument proficiency in accordance with the standards in the Airline Transport Pilot and Type Rating Practical Test Standards within the preceding 12 calendar-months.

D. Part 125 Operators. POI's having certificate management responsibility for operators requesting approval for use of CAT I Special Minimums should contact the regional Flight Standards division to obtain instructions and the specific pages necessary to issue the OpSpecs subparagraph for Special Aircrew, Aircraft Authorized Minimums. POI's shall record adding subparagraph C53f to the operators' OpSpecs by using PTRS code 1404 and by placing "SPECLCATI" in the National Use field. Entries into this data field are purposely specific in nature and used for analysis of certain kinds of inspections and safety trends. Extreme caution should be exercised in making exact entries into the National Use field.

E. Part 91 Operators. General Aviation operators may be issued FAA Form 7711-1 authorizing use of special CAT I minimums. A separate form is required for each aircraft.

(1) The operator must apply for authorization by using FAA Form 7711-2, Application for a Certificate of Waiver or Authorization.

(a) Block 5 of the application should contain a request for authorization to conduct straight-in CAT I ILS approaches using "Special Aircrew and Aircraft Authorization Required" minimums.

(b) Block 6 of the application may indicate specific locations or all locations at which "Special Aircrew and Aircraft Authorization Required" minimums are published.

(c) Block 8(a) must list the aircraft make and model. Pilot names and addresses in blocks 8(b) through 8(d) should be left blank.

(2) Inspectors shall prepare FAA Form 7711-1 in accordance with the procedures in section 2.

(3) The Certificate of Authorization will expire 24 calendar-months after the date of issuance. The certificate may be renewed upon receipt of a new application, provided the certificate holder retains operational control of the aircraft and maintains an acceptable safety record.

(4) Inspectors shall record the issuance of the certificate using PTRS code 1404 and place "SPECLCATI" in the National Use field. Entries into this data field are purposely specific in nature and used for analysis of certain kinds of inspections and safety trends. Extreme caution should be exercised in making exact entries into the National Use field.

19. APPROVAL, RENEWAL, AND TRANSFER OF OWNERSHIP FOR CAT II MINIMUMS.

A. Approval. The authorization shall be for 24 calendar-months and shall expire at the end of the twenty-fourth calendar month. Authorization shall be for specific aircraft by registration and serial number (see part 91, appendix A).

(1) The district office manager, or designated representative, signs FAA Form 7711-1 upon approval. FAA Form 7711-1 and any special provisions are issued to the applicant. The original of FAA Form 7711-1 shall be carried on board the aircraft when conducting CAT II operations.

(2) For part 125 operators, OpSpecs must be issued. A limited number of requests for these authorizations are expected. The OpSpecs are not automated at this time and must be issued by the FSDO after examining the letter of intent and determining eligibility for authorization (see volume 2, chapter 76). A copy of the OpSpecs which authorize CAT II operations shall be carried on board the aircraft when conducting CAT II operations.

B. Renewal. An operator may renew authorization by submitting an application one month before the expiration date. If the operator's application for renewal is approved, a Certificate of Authorization may be issued for 24 calendar-months.

C. Transfer of Ownership. The regulations under which CAT II airborne equipment and systems are approved and authorized for use does not address the transfer of ownership of the aircraft in which the equipment is installed. The authorization to conduct CAT II operations by the new owner does not require reapproval of the airborne equipment or the procedures, limitations, and maintenance program described in the approved CAT II manual for the aircraft involved. It follows that the aircraft purchaser should arrange for transfer of the approved CAT II manual with the airplane. Before engaging in CAT II operations, the new owner must review the approved CAT II manual to determine if the manual contents, including the maintenance program, are compatible with the operator's capability and operational requirements. If the CAT II manual requires revisions which are necessary or are desirable, the operator should submit those revisions to the FSDO having geographic responsibility for the operator before conducting any CAT II operations.

21. REVIEW FAA FORM 7711-2. Pertinent items are discussed below for purposes of clarity and uniformity. The application should be reviewed upon receipt for obvious discrepancies. The information submitted by the applicant on FAA Form 7711-2 MUST NOT be altered by the issuing office.

A. Items 1 and 2. If the applicant is a representative of an organization, the organization's name should appear in item 1. The name of the individual and his/her position or authority to represent the organization (e.g., the "responsible person") should appear in item 2. If the applicant is not representing others, the term "N/A" should be entered in item 1 and the applicant's name entered in item 2.

B. Item 4. In many instances the applicant does not know or is not sure which sections of the regulations are involved. A conference with the applicant before acceptance of the application may be necessary.

C. Item 5. It is sufficient for the applicant to use the term "CAT II operations" to describe the type of operation.

D. Item 6. A detailed description of any city, town, county, and/or state over which CAT II operations will be conducted and the minimum altitudes essential to accomplish the operation should be included in this item.

E. Item 7. The applicant should list the beginning date and hour and ending date and hour for the operation in this item. The dates requested must not exceed 24 calendar-months.

F. Item 8. At the time the application for an authorization is submitted, the applicant may not know the names of the pilots or the aircraft to be used in a particular operation. The application may be accepted with a notation in item 8 that a list will be provided at a later, specified date.

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SECTION 2. PROCEDURES

1. PREREQUISITES AND COORDINATION REQUIREMENTS.

A. Prerequisites. This task requires knowledge of regulatory requirements of parts 91 and 125 and FAA policies and qualification as an ASI (operations).

B. Coordination. This task requires coordination with avionics and airworthiness units.

3. REFERENCES, FORMS, AND JOB AIDS.

A. References.

- 14 CFR parts 1, 43, and 97
- Advisory Circular (AC) 91-16, Category II Operations-General Aviation Airplanes
- AC 120-28, Criteria for Approval of Category III Landing Weather Minima
- AC 120-29, Criteria for Approving Category I and Category II Landing Minima for FAR 121 Operators
- FAA Order 7110.65, Air Traffic Procedures
- FAA Order 8300.10, Airworthiness Inspector's Handbook
- FAA Order 8400.10 Air Transportation Operations Inspector's Handbook
- PTRS Procedures Manual (PPM)

B. Forms.

- FAA Form 7711-1, Certificate of Waiver or Authorization
- FAA Form 7711-2, Application for a Certificate of Waiver or Authorization

C. Job Aids.

- Sample letters and figures

5. PROCEDURES.

A. Initial Inquiry.

(1) Upon initial inquiry, determine the type of operation proposed and which of the following apply:

(a) Special CAT I operations.

(b) CAT II operations conducted by a small Category A aircraft.

(c) CAT II operations conducted by an aircraft under part 125 operations.

(d) CAT II operations conducted by aircraft other than a small Category A aircraft or an aircraft operated under part 125.

(e) If CAT III operations are requested, contact the regional Flight Standards operations branch for guidance.

(2) Except for special CAT I operations, advise the applicant to submit a letter of intent (figure 59-1).

(3) Provide the applicant with a copy of AC 91-16 or advise the applicant on how to obtain a copy of the AC.

(4) Provide the applicant with a copy of FAA Form 7711-2 (not required for part 125 operator) and a copy of Instructions for Completion of FAA Form 7711-2 (figure 59-3).

(5) Advise the applicant that items 1 through 8 and item 15 on FAA Form 7711-2 must be completed. Inform the applicant that the application must be signed on the reverse side by the owner or an authorized official of the company. If the owner is a corporation, the full name of the corporation and its principal business office address must be indicated.

(6) Advise the applicant (except part 125 applicants) that FAA Form 7711-2 must be submitted at least 30 days before intended operations begin.

(7) Advise part 125 applicant's to submit their OpSpecs and a letter of intent.

B. PTRS. Make appropriate PTRS entries. Note the date the letter of intent (if applicable) was sent for review.

C. Receipt of Application. Upon receipt of the letter of intent and/or FAA Form 7711-2, as appropriate:

(1) Ensure that the letter of intent contains at least the information outlined in section 1, paragraph 5F(1).

(2) Provide a copy of the letter of intent and/or FAA Form 7711-2 to the airworthiness and avionics units for timely inter-office coordination and review.

(3) Using the information provided by the applicant and the background in section 1, review FAA Form 7711-2 for all pertinent information for the proposed operations. Accept strikeovers that are minor in nature and initialed by the applicant.

Items 9 through 14 apply to airshow and air race waiver requests only.

(a) Items 1 and 2, Name of Organization/ Name of Responsible Person. Ensure that the applicant has indicated the name of the organization or individual applying and the name of a person responsible for matters concerning the application.

(b) Item 3, Permanent Mailing Address. Ensure that the applicant has indicated the permanent mailing address of the organization or individual named in item 1.

(c) Item 4, FAR Sections to be Waived. Ensure that the applicant has listed all sections of the regulations that need to be waived with regard to the CAT II operations.

(d) Item 5, Description of Operations. Ensure that the applicant has described the CAT I or CAT II operation.

(e) Item 6, Area of Operations. Ensure that the operator of a Category A aircraft at CAT I sites has listed the CAT I airports.

(f) Item 7, Time Period. Ensure that the time period indicated does not exceed 24 calendar-months for initial issuance or 24 months for renewal, if appropriate.

(g) Item 8, Aircraft and Pilots. Check for aircraft make and model only.

(h) Item 15, Certification. Ensure that the applicant has signed and dated FAA Form 7711-2 and each page of the application.

(4) For CAT II operations, if a CAT II operations manual is not required, review the evaluation program.

(5) If a CAT II operations manual is required and has been submitted, review the manual.

D. Review the CAT II Operations Manual.

(1) Ensure that the CAT II operations manual contains the items discussed in section 1, paragraph 13.

(2) Coordinate review of the manual with the airworthiness and avionics units as necessary.

E. Unsatisfactory CAT II Operations Manual. If the manual is unsatisfactory:

(1) Contact the applicant and explain areas of the CAT II operations manual that need to be corrected.

(2) Prepare a letter of disapproval (figure 59-4), with a suspense date for submission of the corrected CAT II operations manual.

(3) If applicable, mark the Disapproved block of FAA Form 7711-2, list reasons for the disapproval in the Remarks section of FAA Form 7711-2, and sign and date in the Action block of FAA Form 7711-2.

(4) Retain a copy of the CAT II operations manual for future comparison.

(5) Return the application, the CAT II operations manual, and the letter of disapproval to the applicant.

F. Satisfactory CAT II Operations Manual. If the manual is satisfactory:

(1) Approve the manual in accordance with the criteria in § 91.191 and part 91, appendix A, coordinating with avionics and airworthiness as necessary.

(2) Prepare a letter of approval (figure 59-5).

(3) Continue with the task.

G. Evaluation Program.

(1) If an evaluation program is required, establish a schedule of events in order to conduct the required observations in accordance with part 91, appendix A.

(2) Observe the required number of approaches.

(3) Examine the evaluation program record of each required ILS approach completed in accordance with part 91, appendix A, section 3(e)(2) to verify the test results.

(4) Continue with the task.

H. Prepare FAA Form 7711-1.

(1) Mark the Approved block on FAA Form 7711-2, and sign and date in the Action block of FAA Form 7711-2.

(2) Fill in the inspector portion of FAA Form 7711-1.

(3) Develop any special provisions that are not covered in the applicant's CAT II operations manual.

(4) Submit to the district office manager, or designated representative, for signature.

(5) For part 125 operators, issue OpSpecs per volume 2, chapter 76.

I. Special CAT I Authorizations. For Special CAT I authorizations, place the following limitations on the back of the certificate:

(1) The individual to whom this certificate is issued is hereafter referred to as the certificate holder. Additionally, limitations (2) through (7) apply.

(2) Aircraft and Associated Aircraft Systems. This authority is limited to the aircraft listed in block 8 of the attached FAA Form 7711-2 equipped with [*list make and model of autopilot approach coupler, HUD or FD*].

(3) This authority is rescinded when either the autopilot approach coupler, HUD, or FD (as applicable) is inoperative or removed from the aircraft or when the aircraft is no longer under the operational control of the certificate holder.

(4) Authorized Pilots. This authority applies only to those PIC's operating under the control of the certificate holder. PIC's shall carry proof that they have been authorized to conduct these operations by the certificate holder and shall present this proof upon request of an FAA inspector, National Transportation Safety Board (NTSB) representative, or law enforcement officer.

(5) A copy of this certificate and attachments must be carried in the aircraft when conducting the authorized operation.

(6) Flightcrew Procedures. The certificate holder must require that PIC's use the autopilot approach coupler, HUD, or FD (as applicable) to either the DH or to the initiation of the missed approach. Should the autopilot approach coupler, HUD, or FD malfunction during the approach, the PIC must execute a missed approach no later than arrival at standard minimums, unless visual reference to the runway environment has been established.

(7) PIC Qualification. The certificate holder must ensure that each PIC has satisfactorily demonstrated an ILS approach using the autopilot approach coupler, HUD, or FD (as applicable) to minimums in accordance with the instrument proficiency check requirements of § 125.291, the PIC proficiency check requirements of § 61.58, or for operations to which §§ 125.291 and 61.58 do not apply, the instrument proficiency standards in the Airline Transport Pilot and Type Rating Practical Test Standards within the preceding 12 calendar-months. A record of this demonstration must have been made in either the PIC's logbook or training records.

J. District Office File. Establish a district office file on the operator that includes, but is not limited to, a copy of the following, as applicable:

(1) FAA Form 7711-1 and any special provisions.

(2) FAA Form 7711-2.

(3) Letter of intent.

(4) The approved CAT II operations manual.

(5) The OpSpecs (part 125 only).

(6) The evaluation program information, if required.

(7) Letter of approval.

(8) Letter of disapproval.

(9) Other documents of correspondence.

K. Distribution. Send the originals of the following documents to the applicant:

(1) FAA Form 7711-1 and any special provisions.

(2) FAA Form 7711-2.

(3) The approved CAT II operations manual.

(4) The OpSpecs.

(5) The evaluation program.

(6) Letter of approval of a CAT II operations manual.

L. PTRS. Make appropriate PTRS entries.

7. TASK OUTCOMES. Completion of this task results in one or more of the following:

A. An approved CAT II operations manual.

B. A Certificate of Waiver or Authorization.

C. OpSpecs for the aircraft.

D. An approved evaluation program.

E. A disapproved application.

F. A letter indicating disapproval of a CAT II operations manual.

G. A letter indicating approval of a CAT II operations manual.

9. FUTURE ACTIVITIES.

A. Renewal of aircraft authorization.

B. Review revisions to the operator's CAT II operations manual.

C. Possible enforcement investigation.

FIGURE 59-1
SAMPLE LETTER OF INTENT TO CONDUCT CAT II OR III OPERATIONS

[*date*]

The Hi-Flyer Company (proposed CAT II operator)
350 Mulberry Avenue
Red Bluff, CA 96080

Dear Inspector:

The Hi-Flyer Company operates a Cessna T-210F, N6114R on a regular basis into and out of the Stockton Metropolitan Airport, Stockton, California (SCK). Because of the predominant inclement weather (fog) during certain months of the year we find it necessary to conduct Instrument Landing System (ILS) approaches to runway 29 on a regular basis.

Our experience at Stockton is that we often execute a missed approach and proceed to our alternate when ceilings of 100 feet and RVR 1600 are predominant.

Our aircraft is equipped with Dual Nav-Com's, one glideslope receiver, a 75 MHz marker beacon receiver capable of receiving the outer, middle, and inner markers, and an automatic direction finder (ADF). Routine aircraft and avionics maintenance is performed by Aero Maintenance located at Bidwell Field. Aero Maintenance is an FAA approved repair station.

Initially, we anticipate qualifying one pilot, Mr. James T. Moore. His total flight time exceeds 1800 hours, with 350 hours in our Cessna 210 and a total of 117 hours of instrument time. He holds Airline Transport Pilot Certificate #1530983 with an airplane single engine land rating and a class II medical certificate issued on (date). Mr. Moore is available for any pilot qualifications checks the FAA may require. We would like to begin our certification process immediately. We look forward to hearing from you.

Sincerely,

Mr. Hy Everberg, President

FIGURE 59-2
CAT II APPROACH EVALUATION

CATEGORY II APPROACH EVALUATION

Pilot-in-Command (PIC) _____ Second-in-Command (SIC) _____

Date _____ Registration No. _____ Airport _____

Runway _____ Weather _____ Wind _____ FAA Inspector _____

This form will be completed whenever an approach is attempted using the airborne low approach system, regardless of whether the approach is abandoned or concluded successfully.

APPROACH EVALUATION:

1. Was the approach successful? Yes _____ No _____
2. Flight control guidance system used:
   a. Auto-coupler _____
   b. Flight director _____
   c. If equipped and used, did a. and b. agree? Yes _____ No _____
      Second-in-Command? Yes _____ No _____
      FAA Inspector? Yes _____ No _____
3. Airspeed at middle marker ± at _____ 100' ± _____ from programmed speed?
4. If unable to initiate _____ or complete _____ approach (indicate which), indicate the cause:
   a. Airborne equipment _____ Identify and describe nature of deficiency.
   b. Ground equipment _____ Identify and describe nature of deficiency.
   c. Approach control or tower request _____.
   d. Other _____ State reason:
5. Was airplane in trim at 100' for continuation of flare and landings?
6. If approach and landing abandoned, state altitude above runway: feet, (state reasons)

   _____
7. Quality of overall performance: Acceptable _____ Unacceptable _____

_____
Signature PIC

FIGURE 59-3
INSTRUCTIONS FOR COMPLETION OF FAA FORM 7711-2

1. PREPARING FAA FORM 7711-2. Items from FAA Form 7711-2 are discussed below for purposes of clarity and uniformity of its use. However, not all items on the form may be applicable to the application request. Items 9 through 14 apply to airshow and air race waiver requests only.

a. Items 1 and 2, Name of Organization/Name of Responsible Person. If you are a representative of an organization, then the organization's name should appear in Item 1. Your name and title or position, as the organization's representative, for application purposes should appear in Item 2. If you are not representing an organization, the term "N/A" should be entered in Item 1 and your name in Item 2.

b. Item 3, Permanent Mailing Address. Self-explanatory.

c. Item 4, FAR Section and Number to be Waived. All applicable sections and numbers that are to be waived for the operation to be conducted must be listed in this item. If you are unsure which sections will need to be waived, contact the FSDO for guidance.

d. Item 5, Detailed Description of Proposed Operations. It is sufficient to use the term " " for a description. However, additional detailed information may be included.

e. Item 6, Area of Operation. Only operators of Category A aircraft need to list Category I sites where operations will occur.

f. Item 7, Time Period. List the beginning and ending dates for the proposed operation. Maximum time period for operations is 24 calendar months (i.e., June 12, 1996, to June 30, 1998.

g. Item 8, Aircraft Make and Model. List only the aircraft by make and model that will be used in the operation.

h. Item 9, Sponsorship. Not required.

i. Item 10, Permanent Mailing Address of Sponsor. Not required.

j. Item 11, Policing. Not required.

k. Item 12, Emergency Facilities. Not required.

l. Item 13, Air Traffic Control. Not required.

m. Item 14, Schedule of Events. Not required.

n. Item 15, Certification. As the applicant or an organization's representative, you must sign in this block and on each page of the application.

FIGURE 59-4
SAMPLE LETTER OF DISAPPROVAL OF A CAT II OPERATIONS MANUAL

[*date*]

[*applicant's name and address*]

Dear [*applicant's name*]:

This is to inform you that the Category II operations manual submitted on [*indicate date*] has been disapproved for the following reasons:

[*list reasons for disapproval*]

Please make the corrections noted and resubmit to this office within 15 days of receipt of this letter.

If you have any questions please feel free to contact this office during regular business hours at the following telephone number [*indicate number].*

Sincerely,

[*POI's signature*]

FIGURE 59-5
SAMPLE LETTER INDICATING APPROVAL OF A CAT II OPERATIONS MANUAL

[*date*]

[*applicant's name and address*]

Dear [*applicant's name*]:

This is to inform you that the Category II operations manual submitted on [*indicate date*] has been approved.

If you have any questions please feel free to contact this office during regular business hours at the following telephone number [*indicate number*].

Sincerely,

[*POI's signature*]

CHAPTER 60. CONDUCT A CATEGORY II/CATEGORY III PILOT FLIGHT CHECK

SECTION 1. BACKGROUND

1. PROGRAM TRACKING AND REPORTING SUBSYSTEM (PTRS) ACTIVITY CODES: 1579

3. OBJECTIVE. The objective of this task is to evaluate the skill and proficiency of a pilot requesting authority to conduct Category (CAT) II or III instrument approaches. Successful completion of this task results in issuance or denial of a CAT II or III pilot authorization.

5. GENERAL.

A. Related Guidance. The history of lower approach minimums and other related guidance may be found in volume 2, chapter 59. A CAT II pilot authorization, as issued, is contingent on the applicant holding an instrument rating or airline transport pilot certificate. An applicant must meet the requirements of Title 14 of the Code of Federal Regulations (14 CFR) part 61, §§ 61.67 and 61.68.

B. Policy Concerning CAT II Evaluators at Training Centers. The guidance contained in volume 2, chapters 59 and 60, is intended for use by Federal Aviation Administration (FAA) inspectors in their specific job function; i.e., certification and surveillance. Generally it would be inappropriate for persons other than FAA inspectors to use the guidance in these chapters, especially when initial authorization is issued to an operator to conduct CAT II operations. However, with the proper training and surveillance, qualified persons other than FAA inspectors may conduct these pilot flight checks. The Flight Standards District Office (FSDO) may issue letters of authorization (LOA) to selected training center evaluators to conduct practical tests, provided the following conditions are met.

(1) The training center evaluators selected are provided with current copies of volume 2, chapters 59 and 60.

(2) The training center evaluators selected are provided with a current copy of the operator's FAA-approved CAT II/III operations manual.

(3) FSDO personnel provide adequate training for the selected training center evaluators.

(4) The selected training center evaluators will not be given an LOA to conduct CAT II/III practical tests until they have demonstrated to an FAA inspector that they possess adequate knowledge concerning the conduct of CAT II/III practical tests, and until they have satisfactorily demonstrated at least one CAT II/III practical test to the training center program manager (TCPM).

(5) The LOA issued to training center evaluators to conduct CAT II/III practical tests will limit their authority. Any LOA issued must be surrendered to the FSDO upon the evaluator's termination of employment with the training center, or upon the evaluator's being relieved of duties that include conducting practical tests.

(6) In addition to the initial CAT II/III practical test conducted by each selected training center evaluator, at least every 10th CAT II/III practical test conducted by each appropriately authorized training center evaluator will be observed by FSDO personnel (or other FAA inspectors in training at a training center) and must be conducted in a manner found satisfactory by that inspector.

(7) Training center evaluators authorized to conduct CAT II/III practical tests will conduct those tests in accordance with this chapter. The training center evaluators will also do the following:

(a) maintain personal records of all CAT II/III practical tests in a manner acceptable to the TCPM;

(b) forward copies of all records to the TCPM in a timely manner; and

(c) make all personal records available to the FAA upon request.

(8) The FSDO will obtain the concurrence for the CAT II/III practical tests to be conducted from the FSDO that is responsible for the approval of the CAT II/III operation. The FSDO will keep adequate records on the initial and renewal authorizations of selected training center evaluators, and on all FAA inspector surveillance activities of training center evaluators who are authorized to conduct CAT II/III practical tests.

7. AUTHORIZATION CHECK. The practical test for authorization to conduct CAT II/III operations consists of an oral increment and a flight increment.

A. Oral Increment. During the oral increment, the applicant will be expected to demonstrate adequate knowledge of the following items:

(1) All items specified in § 61.67(d)(1).

(2) Procedures, instructions, and limitations of the approved CAT II/III aircraft manual described in 14 CFR part 91, § 91.191(a)(1).

(3) CAT II/III instrument landing system (ILS) procedures in accordance with 14 CFR part 97.

(4) Knowledge of performance data limitations.

(5) Knowledge of minimum equipment list, when applicable.

(6) Knowledge of special provisions of FAA Form 7711-1 or operations specifications.

B. Flight Increment. The flight increment will be conducted in an aircraft or simulator which has been approved for CAT II/III operations.

(1) If a type rating is required for the aircraft provided, and the inspector is not type rated in that aircraft, the inspector should request assistance from the unit supervisor to provide a qualified inspector to conduct the practical check. This may require coordination with the regional Flight Standards division.

(2) If an automatic approach coupler or a flight director is installed in the aircraft, the applicant must demonstrate competence with that installed equipment.

(3) A second-in-command (SIC) is required for all aircraft. The SIC must hold the appropriate class rating and if a type rating is required, must hold a type rating for that aircraft. The flight check should be conducted placing emphasis on crew coordination for successful completion of the approach. As part of the flight check, the applicant will be asked to demonstrate the ability to determine that the duties assigned to the SIC are satisfactorily performed.

(4) The practical test must be conducted in accordance with the provisions of §§ 61.67 or 61.68, as applicable.

C. Satisfactory Test Results. Original issuance of the CAT II authorization shall be limited to operations not lower than and a 150-foot DH and 1600 feet Runway Visual Range (RVR) and, in no case, shall be lower than CAT II published minimums. This limitation may be removed any time the pilot confirms completion of three CAT II ILS approaches to a landing under actual or simulated conditions with a 150-foot DH within 6 months of the date of original issuance. The pilot shall then be authorized to use published part 97 CAT II minimums. For CAT III, the authorization should be in accordance with the guidance published in Advisory Circular (AC) 120-28, Criteria for Approval of Category III Landing Weather Minima.

D. Unsatisfactory Test Results. The applicant who does not satisfactorily complete the test for CAT II/III authorization and who wishes to retest must comply with § 61.49. In the case of a first failure, the applicant may receive additional training from an authorized instructor with the appropriate category and class ratings. When found competent to retest, the applicant may present a written statement (i.e. logbook endorsement, a completed FAA Form 8710-1) from that instructor certifying that the applicant was found competent to retake the test before 30 days have lapsed.

E. Duration and Renewal of Authorization. A CAT II/III pilot authorization expires on the last day of the 6th month after the month it was issued or renewed in accordance with § 61.21. The following provisions for duration and renewal apply.

(1) An oral increment and flight increment are required for renewal of CAT II/III authorization.

(2) Pilots authorized to conduct CAT II/III operations in more than one type of aircraft must be retested in at least one of the aircraft in which the pilot received original authorization. The pilot then receives CAT II/III authorization for those aircraft for 6 months. However, the pilot must pass the test (oral and flight increments) in each type (make/model) aircraft at least once every 12 calendar-months. An authorization in a specific type aircraft cannot be renewed beyond 12 calendar-months after the practical test in that type.

(3) If the pilot passes a check for renewal the month before expiration, the pilot is considered to have passed during the month the authorization expired. There is no grace month authorized. If a CAT II/III LOA is not issued, the inspector should

complete the Sample CAT II Pilot Authorization (see figure 60-4) in duplicate. The original should be issued to the pilot and the copy placed in the FSDO file with FAA Form 8710-1.

F. Addition of a Rating. A practical test is required for the addition of another type airplane on the authorization.

G. Disposition of File. The Airmen Certification Branch, AFS-760, does not track CAT II or III Pilot Authorizations. A copy of the CAT II/III authorization and the completed FAA Form 8710-1 should be maintained in the FSDO file for 1 year.

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SECTION 2. PROCEDURES

1. PREREQUISITES AND COORDINATION REQUIREMENTS.

A. Prerequisites. This task requires knowledge of the regulatory requirements of part 91 and FAA policies and qualification as an aviation safety inspector (operations).

B. Coordination. For CAT III pilot authorizations, this task requires coordination with the regional Flight Standards division and AFS-400.

3. REFERENCES, FORMS, AND JOB AIDS.

A. References.

- 14 CFR parts 1, 61, 121, 125, 135, and 142
- AC 91-16, Category II Operations - General Aviation Airplanes
- AC 120-28, Criteria for Approval of Category III Landing Weather Minima
- AC 120-29, Criteria for Approving Category I and Category II Landing Minima for Part 121 Operators
- PTRS Procedures Manual (PPM)

B. Forms.

- FAA Form 8710-1, Airman Certification and/or Rating Application

C. Job Aids.

- Sample letters and figures

5. PROCEDURES.

A. Initial Contact.

(1) Provide the applicant with a copy of AC 91-16 or advise the applicant on the method for obtaining a copy of the AC.

(2) Provide the applicant with a copy of FAA Form 8710-1.

(3) Advise the applicant to complete items I, II, IV, and V.

B. PTRS. Make appropriate PTRS entries.

C. Examine Applicant Credentials.

(1) Review the applicant's pilot certificate to determine if the applicant meets the pilot authorization requirements outlined in § 61.67 or § 61.68, as applicable.

(2) Determine the applicant's pilot qualifications and experience by examining FAA Form 8710-1 (see volume 2, chapter 1).

(3) Ensure that the applicant has provided the appropriate information in items I, II, and IV, and signed and dated the application in item V on FAA Form 8710-1.

(4) Examine the applicant's logbook for experience and recency as required by §§ 61.67 and 61.68.

(5) Review medical certificate to determine that it is current and of the appropriate class for the proposed operation.

C. Conduct Oral Increment.

(1) Prepare and conduct the oral increment in accordance with section 1, paragraph 7A.

(2) If the oral increment is unsatisfactory:

(a) Explain the areas of deficiency to the applicant.

(b) Complete the appropriate items in the Inspector's Report block of FAA Form 8710-1 and indicate disapproval (figure 60-1).

(c) File the application in the FSDO files.

(3) If the oral increment is satisfactory, proceed with the flight increment.

D. Conduct Flight Increment.

(1) Conduct flight increment in accordance with the requirements of § 61.67 or 61.68 and the guidance in section 1, paragraph 7B.

(2) If the flight increment results are unsatisfactory:

(a) Terminate the practical test.

(b) Explain areas of deficiency to the applicant.

(c) Complete the appropriate items in the Inspector's Report section of FAA Form 8710-1 and indicate disapproval (figure 60-2).

(3) If the flight increment is satisfactory, issue a CAT II/III Pilot LOA (figure 60-3) or complete the Sample CAT II Pilot Authorization (figure 60-4) in duplicate. Issue the original of the CAT II/III authorization to the pilot.

E. FSDO File. Establish FSDO file for the applicant that includes, but is not limited to, a copy of the following:

(1) CAT II/III Pilot LOA.

(2) FAA Form 8710-1.

F. PTRS. Close out PTRS.

7. TASK OUTCOMES. Completion of this task results in:

A. Issuance of airman authorization.

B. Denial of airman authorization.

9. FUTURE ACTIVITIES.

A. Airman retest.

B. Renewal of authorization.

C. Possible enforcement investigation.

FIGURE 60-1
SAMPLE OF FAA FORM 8710-1 INDICATING DISAPPROVAL OF AN ORAL INCREMENT OF A PRACTICAL TEST

FAA Letterhead

[*date*]

[*applicant's name and address*]

Dear [*applicant's name*]:

This is to inform you that your application for authorization to conduct Category [*II or III*] operations is disapproved because you failed to demonstrate a satisfactory level of knowledge of the following items:

- [*List all pertinent items, which are required by 14 CFR part 61, § 61.67 or 61.68, as applicable, but were not satisfactorily demonstrated during the oral increment of a practical test.*]

If you wish to schedule a retest, you must comply with the provisions of § 61.49. If we can be of assistance, please contact us at [*telephone number and operating hours of the FSDO*].

Sincerely,

[*examining inspector's signature*]
Aviation Safety Inspector

FIGURE 60-2
SAMPLE OF FAA FORM 8710-1 INDICATING DISAPPROVAL OF A FLIGHT INCREMENT OF A PRACTICAL TEST

FAA Letterhead

[*date*]

[*applicant's name and address*]

Dear [*applicant's name*]:

This is to inform you that your application for authorization to conduct Category [*II or III*] operations is disapproved because you failed to demonstrate a satisfactory level of skill in the following areas:

- [*List all pertinent items, which are required by 14 CFR part 61, § 61.67 or 61.68, as applicable, but were not satisfactorily demonstrated during the flight increment of the practical test.*]

If you wish to schedule a retest, you must comply with the provisions of § 61.49. If we can be of assistance, please contact us at [*telephone number and operating hours of the FSDO*].

Sincerely,

[*examining inspector's signature*]
Aviation Safety Inspector

FIGURE 60-3
SAMPLE LETTER OF CAT II/III PILOT LOA

FAA Letterhead

[*date*]

[*applicant's name and address*]

Dear [*applicant's name*]:

This certifies that [*pilot's name*], while holding [*type of certificate*] pilot certificate number [*certificate number*], issued [*date of certificate issuance*], is authorized to act as pilot-in-command (PIC) of the following type of aircraft during Category [*II or III*] operations:

- [*List applicable airplane types, each on a separate line.*]

  [*airplane type*] not valid after [*enter date of expiration for each airplane*].

  [Add limitations, if applicable; for example: Limited to minimums of 1600' RVR, 150' DH (*enter expiration date of limitations*)].

This letter is issued on [*enter date*] by [*enter name of issuing FSDO*]. It is valid only when countersigned by [*enter name of applicant*] on the line provided below.

[*signature of the issuing inspector*] [*signature of the holder*]

FIGURE 60-4
SAMPLE CATEGORY II PILOT AUTHORIZATION

I UNITED STATES OF AMERICA
VIII DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION

IV This certifies that

_____

III while holding pilot certificate number

_____

IX is authorized to act as pilot-in-command of the following type aircraft during

II CATEGORY II OPERATIONS

X **Date of issue _____

_____
Signature of FAA official

XII (Aircraft types)

* ____ Not valid after ____

[redacted] Not valid after ____

XIII (if applicable) Limited to minimums of 1600' RVR 150 DH

Expiration date _____

FSDO (identification)

_____
Signature of holder

* If more than one type is listed, add the date which is the end of the 12th calendar-month after the practical test was passed in that type airplane. This will show compliance with 14 CFR part 61, section 61.21.

** If certificate is reissued to correct or delete a limitation, use the date of issue of the superseded authorization, unless the airman is retested. In the latter case, use the date of retesting, whether for renewal or to add an airplane rating.

USE OF ROMAN NUMERALS IS IN ACCORDANCE WITH ICAO ANNEX 1, CHAPTER 5

CHAPTER 84. CONDUCT COCKPIT EN ROUTE INSPECTION

SECTION 1. BACKGROUND

1. PROGRAM TRACKING AND REPORTING SUBSYSTEM (PTRS) ACTIVITY CODE: 1624

3. OBJECTIVE. The objective of this task is to determine if the cockpit and crew management procedures of an operator operating under the provisions of Title 14 of the Code of Federal Regulations (14 CFR) part 125 adhere to the regulations and safe operating practices. Successful completion of this task results in an indication of satisfactory or unsatisfactory and may result in a follow-up inspection.

5. GENERAL.

A. Inspector Qualifications.

(1) Specific inspector qualifications are contained in FAA Order 8000.75, Aviation Safety Inspector En Route Inspection Procedures.

(2) The Federal Aviation Administration (FAA) does not allow two aviation safety inspectors (ASI) to perform this job task simultaneously; therefore, an ASI must be familiar with en route inspection procedures before performing this task.

NOTE: An ASI's supervisor or manager must authorize an en route inspection.

B. ASI Conduct. In performing this job task, the actions of an ASI are subject to the close scrutiny of airline employees and the general flying public. Therefore, although it is imperative to exercise tact and good judgment at all times, the ASI must be alert for leading questions from crewmembers regarding destinations, technical information, and other operators. In accordance with the provisions of FAA Order 8000.75, all supervisors and managers must ensure that inspectors perform en route inspections for official purposes only and not to obtain free personal travel. Work functions accomplished during an en route inspection are reported through the PTRS. It is the responsibility of supervisors and managers to be aware of actions and trends which might reflect negatively upon the agency.

(1) Under the provisions of FAA Order 8000.75, enroute inspections may be conducted only while on official duty time and in accordance with assigned work program accomplishments. A valid work function must be accomplished during an en route inspection.

(2) Inspectors must comply fully with the provisions of the current edition of FAA Order 3750.4, Conduct and Discipline. Inspectors are required to approach their duties in a professional manner and to maintain that attitude throughout their activities. The agency's policy on employee conduct is designed to encourage employees to maintain a level of professionalism that will promote the efficiency of the FAA and conform to accepted principles of conduct.

(3) The FAA expects inspectors to conduct themselves while off duty in a manner that will not adversely reflect on the agency's ability to discharge its mission or cause the public to question their reliability and trustworthiness in carrying out their responsibilities as employees of the FAA.

C. ASI Expertise. Before conducting an en route inspection, the ASI should become familiar with the operating procedures and facilities used by the operator. The ASI can achieve such familiarization by reviewing pertinent sections of the operator's manuals. Operations and airworthiness ASI's possess various degrees and types of expertise and experience. When in need of additional information or guidance, an ASI should coordinate with personnel experienced in that particular specialty.

D. Crewmember Status. For the purpose of conducting a cockpit en route inspection, an inspector is not considered to be a crewmember.

NOTE: An inspector shall not perform an en route inspection unless the inspector is provided a seat which is certified for occupancy during all phases of flight. The location of the seat provided must enable the inspector to observe the actions of the crew while occupying the seat.

7. INITIATION AND PLANNING.

A. Initiation. This task is scheduled as part of the work program. The ASI may initiate additional

inspections according to national, regional, or district office special requirements.

B. Planning.

(1) Principal operations inspectors (POI) are responsible for coordinating with their assigned operators to ensure that each operator has established procedures for use by ASI's who are scheduling the observer's seat (jumpseat). POI's must ensure that an operator's procedures allow ASI's to have free, uninterrupted access to the jumpseat. Since ASI's may have sudden changes in schedule, and may not always be able to provide the appropriate advance notice, POI's must ensure that the operator's procedures are flexible and permit an ASI's use of an available jumpseat on short notice.

(2) When conducting en route inspections, ASI's should make arrangements for the jumpseat/forward passenger seat as far in advance of the flight as possible. ASI's have priority for available jumpseats.

(3) When possible, the ASI should plan an en route inspection when it will not disrupt company scheduled flight checks by check airmen. Should an ASI arrive for a flight and find a line check or operating experience (OE) flight is in progress, the ASI must determine whether or not it is essential that the cockpit en route inspection be conducted on that flight. If it is essential, the ASI must advise the operator, who must then make the jumpseat available to the ASI. If the cockpit en route inspection can be rescheduled with the objectives of the inspection still being met, the ASI should make arrangements to conduct the inspection on another flight. When a required checkride is being conducted by a check airman from the forward jumpseat and an en route inspection is essential, the ASI may occupy the second jumpseat, if one exists. On OE flights, the check airman should occupy one of the pilot seats and the ASI should occupy the forward jumpseat. When it is essential that the en route inspection be conducted on an aircraft that does not have two jumpseats, the check airman must occupy a pilot seat and the ASI should occupy the jumpseat. In such a case, the flight crewmember not being checked must either be seated in the cabin or not accompany the flight.

(a) ASI's should be aware that a National Transportation Safety Board (NTSB) representative is authorized access to the flight deck and authorized to occupy the jumpseat while en route to an accident investigation. An ASI should make the jumpseat available to the NTSB representative.

(b) A Secret Service agent on official duty may request the jumpseat for the flight and the ASI should relinquish the jumpseat. Normally a Secret Service agent on official duty will not request such access.

(4) When it is necessary to board a flight at an intermediate stop, the ASI should make every effort to advise the pilot-in-command (PIC), prior to that ASI's boarding the flight, that an en route inspection will be conducted.

(5) ASI's use the headset or speakers provided by the operator, as § 125.317 requires. This has been interpreted to mean an operative audio panel with a headset or a suitable speaker, as appropriate.

9. FAA FORM 8430-13, REQUEST FOR ACCESS TO AIRCRAFT. The ASI to whom an FAA Form 8430-13 is issued is personally responsible for its proper use and safekeeping. This includes the following:

- Recording on the inside cover every request issued, canceled, or otherwise voided
- Returning the booklet to the issuing office if the inspector transfers, retires, or has no further use for the form
- Returning the cover containing the Record of Requests Issued and the yellow copies to the issuing office when all requests have been used
- Immediately reporting to the issuing office the full set of circumstances concerning any loss of requests

NOTE: At the completion of an en route inspection, the inspector shall enter the serial number of the FAA Form 8430-13 used on the inspection in the Tracking field on the PTRS Data Sheet.

11. GENERAL COCKPIT EN ROUTE INSPECTION PRACTICES AND PROCEDURES.

A. Initiating the En Route Inspection. An ASI begins a cockpit en route inspection a reasonable length of time before the flight (approximately 1 hour) by reporting, as specified by the POI, to the operations area or the gate. The ASI completes the necessary jumpseat paperwork for inclusion in the operator's passenger manifest and weight and balance documents. The ASI then locates the flight crew. After making a personal introduction to the flight crew, which includes presentation of FAA Form 110A, Aviation Safety Inspector Credential, the ASI informs the PIC of the intention to conduct an en route inspection. The ASI then requests that the flight crew present both their airman and medical certificates to the ASI for examination at a time convenient for the flight crew. Also, the ASI requests that, at a convenient time,

the flight crew present flight information, such as weather documents, Notices to Airmen (NOTAM), planned route of flight, and other documents with information about the airworthiness of the aircraft.

B. Informing the PIC After Boarding. Sometimes an ASI cannot meet and inform the PIC of the intention to conduct an en route inspection before boarding the aircraft. In such a case, when boarding the aircraft, the ASI makes appropriate introductions, presents FAA Form 110A for the PIC's inspection at the earliest convenient opportunity, and informs the flight crew of the intention to conduct a cockpit inspection. An ASI should be prepared to present FAA Form 110A and any applicable jumpseat paperwork to a crewmember as identification before entering the cockpit. When boarding the aircraft, an ASI avoids unnecessarily impeding passenger flow or interrupting loading operations. Once inside the cockpit, the ASI requests an inspection of each flight crewmember's airman and medical certificates, if not previously accomplished. When the flight crew has completed reviewing the aircraft logbooks (or equivalent documents), the ASI inspects the logbooks to determine the airworthiness status of the aircraft.

NOTE: Inspectors requiring unescorted access to restricted or secured areas of an aircraft or airport must present FAA Form 8000-39, Air Operations Area Identification Card, in conjunction with FAA Form 110A (see volume 2, chapter 214, section 1, paragraph 5F).

C. Communicating with the Flight Crew. During cockpit en route inspections, ASI's must try to avoid diverting the attention of flight crewmembers performing their duties during critical phases of flight. ASI's must be alert and point out to the flight crew any apparent hazards such as conflicting traffic. If, during an en route inspection, an ASI becomes aware of a potential violation or that the flight crew is violating a regulation or an air traffic control (ATC) clearance, the ASI immediately informs the PIC of the situation.

D. Using the Job Aid. ASI's should use the Air Carrier Cockpit En Route Inspection Job Aid while conducting these inspections (see figure 84-1). This job aid contains a list of reminder items for the specific inspection areas that should be observed and evaluated. It also includes applicable key PTRS words and codes to facilitate the writing of the inspection report. ASI's may evaluate items that are not listed on the job aid during an en route inspection. For such items, ASI's should use the "other" PTRS comment code for the appropriate inspection area. ASI's can also use this job aid to make notes during the inspection which can later be transferred to the PTRS Data Sheet.

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SECTION 2. PROCEDURES

1. PREREQUISITES AND COORDINATION REQUIREMENTS

A. Prerequisites. This task requires knowledge of part 125, qualification as an ASI (operations), and accomplishment of all pertinent requirements of FAA Order 8000.75, Aviation Safety Inspector En Route Inspection Procedures. Inspectors should have the knowledge required to conduct a preflight check of the aircraft being inspected.

B. Coordination. This task requires coordination with the principal inspectors assigned to the operator and may involve coordination with other inspectors, the regional office, and FAA Security.

3. REFERENCES, FORMS, AND JOB AIDS

A. References.

- 14 CFR parts 1, 61, 91, and 125
- Operator's manual
- FAA Order 8000.75, Aviation Safety Inspector En Route Inspection Procedures

B. Forms.

- FAA Form 8430-13, Request for Access to Aircraft

C. Job Aids.

- Air Carrier Cockpit En Route Inspection Job Aid (figure 84-1)

5. PROCEDURES.

A. PTRS. Open PTRS file.

B. Prepare for Inspection.

(1) Contact the operator's scheduling section to reserve jumpseat/forward passenger seat, as applicable.

(2) Complete FAA Form 8430-13 in duplicate. Give the white copy to the operator and keep the yellow copy for FAA records.

C. Coordinate with Operator's Flight Operations Center at least 1 Hour Prior to Flight.

(1) Identify yourself to the operator representative and state that you are performing a cockpit en route inspection on a specific flight.

(2) Present FAA credentials (FAA Form 110A) and the completed FAA Form 8430-13 to the air carrier representative.

(3) Obtain the applicable operator boarding authorization. Each operator has different boarding authorization procedures, but all have some method of accounting for the ASI being aboard. If aircraft access is denied, perform the following actions.

(a) Advise the operator representative of the regulation authorizing ASI access to aircraft.

(b) Request to see the appropriate supervisor if the representative still refuses access.

(c) Stress the fact that the denial of access is contrary to regulations and that enforcement action may be taken.

(d) Upon return to the office, describe the occurrence to the appropriate supervisors in writing if access was still denied.

(4) Proceed to the aircraft as soon as possible to review the maintenance record and to perform interior and exterior pre-departure inspections as time allows. Follow the operator's procedures for pre-boarding the aircraft.

D. Identify Yourself to the Flight Crew.

(1) Before boarding the aircraft or performing the exterior inspection:

(a) identify yourself to the PIC and flight crew as an FAA inspector; and

(b) state the purpose of the inspection.

(2) If cockpit access is denied, perform the following actions.

(a) Advise the PIC of § 125.317, which authorizes ASI's access to the pilot's compartment.

(b) Yield to the pilot's wishes if the PIC still refuses to allow access.

(c) Make it very clear to the PIC that the denial of access is contrary to regulations and that enforcement action may be taken.

(d) Upon return to the office, describe the occurrence to the appropriate supervisors in writing if access was still denied.

E. Inspect the Aircraft Maintenance Record.

NOTE: Notify the appropriate operator personnel immediately of any discrepancies noted during this inspection.

(1) Ensure maintenance/airworthiness releases are current.

(2) Ensure no open items exist.

(3) Ensure all discrepancies are corrected or properly deferred.

(4) Ensure minimum equipment list (MEL) items were deferred per the procedural and placarding requirements of the operator's approved program.

(5) Ensure the lengths of deferrals are not exceeded by reviewing:

(a) maintenance record pages;

(b) deferred maintenance list; and

(c) deferred maintenance placards/stickers.

(6) Ensure that the maintenance records contain the following for each discrepancy:

(a) a description of work performed or reference to acceptable data;

(b) the name of the person performing the work if outside the organization; and

(c) the name or other positive identification of the person approving the work.

(7) Determine if repetitive problems indicate a trend.

NOTE: If actions taken by the operator do not comply with regulatory requirements or the operator's manual, terminate the inspection. Advise the operator of the noncompliance and the possibility of enforcement action. If the discrepancy constitutes an unsafe condition, see FAA Order 8300.10, volume 3, chapter 6, Ground Operator Aircraft.

F. Monitor Preflight Operations.

(1) Determine that the flight crew has all the necessary flight information, including the appropriate weather, flight plan, NOTAM's, and weight and balance information. The flight crew should resolve MEL items in accordance with the operator's MEL and appropriate maintenance procedures.

(2) Observe the flight crew performing appropriate exterior and interior preflight duties in accordance with the operator's procedures.

G. Before the aircraft departs the gate, accomplish the following items.

(1) Ensure all of the discrepancies noted during pre-departure were corrected.

(2) Check the jumpseat oxygen and emergency equipment, if applicable.

(3) Request and review the pilot and medical certificates of all flight crewmembers. The required certificates are as follows.

(a) The PIC must have in his/her possession:

- at least a commercial pilot certificate;
- an appropriate instrument rating for the aircraft being operated;
- an appropriate type rating for the aircraft being operated; and
- at least a valid second class medical certificate.

(b) The second-in-command must have in his/her possession:

- at least a commercial pilot certificate in the appropriate category and class of aircraft;
- an appropriate instrument rating for the aircraft being operated; and
- at least a valid second class medical certificate.

(c) The flight engineer must have in his/her possession:

- an appropriate flight engineer's certificate; and
- at least a valid second class medical.

(4) If the flight crewmembers do not have the proper, current certificates in their possession, perform the following actions.

(a) Advise the offending crewmembers that they will be in violation of 14 CFR §§ 61.3 and/or 63.3 if the aircraft departs.

(b) If the flight crewmembers still elect to operate the aircraft without having the appropriate certificates in their possession:

- deplane;
- terminate this inspection; and
- immediately notify the operator's operations center.

(5) If the flight crewmembers have the proper, current certificates in their possession, connect the

headset to the appropriate interphone system and continue with the inspection.

(6) Request a safety briefing if the PIC or a designated crewmember does not offer to give a safety briefing.

(7) Ensure the load manifest contains the following information:

(a) the number of passengers;

(b) the total weight of the loaded aircraft;

(c) the maximum allowable takeoff weight for that flight;

(d) the center of gravity (CG) limits;

(e) the actual CG of the loaded aircraft, unless the aircraft is loaded according to an approved loading schedule;

(f) the registration number of the aircraft or the flight number;

(g) the origin and destination of the flight; and

(h) the identification of the flight crewmembers and their respective position assignments.

(8) Ensure the proper fuel load is aboard by comparing fuel gauges to the minimum fuel required for the flight.

H. Monitor In-flight Operations.

NOTE: During the en route inspection, point out any potential violations prior to their occurrence and inform the crew of the possible consequences.

(1) Ensure that the flight crew is using and following the operator's approved checklists for all activities.

(2) Exercise good cockpit discipline and ensure that the flight crew does the same, including:

(a) sterile cockpit rule compliance;

(b) proper use of cockpit/personal lighting; and

(c) compliance with the PIC's requests.

(3) Monitor all gauges during flight for normal operation.

(4) Monitor all radio frequencies being used by the flight crew to properly evaluate flight crew compliance with ATC, transmission clarity, and radio phraseology. Continuously monitor these frequencies to remain aware of the progress of the flight. Do not interfere with any flight crew communications.

(5) Observe the PIC's crew management techniques, delegation of duties, and overall conduct. All crewmembers must follow sterile cockpit procedures.

(6) Ensure that left and right seat crewmembers are in compliance with the oxygen use requirements of the regulations.

(7) Observe and evaluate the crew during each phase of flight. This should include an evaluation of crewmember adherence to approved procedures and a proper use of all checklists.

(8) Note and record all discrepancies observed.

NOTE: To assist the crew, be alert for any conflicting air traffic.

I. Monitor Pre-departure Operations.

(1) Observe the flight crew accomplishing all pre-departure checklists, takeoff performance calculations, navigation systems setup and required ATC communications. The flight crew should use coordinated communications (via hand signals or the aircraft interphone) with ground personnel. Often the flight crew must obtain pushback or powerback clearance from the appropriate ATC or ramp control facility.

(2) Observe the flight crew when weight and balance information is transmitted to the aircraft by company radio during the outbound taxi. The flight crew should follow the operator's procedures as to which crewmember receives the information and completes the final takeoff performance calculations and which crewmember monitors the ATC frequency.

(3) Observe the flight crew:

(a) accomplishing the checklists during taxi;

(b) adhering to taxi clearances;

(c) controlling taxi speed;

(d) complying with hold lines; and

(e) conducting a pre-takeoff briefing in accordance with the operator's procedures.

J. Monitor Takeoff Operations. The flight crew should accomplish the takeoff procedure as outlined in the operator's approved maneuvers and procedures document. Observe and evaluate the following items or activities during the takeoff phase:

(1) aircraft centerline alignment;

(2) use of crosswind control techniques;

(3) application of power to all engines;

(4) takeoff power settings;

(5) flight crew call-outs and coordination;

(6) adherence to appropriate takeoff or V speeds;

(7) rate and degree of initial rotation;

(8) use of flight director, autopilot, and autothrottles;

(9) gear and flap retraction schedules and limiting airspeeds; and

(10) compliance with the ATC departure clearance or with the appropriate published departure.

K. Monitor Climb Operations. The flight crew should conduct the climb procedure according to the outline in the operator's approved maneuvers and procedures document. Observe and evaluate the following items and activities during the climb phase of flight:

(1) climb profile/area departure;

(2) airspeed control;

(3) navigational tracking/heading control;

(4) powerplant control;

(5) use of radar, if applicable;

(6) use of autoflight systems;

(7) pressurization procedures, if applicable;

(8) adherence to sterile cockpit procedures;

(9) vigilance;

(10) compliance with ATC clearances and instructions; and

(11) use of after-takeoff checklist.

L. Monitor Cruise Operations. During the cruise flight, the flight crew should conform to the operator's procedures. Observe and evaluate the following areas during the cruise phase of flight:

(1) cruise mach/airspeed control;

(2) navigational tracking/heading control;

(3) use of radar, if applicable;

(4) use of turbulence procedures, if applicable;

(5) monitoring fuel used compared to fuel planning;

(6) awareness of mach buffet and maximum performance ceilings;

(7) coordination with cabin crew;

(8) compliance with oxygen requirements, if applicable;

(9) vigilance;

(10) compliance with ATC clearances and instructions; and

(11) compliance with long-range navigation and/or extended twin-engine operations procedures.

M. Monitor Descent Operations. During descents, the flight crew should use the operator's procedures. Observe and evaluate the following areas during the descent phase of flight:

(1) descent planning;

(2) crossing restriction requirements;

(3) navigational tracking/heading control;

(4) use of radar, if applicable;

(5) awareness of V_{mo}/M_{mo} speeds and other speed restrictions;

(6) compliance with ATC clearance and instructions;

(7) use of autoflight systems;

(8) pressurization control, if applicable;

(9) area/situational awareness;

(10) altimeter settings;

(11) briefings, as appropriate;

(12) coordination with cabin crew;

(13) sterile cockpit procedures;

(14) completion of appropriate checklist; and

(15) vigilance.

N. Monitor Approach Operations. During the selected approach (instrument or visual), the flight crew should use the procedures outlined in the operator's maneuvers and procedures document. Observe and evaluate the following areas during the approach phase of flight:

(1) approach checklists;

(2) approach briefings, as appropriate;

(3) compliance with ATC clearances and instructions;

(4) navigational tracking/heading and pitch control;

(5) airspeed control, V_{ref} speeds;

(6) flap and gear configuration schedule;

(7) use of flight director, autopilot, autothrottles;

(8) compliance with approach procedure;

(9) sink rates;

(10) stabilized approach in the full landing configuration;

(11) flight crew call-outs and coordination; and

(12) transition to visual segment, if applicable.

O. Monitor Landing Operations. During the landing maneuver, the flight crew should use procedures that conform to those outlined in the operator's maneuvers and procedures document. Observe and evaluate the following areas during the landing phase of flight:

(1) before landing checklist;

(2) threshold crossing height;

(3) aircraft centerline alignment;

(4) use of crosswind control techniques;

(5) sink rates to touchdown;

(6) engine spool-up considerations;

(7) touchdown and rollout;

(8) thrust reversing and speedbrake procedures;

(9) use of autobrakes, if applicable;

(10) braking techniques;

(11) diverting attention inside the cockpit while still on the runway; and

(12) after landing checklist.

P. Monitor Pre-arrival Operations. The flight crew's pre-arrival and parking procedures should conform to the operator's procedures as outlined in the appropriate manual. Evaluate the crew's accomplishment of after landing checklists, ground crew parking, and passenger deplaning procedures.

Q. Monitor Arrival Operations. Observe and evaluate the flight crew complete postflight duties such as postflight checks, aircraft logbook entries, and flight trip paperwork completion and disposition.

R. Monitor Other Inspection Areas. Observe and evaluate other inspection areas, such as the ATC and airspace procedures and the airports or heliports the flight transits during the cockpit en route inspection.

(1) When evaluating airports or heliports, observe the condition of surface areas, such as ramp and gate areas, runways, and taxiways. Also, observe and evaluate:

(a) taxiway signs, markers, sterile areas, and hold lines;

(b) ramp vehicles, equipment, movement control;

(c) aircraft servicing, parking, and taxi operations;

(d) obstructions, construction, and surface contaminants (such as ice, slush, snow, fuel spills, rubber deposits);

(e) snow control, if applicable; and

(f) security and public safety.

(2) Observe and evaluate the following ATC operations and airspace procedures from the vantage point of the aircraft cockpit:

(a) radio frequency congestion, overlap, or blackout areas;

(b) controller phraseology, clarity, and transmission rate;

(c) automatic terminal information service;

(d) use of full call signs;

(e) simultaneous runway use operations;

(f) clearance deliveries;

(g) acceptable and safe clearances;

(h) aircraft separation standards; and

(i) acceptability of instrument approach procedures, departure procedures, and feeder routings.

S. Debrief Flight Crew. At the termination of the flight, state whether the operations were satisfactory or unsatisfactory. Debrief the crew on any discrepancies observed and on any corrective actions that should be taken.

(1) If irregularities were noted in the performance of any aircraft system, discuss them with the PIC. Ensure that these discrepancies are entered in the aircraft maintenance record. If the PIC is unwilling to enter these discrepancies, advise that the failure to record these discrepancies is contrary to regulatory requirements.

(2) If a violation was noted during the flight and you intend to recommend enforcement action or intend to make critical comments concerning the crew's performance, inform the flight crew during the debriefing.

T. PTRS. Complete PTRS file. Unless correspondence is required, an enforcement case is pending, or another exceptional outcome from an en route inspection is expected, the properly completed PTRS constitutes the required documentation of this activity.

Normally, there should be no need to file additional paperwork in the operator's FSDO file.

7. TASK OUTCOMES. Completion of this task results in one of the following:

A. A satisfactory inspection.

B. A follow-up inspection for a specific discrepancy.

9. FUTURE ACTIVITIES. The inspector may schedule follow-up inspections, as applicable.

FIGURE 84-1
AIR CARRIER COCKPIT EN ROUTE INSPECTION JOB AID

PTRS ACTIVITY: 1624 DATE:	AIR CARRIER	FLT NO.	A/C REG NO.		MAKE	MOD/SERIES
PIC NAME:	CERT #	BASE	FROM	TO	RESULTS	

U = UNACCEPTABLE; P = POTENTIAL; I = INFORMATION; E = EXCEEDS

CREWMEMBERS	
KNOWLEDGE	101
ABILITY/PROFICIENCY	103
QUAL/CURRENCY	105
CERT/RATINGS	109
BRIEFINGS	111
MANUAL CURENCY	203
MANUAL AVAILABILITY	209
CREW COMPLEMENT	601
CREW COORDINATION	737
PREPARATION	--
REQ. EQUIPMENT	--
OTHER REMARKS	199
FLIGHT CONDUCT	
PREFLIGHT	721
* Flight Plan	--
* Weather	--
* NOTAMS	--
* Acft Inspection	--
* T/O Data	--
* Load Info	--
* Disp/Flt Rel	--
* Cockpit Setup	--
PREDEPARTURE	723
* Groundcrew	--
* Pushback	--
* Engine Start	--
TAXI/TAKEOFF	725
* Powerback	--
* Taxi Speed	--
* Procedures	--
* Rwy Alignment	--
* X - Wind Control	--
* Power Applied	--
* Power Setting	--
* Call-outs	--
* T/O Speeds	--
* Rotation	--
* Gear/Flap Speeds	--
SID	707
* Area Departure	--
CLIMB	727
* Hdg/Speed Cntrl	--
* Power Settings	--
* Procedures	--

CRUISE	729
* Speed Control	--
* Navigation	--
* Procedures	--
* Hi/Lo Buffet	--
* Oxygen Reqmnt's	--
* Fuel Mgmt	--
DESCENT	731
* Planning	--
* Speed Control	--
* Navigation	--
* Pressurization	--
* Altitude Calls	--
STAR	707
APPROACH	733
* Speed Control	--
* Gear/Flap Speed	--
* Stabilized	--
* Procedures	--
SIAP	709
LANDING/TAXI	735
* Rwy Alignment	--
* X-Wind Control	--
* Speed Control	--
* Sinkrate	--
* Touchdn/Rollout	--
* Rvrs/Speed Brk	--
* Braking	--
* Parking	--
VIGILANCE	739
MARSHALLING	743
OTHER REMARKS	749
CONFORMANCE	
REGULATIONS	617
PROCEDURES	603
* Altitude Call-out	--
* Use of Radar	--
CREW COMPLEMENT	601
USE OF CHECKLIST	605
USE OF MEL/CDL	607
STERILE COCKPIT	623
A/C LIMITATIONS	625
CARRY-ON BAGS	627
CABIN SAFETY	629
COMPANY DIRECTIVES	631
ATC CLEARANCES	633

PASSENGER HANDLING	637
ACFT DISCREPANCIES	313
WEIGHT & BALANCE	613
OPERATIONS SPECS	621
HAZARDOUS MATERIAL	641
OTHER REMARKS	699
AIRPORTS/HELIPORTS	
SECURITY	619
PUBLIC SAFETY	635
RUNWAYS	509
TAXIWAYS	511
RAMP/GATE AREA	515
STERILE AREA	513
MARKINGS	525
SIGNS	527
VEHICLES/EQUIPMENT	517
OBSTRUCTIONS	519
CONSTRUCTION	521
CONTAMINATION/FOD	523
LIGHTING	505
APPROACH AIDS	529
NAVIGATIONAL AIDS	531
SNOW & ICE CONTROL	507
OTHER/REMARKS	599
ATC/AIRSPACE	
ATC/CLEARANCE	701
* Clearance Del	--
* Term Facility	--
* En Route Facility	--
* Controller Instr	--
ATIS	703
SID's/STAR's	707
SIAP's	709
PROCEDURES	711
* Simultaneous Rwy	--
* Radar Vectors	--
OTHER REMARKS	719

Comment Codes are located on the reverse side of FAA Form 8000-36, Program Tracking and Reporting Subsystem Data Sheet.

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CHAPTER 85. CONDUCT CABIN EN ROUTE INSPECTION

SECTION 1. BACKGROUND

1. PROGRAM TRACKING AND REPORTING SUBSYSTEM (PTRS) ACTIVITY CODES.

- Operations: 1625
- Cabin Safety: Pending

3. OBJECTIVE. The objective of this task is to determine if an operator's cabin safety procedures adhere to Title 14 of the Code of Federal Regulations (14 CFR) part 125 and safe operating practices. Successful completion of this task results in an indication of satisfactory or unsatisfactory. For purposes of this section, aviation safety inspector (ASI) includes cabin safety specialist.

5. GENERAL. Cabin en route inspections provide the Federal Aviation Administration (FAA) with information concerning flight attendant (F/A) training programs, operator procedures, and the condition and maintenance of aircraft emergency equipment and furnishings.

A. Inspector Qualifications.

(1) Since ASI's do not receive system training on all aircraft, it is important that inspectors become familiar with the operator's procedures and equipment before performing the inspection. Specific inspector qualifications are contained in FAA Order 8000.75, Aviation Safety Inspector En Route Inspection Procedures.

(2) The FAA does not permit an inspector to provide on-the-job training to another inspector concerning the conduct of en route inspections on the same flight. Therefore, each inspector must be familiar with the cabin en route inspection procedures before performing this task and must be authorized through the inspector's unit supervisor.

(3) Inspectors possess various degrees and types of expertise and experience. When additional information or guidance is needed, the inspector should coordinate with personnel experienced in that particular specialty.

B. Inspector Conduct. In performing this job task, the actions of the inspectors are subject to the close scrutiny of airline employees and the general flying public. The inspector must be alert for leading questions from crewmembers and passengers regarding destinations, technical information, and other operators. In accordance with the provisions of FAA Order 8000.75, all supervisors and managers must ensure that inspectors perform en route inspections for official purposes only and not to obtain free personal travel. Work functions accomplished during an en route inspection are reported through the PTRS. It is the responsibility of supervisors and managers to be aware of actions and trends which might reflect negatively upon the agency.

(1) Under the provisions of FAA Order 8000.75, enroute inspections may be conducted only while on official duty time and in accordance with assigned work program accomplishments. A valid work function must be accomplished during an en route inspection.

(2) During en route inspections, inspectors must not expect or solicit in-flight meals from air carriers. However, unsolicited in-flight meals may be accepted during en route inspections. This exception is based on an interpretation by the Office of General Counsel, General Law Branch AGC-110.

(3) Inspectors must comply fully with the provisions of the current edition of FAA Order 3750.4, Conduct and Discipline. Inspectors are required to approach their duties in a professional manner and to maintain that attitude throughout their activities. The agency's policy on employee conduct is designed to encourage employees to maintain a level of professionalism that will promote the efficiency of the FAA and conform to accepted principles of conduct.

(4) The FAA expects inspectors to conduct themselves while off duty in a manner that will not adversely reflect on the agency's ability to discharge its mission or cause the public to question their reliability and trustworthiness in carrying out their responsibilities as employees of the FAA.

C. Entering the Cockpit. Inspectors involved in cabin en route inspections will not enter the cockpit during the flight unless requested by the captain or another crewmember, or unless emergency circumstances indicate it would be the proper course of action.

NOTE: For the purpose of conducting a cabin en route inspection, an inspector is not considered to be a crewmember.

7. CABIN EN ROUTE INSPECTION AREAS. Three general areas have been identified for inspectors to observe and evaluate during cabin en route inspections. Each area should be considered to be of equal importance. The three inspection areas are as follows:

A. Cabin (Interior). The interior inspection area applies to the airworthiness of the aircraft cabin and the condition and availability of aircraft cabin emergency equipment and furnishings. The Cabin En Route Interior Inspection Reference Chart (figure 85-1) contains a table listing these items and when they should be inspected. Although these items are not all inclusive, they represent the types of aircraft items that should be evaluated during the inspection.

B. Crewmember. The crewmember inspection area applies to F/A's who perform assigned safety duties during the flight. Inspectors should evaluate such items as crewmember knowledge, ability, and proficiency by directly observing F/A's performing their assigned safety duties and functions.

NOTE: F/A trainees who are receiving operating experience should not be evaluated on the same basis as the fully qualified crewmembers.

C. Flight Conduct. The flight conduct inspection area relates to the specific phases of the flight which can be observed during the cabin en route inspection. This includes a wide range of items, including F/A and flight crewmember coordination of the performance of duties. These types of areas can often be observed before beginning a flight, at en route stops, or at the termination of a flight.

9. INITIATION AND PLANNING.

A. Initiation. This task is normally scheduled as part of the National Work Program. Additional inspections can be initiated by national, regional, or district office special requirements.

B. Planning.

(1) Inspectors conducting cabin en route inspections should make arrangements for the inspection as far in advance of the flight as possible. Inspectors who have not provided the operator with the appropriate advance notice should not insist on a seat if the flight is full. Bumping a revenue passenger should only be done when there is no acceptable, alternative means of accomplishing the inspection. Inspectors are expected to exercise sound judgment in these matters.

NOTE: Inspectors will not occupy the F/A jumpseats. Only qualified crewmembers, as determined by the operator, are authorized to occupy these seats.

NOTE: Inspectors conducting a cabin en route inspection on part 125 operation must never displace a revenue passenger.

(2) When it is necessary to board a flight at an intermediate stop, the inspector will make every effort to advise the pilot-in-command (PIC), before boarding the flight, that a cabin en route inspection will be conducted.

(3) The inspector must conform to the operator's approved carry-on baggage program. If there is any concern that the inspector's carry-on baggage will exceed operator limitations, the baggage should be checked. The inspector's identification, FAA Form 110A, Aviation Safety Inspector Credential, and FAA Form 8430-13, Request for Access To Aircraft, is adequate documentation for the operator to check the baggage.

NOTE: Inspectors requiring unescorted access to restricted or secured areas of an aircraft or airport must present FAA Form 8000-39, Air Operations Area Identification Card, in conjunction with FAA Form 110A (see volume 2, chapter 214, section 1, paragraph 5F).

(4) For regulatory purposes, the inspector is considered to be a passenger rather than a crewmember. As such, ASI's must comply with all regulations pertinent to passengers (see § 125.327).

11. FAA FORM 8430-13. The inspector to whom FAA Form 8430-13 is issued is personally responsible for its proper use and safekeeping, including the following:

- Recording every request issued, canceled, or otherwise voided on the inside cover
- Returning the booklet to the issuing office when the inspector transfers, retires, or has no further use for it
- Returning the cover containing the Record of Requests Issued and the yellow copies to the issuing office when all requests have been used

- Immediately reporting to the issuing office the full set of circumstances concerning any loss of requests

NOTE: At the completion of an en route inspection, the inspector shall enter the serial number of the FAA Form 8430-13 used on the inspection in the Tracking field on the PTRS Data Sheet.

13. PERFORMING THE CABIN EN ROUTE INSPECTION. The attention of the F/A's must not be diverted from assigned duties such as passenger boarding, deplaning, and in-flight service. Surveillance of F/A's awareness and following of safety-related procedures should continue during the flight.

A. Interior Inspection.

(1) This inspection should be performed without disturbing the boarding or deplaning of the passengers. Any discrepancies noted should be brought immediately to the attention of the lead F/A or the PIC.

(2) Crewmembers should initially be briefed to continue their assigned duties as if the inspector was not present. The inspector should then request that a crewmember provide an F/A manual and be available for a discussion relating to the crewmember's duties at the crewmember's earliest convenience.

(3) Some operators require F/A's to accomplish a preflight inspection of at least some of the emergency and safety equipment in the cabin. In such a case, the inspector should observe the F/A inspecting the equipment and then perform an additional inspection of selected equipment.

NOTE: An inspector can determine whether the operator requires an F/A to conduct a preflight inspection by examining the F/A manual.

(4) When an F/A preflight equipment inspection is not required by the operator or has already been performed, the inspector should inspect the equipment. If there is not enough time to inspect the emergency equipment before the flight, the inspector may choose to inspect it after the flight.

(5) Inspectors should avoid impeding the flow of passenger traffic or in any way interfering with crewmembers conducting their respective duties. Since passengers are naturally curious about an inspector's activities, it is recommended that reasonable passenger inquiries be answered in a brief, factual, and courteous manner.

B. In-Flight Monitoring. This phase of the inspection includes the activities associated with boarding, pre-departure, in-flight, and landing. During this part of the inspection, the inspector will have the opportunity to do the following:

- Evaluate operator procedures
- Determine adherence to company policy, FAA regulations, and safe operating practices
- Monitor passenger safety

C. Required F/A's. When regulations require F/A's for the operation of a flight, the number of F/A's required is based on the number of passenger seats and/or the emergency evacuation demonstration. The number of required F/A's for each make, model and series aircraft used by the operator is listed in the operations specifications.

15. DEFERRED MAINTENANCE.

A. Minimum Equipment List (MEL), Deferred Maintenance. The operator's approved MEL allows the operator to continue a flight or series of flights with certain inoperative equipment. The continued operation must meet the requirements of the MEL deferral classification and the requirements for the equipment loss.

B. Other Deferred Maintenance.

(1) Operators frequently use a system to monitor items that have previously been inspected and found to be within serviceable limits. These items are still airworthy yet warrant repair at a later time or when items no longer meet serviceable limits. This method of deferral may require repetitive inspections to ensure the continuing airworthiness of the items. Examples of items that are commonly deferred in this manner are overhead storage bins, seat-belts, and interim airworthy repairs.

(2) Passenger convenience item deferrals that are not safety or airworthiness-related should be handled per the guidelines of the operator's program. This may include a cabin log.

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SECTION 2. PROCEDURES

1. PREREQUISITES AND COORDINATION REQUIREMENTS.

A. Prerequisites. This task requires knowledge of part 125, qualification as an ASI, and successful completion of the General Aviation Inspector's Indoctrination Course or equivalent, or the En Route Course.

NOTE: The En Route Course is a mandatory Flight Standards course. Inspectors who were previously authorized to conduct en route inspections may continue to do so, but must attend the En Route Course at the earliest possible opportunity.

B. Coordination. This task requires coordination with the principal inspectors assigned to the operator and may involve the regional office, the certificate-holding district office, and FAA Security.

3. REFERENCES, FAA FORMS, AND JOB AIDS.

A. References.

- 14 CFR parts 61, 91, and 125
- Advisory Circular 121-24, Passenger Safety Information Briefing and Briefing Cards
- FAA Order 8000.75, Aviation Safety Inspector En Route Inspection Procedures
- Operator's manual

B. FAA Forms.

- FAA Form 110A, Aviation Safety Inspector Credential
- FAA Form 8430-13, Request for Access to Aircraft

C. Job Aids.

- Cabin En Route Interior Inspection Reference Chart (figure 85-1)
- Air Carrier Cabin En Route Inspection Job Aid (figure 85-2)

5. PROCEDURES.

A. PTRS. Open PTRS file.

B. Prepare for the Inspection. The inspector should prepare for the inspection by doing the following:

(1) Contact the operator to reserve a passenger seat.

(2) Complete FAA Form 8430-13 in duplicate. The white copy is presented to the operator, and the yellow copy is kept for FAA records.

C. Coordinate With the Operator. Coordinate with the operator at least 1 hour before the flight and accomplish the following:

(1) Identify yourself to the operator representative and state that you are performing a cabin en route inspection on a specific flight.

(2) Present FAA Form 110A and a completed FAA Form 8430-13 to the operator representative.

(3) Obtain applicable operator boarding authorization per the airline procedures.

(4) Request access to the aircraft as soon as practical (for example, after arriving passengers have deplaned) to meet the flight and cabin crews and perform the interior pre-departure inspection, as time permits.

(5) If aircraft access is denied, the inspector should:

(a) apprise the operator representative of the regulation authorizing inspector access to aircraft;

(b) request to see the appropriate supervisor if the representative still refuses access;

(c) make it very clear to the operator that the denial of access is contrary to regulations and that enforcement action may be initiated; and

(d) report the occurrence to the appropriate supervisor upon return to the district office if access was not granted.

D. Identify Yourself to the Crew. Before boarding the aircraft or performing any inspection:

(1) identify yourself to the captain and the lead F/A as an aviation safety inspector; and

(2) state the purpose of the inspection.

E. Perform the Interior Inspection. As applicable, the inspector should accomplish the following items.

(1) Inspect cabin placarding, markings, and signs (for example, exit signs, no-smoking signs, and emergency equipment):

(a) to ensure marking legibility; and

(b) to verify the correct location.

(2) Inspect fire extinguishers:

(a) to verify the quantity and location; and

(b) to ensure that they are properly serviced, tagged, and stowed.

(3) Inspect portable oxygen bottles:

(a) to verify the quantity and location;

(b) to ensure that they are properly serviced, tagged, and stowed; and

(c) to determine the condition of the mask, tubing, and connectors.

NOTE: There is no requirement that the mask/ hose must be connected to the first aid oxygen bottles.

(4) Inspect protective breathing equipment (PBE) for correct location, proper number of units, and proper stowage.

(5) Inspect first aid kits and emergency medical kits for correct number, location, and stowage.

NOTE: The FAA does not require first aid and medical kits to be sealed.

(6) Inspect megaphones for correct number, location, general condition, and proper stowage.

(7) Inspect overwater equipment as applicable.

(8) Inspect passenger briefing cards to ensure that they are available for each passenger and are appropriate to the aircraft, and that they contain the required information:

(a) emergency exit location and operation;

(b) slide use and location;

(c) oxygen use;

(d) seat-belt use;

(e) flotation device use and location;

(f) appropriate pictorials for extended overwater operations, including ditching exits, life preservers, and liferaft or slideraft in-flight location; and

(g) exit seating information.

(9) Inspect passenger seats to ensure:

(a) that a reclined seat does not block emergency exits;

(b) that the seat cushions are intact;

(c) that the tray table latching mechanisms are operable;

(d) that the self-contained and removable ashtrays are in serviceable condition and are available when smoking is authorized;

(e) that each seat has a complete restraint system; and

(f) that seat-belts are operational and not frayed or twisted.

(10) Inspect passenger oxygen service units to ensure that they are closed and latched without any extended red service indicators or pins.

(11) Inspect the F/A station to ensure:

(a) that the seat retraction/restraint system is operational and is properly secured;

(b) that the seat-belts are operational and not frayed or twisted;

(c) that the seat cushions are intact;

(d) that the seat headrest is in the correct position;

(e) that the public address (PA) system and interphone are operable; and

(f) that aircraft-installed flashlight holders are indeed installed.

NOTE: Flashlights are not required to be in the holders; however, when they are, they must be charged and operable.

(12) Inspect galleys to ensure that the following items are operable:

(a) the latching mechanisms (primary and secondary);

(b) the tie-downs; and

(c) other galley restraints.

(13) Inspect galleys to ensure:

(a) that the hot liquid restraint system is operable;

(b) that the circuit breakers and water shut-off valves are accessible and properly identified;

(c) that the cover and lining of trash receptacles fit properly;

(d) that the non-skid floor is serviceable;

(e) that the girt bar is clean and serviceable;

(f) that the stationary cart tie-downs (mushrooms) are clean;

(g) that the galley carts are in serviceable condition and properly stowed; and

(h) that, if applicable, the lower lobe galley emergency cabin floor exits are passable and not covered by carpeting.

(14) Inspect the galley personnel lift to ensure that it does not move up or down with the doors open and that the activation switches operate properly.

(15) Inspect lavatories to ensure:

(a) that the placards are present and that the smoke alarm and ashtrays are present and operational;

(b) that the trash receptacle cover and lining fit properly; and

(c) that the automatic fire extinguisher system is serviceable.

(16) Inspect stowage compartments to ensure:

that the weight restriction placards are displayed;

(a) that the restraints and secondary latching mechanisms are operable; and

(b) that the compartments comply with stowage requirements for accessibility to emergency equipment.

(17) Inspect crew baggage to ensure that it is properly stowed.

(18) Inspect emergency lighting system to ensure that all emergency lighting, including the floor proximity escape path system, is in serviceable condition (for example, no light covers should be cracked or missing).

(19) Ensure the availability of a cockpit key to each crewmember.

F. Pre-Departure. During pre-departure, the inspector should accomplish the following items.

(1) Ensure that each F/A has an operable flashlight readily available and has the appropriate up-to-date parts of a manual accessible when performing assigned duties.

(2) Ensure that any discrepancies noted during pre-departure are addressed per the operator's manual.

(3) Ensure that the required number of F/A's are aboard.

(4) Observe the F/A's and ground personnel coordinating and supervising the boarding of passengers and properly stowing carry-on baggage.

NOTE: Ensure that the passenger-loading door is not closed until a required crewmember verifies that each piece of carry-on baggage is properly stowed. Proper stowage includes ensuring that the overhead bins are closed. Items that cannot be stowed must be processed as checked baggage.

(5) Ensure that items such as carry-on baggage and galley supplies do not cover or in any way interfere with aircraft emergency equipment in the overhead compartments.

(6) Ensure that a required crewmember verifies that passengers seated at the emergency exit seats meet the regulatory requirements.

NOTE: At some time before takeoff, the F/A must brief the passengers seated in the emergency exit seats on the selection criteria and their willingness and ability to perform the functions, according to the operator's approved program.

(7) Ensure that all passengers are seated before any ground movement occurs.

(8) Ensure that the F/A's have sufficient time to take their assigned positions and to secure their restraint systems after giving the passenger briefing.

(9) Ensure that the F/A pre-departure briefing is audible to all passengers and covers the following:

(a) Smoking. The briefing must state when, where, and under what conditions smoking is prohibited, including a statement that federal law prohibits tampering with, disabling, or destroying any smoke detector in an airplane lavatory.

(b) Exit Locations. The preferred method is to physically point out exits.

(c) Seat-belt Use. Instructions must be given on how to fasten, unfasten, and adjust seat-belts.

(d) Flotation Devices. Instructions must be given on the location and use of required individual flotation devices.

(e) Oxygen Use. Instructions must be given on the location of and a demonstration on the use of the oxygen mask. For part 125 operations, this briefing item must be conducted only when the flight will exceed 12,000 feet mean sea level. When this occurs, the briefing must be given before takeoff.

(f) Extended Over-Water Operations. Instructions must be given on the location, donning, and use of life preservers, liferafts (or sliderafts) and other means of flotation, including a demonstration of the methods of donning and inflating a life preserver.

NOTE: The method of donning and inflating infant life preservers is usually substantially

different from the method used for an adult life preserver.

(g) Special Passenger Briefings. When applicable, instructions must be provided for persons who are handicapped or warrant some other special kind of attention, and for the individuals assisting them.

NOTE: Part 125 operators must include in their general briefing the location of survival equipment, when applicable, and the location and use of fire extinguishers.

G. Movement on the Surface. During movement on the surface, the inspector should accomplish the following items.

(1) Ensure that all F/A's remain seated during the taxi unless performing safety-related functions. Safety-related activities can include the following:

(a) passenger preparedness;

(b) baggage/cargo/galley stowage; and

(c) exit readiness.

(2) Ensure that each exit is closed and locked with the girt bars properly attached (if applicable).

(3) Before takeoff, ensure that:

(a) all stowage compartments are properly secured and latched;

(b) in the galley, loose items are secured and all serving carts are properly restrained;

(c) the cockpit door is closed in accordance with the operator's manual;

(d) passenger seat-belts are secured;

(e) any unoccupied F/A seat restraint is properly secured for takeoff; and

(f) any other equipment is properly stowed and secured.

(4) Ensure that crewmembers observe the sterile cockpit rules.

H. In-Flight Operations. During in-flight operations, the inspector should accomplish the following actions.

(1) Monitor the crewmembers' performance during in-flight operations to ensure that:

(a) during takeoff each F/A remains seated with restraint systems properly fastened;

(b) after takeoff, before or immediately after the seat-belt illumination is shut off, an announcement is made that passengers should keep their seat-belts fastened, even when the seat-belt sign is turned off; and

(c) if the flight is to be a smoking flight, an announcement is made that smoking is only permitted in specific rows and is prohibited in the aisles and lavatories when the no-smoking sign is turned off.

(2) As applicable, ensure that:

(a) F/A's monitor passenger compliance with seat-belt and no-smoking signs;

(b) flight and cabin crew coordination is effective for routine and/or emergency communications; and

(c) turbulent air procedures are followed, including the proper restraint of serving carts and galley equipment, compliance with instructions from the cockpit, and coordination with flight crewmembers.

(3) Observe crewmember handling of the passengers, including:

(a) intoxicated passengers (not serving alcoholic beverages to them);

(b) abusive or disruptive passengers;

(c) handicapped or ill passengers; and

(d) passengers requiring special attention.

(4) During the approach and landing phases of flight, ensure that crewmembers prepare the cabin for arrival by:

(a) ensuring that carry-on baggage is stowed, all seat backs are upright, and tray tables are stowed;

(b) removing all food, beverages, and galley service items from each passenger seat location;

(c) ensuring that all stowage compartments are latched and secured;

(d) ensuring that the galley is prepared by securing all loose items and properly restraining all serving carts;

(e) ensuring that the cockpit door is closed and locked in accordance with the operator's manual;

(f) verifying that passenger seat belts and shoulder harnesses, if installed, are secured; and

(g) properly stowing and securing any other equipment.

(5) Ensure that crewmembers observe sterile cockpit rules.

(6) Ensure that crewmembers are seated in assigned seats before landing with appropriate restraint systems fastened.

I. Flight Arrival. During flight arrival the inspector should accomplish the following items.

(1) After landing, ensure the F/A's prepare the aircraft for arrival by:

(a) ensuring that passengers remain in their seats with seat belts fastened until the captain has turned off the seat belt sign; and

(b) preparing the exits for deplaning upon arrival at the gate and after the seat belt sign has been turned off.

NOTE: The girt bar must stay engaged during movement on the surface.

(2) Ensure that the appropriate complement of F/A's remain on board the aircraft at en route stops (when passengers remain on board the aircraft to proceed to another destination).

(3) Debrief the captain and lead F/A of any procedural problems or discrepancies/malfunctions noted during the flight.

J. PTRS. Complete PTRS file. Unless correspondence is required, an enforcement case is pending, or another exceptional outcome from an en route inspection is expected, the properly completed PTRS constitutes the required documentation of this activity. Normally, there should be no need to file additional paperwork in the operator's Flight Standards District Office file.

7. TASK OUTCOMES. Completion of this task results in one of the following:

A. A satisfactory inspection.

B. A followup inspection for a particular discrepancy.

9. FUTURE ACTIVITIES. The inspector may schedule a follow-up inspection, as applicable.

FIGURE 85-1
CABIN EN ROUTE INTERIOR INSPECTION REFERENCE CHART

ITEM	AIRCRAFT	CREWMEMBER	FLIGHT CONDUCT	OPERATIONS
Approved Infant or Child Restraint System	Placement and Approved Type	Knowledge of Location, Placement, and Approved Use	Proper Use and Placement	
Carry-on Baggage	Proper Restraints and Placards for Cargo Compartments	Knowledge of Approved Program	Properly Stowed Ensure Compliance	Screened by Ground Personnel Number or Size Allowance
Cockpit Key	Accessible to All Crewmembers	Knowledge of Location	Use of Key	
Emergency Lights Proximity Lighting	Condition	Knowledge of Activation		
Emergency Medical Kit	Proper Number Installed and Secured	Knowledge of Location and Authorized Use		
Evacuation Slides/Rafts	Proper PSI Condition of Floor Brackets	Knowledge of Location and Operation		
Exit Seating	Briefing Card on Each Affected Seat	Knowledge of Procedures Verify Occupant's Eligibility	Compliance with operator's approved program	Ground Support
Exits/Cabin Doors	General condition (Seals, Handles, etc.)	Knowledge of Normal and Emergency Use	Doors Armed During Aircraft Movement	
F/A Crew Complement	Number of Passenger (Pax) Seats	Knowledge of Required Number of Crewmembers	Evenly Distributed	Ground Personnel and F/A Coordination Prior to Boarding
Fire Extinguishers	Number Installed Type Inspection Date	Knowledge of Use		
First Aid Kits	Number Installed and Properly Secured	Knowledge of Location and Use	Proper Use	
Fixed Oxygen System	Components Closed - No Extension of Red Tags	Knowledge of System and Locations of Additional Drop-Down Masks		
Flashlights	Number Equal to Number of Crewmembers	Knowledge of Locations		
Galley Lifts	Safety Interlock Mechanism Operational	Knowledge of Operation	Proper use, No More Than One Occupant	
Handicapped Passenger Briefing		Knowledge of Handicapped Briefing	Briefing Stowage of Assistance Devices	

FIGURE 85-1—Continued
CABIN EN ROUTE INTERIOR INSPECTION REFERENCE CHART

ITEM	AIRCRAFT	CREWMEMBER	FLIGHT CONDUCT	OPERATIONS
Jumpseats	Automatic Retract/Locking Harness/Seat Belt Condition of Seat Harness and Belt	Knowledge of Use	Use During Takeoff and Landing	
Lavatories	Placards Trash Receptacle Smoke Detectors Ashtrays	Preflight Check Knowledge of Operations	Responsive to Smoke Detector, if Activated	
Life Vests	Accessible to All Pax (If Installed)	Knowledge of Use and Location		
Life Rafts (If Installed)	Proper Number and Location (Capacity to Accommodate All Pax)	Knowledge of Location, Operation, and Use of Accessory Kits		
Manual	Includes Information Specific to Aircraft	Knowledge of Content	Accessible Current	
Megaphones	Correct Number Installed	Knowledge of Use and Removal From Bracket		
Passenger Info/Safety Briefing	PA or Video - Clarity	Demonstration and Verbal Briefing Content	Performed Prior To Takeoff	
Pax Seat Belts	Installed General Condition	Knowledge of Use		Pax Seat Belt Discipline When Sign is Illuminated
PBE	Properly Installed Secured	Knowledge of Location and Procedures for Use		
Placards	Installation	Preflight Check		
Portable Oxygen	Number Installed Stowed PSI	Knowledge of Use	Proper Use Execution of Administrative Procedures	
Safety Briefing Cards	Conveniently Located Applicable to Aircraft	Knowledge (Presence and Location)		Technically Correct
Seatback/Tray Table	Latching Mechanism	Knowledge of Securing Procedures	Check to Ensure Full Upright Position During Takeoff and Landing	

FIGURE 85-1—Continued
CABIN EN ROUTE INTERIOR INSPECTION REFERENCE CHART

ITEM	AIRCRAFT	CREWMEMBER	FLIGHT CONDUCT	OPERATIONS
Service Carts	Condition Properly Secured	Knowledge of Use	Proper Use/Not Left Unattended Without Securing	
Sterile Cockpit	Signals	Knowledge of Procedures	Compliance	

FIGURE 85-2
AIR CARRIER CABIN EN ROUTE INSPECTION JOB AID

PTRS ACTIVITY: 1624 DATE:	AIR CARRIER	FLT NO.	A/C REG NO.		MAKE	MOD/SERIES
PIC NAME:	CERT #	BASE	FROM	TO	RESULTS	

U = UNACCEPTABLE; P = POTENTIAL; I = INFORMATION; E = EXCEEDS

CREWMEMBERS			CRUISE	729		PASSENGER HANDLING	637
KNOWLEDGE	101		* Speed Control	--		ACFT DISCREPANCIES	313
ABILITY/PROFICIENCY	103		* Navigation	--		WEIGHT & BALANCE	613
QUAL/CURRENCY	105		* Procedures	--		OPERATIONS SPECS	621
CERT/RATINGS	109		* Hi/Lo Buffet	--		HAZARDOUS MATERIAL	641
BRIEFINGS	111		* Oxygen Reqmnt's	--		OTHER REMARKS	699
MANUAL CURENCY	203		* Fuel Mgmt	--		AIRPORTS/HELIPORTS	
MANUAL AVAILABILITY	209		DESCENT	731		SECURITY	619
CREW COMPLEMENT	601		* Planning	--		PUBLIC SAFETY	635
CREW COORDINATION	737		* Speed Control	--		RUNWAYS	509
PREPARATION	--		* Navigation	--		TAXIWAYS	511
REQ. EQUIPMENT	--		* Pressurization	--		RAMP/GATE AREA	515
OTHER REMARKS	199		* Altitude Calls	--		STERILE AREA	513
FLIGHT CONDUCT			STAR	707		MARKINGS	525
PREFLIGHT	721		APPROACH	733		SIGNS	527
* Flight Plan	--		* Speed Control	--		VEHICLES/EQUIPMENT	517
* Weather	--		* Gear/Flap Speed	--		OBSTRUCTIONS	519
* NOTAMS	--		* Stabilized	--		CONSTRUCTION	521
* Acft Inspection	--		* Procedures	--		CONTAMINATION/FOD	523
* T/O Data	--		SIAP	709		LIGHTING	505
* Load Info	--		LANDING/TAXI	735		APPROACH AIDS	529
* Disp/Flt Rel	--		* Rwy Alignment	--		NAVIGATIONAL AIDS	531
* Cockpit Setup	--		* X-Wind Control	--		SNOW & ICE CONTROL	507
PREDEPARTURE	723		* Speed Control	--		OTHER/REMARKS	599
* Groundcrew	--		* Sinkrate	--		ATC/AIRSPACE	
* Pushback	--		* Touchdn/Rollout	--		ATC/CLEARANCE	701
* Engine Start	--		* Rvrs/Speed Brk	--		* Clearance Del	--
TAXI/TAKEOFF	725		* Braking	--		* Term Facility	--
* Powerback	--		* Parking	--		* En Route Facility	--
* Taxi Speed	--		VIGILANCE	739		* Controller Instr	--
* Procedures	--		MARSHALLING	743		ATIS	703
* Rwy Alignment	--		OTHER REMARKS	749		SID's/STAR's	707
* X - Wind Control	--		CONFORMANCE			SIAP's	709
* Power Applied	--		REGULATIONS	617		PROCEDURES	711
* Power Setting	--		PROCEDURES	603		* Simultaneous Rwy	--
* Call-outs	--		* Altitude Call-out	--		* Radar Vectors	--
* T/O Speeds	--		* Use of Radar	--		OTHER REMARKS	719
* Rotation	--		CREW COMPLEMENT	601			
* Gear/Flap Speeds	--		USE OF CHECKLIST	605			
SID	707		USE OF MEL/CDL	607			
* Area Departure	--		STERILE COCKPIT	623			
CLIMB	727		A/C LIMITATIONS	625			
* Hdg/Speed Cntrl	--		CARRY-ON BAGS	627			
* Power Settings	--		CABIN SAFETY	629			
* Procedures	--		COMPANY DIRECTIVES	631			
			ATC CLEARANCES	633			

Comment Codes are located on the reverse side of FAA Form 8000-36, Program Tracking and Reporting Subsystem Data Sheet.

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CHAPTER 96. INTRODUCTION TO PART 133 RELATED TASKS

1. EXTERNAL-LOAD OPERATIONS. Chapters 97 through 104 of volume 2 contain guidelines for certification and surveillance of Title 14 of the Code of Federal Regulations (14 CFR) part 133 rotorcraft external-load operators.

3. AMENDMENTS TO PART 133. Past amendments to part 133 are summarized as follows:

A. Civil Operators. All civil rotorcraft external-load operators must be certificated.

B. Restricted Category Rotorcraft. Part 133 permits external-load operations with restricted category rotorcraft in addition to operations with normal and transport category rotorcraft.

C. Certificate Expiration. Certificates issued under part 133 are valid for a period of 24 calendar months.

D. Congested Area Operations. Restricted category rotorcraft are prohibited from conducting external-load operations in congested airways, over densely populated areas, or near busy airports where passenger transport operations are conducted.

E. New Load Class. A new Class D authorization has been established to permit the carriage of persons in a Federal Aviation Administration (FAA) approved personnel lifting device.

F. Instrument Flight Rules (IFR) Operations. IFR external-load operations are permitted as specified by the Administrator.

G. Operations Flight Characteristic Demonstration. New operators are relieved of the requirements for an operational flight characteristic demonstration if a demonstration has already been performed by the manufacturer. This information is contained in the rotorcraft flight manual for each rotorcraft.

5. CLASSES OF AUTHORIZATION.

A. Class A External-Loads. Class A is an external-load that cannot move freely, cannot be jettisoned, and does not extend below the landing gear. An example of Class A operation is the carriage of supplies in an approved cargo rack, bin, or seat affixed to the exterior of the aircraft. A cargo rack may be certified with or without a cargo envelope. The FAA-approved flight manual supplement that is required for the cargo rack installation specifies the approved configuration. If the cargo carried is within the envelope specified in the flight manual supplement, the rotorcraft MAY BE operated in accordance with 14 CFR part 91 or 14 CFR part 135. If the cargo rack is certified without a cargo envelope or the cargo carried exceeds the specified envelope, flight operations MUST BE conducted in accordance with part 133.

B. Class B External-Loads. Class B is an external-load, carried below the skids, which can be jettisoned and is lifted free of land and/or water by a cargo hook or winch. An example of a Class B operation is the placement of an air conditioning unit on the roof of a tall building.

C. Class C External-Loads. Class C is an external-load that can be jettisoned and a portion of the load remains in contact with land or water. Examples of Class C operations are wire stringing, dragging a long pole or towing a boat or barge.

D. Class D External-Loads. Class D is an external-load other than Class A, B, or C and is approved on an individual basis through the issuance of operations specifications (OpSpecs). Class D allows the external carriage of a person other than a crewmember, or of a person who is essential to, and directly connected with, the external-load operation. An example of a Class D operation is the carriage of an individual in an FAA-approved personnel lifting device from a shore out to a ship.

7. OPERATING RULES.

A. Rotorcraft Load Combination Flight Manual. Rotorcraft external-load operations must be conducted in conformity to the Rotorcraft Load Combination Flight Manual prescribed in § 133.47. The rotorcraft must be operated in compliance with § 133.45; the rotorcraft and rotorcraft-load combination are authorized under the operating certificate.

B. Carriage of Persons. Part 133 does not provide for "passenger carrying" operations, but does provide for the "carriage of persons" in accordance with § 133.35. If passenger carrying operations are conducted, they should be done in accordance with part 91 or part 135. No Class A, B, or C external-load operator may allow a person to be carried during external-load operations unless that person is a flight crewmember; is a flight crewmember trainee; performs an essential function in connection with the external-load operation; or is necessary to accomplish the work activity directly associated with the operation. An operator with Class D approval may be authorized to carry persons other than a crewmember or persons directly connected with the external-load operation. The inspector must ensure that any proposed external-load operations are not a guise for passenger carrying operations conducted for compensation or hire.

(1) The carriage of snow skis as a Class A external-load when skiers are on board the rotorcraft is clearly a passenger carrying operation that is not permitted under the provisions of § 133.35. Baggage carried in a Class A external-load attaching means (such as racks on top of fixed floats) is another example of an operation not permitted by § 133.35. However, if these items are carried in approved cargo racks as described in paragraph 5A, the operation could be conducted under part 91 or part 135, which allow for carrying passengers.

(2) An operator with a Class B approval may be authorized to externally carry a crewmember, or a person essential to the external-load operation, with a single engine rotorcraft. The persons in the following examples may be carried as a Class B external-load, which must be jettisonable.

(a) Cameramen who are involved in movie making operations.

(b) Trapeze acts or clown acts at airshows or similar entertainment events.

(3) A Class D rotorcraft load combination is the only external-load class permitting the carriage of persons other than crewmembers or persons essential to the external-load operation (§ 133.1(5)(d)). An example of a person who would have to be carried as a Class D external-load is a harbor pilot being transported from land to a ship in a personnel lifting device. A Class D external-load operation can be conducted only in accordance with the following:

(a) The rotorcraft used must have been type certificated under 14 CFR part 29, Transport Category A, for its operating weight. With one engine inoperative, it must be able to hover at that operating weight, and in the density altitude conditions that exist when a Class D load is carried.

(b) The rotorcraft must be equipped for direct radio intercommunication among required crewmembers.

(c) The personnel lifting device must be FAA-approved, and have an emergency release that requires two distinct actions to achieve release. For example, a hoist must have a pressure cartridge cable cutter with one guarded switch that requires the pilot to raise the guard before activating the switch. The guard must prevent the pilot from activating the switch inadvertently.

(4) In an emergency involving the safety of persons or property, the certificate holder may deviate from the rules of part 133 to the extent required to meet that emergency. The test to determine whether a deviation is necessary is the availability of alternate means of solving the situation.

(a) Rescue of property must be clearly in the public interest in order to warrant deviation from the operating rules and related requirements.

(b) Under the emergency operating authority (§ 133.31(b)), the inspector should request a complete report for each deviation from part 133. This may be necessary to determine whether there has been a violation of the rule and to ensure that the operator has not used the authority granted by the provisions of § 133.31(a) to use an emergency situation to circumvent the rules. The report should give a thorough, detailed account of the operation, a description of the act of deviation, and a justification for the deviation. The report must be filed within 10 days of the request by the Administrator.

9. FOREIGN REGISTERED AIRCRAFT. Under the provisions of the North American Free Trade Agreement (NAFTA) certain foreign aircraft may be utilized for operations conducted under part 133. Other aircraft of foreign registry cannot be used in part 133 operations unless permitted under the terms of an exemption. An external-load operator certificate is considered an airworthiness certificate (§ 133.51), and cannot be issued to an aircraft with other than U.S. registry.

11. RENEWAL, AMENDMENT, CANCELLATION. A rotorcraft external-load operator certificate expires at the end of the 24th month after the month it was issued or renewed. In the event the operator's certificate was lost or destroyed, the operator may get a replacement upon written request to the certificate holding district office (CHDO). The duplicate certificate is a copy of the currently effective certificate and is marked "duplicate" with the date of reissuance.

A. Renewal. Application for renewal of a rotorcraft external-load operator certificate must be made on FAA Form 8710-4, Rotorcraft External-Load Operator Certificate Application, to the CHDO. The certificate holder should apply for renewal at least 30 days before expiration of the certificate.

(1) Application for renewal of a certificate will be submitted and processed in the same manner as for original issuance.

(2) The inspector shall compare the renewal application with the expiring certificate. If no substantial changes are noted and the operator has a good record of compliance, the inspector may issue a new certificate without conducting a comprehensive inspection. Should the renewal application show new rotorcraft, the rotorcraft's records must be checked by an airworthiness inspector for compliance with the airworthiness requirements of part 133 before the certificate may be renewed.

B. Amendment. The CHDO generally processes amendments to a part 133 operator's certificate. The FAA may also amend an external-load operator's certificate, in the interest of safety in air commerce, as the result of actions taken under Title 49 of the United States Code (49 USC), § 44709 (formerly section 609 of the Federal Aviation Act of 1958), as amended, and 14 CFR Part 13.

(1) Amendments may be made to any of the following:

(a) OpSpecs: additional authorization, no longer qualified for authorization.

(b) Rotorcraft Load Combination Flight Manual: a change in procedures, add a class of operation.

(c) Certificate: add or delete class authorization, a change to the rotorcraft list attached to the certification, a change of name (not ownership).

(d) Training program: a change in equipment (winch, aircraft, or other lifting device) or type of operations, including change in type of winch.

(2) An operator desiring to amend a rotorcraft external-load certificate must apply using the appropriate section of FAA Form 8710-4.

(3) The inspector determines if the amendment requires any additional inspections and/or tests.

(4) External-load operators seldom confine their operations to one geographic area. To prevent imposing undue hardship on industry, additional load class authorizations may be approved by a local Flight Standards District Office (FSDO) that does not hold the certificate. However, the local FSDO shall coordinate this activity with the CHDO. The local FSDO issues the qualified operator a letter of authorization (LOA) that notes all requirements have been met for the particular load class authorization sought. The LOA or a facsimile must be carried on board the aircraft along with copies of the original external-load certificate and the list of authorized rotorcraft. The local FSDO forwards a copy of the LOA, a copy of the approved additions to the Rotorcraft Load Combination Flight Manual, and the completed Rotorcraft External-Load Operator Certificate Application (FAA Form 8710-4) to the CHDO. The certificate can then be amended to include the additional load class authorization. The amended certificate must be sent to the operator within 60 days because the LOA expires 60 days after the date of issuance. The expiration date should be stated in the LOA.

(5) To add or delete a rotorcraft from the list of approved rotorcraft, the operator should apply on the appropriate section of FAA Form 8710-4. The addition or deletion of a rotorcraft must be reflected in the OpSpecs, when applicable. The Rotorcraft Load Combination Flight Manual for that aircraft must be amended to reflect the change.

(a) The inspector assigned to the operator must ensure that all necessary inspections are performed.

(b) The FSDO issues a new list of approved rotorcraft. The operator must return the original and all facsimiles of the superseded list of approved rotorcraft to the FSDO for disposal. A new certificate is not issued unless the addition or deletion of rotorcraft also means a change in the load class authorizations.

(6) If the application, additional documents, and demonstrations indicate compliance with the appropriate regulations, an amended certificate and/or list of approved rotorcraft will be issued.

C. Cancellation. The Administrator may amend, suspend or revoke an external-load operator's certificate under 49 USC § 44709, as amended and 14 CFR part 13.

(1) The certificate may be amended, suspended or revoked for the same reasons that would have been cause for denying application of the original certificate (see FAA Order 2150.3, Compliance and Enforcement Program). The requirements for continuing to hold a certificate are never less than the requirements for original certification.

(2) An operator may elect to voluntarily discontinue operations. The operator must voluntarily surrender the operating certificate by letter. The letter should state that the operator understands that all initial certification requirements will have to be met in order to reapply. In any case, if the operator does not resume operations within 2 years, the operator shall surrender the operating certificate to the CHDO (§ 133.27(c)).

CHAPTER 97. CONDUCT INITIAL CERTIFICATION/RENEWAL OF A PART 133 OPERATOR

SECTION 1. BACKGROUND

1. PROGRAM TRACKING AND REPORTING SUBSYSTEM (PTRS) ACTIVITY CODE: 1202

3. OBJECTIVE. The objective of this task is to determine an applicant's ability to conduct operations under Title 14 of the Code of Federal Regulations (14 CFR) part 133. Successful completion of this task results in issuance of a part 133 operating certificate, operations specifications (OpSpecs) if appropriate, or the denial of a certificate.

5. GENERAL BACKGROUND. This chapter gives guidelines for certification and renewal of rotorcraft external-load operators. Part 133 prescribes rules governing the operation of rotorcraft (specifically helicopters) in operations involving loads that are carried outside the aircraft fuselage.

A. Authority. Amendments to the original part 133 greatly increase the scope of activity permitted under the regulations. For the sake of clarity, the new regulations are outlined below and will be developed in-depth at appropriate points in this chapter.

B. Certification Process. The certification process consists of five phases: Preapplication, Formal Application, Document Compliance, Demonstration and Inspection, and Certification. The complexity of the certification process is determined by the applicant's proposed operation. (See volume 1, chapter 4.)

C. Eligibility. During initial contact with an applicant who is seeking an external-load operating certificate, it must be determined if the proposed operation is applicable to part 133. In making this determination, the following eligibility requirements must be met.

(1) For a minimum of 6 months, the applicant must have the exclusive use of at least one aircraft that is properly certificated and equipped and meets all airworthiness requirements for the appropriate class of rotorcraft external-load operations. An aircraft of foreign registry cannot be used in part 133 operations; the external-load operating certificate is considered an airworthiness certificate (§ 133.51), and cannot be issued to an aircraft with other than U.S. registry. However, foreign registered aircraft may be used in part 133 operations provided they are being operated under the provisions of the North American Free Trade Agreement.

(2) The applicant must have the services of a chief pilot who holds at least a commercial pilot certificate with a rotorcraft category, helicopter class and, if appropriate, a type rating.

D. Flight Standards District Office (FSDO) Working File. This file will form the basis for the eventual operator file if certification is successful, or will provide information justifying denial of the certificate. It is important that this file is kept up to date with any forms, correspondence, etc., to and from the applicant.

E. Recordkeeping. The operator is required to maintain records for the inspector's use to determine compliance with the regulations. The operator is required to maintain training and currency records for the pilots and the chief pilot of an operation. For further details, see volume 2, chapters 100 and 101.

7. PREAPPLICATION PHASE. In the case of rotorcraft external-load operations, the inspector has some discretion in deciding whether to hold a preapplication meeting. Because very long distances between the operation site and the FSDO occur frequently, the inspector may decide to brief an applicant by phone call and/or correspondence. See volume 1, chapter 4 and volume 2, chapter 97, section 2 for guidance and procedures for the preapplication meeting.

9. FORMAL APPLICATION PHASE. A formal application meeting is generally held after the application package is received and informally reviewed. If the application needs revision, the inspector should be prepared to discuss in detail all items that need correction or revision.

11. DOCUMENT COMPLIANCE PHASE.

A. Document Review. In addition to the application, the specific documents that must be submitted during the document compliance phase for a part 133 certification include:

(1) the rotorcraft lease, if appropriate;

(2) two copies of the Rotorcraft Load Combination Flight Manual;

(3) evidence that the chief pilot meets the requirements of § 133.21;

(4) evidence that pilots meet instrument qualifications and currency for instrument flight rules (IFR) operations, if IFR operations are proposed;

(5) the proposed OpSpecs, if applicable; and

(6) the Class D training programs, including initial and recurrent training, if applicable.

B. Establish Exclusive Use of at Least One Rotorcraft. A permanent registration certificate (not a temporary certificate) or information from the aircraft registration data bank is acceptable as proof of ownership for the purpose of § 133.19. An agreement is required when the certificate holder does not own at least one rotorcraft that is certificated for external-load operations. Occasionally, the person who owns the aircraft also owns the corporation that is applying for the operating certificate. In such cases, the applicant and the person owning the aircraft are not considered the same entity. Therefore, an agreement is necessary.

(1) Any lease agreement furnished must identify the rotorcraft by type, registration number, and manufacturer's identification number.

(2) The wording of the agreement must show that the certificate holder has sole possession, control, and use of the aircraft for flight. Further, the agreement must indicate the person or entity who is responsible for ensuring that necessary maintenance is scheduled and performed.

(3) The agreement must provide for at least 6 consecutive months of exclusive use with no escape clause. There is no requirement that the lease have 6 months remaining at the time of certificate issuance or renewal.

(4) If unable to determine exclusive use of the rotorcraft, the inspector obtains a copy of the lease and sends it to the appropriate Associate Chief Council through the regional Flight Standards division for evaluation. The inspector should indicate in the cover letter to the region that the lease should be evaluated for compliance with part 133.

C. Rotorcraft Load Combination Flight Manual. The applicant is required to prepare a manual that describes characteristics of the rotorcraft used so the maximum safety of working conditions during an external-load operation can be achieved. The requirements prescribed in part 133 and subparts G in both 14 CFR parts 27 and 29 are described in volume 2, chapter 98.

D. Testing and Currency Requirements. If the applicant cannot produce evidence that all pilots meet the appropriate regulatory requirements, knowledge and skill tests should be conducted during the demonstration and inspection phase. The chief pilot may test other pilots once the chief pilot meets the requirements of § 133.21. Logbook entries, including those showing external-load operating experience, and previous letters of endorsement are acceptable forms of evidence to indicate compliance with §§ 133.21, 133.23, and 133.37 and 14 CFR part 61, § 61.57(e).

E. OpSpecs. For Class D and/or IFR authorizations only, OpSpecs are issued to outline the operations that a certificate holder is allowed to conduct, to supplement the operating rules, and to contain limitations that are not specifically covered in the regulations. Inspectors must carefully evaluate OpSpecs to ensure that they are not used as a regulatory device.

F. Class D Training Program. It states in § 133.37(b) that operators may not use crewmembers or other operations personnel for a Class D external-load operation unless they have successfully completed either an approved initial or recurrent training program. The training program must be submitted for Federal Aviation Administration (FAA) approval when an applicant is initially certificated for Class D or when adding Class D authorization. A person who has performed a Class D operations external-load operation within the past 12 calendar months does not need to undergo recurrent training. Although possibly self-trained, the chief pilot for Class D operations must have completed the training program for initial certification.

G. Airworthiness. Airworthiness inspectors must examine the following documents:

(1) the rotorcraft maintenance records;

(2) the data indicating FAA approval of the attaching means;

(3) the airworthiness and registration certificates;

(4) the approved rotorcraft flight manual; and

(5) the engineering approval of the personnel lifting device (Class D only).

13. DEMONSTRATION AND INSPECTION PHASE.

A. Knowledge and Skill Test. The chief pilot designated by the applicant must pass a knowledge and skill test administered by the FAA inspector. The test must cover the subjects prescribed in § 133.23. A detailed description of the chief pilot tests are found in volume 2, chapter 100. Subsequent knowledge and skill tests administered to other pilots employed by the operator are usually given by the chief pilot but may be given by an FAA inspector.

B. Operational Flight Check. If the external-load operator has not transported a similar load on some previous occasion, § 133.33 operating rules require the operator to demonstrate by an operational flight check the ability to transport an external-load in a safe manner. The term "differs substantially from any... previously carried" is to be defined by the inspector, using the examples provided as a guide. These flight tests are conducted while the inspector observes from the ground.

(1) An example of Class B loads, carried below the skids, that do not differ substantially from each other would be an air conditioner and electrical transformers. These loads are not considered substantially different because both are nonaerodynamic.

(2) An example of two loads that differ substantially would be an air conditioner and a large pane of glass. These loads are substantially different because the pane of glass can be aerodynamic under certain conditions. The inspector should follow § 133.41(c)(1) through (6) to the extent deemed appropriate and necessary for a particular load combination.

C. Single Pilot Operation From the Left Pilot Station. Most rotorcraft are certified to be flown from the right pilot station seat. As some operators prefer to fly from the left pilot station during external-load operations, they have modified their aircraft to permit such operation. Regardless of the pilot station location, the pilot must have an adequate field of view and access to the controls and cockpit displays required for safe operation, including the execution of emergency procedures. For a pilot to conduct single pilot operations from the left seat of a rotorcraft certified for right seat operation, the aircraft must be modified to provide a pilot in the left seat access to all necessary controls and displays, which include the load release mechanisms. FAA approval of these modifications may be obtained from an Aircraft Certification Office (ACO) through the Supplemental Type Certificate process, or from a FSDO through the field approval process. Either process requires both an FAA evaluation of the modified rotorcraft and ACO approval of the Flight Manual Supplement.

15. CERTIFICATION PHASE.

A. Airworthiness Certification. Upon fulfillment of all requirements of part 133, an applicant is eligible for a rotorcraft external-load operator certificate. This certificate becomes a current and valid airworthiness certificate for each normal or transport category rotorcraft listed in a letter accompanying the certificate. Including incidental operations, this applies only when the rotorcraft is operated under part 133. The Rotorcraft External-Load Operating Certificate and List of Approved Rotorcraft must be carried aboard the rotorcraft.

B. Restricted Category Rotorcraft. Rotorcraft that are certificated in the restricted category for the special purpose of external-load operations under 14 CFR part 21, § 21.25(b)(7), are issued restricted category airworthiness certificates for the purpose of conducting external-load operations. Therefore, these aircraft do not need to be listed on the List of Approved Rotorcraft that accompanies the Rotorcraft External-Load Operator Certificate. The Restricted Category Airworthiness Certificate must be carried aboard the restricted category rotorcraft.

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SECTION 2. PROCEDURES

1. PREREQUISITES AND COORDINATION REQUIREMENTS.

A. Prerequisites. This task requires knowledge of part 133 regulatory requirements and FAA policies, qualification as an aviation safety inspector (operations), and experience as a rotorcraft external-load pilot.

B. Coordination. This task requires coordination with the airworthiness unit and with the National Safety Data Branch, AVN-120.

3. REFERENCES, FORMS, AND JOB AIDS.

A. References.

- 14 CFR parts 1, 27 (subpart G), 29 (subpart G), 61, 91, and 133
- Advisory Circular (AC) 133-1, Rotorcraft External-Load Operations in Accordance with FAR Part 133
- PTRS Procedures Manual (PPM)

B. Forms.

- FAA Form 1360-33, Record of Visit, Conference, or Telephone Call
- FAA Form 8400-8, Operations Specifications (for IFR and Class D only) (figure 97-3)
- FAA Form 8430-21, Operating Certificate (figure 97-13)
- FAA Form 8710-4, Rotorcraft External-Load Operator Certificate Application (figure 97-2)

C. Job Aids.

- Part 133 Certification Flow Chart (figure 97-17)
- Part 133 Certification Job Aid (figure 97-4)
- Sample letters and figures

5. PREAPPLICATION PHASE PROCEDURES.

A. Initial Inquiry. Upon initial inquiry from an applicant, ask for the location of the principal base of operation. If the principal base of operation is in the jurisdiction of another FSDO, provide the applicant with the location and telephone number of that office. However, continue to give the applicant the information needed to begin certification.

B. Applicant Resources. Make sure the applicant is aware of the certification and operating requirements of part 133. If the applicant requests, provide copies of part 133 and AC 133-1. If there are any questions, explain:

(1) the general applicability and definition of terms;

(2) the certification requirements;

(3) the operating rules; and

(4) part 133 required records and reports.

C. Other Regulations. Advise the applicant that he/she is responsible for complying with other federal, state, and/or local regulations.

D. Special Considerations for Part 133. Discuss the following special considerations of part 133:

(1) the classes of operation sought;

(2) the requirements for IFR operations, including OpSpecs;

(3) the qualifications and experience required for chief pilot;

(4) the requirement for a Rotorcraft Load Combination Flight Manual; and

(5) the requirement for OpSpecs and a training program if a Class D or IFR authorization is sought.

E. Letter of Intent. Based on the size and scope of the operation, determine if a letter of intent (figure 97-1) is required. If no letter of intent is required, give the applicant three copies of FAA Form 8710-4 (two for the application; one for a "working copy").

F. PTRS. Open PTRS file.

G. FSDO Review of Letter of Intent. Within the timeframe of the FSDO guidelines, review the letter of intent for completeness, accuracy, and acceptability.

(1) The letter of intent should contain the following:

(a) the specific classes for which the operator is applying;

(b) the company legal name including any doing business as (d/b/a), the principal operation base address, the mailing address, and phone numbers (the

use of a post office box number as the only address of the principal base of operations is not acceptable unless it reflects the actual, physical location of the base);

(c) the type, make, model, and quantity of rotorcraft to be operated;

(d) the estimated date when operations will begin;

(e) the names and addresses of any management personnel and/or chief pilot; and

(f) three, 3-letter designators, in order of applicant's preference.

(2) Determine if the applicant meets the basic requirements for certification. If the applicant does not satisfy the basic requirements, discuss those specific areas that must be complied with before certification can begin.

H. Application.

(1) If the review of the letter of intent indicates that the applicant meets the basic requirements for a part 133 operation, give the applicant three copies of FAA Form 8710-4 (figure 97-2) and samples of the following materials, which are to be submitted with the application package:

(a) a copy of FAA Form 8400-8 (figure 97-3) and a sample of part 133 OpSpecs if applying for a Class D or an IFR authorization;

(b) a copy of the certification job aid (figure 97-4);

(c) a sample letter nominating a chief pilot (figure 97-5);

(d) a sample Rotorcraft Load Combination Flight Manual (figure 98-1); and

(e) a sample schedule of events (figure 97-6).

(2) Discuss how to complete the forms.

(3) Advise the applicant to submit the forms in duplicate with original signatures.

(4) Explain the certification process, including the requirements for each phase.

I. Preapplication Meeting.

(1) Determine if a preapplication meeting is necessary based on the following considerations about the applicant:

(a) previous experience in part 133 external-load operations;

(b) the size, scope, and safety features of the operation;

(c) the area of operation;

(d) whether a Class D or an IFR authorization is sought; and

(e) the applicant's ability to comply with the requirements.

(2) If a preapplication meeting is not necessary, schedule a date and time for a formal application meeting.

(3) If a preapplication meeting is necessary, schedule a date and time. At the preapplication meeting discuss the following:

(a) the area of operation (local or across FSDO boundaries), including the location of principal base of operation, and the location of any probable satellite bases;

(b) the type of class loads the operator is seeking:

(c) the operator's previous experience with part 133 operations;

(d) the category and class of rotorcraft the operator will use;

(e) the qualifications and experience of the proposed chief pilot;

(f) the applicability of parts 91 and 133;

(g) AC 133-1, Rotorcraft External-Load Operations in Accordance with FAR Part 133;

(h) any previous or pending enforcement action on the operator;

(i) the purpose of the part 133 certification job aid and schedule of events;

(j) any questions about the contents or requirements of the Rotorcraft Load Combination Flight Manual; and

(k) the requirements for developing a training program for Class D operations.

(l) Discuss certification process in detail, including the requirements for:

- the formal application phase;
- the document compliance phase;
- the demonstration and inspection phase; and
- the certification phase.

J. FSDO Records. If not already accomplished, complete FAA Form 1360-33, Record of Visit, Conference or Telephone Call, and document all preapplication actions to date on FAA Form 8000-36 and future actions planned.

K. Establish a FSDO Working File. Include any correspondence, copies of documents, or forms developed before, during and after certification.

L. Other FSDO Actions. In order to determine the applicant's and the pilots' enforcement history, follow office procedures to contact the Enforcement Information Subsystem (EIS) in Oklahoma City.

(1) If a certificate action indicates that the applicant cannot be certificated while an order is in effect, inform the applicant in writing (figure 97-7) that the applicant is not eligible for certification until the enforcement action is fulfilled.

(2) If a certificate action is in effect for the chief pilot designee, inform the applicant in writing (figure 97-8) that the pilot is not eligible to be chief pilot until the enforcement action is fulfilled. Continue with the certification process only when another chief pilot designee has been indicated clear through EIS.

(3) If a certificate action is in effect for any of the other pilots (other than chief pilot) employed by the applicant, continue with the certification process. Inform the applicant that the pilot in question will not be eligible to conduct external-load operations until the terms of the enforcement action have been satisfied.

(4) Place the EIS output in the working file.

M. Terminating the Preapplication Phase. Begin the formal application phase with the receipt of the application package.

7. FORMAL APPLICATION PROCEDURES. Review the application package and determine whether it is of sufficient quality to proceed with certification within the time frame of FSDO guidelines.

A. Application Review. Review FAA Form 8710-4 and the other documents in the package to determine whether they are of sufficient quality to continue with certification. Examine the documents in-depth during the document compliance phase. (An example of a properly completed application is shown in figure 97-2.)

B. Application not Accurate or Complete. If the application package is not complete or accurate, notify the applicant in writing (figure 97-9) of the changes needed before certification can continue.

C. Need for Formal Application Meeting. Determine if the optional formal application meeting is necessary.

(1) If a formal application meeting is not necessary, schedule the certification inspection of the principal base of operations. With the applicant participating, review the procedures required during the demonstration and inspection phase.

(2) If a formal application meeting is necessary, schedule a date and time.

D. Formal Application Meeting.

(1) Discuss the acceptability of the application package.

(2) Review the proposed schedule of events, and make any necessary adjustments.

(3) Review the specific requirements appropriate to each class of authorization.

(4) Discuss the requirements for the Rotorcraft Load Combination Flight Manual.

(5) Review the requirements for the Class D training program.

(6) Discuss the preparation of OpSpecs for Class D and/or IFR.

(7) Discuss the rotorcraft ownership or lease agreement.

(8) Review the applicant's previous experience in external-load operations.

(9) Review the experience and qualifications of the designated chief pilot.

(10) Discuss any discrepancies in the application package and the proper corrective actions.

E. Coordinate with Airworthiness Unit.

(1) Notify airworthiness that a maintenance inspector must review the maintenance records during this phase.

(2) During the demonstration and inspection phase, coordinate with the airworthiness unit when inspecting the installation and operation of the external-load attaching means.

(3) Notify the airworthiness unit that the personnel lifting device for Class D operations must be approved during the demonstration and inspection phase.

F. Terminating the Formal Application Phase. Accept the formal application package in writing (figure 97-10). Begin the document compliance phase

by conducting an in-depth review of all required documents.

9. DOCUMENT COMPLIANCE PROCEDURES. After accepting the application package, evaluate the information in the following documents.

A. The Application Form (FAA Form 8710-4).

(1) In Block 1, the applicant indicates one of the following three choices:

(a) Original Issuance if the application is for initial certification;

(b) Amendment if the application is for a change to an existing certificate; or

(c) Renewal if the application is for renewal of an existing certificate.

(2) In Block 1, the applicant also indicates the certificate number if the application is for amendment or renewal. The applicant must also indicate the load classes sought. "Class D" may be typed into the appropriate block.

(3) In Block 2, the applicant indicates the name (including d/b/a's), mailing address, and telephone number of the operator.

(4) In Block 3, the applicant indicates the address and telephone number of the principal base of operations. Check to ensure that the applicant has not used a post office box number for the principal base's address.

(5) In Block 4, the applicant indicates the name of the designated chief pilot and that pilot's airman certificate grade and number.

(6) In Block 5, the applicant indicates all rotorcraft to be used by registration number, make and model, and load class. The applicant must also indicate whether the attaching device for each rotorcraft has been previously approved. The applicant may use the Remarks column to indicate the rotorcraft to be used in Class D or IFR operations.

(7) At the bottom of the form, the applicant must date and sign the application. The person signing the application must also include their title (for example, Director of Operations, President.)

(8) The reverse of the form is for later FAA use.

B. Rotorcraft Lease.

(1) Review the rotorcraft lease for the following:

(a) the name of owners;

(b) the name of certificate holder/applicant;

(c) the identification and type of aircraft;

(d) the duration of lease;

(e) an indication of sole possession, control, and use for flight, including an agreement for performance of required maintenance;

(f) the signatures of the owners and certificate holder or applicant; and

(g) the dates of the signatures.

(2) Determine whether the operator has the exclusive use of at least one rotorcraft for a minimum of 6 consecutive months.

C. Rotorcraft Load Combination Flight Manual. See volume 2, chapter 98.

D. Letter of Designation of Chief Pilot. Verify that the chief pilot has been nominated, and has accepted the designation, then verify that both the operator and chief pilot have signed the letter.

E. Qualifications of Chief Pilot. Determine if the chief pilot designee meets the requirements of § 133.21, has passed the knowledge and skill test for external-load operations, has previous experience in external-load operations, and has a satisfactory safety record. If it is necessary to administer a knowledge and skill test for the chief pilot, conduct it during the demonstration and inspection phase.

F. OpSpecs. See volume 2, chapter 99. (Class D or IFR authorizations only)

G. Rotorcraft and Equipment Maintenance Records. (Airworthiness)

H. Training Program. Examine Class D training programs for the following elements.

(1) For pilot crewmembers, initial and recurrent ground training should include the following:

(a) reviewing contents of the OpSpecs;

(b) calculating weight and balance, including longitudinal and lateral weight and balance;

(c) determining single engine hovering out-of-ground effect performance considering weight and density altitude;

(d) reviewing normal and emergency communications procedures, including hand signals;

(e) reviewing crew coordination procedures;

(f) reviewing preflight procedures for all equipment;

(g) reviewing congested area plan requirements;

(h) briefing all persons involved with the external-load operation;

(i) using approved personnel lifting devices;

(j) operating the winch, including weight, longitudinal and lateral center of gravity (CG), and operational limitations; preflight; and normal and emergency procedures;

(k) avoiding collisions and obstacles;

(l) reviewing other information necessary to ensure pilot competence. For example, for each aircraft make and model used, examine the training program for information about the following:

- the major aircraft systems;
- the limitations of the aircraft make and model;
- the performance characteristics;
- the fuel consumption;
- the approved aircraft flight manual, approved Rotorcraft Load Combination Flight Manual, and approved supplements;
- the procedures for normal and emergency situations;
- explanations of the causes of loss of tail rotor effectiveness and procedures to recover; and
- the avoidance of potentially hazardous meteorological conditions.

(2) For pilots, initial flight training while carrying ballast to simulate persons on the personnel lifting devices should include the following:

(a) computing weight and balance, including longitudinal and lateral CG calculations and performance planning;

(b) executing takeoffs and landings;

(c) maintaining directional control while hovering;

(d) accelerating from a hover;

(e) executing approaches to landing or work areas;

(f) operating the winch, if so equipped;

(g) using safety devices that prevent inadvertent release of the load;

(h) releasing the load in an emergency;

(i) single engine hovering and maneuvering for landing; and

(j) avoiding collisions and obstacles.

(3) For flight crewmembers (for example, winch operators) initial ground training should include the following:

(a) reviewing normal and emergency communications procedures, including hand signals;

(b) operating the winch, including weight and operational limitations, preflight, and normal and emergency procedures;

(c) the appropriate portions of the Rotorcraft Load Combination Flight Manual;

(d) reviewing crew coordination procedures;

(e) taking a preflight of lifting equipment;

(f) using the approved personnel lifting devices;

(g) using personal safety equipment, such as harnesses, clothing, gloves, etc.;

(h) recognizing the onset of hazardous load oscillations;

(i) recognizing other dangerous situations; and

(j) avoiding collisions and obstacles.

(4) For flight crewmembers (for example, winch operators), initial flight training while carrying a simulated load (ballast) should include the following:

(a) operating the winch, if so equipped;

(b) communicating among crewmembers, including hand signals as well as normal and emergency communications procedures;

(c) using safety devices that prevent inadvertent release of the load;

(d) releasing the load in an emergency;

(e) using the approved personnel lifting device;

(f) using personal safety equipment, such as harnesses, clothing, gloves;

(g) stabilizing oscillating winch loads; and

(h) avoiding collisions and obstacles.

(5) For ground crew personnel, initial ground and flight training while carrying a simulated load should include:

(a) reviewing normal and emergency communications procedures, including hand signals;

(b) reviewing crew coordination procedures;

(c) making a preflight of the lifting equipment;

(d) using the approved personnel lifting device;

(e) operating the winch, including limitations and normal and emergency procedures;

(f) the appropriate portions of the Rotorcraft Load Combination Flight Manual;

(g) recognizing dangerous situations;

(h) recognizing the onset of hazardous oscillation of the load; and

(i) using personal safety equipment, such as helmets, gloves, and goggles.

I. Unsatisfactory Items. If there are any unsatisfactory items, advise the applicant in writing that the items must be corrected (figure 97-11).

(1) Minor corrections may be made in the office without returning the entire package. For substantial corrections, place a reasonable time limit on when the corrections should be completed.

(2) Place a copy of the letter in the file.

J. Terminating the Document Compliance Phase. When all documents are satisfactory, conclude the document compliance phase. Proceed with the demonstration and inspection phase.

11. DEMONSTRATION AND INSPECTION PROCEDURES.

A. Conduct Knowledge and Skill Tests. See volume 2, chapter 100.

B. Conduct Rotorcraft and Equipment Inspection (Airworthiness).

C. Conduct Operational Flight Checks (if required).

(1) Have the operator determine if the weight of the rotorcraft-load combination and the location of its CG are within approved limits, the external-load is securely fastened, and whether the external-load interferes with devices provided for its emergency release.

(2) Observe an initial lift-off to verify that controllability is satisfactory.

(3) Have the pilot execute a 360 degree pedal turn (to the right or left, as appropriate) to verify that directional control is satisfactory while the rotorcraft is hovering.

(4) Verify that no attitude is encountered in forward flight in which the rotorcraft is uncontrollable or hazardous aerodynamic turbulence occurs. Check that hazardous oscillations of the external-load do not occur. This may be verified by other ground personnel for the inspector.

(5) Have the pilot increase forward speed to determine if directional stability is maintained as both the aircraft and external-load accelerate.

(6) If appropriate, have the pilot maintain horizontal flight at the maximum speed for which authorization is requested; observe whether load oscillations occur that would interfere with aircraft stability.

(7) For Classes B, C, and D, observe normal operation of the lifting device during flight or hovering to ensure that it does not interfere with flight control.

(8) Have the pilot maneuver the external-load into its release position and execute the release for appropriate load classes. Note any difficulties or discrepancies in the proper positioning of the load and the aircraft exit from the site.

(9) Make notes during and immediately after the operational flight check for later placement in the office file and to refer to before debriefing the applicant.

D. Conduct a Base Inspection. See volume 2, chapter 101.

E. Results of Inspections and Testing.

(1) If any demonstrations are unsatisfactory, advise the applicant in writing (figure 97-12) of areas that need corrective action. Reschedule the inspections or tests, as appropriate.

(2) If all demonstrations are satisfactory, proceed with certification.

F. Terminating the Demonstration and Inspection Phase. When all demonstrations and inspections are complete and satisfactory, proceed with the certification phase.

13. CERTIFICATION PROCEDURES. When all certification requirements have been met, call AVN-120 for a certificate number. Complete inspec-

tion reports and job aids. Have the administrative staff prepare the operating certificate.

A. Prepare and Issue the Operating Certificate. Use FAA Form 8430-21 for an operating certificate (figure 97-13). The following information must be typed on the certificate.

(1) Enter the full legal name of the company below the words, "This certifies that." Show other names (such as d/b/a's) on the certificate. If necessary, list them on a separate, attached letter (figure 97-14).

(2) Enter the address of the principal base of operations below the full legal name. Do not use a post office box address unless it also reflects the physical location of the principal base of operations.

(3) Do not modify the preprinted certification statement of authority. Complete the statement by typing "ROTORCRAFT EXTERNAL-LOAD OPERATIONS" in the space provided.

(4) Directly adjacent to the words, ". . . regulations, and standards," indicate all load classes for which the operator is authorized. If Class D or IFR operations are authorized, type in the phrase, "and the terms, conditions, and limitations contained in the approved OpSpecs. Class [*all loads the operator is approved for*] loads are authorized." Type in the phrase "Valid only for the rotorcraft on the attached list."

(5) Include the expiration date, which is the last day of the 24th calendar month after the date of issue.

(6) Enter the certificate number (see volume 2, chapter 203).

(7) Enter the date all requirements for certification are met. State the reissue date, if appropriate.

(8) Type the four character alphanumeric designator and the city and state of the certificate holding district office into the space provided (for example, WP03, San Francisco, CA).

(9) Enter the full title of the person signing the certificate. Enter the acronym of the region and the FSDO acronym and number (for example, Manager, AWP-FSDO-03).

(10) Submit the certificate for the FSDO manager to sign.

B. List of Authorized Rotorcraft. Prepare a list of authorized rotorcraft (figure 97-15) and attach to the operating certificate. A change in the list of authorized rotorcraft will not require a reissue of the operating certificate unless there is a change in authorized operating classes caused by addition or deletion of a particular rotorcraft to the list.

C. Application Completion. On the reverse side of FAA Form 8710-4, complete the inspection report.

(1) Approve each suitable rotorcraft by the following:

(a) the make and model;

(b) the registration number;

(c) the approval date;

(d) the load class (A, B, C, or D);

(e) the weight authorization;

(f) any limitations and remarks; and

(g) the inspector's signature.

(2) Include any pertinent remarks.

(3) Indicate how the chief pilot met the knowledge and skill requirements (i.e., actual test or previous logbook endorsement). In addition:

(a) indicate the chief pilot's name;

(b) indicate the load classes the chief pilot is authorized for (type in Class D, if appropriate); and

(c) indicate the date the chief pilot met the knowledge and skill requirements.

(4) Sign the application or have it signed by the inspector who tested or verified the chief pilot's experiences.

(5) Indicate the authorized load classes (type in Class D, if appropriate).

(6) Include the certificate number after obtaining it from AVN-120.

(7) Indicate the date the certificate was issued.

(8) Enter the FSDO acronym.

(9) Have the certification project manager approve and sign the application.

D. Certificate Denial. If certification requirements are still not met, issue a letter of denial (figure 97-16). Indicate disapproval on FAA Form 8710-4, make any necessary comments, and have the FSDO manager sign and date the application.

E. Certification File. Upon issuance of a certificate, assemble a file that contains the following:

(1) a copy of the letter of intent, if applicable;

(2) a copy of the application;

(3) a copy of the certification job aid;

(4) the schedule of events;

(5) a copy of the operating certificate and approved list of rotorcraft;

(6) a copy of the Rotorcraft Load Combination Flight Manual;

(7) a copy of the letter designating chief pilot;

(8) a summary of any difficulty encountered during certification and its resolution;

(9) the approved copies of the OpSpecs and of the training program for Class D; and

(10) a copy of the approved OpSpecs for IFR.

F. Vital Information Subsystem. Enter all appropriate information in the Vital Information Subsystem Air Operator Basic File and Air Operator Aircraft Auxiliary File (see volume 2, chapter 205).

G. FSDO Working File. Establish an official FSDO working file on the operator, which consists of:

(1) the EIS/Accident Incident Data Subsystem profile on the applicant and personnel, including a negative report, if applicable;

(2) the surveillance reports;

(3) all general correspondence relevant to the operator;

(4) a copy of the knowledge, skills, and ability test or results, as appropriate;

(5) current working documents;

(6) approved congested area plan (current); and

(7) amendment and revision authorization letter.

H. PTRS. Make final PTRS work entry for this task.

15. TASK OUTCOMES. Completion of this task results in one or more of the following.

A. Issuance of OpSpecs authorizing operations under part 133.

B. Issuance of an operating certificate for Class D and/or IFR operations, if appropriate.

C. Written notification to the applicant denying the application, with indication of the return of all original documents to the applicant.

D. A letter to the applicant confirming termination of the certification process per the applicant's request.

17. FUTURE ACTIVITIES.

A. Possible review of a congested area plan.

B. Surveillance scheduled and conducted according to national guidelines and as congested area plans are received.

C. Renewal conducted every 24 calendar months.

D. Possible amendment of the certificate at request of the operator.

FIGURE 97-1
SAMPLE LETTER OF INTENT

Rotor Whirl, Incorporated
585 Westview Lane
Pine Tree, GA 31087

October 13, 1996

Federal Aviation Administration
Flight Standards District Office 67
3420 Norman Berry Dr.
Atlanta, GA 30354

Dear Inspectors:

This notifies you of our intent to become a rotorcraft external-load operator under Title 14 of the Code of Federal Regulations (14 CFR), part 133.

We plan to commence operation on April 10, 1997, and will be ready for certification inspection of our facility and equipment by March 15. Our application is for Class B, C, and D loads and IFR operations using one Bell 47, one Bell 206, and two Boeing-Vertol BV-234 helicopters.

Our principal operation base is located at 585 Westview Lane, Pine Tree, GA 31087. Our business phone number is (404) 555-1212. Mr. Brian Morgan is our chief pilot and may be reached at the above address.

Enclosed are three copies of FAA Form 8710-4. Our requested 3-letter certificate designators are RWI, RPT and RGA, in that order of preference.

Sincerely,

Stephen Burkholder
Chairman

FIGURE 97-2
FAA FORM 8710-4, ROTORCRAFT EXTERNAL-LOAD OPERATOR CERTIFICATE APPLICATION

Form Approved: OMB No. 2120-0044

US Department of Transportation
Federal Aviation Administration

Rotorcraft External-Load Operator Certificate Application

INSTRUCTIONS: *Submit this form in triplicate to local FAA District Office*

1. APPLICATION FOR *(CHECK APPLICABLE BOX)*	CERTIFICATE NO. *(For amendment or renewal only.)*	EXTERNAL - LOAD CLASS AUTHORIZATION (S)
☒ ORIGINAL ISSUANCE ☐ AMENDMENT ☐ RENEWAL		☐ A ☒ B ☒ C

2. NAME AND ADDRESS OF APPLICANT *(Include Zip Code)*	3. PRINCIPAL OR LOCAL BASE OF OPERATIONS *(Airport, City, State, and Zip Code)*
Gery Ezell 585 Westview Lane Pine Tree, GA 31087	Paradise Airport 585 Westview Lane Pine Tree, GA 31087
TELEPHONE NUMBER (404) 555-1234	TELEPHONE NUMBER (404) 555-4321

4. NAME OF CHIEF PILOT OR PILOT IN CHARGE OF LOCAL OPERATION	AIRMAN CERTIFICATE	GRADE	NUMBER
Charles Anthony Berg		ATP	123456789

5. ROTORCRAFT TO BE USED

REGISTRATION NUMBER	TYPE		LOAD CLASS (X)			ATTACH PREV DEVICE APPD.		REMARKS
	MAKE	MODEL	A	B	C	YES	NO	
N123VF	Bell	47		X	X		X	Requesting Class D and IFR Approval

CERTIFICATION

I certify that the statements made on this application form and any attachments are true and correct, and that the operations indicated on this application will be conducted within the requirements of the Federal Aviation Act of 1958 and the applicable Federal Aviation Regulations.

DATE	TITLE OF AUTHORIZED OFFICER	SIGNATURE OF APPLICANT OR AUTHORIZED OFFICER
3/10/96	President	Gery L. Ezell Gery L. Ezell

FAA Form 8710-4 (6-84) SUPERSEDES FAA FORM 8420-7 and FAA FORM 8000-32

FIGURE 97-3
FAA FORM 8400-8, OPERATIONS SPECIFICATIONS

US Department of Transportation
Federal Aviation Administration

Operations Specifications

Form Approved
OMB No. 2120-0028

FAA Form 8400-8A (3-88)

FIGURE 97-4
PART 133 CERTIFICATION JOB AID

14 CFR PART 133 INITIAL CERTIFICATION	NAME OF APPLICANT				
CERTIFICATION TEAM DESIGNATED Name Specialty (Certification Project Manager)	REMARKS:				
	Inspector's Initials	Date	S	U	N/A
1. Initial contact with _____					
2. Applicant given copy of Advisory Circular (AC) 133-1					
3. Applicant advised how to obtain pertinent regulations					
4. Letter of Intent submitted					
5. Letter of Intent reviewed and accepted					
6. Preapplication Meeting					
7. Formal Application Package received and accepted					
8. Formal Application Meeting					
9. Formal Application Package reviewed in depth					
a. FAA Form 8710-4					
b. Schedule of events					
c. Rotorcraft-Load Combination Flight Manual (RLCFM)					
d. Class D training program					
e. Operations specifications (OpSpecs)					

FIGURE 97-4—Continued
PART 133 CERTIFICATION JOB AID

14 CFR PART 133 INITIAL CERTIFICATION	NAME OF APPLICANT				
REMARKS:					
	Inspector's Initials	Date	S	U	N/A
f. Rotorcraft ownership/lease					
g. Experience/qualifications of chief pilot & other pilots					
10. Aircraft					
a. Equipped for A loads					
b. Equipped for Class B/C loads					
c. Equipped for Class D loads					
• Personal lifting device					
d. Section 133.39(a) placard					
e. Section 133.49(b) marking adjacent to load carrying device					
• States maximum load					
• Matches RLCFM					
f. Inspections					
• Installation & function load carrying/attach device					
• Maintenance records					
g. Minimum Equipment List (MEL) for multiengine aircraft					

FIGURE 97-4—Continued
PART 133 CERTIFICATION JOB AID

14 CFR PART 133 INITIAL CERTIFICATION	NAME OF APPLICANT				
REMARKS:					
	Inspector's Initials	Date	S	U	N/A
11. Class D Authorization					
a. OpSpecs					
b. Use of FAA-approved PLD					
c. Use of grd. flt. crew comm. equipment					
d. Communications equipment inspected by Avionics					
e. Initial/Recurrent training programs					
12. IFR Authorization					
a. OpSpecs					
b. At least one pilot current & qualified for IFR flt. in helicopters					
c. At least one rotorcraft certificated for IFR flight					
13. Pilots					
a. Chief pilot appropriately qualified					
b. All pilots passed knowledge test					
c. All pilots passed skill test					
14. Applicant understanding of section 133.45 Operating Limit					

FIGURE 97-4—Continued
PART 133 CERTIFICATION JOB AID

14 CFR PART 133 INITIAL CERTIFICATION	NAME OF APPLICANT				
REMARKS:					
	Inspector's Initials	Date	S	U	N/A
a. Passenger carrying during external-load operations					
b. Weight & balance limits					
c. Operating airspeed limits					
d. Restricted category rotorcraft over densely populated areas, congested areas, near busy airports where passenger carrying operations are conducted					
15. Certificate number obtained from AFS-620					
16. External-load Operator Certificate Prepared/ Issued					
17. Certification report & district office file prepared					
18. Surveillance plan established					
ADDITIONAL REMARKS:					

FIGURE 97-5
LETTER OF NOMINATION FOR DESIGNATION AS A CHIEF PILOT

Rotor Whirl, Incorporated
585 Westview Lane
Pine Tree, GA 31087

October 13, 1996

Federal Aviation Administration
Flight Standards District Office 67
3420 Norman Berry Dr.
Atlanta, GA 30354

Dear Inspectors:

I am writing to inform you that, as part of our application for an external-load operating certificate, I wish to designate the following person as chief pilot, with your approval:

Elizabeth Sheley

Ms. Sheley has accumulated over 2000 hours as pilot-in-command (PIC) of rotorcraft and most recently was employed as an external-load pilot for the Public Utilities Commission. In this capacity, she flew Bell 206 and Sikorsky S-65 series helicopters. Ms. Sheley completed the state and FAA knowledge and skill tests on June 9, 1995. All records of experience and training are available for your review.

Sincerely,

Stephen Burkholder
Chairman

I accept this nomination for designation as chief pilot.

[*signature*]

_____

[*type name of chief pilot*]

FIGURE 97-6
SAMPLE SCHEDULE OF EVENTS

14 CFR PART 133 SCHEDULE OF EVENTS					
NAME OF OPERATOR ADDRESS	NAMES OF MANAGEMENT PERSONNEL Names / Titles (Certification Project Manager)				
	Inspector's Initials	Date	S	U	N/A
PRE-APPLICATION					
Letter of Intent					
FORMAL APPLICATION					
Schedule of Events					
Application (FAA Form 8710-4)					
DOCUMENT COMPLIANCE PHASE					
Applicant (FAA Form 8710-4)					
Rotorcraft-Load Combination Flight Manual (RLCFM)					
Letter of Designation of Chief Pilot					
Qualifications of Chief Pilot					
Operations Specifications (OpSpecs) (Class D & IFR Authorizations Only)					
Rotorcraft & Equipment Maintenance Records					
Class D Training Programs					
DEMONSTRATION AND INSPECTION					
Knowledge and Skill Test					
Rotorcraft & Equipment Inspection (Airworthiness)					
Operational Flight Checks (if required)					
Base Inspection					
REMARKS:					

FIGURE 97-7
LETTER INDICATING APPLICANT NOT ELIGIBLE FOR CERTIFICATION BECAUSE OF PENDING ENFORCEMENT ACTION

FAA Letterhead

[*date*]

Rotor Whirl, Incorporated
585 Westview Lane
Pine Tree, GA 31087

Dear Mr. Burkholder:

This letter is to inform you that you are ineligible for certification as a rotorcraft external-load operator.

During precertification review of enforcement history, it was determined that [*type of enforcement action and justification for discontinuing certification process*].

If you have any questions concerning this matter or desire to reapply once the enforcement sanction has been fulfilled, please contact this office at [*telephone number*].

Sincerely,

[*FSDO manager's signature*]

FIGURE 97-8
LETTER INDICATING CHIEF PILOT DESIGNEE NOT ELIGIBLE BECAUSE OF PENDING ENFORCEMENT ACTION

FAA Letterhead

[*date*]

Rotor Whirl, Incorporated
585 Westview Lane
Pine Tree, GA 31087

Dear Mr. Burkholder:

This letter is to inform you that your nominee for chief pilot, Ms. Elizabeth Sheley, is not eligible for the position.

During precertification review, it was determined that enforcement action is in effect against Ms. Sheley's airman certificate.

If you have any questions concerning this matter or desire to submit another nominee for chief pilot, please contact this office at [*telephone number*].

Sincerely,

[*FSDO manager's signature*]

FIGURE 97-9
LETTER REJECTING APPLICATION PACKAGE

FAA Letterhead

[*date*]

Rotor Whirl, Incorporated
585 Westview Lane
Pine Tree, GA 31087

Dear Mr. Burkholder:

This letter is to inform you that the application package submitted to become a rotorcraft external-load operator is not acceptable. The following is a list of discrepancies noted:

- *List the specific items found in each document.*
- *List any items or documents that are missing.*

All items in the application package are returned with this letter. Additionally, blank forms [*application, etc.* are also enclosed if you intend to submit a corrected application package. If you intend to terminate the certification process or if you have any questions, please contact this office at [*telephone number*].

Sincerely,

[*FSDO manager's signature*]

FIGURE 97-10
LETTER ACCEPTING FORMAL APPLICATION PACKAGE

FAA Letterhead

[*date*]

Rotor Whirl, Incorporated
585 Westview Lane
Pine Tree, GA 31087

Dear Mr. Burkholder:

This letter is to inform you that your application for a rotorcraft external-load operating certificate has been accepted for review.

The next step in the certification process is to review the following:

- *List the documents, as appropriate to the applicant.*

  Application Form 8710-4, Application for Rotorcraft External-Load Operating Certificate
  Lease Agreements
  Rotorcraft-Load Combination Flight Manual
  Letter of Designation of Chief Pilot
  Qualifications of Chief Pilot
  Operations Specifications (OpSpecs)
  Rotorcraft and Equipment Maintenance Records
  Training Programs

You will be notified of the results of this review and any further actions required.

Sincerely,

[*CPM's signature*]

FIGURE 97-11
LETTER EXPLAINING DOCUMENT DEFICIENCIES

FAA Letterhead

[*date*]

Rotor Whirl, Incorporated
585 Westview Lane
Pine Tree, GA 31087

Dear Mr. Burkholder:

During the document compliance phase of certification, the following items were found deficient and are being returned for correction:

- *List the specific items and discrepancy, for example:*

1. FAA Form 8710-4, Application for Rotorcraft External-Load Operating Certificate, should indicate the registration numbers of the aircraft to be used.
2. The Class D training program does not include any training on appropriate hand signals to be used by ground personnel in the event of radio communication failure.

If you have any questions concerning this matter, please contact this office at [*telephone number*].

Sincerely,

[*principal operations inspector's (POI) signature*]

FIGURE 97-12
LETTER EXPLAINING INSPECTION DEFICIENCIES

FAA Letterhead

[*date*]

Rotor Whirl, Incorporated
585 Westview Lane
Pine Tree, GA 31087

Dear Mr. Burkholder:

During the [*type of inspection, i.e. rotorcraft equipment, operational flight check, base inspection*] the following deficiencies were noted:

- *List specific deficiencies.*

It will be necessary to correct these items before the certification process can continue. You should inform this office when you anticipate completing these corrections so that the schedule of events for certification may be adjusted.

Sincerely,

[*CPM's signature*]

FIGURE 97-13
FAA FORM 8430-21, OPERATING CERTIFICATE

US Department of Transportation
Federal Aviation Administration

Operating Certificate

This certifies that

MID-CONTINENTAL HELICOPTER, INC.
d/b/a
Verti-Flite
1234 Avalon Avenue
San Francisco, CA 95123

has met the requirements of the Federal Aviation Act of 1958, as amended, and the rules, regulations, and standards prescribed therein, for the issuance of this certificate and is authorized to operate as an Air Operator and conduct

Rotorcraft External-Load Operations

in accordance with said Act and the rules, regulations, and standards; and the terms, conditions, and limitations contained in the approved operations specifications. Classes A, B, C, and D loads are authorized.

This certificate is not transferable and, unless canceled, suspended, superseded, surrendered or revoked, shall continue in effect until March 31, 1997.

By Direction of the Administrator

Certificate number: RWI-L-001-A

Effective Date: March 10, 1995

Issued at: WP03, San Francisco, CA

(Signature)

Manager, AWP-FSDO-03
(Title)

FAA Form 8430-21 (6-87)

FIGURE 97-14
LETTER LISTING D/B/A'S

Rotor Whirl, Incorporated
858 Westview Lane
Pine Tree, GA 31087

[*date*]

Federal Aviation Administration
Flight Standards District Office 67
3420 Norman Berry Dr.
Atlanta, GA 30354

Dear Inspectors:

The following corporate names (d/b/a) may be associated with external-load operations authorized upon certification of Rotor Whirl, Incorporated:

Burkholder & Associates
59206 Mill Run Rd.
Bowie, MD 20716

Sincerely,

Stephen Burkholder

FIGURE 97-15
LIST OF AUTHORIZED ROTORCRAFT

FAA Letterhead

[*date*]

Rotor Whirl, Incorporated
585 Westview Lane
Pine Tree, GA 31087

Dear Mr. Burkholder:

This letter authorizes the following rotorcraft to be operated in accordance with Title 14 of the Code of Federal Regulations (14 CFR), part 133, and the provisions and limitations of the attached operating certificate:

- *List each helicopter by make, N-number and external-load class, for example:*

Bell 206	N1478A	Class A,B
Bell 222	N1479A	Class B, C & D

Sincerely,

[*POI's signature*]

FIGURE 97-16
LETTER DENYING CERTIFICATION

FAA Letterhead

[*date*]

Rotor Whirl, Incorporated
585 Westview Lane
Pine Tree, GA 31087

Dear Mr. Burkholder:

This letter is to inform you that your applicant for an external-load operating certificate is denied.

The reasons for denial are as follows:

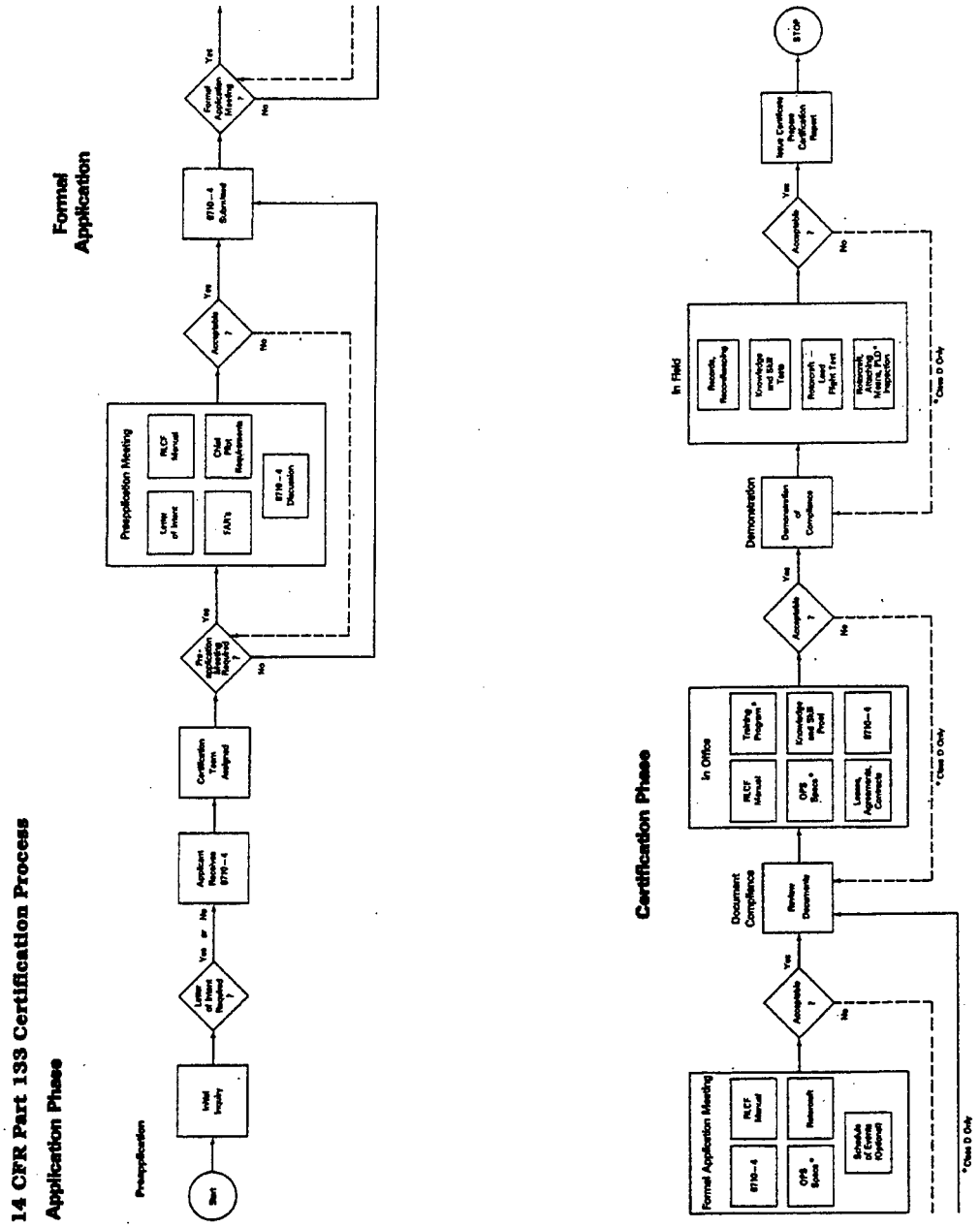
- *List specific reasons in detail.*
- *Cite 14 CFR sections where possible.*

If you have any questions concerning the above, please contact this office at [*telephone number*].

Sincerely,

[*FSDO manager's signature*]

FIGURE 97-17
PART 133 CERTIFICATION PROCESS FLOW CHART



CHAPTER 99. APPROVE/AMEND OPERATIONS SPECIFICATIONS FOR CLASS D OR INSTRUMENT FLIGHT RULES PART 133 OPERATIONS

SECTION 1. BACKGROUND

1. PROGRAM TRACKING AND REPORTING SUBSYSTEM (PTRS) ACTIVITY CODE: 1342

3. OBJECTIVE. The objective of this task is to determine whether the proposed Operations Specifications (OpSpecs) for a Title 14 of the Code of Federal Regulations (14 CFR) part 133 operator to conduct Class D and/or instrument flight rules (IFR) operations are acceptable. Successful completion of this task results in the issuance or amendment of OpSpecs.

5. GENERAL.

A. Authority. Because of the special nature of Class D or IFR external-load operations, §§ 133.33(f) and 133.45 require OpSpecs.

B. Definitions. OpSpecs are issued to either outline the operations that the certificate holder is allowed to conduct, supplement the operating rules, or outline limitations that are not specifically covered in the regulations.

7. IFR OPERATIONS IN INSTRUMENT METEOROLOGICAL CONDITIONS (IMC). IFR operations in IMC are permitted while carrying external-loads if all of the following criteria are met:

A. The rotorcraft is certificated for flight under IFR and is operated in the configuration used for the IFR certification.

B. The pilot is instrument rated and current under 14 CFR part 61.

C. Only persons essential to the external-load operation are transported between the base of operation and the lift site.

D. OpSpecs are approved and issued to the operator.

9. CLASS D OPERATIONS. OpSpecs for the conduct of Class D operations will be issued to outline the operations that an external-load certificate holder is allowed to conduct and may contain limitations not specifically covered in the regulations.

A. Inspector Review. Inspectors must carefully evaluate an application for OpSpecs to ensure that the OpSpecs are not used as a regulatory device.

B. Contents of the OpSpecs. The OpSpecs issued for part 133 Class D operations will contain, but not be limited to, the following:

(1) the make, model, and registration numbers of rotorcraft authorized for use;

(2) the provisions of the Rotorcraft Load Combination Flight Manual, with necessary conditions and limitations;

(3) the procedures for weight and balance control of authorized rotorcraft including methods of determining the ability of a helicopter with one engine inoperative to hover at the operating weight and in the density altitude conditions that exist at the time a Class D load is carried. Examples include performance charts or actual pre-operational performance flight test;

(4) the authorized regulatory deviations and any other items that the Administrator determines are necessary to cover a particular situation; and

(5) the types of approved personnel lifting devices and how many persons can be carried in each.

C. Approval Authority. OpSpecs may be approved by the principal operations inspector (POI) or an inspector authorized by the Flight Standards District Office (FSDO) manager.

(1) Initial Certification. OpSpecs for Class D or IFR operations may be approved after being reviewed by the POI.

(2) Amendment. OpSpecs for the amendment of a certificate to add Class D, IFR, or both may be approved after review by the POI or an inspector authorized by the FSDO manager.

D. Amendment Requested by Operator. For an amendment requested by the operator, an application

to amend existing OpSpecs is made by completing the upper half of the signature side of a blank FAA Form 8400-8, Operations Specifications, and entering the new, proposed OpSpecs. The operator then submits the original and one copy of this form to the certificate holding district office (CHDO) at least 15 days before the date the amendment is to become effective. However, if a lesser processing time is approved by the CHDO, a shorter filing period may be accepted.

(1) The approving authority must ensure the proper review and coordination of OpSpecs. Approval, signature, and distribution of an amendment is the same as for original issuance.

(2) If a request for amendment cannot be approved, the operator is advised in writing of the reasons for denial. Within 30 days, an operator may petition the Administrator for reconsideration of the refusal to amend. In this case, no change in the OpSpecs will take place until the Federal Aviation Administration (FAA) makes a determination after considering the operator's petition. It is recommended that the operator forward the petition in writing directly to the Director, Office of Flight Standards, AFS-1, 800 Independence Avenue, SW., Washington, DC 20591, for the final decision. The Director has been delegated the authority to make the final decision on petitions for reconsideration of OpSpecs issued under part 133.

(3) New OpSpecs must be prepared when the name of the operator changes. Otherwise, if the certificate number and the effective date of the original issuance are retained, it is not necessary to prepare new OpSpecs when an operator's certificate is amended or reissued.

E. Amendment Requested by CHDO. When the CHDO determines that an amendment to the OpSpecs is necessary in the interest of safety, a notice of the proposed amendment is given to the operator by telephone or in writing. If the decision is made to adopt the amendment after careful consideration of all relevant matter presented, an original and one copy of FAA Form 8400-8, including that amendment, is prepared by the CHDO. The amended OpSpecs are then forwarded to the operator with the letter that gives notice of the adoption.

(1) The operator should sign the receipted copy of the OpSpecs and return it to the CHDO. The signature does not constitute notification of adoption by the Administrator, and it does not indicate acceptance by the operator. This signature merely confirms the operator's receipt of that page of the OpSpecs.

(2) Rescission of a notice of proposed amendment is accomplished with a letter (figure 99-1) informing the operator that the amendment is rescinded and that the existing OpSpecs continue to be in effect.

(3) A person may petition for reconsideration of an amendment to the OpSpecs. If the petitioner does so, the effective date of the amendment is stayed pending a decision by the Administrator.

11. CANCELLATION. The Administrator may amend or rescind OpSpecs under the authority of Title 49 of the United States Code (49 USC), § 44709 (formerly Section 609 of the Federal Aviation Act of 1958).

SECTION 2. PROCEDURES

1. PREREQUISITES AND COORDINATION REQUIREMENTS.

A. Prerequisites. This task requires knowledge of part 133 requirements and FAA policies, and qualification as an aviation safety inspector (operations), with experience in external-load operations.

B. Coordination. This task may require coordination with the airworthiness unit within the CHDO, with other FSDO's, appropriate Air Traffic Facilities, and the Regional Office.

3. REFERENCES, FORMS, AND JOB AIDS.

A. References.

- 14 CFR Parts 1, 61, 91 and 133
- Advisory Circular 133-1, Rotorcraft External-Load Operations in Accordance with FAR Part 133
- Approved Rotorcraft Flight Manual
- Approved Data for Lifting Devices

B. Forms.

- FAA Form 8400-8, Operations Specifications
- FAA Form 8710-4, Rotorcraft External-Load Operator Certificate Application
- FAA Form 8000-36, PTRS Data Sheet

C. Job Aids.

- Sample letters and figures

5. PROCEDURES.

A. PTRS. Open PTRS file.

B. Form Review. Review FAA Forms 8400-8 and 8710-4 for content and accuracy if the applicant is a new operator.

C. Class D OpSpecs. (Figure 99-2).

(1) Class D OpSpecs must contain:

(a) the full name of the operator, including any d/b/a's

(b) an applicability section

(c) an authorized operations section

(d) a limitations section

(e) the aircraft authorizations

(f) a description of the personnel lifting devices

(2) An airworthiness inspector reviews the aircraft maintenance records.

(3) Inspect documentation that the personnel lifting devices are approved and properly placarded.

(4) Ensure that the Class D training program was approved.

(5) Ensure that the operator's Rotorcraft Load Combination Flight Manual was approved.

(6) Determine whether the chief pilot completed a knowledge and skill test for that operation and type of rotorcraft.

D. IFR Authorization OpSpecs. (Figure 99-3).

(1) OpSpecs for an IFR authorization must contain:

(a) the full name of the operator, including any d/b/a's;

(b) an applicability section;

(c) an authorized operations section;

(d) a limitations section; and

(e) the aircraft authorizations.

(2) An airworthiness inspector should determine whether the aircraft is equipped and certificated for IFR operations.

(3) Examine the pilots' flight records for rating and currency in IFR operations under part 61.

E. Approval.

(1) Indicate approval on FAA Form 8400-8 and sign (figure 99-4). If an original certification, perform the following tasks when all certification phases are completed:

(a) Send the original and one copy to the operator for signature. Instruct the operator to sign the bottom signature line and to return the copy to the FSDO.

(b) Place the copy of the signed OpSpecs in the FSDO file.

(2) Sign the OpSpecs for an amendment or additional authorization. Send the original and one copy to the operator for signature. Instruct the operator

to sign the bottom signature line and return the signed copy to the FSDO for placement in the office file.

F. Disapproval. Indicate disapproval for initial certification, amendment, and additional authorization on FAA Form 8400-8 (figure 99-5). Confirm the disapproval in writing (figure 99-6).

(1) Return the disapproved form to the operator.

(2) Place a copy of the disapproved OpSpecs in the FSDO file.

G. PTRS. Close PTRS.

7. TASK OUTCOMES. Completion of this task results in one or more of the following:

A. Issuance of original or amended OpSpecs

B. Issuance of a letter of denial of OpSpecs

C. Issuance of a letter withdrawing the proposed amendments

9. FUTURE ACTIVITIES.

A. An inspector may review OpSpecs during a routine surveillance.

B. The operator or the FSDO may propose amendments to the OpSpecs.

C. The operator may appeal FAA amendments to the OpSpecs.

FIGURE 99-1
LETTER WITHDRAWING FAA-PROPOSED OPSPECS AMENDMENT

FAA Letterhead

[*date*]

[*applicant's name and address*]

Dear [*applicant*]:

After reviewing your reply to the Operations Specifications (OpSpecs) amendment proposed by this office, we have decided to withdraw the amendment.

You may continue to operate under the specifications issued on [*date*] as part of part 133 Certificate Number [*number*].

Thank you for your cooperation in this matter.

[*POI's signature*]

FIGURE 99-2
SAMPLE OPSPECS FOR CLASS D OPSPECS

[TYPE ONTO FAA FORM 8400-7]

Issued to: PAGEL Helicopters, Inc.

14 CFR part 133 Class D Operations

1. Applicability. These Operations specifications are issued under the authority of 14 CFR part 133. The certificate holder shall conduct Class D operations in accordance with 14 CFR part 133, part 91, and these operations specifications.

2. Operations Authorized. Class D external-load operations.

3. Limitations.

a. Carriage of persons is authorized only in compliance with policies and procedures which are outlined in the FAA approved Rotorcraft Load Combination Flight Manual. Operable voice communication equipment must be used and communications maintained among the pilot, hoist operator (if used), and at least one ground person who is designated as the principal ground coordinator.

b. Before conducting Class D operations involving the carriage of persons in a personnel lifting device the pilot-in-command must:

(1) Perform one engine inoperative hover calculations and determine that the aircraft is able to sustain a hover and maneuver to a landing in the event of a single power unit failure, considering total aircraft and load weight throughout all operations; and meteorological conditions at the beginning of and the forecast throughout the entire operation.

(2) Perform individual weight and balance calculations to assure the aircraft and its load is within the: a. total aircraft weight limits; b. total external load weight limits; c. lateral center of gravity limits; and d. longitudinal center of gravity limits.

c. These operations specifications become invalid and shall be surrendered when the holder no longer meets all requirements for certification or ceases operations, and upon expiration of the holder's Operating Certificate issued under part 133, whichever occurs first.

d. Personnel Lifting Devices. No person may be carried in a lifting device unless it has been approved by the FAA.

4. Aircraft Authorizations.

Make	Model	Reg. No.	Maximum Lift Device Load	Lift Device
SK	S-64	N46CP	400 lbs.	Pugh Net
SK	S-61	N61VP	250 lbs.	Hoist

5. These operations specifications may be amended or rescinded by the Administrator.

PAGE CONTROL DATE: 04-27-88 PART A PAGE 1

FIGURE 99-3
SAMPLE OPSPECS FOR IFR OPERATIONS

[TYPE ONTO FAA FORM 8400-7]

OPERATIONS SPECIFICATIONS

Issued to: PAGEL Helicopters, Inc.

14 CFR part 133 IFR Operations

1. Applicability. These operations specifications are issued pursuant to 14 CFR part 133. The certificate holder shall conduct operations under 14 CFR parts 61, 91 and 133 and these operations specifications when operating under instrument flight rules.

2. Operations Authorized. Pagel Helicopters, Incorporated is authorized to operate U.S. registered civil helicopters under Instrument Flight Rules, and in instrument meteorological conditions.

3. Limitations.

A. Except as provided in paragraph B, flight under instrument flight rules is authorized in visual meteorological conditions when the aircraft is operated beneath a ceiling and the operation has been approved by the air traffic control facility having jurisdiction over the air space.

B. Flight under instrument flight rules in instrument meteorological conditions may be conducted for the purpose of repositioning the aircraft and essential personnel to and from the external load operation site.

C. Operating in instrument meteorological conditions with any class of external load is prohibited.

D. These operations specifications become invalid and shall be surrendered when the holder no longer meets all requirements for certification or ceases operations, and upon expiration of the holder's Operating Certificate issued under part 133, whichever occurs first.

4. Aircraft Authorizations.

Make	Model	Registration No.

5. These operations specifications may be amended or rescinded by the Administrator of the FAA.

PAGE CONTROL DATE: 03-26-88 PART A PAGE 2

FIGURE 99-4
FAA FORM 8400-8, SHOWING APPROVAL

U.S. Department of Transportation
Federal Aviation Administration
Washington, D.C.

Certificate No. _____

The Federal Aviation Administration issues the Operations Specification on the reverse side hereof to

_____

_____

_____ hereby makes application for amendment of the Operations Specifications appearing on the reverse side hereof, as follows:

Amendment supporting data *(if insufficient space attach additional page)*

I certify that the statements submitted in connection herewith are true and that I am duly authorized to make this application on behalf of the applicant.

Date March 2, 1996

Gary L. Engell
Signature

President
Title

The Operations Specifications set forth on the reverse side hereof are approved

Amendment No. _____

Effective Date March 10, 1996

Supersedes Specification dated _____

By direction of the Administrator

John L. Hightower
Signature

Principal Operations Inspector
Title

Date _____

Received for the certificate holder by:

_____
Signature

_____
Title

FIGURE 99-5
FAA FORM 8400-8, SHOWING DISAPPROVAL

U.S. Department of Transportation
Federal Aviation Administration
Washington, D.C.

Certificate No. _____

The Federal Aviation Administration issues the Operations Specification on the reverse side hereof to

_____

_____

_____ hereby makes application for amendment of the Operations Specifications appearing on the reverse side hereof, as follows:

Amendment supporting data *(if insufficient space attach additional page)*

I certify that the statements submitted in connection herewith are true and that I am duly authorized to make this application on behalf of the applicant.

Date August 1, 1996

Gary L. Espell
Signature

President
Title

The Operations Specifications set forth on the reverse side hereof are disapproved

Amendment No. _____

Effective Date August 16, 1996

Supersedes Specification dated _____

By direction of the Administrator

John L. Hightower
Signature

Principal Operations Inspector
Title

Date _____

Received for the certificate holder by:

_____
Signature

_____
Title

FIGURE 99-6
LETTER DISAPPROVING OPSPECS

FAA Letterhead

[*date*]

[*applicant's name and address*]

Dear [*applicant*]:

We have reviewed your proposed operations specifications (OpSpecs) for [*Class D operations or IFR operations, as appropriate*]. We cannot approve the OpSpecs until the following areas have been corrected:

- *Indicate all errors and how they must be corrected.*
- *Indicate a time period, such as 30 days, for the corrections to be made and the OpSpecs to be resubmitted.*

[*POI's signature*]

CHAPTER 204. REVIEW AN EXAMINER CERTIFICATION FILE

SECTION 1. BACKGROUND

1. PROGRAM TRACKING AND REPORTING SUBSYSTEM (PTRS) ACTIVITY CODE: 1563

3. OBJECTIVE. The objective of this task is to determine if an examiner certification file is complete and accurate. Completion of this task results in forwarding of the examiner certification file to the Airmen Certification Branch, AFS-760.

5. GENERAL.

A. Pen and Ink Changes. In some instances, pen and ink changes in the top or bottom half of the boxes provided in Section III of FAA Form 8710-1, Airman Certificate and/or Rating Application, may be necessary in order to permit the applicant to enter the specific pilot flight experience required by the regulations. In other instances, it may be more appropriate to list the required flight experience, certified by the applicant's signature, on a separate sheet which is then attached to the application. AFS-760 will accept FAA Form 8710-1 with either clearly legible pen and ink changes to the boxes on the form showing the required pilot flight experience or with a legible attachment to the form, certified by the applicant's signature, showing the required flight experience.

B. Instructor Recommendation. The Instructor's Recommendation section of FAA Form 8710-1 need not be signed if accompanied by a certified copy of the logbook endorsement. However, when an applicant is being retested after a failure, the instructor must sign the Instructor Recommendation section of FAA Form 8710-1.

C. Inspector's Report. Inspectors and aviation safety technicians (AST) processing and signing examiners' certification files must check either the Accepted box or the Rejected box after "Examiner's Recommendation" and date, sign, and enter the Flight Standards District Office (FSDO) identifier in the Inspector's Report section on FAA Form 8710-1.

D. AST Signature. When signing the Inspector's Signature block on FAA Form 8710-1, AST's shall enter the notation "AST" following their signature. This notation is important because AFS-760's software searches for an inspector identification number in the absence of this notation.

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SECTION 2. PROCEDURES

1. PREREQUISITES AND COORDINATION REQUIREMENTS.

A. Prerequisites. This task requires knowledge of Title 14 of the Code of Federal Regulations (14 CFR) parts 61 and 141 and Federal Aviation Administration (FAA) policies. It also requires qualification as an aviation safety inspector (operations) or an AST.

B. Coordination. This task may require coordination with the Airman Certification Branch, AFS-760.

3. REFERENCES, FORMS, AND JOB AIDS.

A. References.

- Parts 61 and 141
- PTRS Procedures Manual (PPM)

B. Forms.

- FAA Form 8000-36, Program Tracking and Reporting Subsystem Data Sheet

C. Job Aids.

- None

5. PROCEDURES.

A. PTRS. Open PTRS.

B. File Contents. The certification file should contain at least:

(1) a correctly completed FAA Form 8710-1;

(2) a knowledge test report, if applicable;

(3) an approved school graduation certificate, if appropriate;

(4) a superseded airman certificate, if applicable, and

(5) a temporary airman certificate or notice of disapproval, as applicable.

C. Review Application.

(1) Check the application for accuracy and completeness.

(2) Ensure that the applicant meets the applicable eligibility, aeronautical knowledge, and aeronautical experience requirements.

(3) Verify that the Designated Examiner's Report section is completed correctly and signed by the examiner.

(4) Ensure that the appropriate documents are attached to the file.

D. File Complete. If the file contains errors or omissions, return the file to the examiner for correction. When the file is completed correctly, complete the Inspector's Report section and sign the Inspector's Signature block of FAA Form 8710-1. AST's must make the notation "AST" after their signature

(1) Forward the completed file to AFS-760.

(2) Complete FAA Form 8000-36 in accordance with the PPM.

7. TASK OUTCOMES.

Completion of this task results in forwarding the certification file to AFS-760.

9. FUTURE ACTIVITIES.

A. Counseling the examiner if an unacceptable level of errors occur in the examiner's certification files.

B. Reviewing the examiner's designation file before annual renewal of the examiner's designation.

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CHAPTER 214. CONDUCT INSPECTIONS/EVALUATE AIRCRAFT OPERATIONS AT AN AIRPORT OR AIR TRAFFIC CONTROL FACILITY

SECTION 1. BACKGROUND

1. PROGRAM TRACKING AND REPORTING SUBSYSTEM (PTRS) ACTIVITY CODE: 1845

3. OBJECTIVE. The objective of this task is to evaluate aircraft operations, pilot adherence to regulations, and safe operating practices at an airport or air traffic control (ATC) facility. Successful completion of this task results in a report of satisfactory or unsatisfactory operations.

5. GENERAL.

A. Authority. Title 49 of the United States Code (49 USC) provides the Administrator with the authority to implement Federal Aviation Administration (FAA) regulations through surveillance and inspection. The inspector is responsible for observing and evaluating aircraft operations in order to prevent accidents, incidents, or potential violations. A finding of an unsafe operation may develop into an enforcement investigation. Some situations may be resolved by discussing proper procedures and techniques with a pilot who has been observed conducting a possibly unsafe operation. The evaluation visit can be an opportunity to educate the flying public and promote good working relations between the FAA and the pilots.

B. Evaluation Sites. This chapter covers evaluation of aircraft operations for the following types of airports:

(1) Certificated, publicly owned airports and heliports.

(2) Non-certificated, publicly owned airports, heliports, and seaplane bases.

(3) Joint military/civilian airports.

(4) Private airports open to the public.

C. Unauthorized Areas. This includes ramps, baggage handling areas, private airport and security parking, construction areas, and other restricted areas.

D. Airport Security. The inspector should be cognizant of potential security breaches, and should notify the Civil Aviation Security Field Office (CASFO) of security problems. Thorough security checks are monitored by CASFO or other responsible offices.

F. Work Site Access. The following guidance applies to any task requiring access to an aircraft or airport secure area. To gain access to the work site, aviation safety inspectors (ASI) and air carrier cabin safety specialists (ACCSS) should utilize FAA Form 110A, Aviation Safety Inspector's Credential. Unescorted access to restricted and secured areas may be obtained by presenting FAA Form 8000-39, Air Operations Area Identification Card, in conjunction with FAA Form 110A. Inspectors must display this credential on an outer garment to be permitted entry to, and while in, secured areas. Physical barriers will require that inspectors seek local assistance for entry through locked doors and gates. If an inspector anticipates the need for gaining access for more than one day, as in National Aviation Safety Inspection Program (NASIP) inspections, the inspector must attempt to obtain a temporary identification card. At airports where inspectors are normally assigned, they should continue to obtain and wear that airport's identification badge.

(1) When gaining access to secured areas under high and low threat conditions, the inspector should ask if there are any specific security program practices and procedures that need to be followed at the time of entry. Inspectors approaching a passenger screening point may not bypass screening.

(2) There are four threat levels used by security at airports in the U.S.

(a) Levels one and two do not require non-passengers to remain outside of the sterile area (screening area).

(b) Levels three and four require passengers to have a ticket and/or a boarding pass to access the sterile area. During level three and four threat levels, the ASI may use FAA Form 8000-39 to gain access to the sterile area through the screening gate.

(3) Inspectors are personally responsible for knowing the current threat level. Any level change will be disseminated to regional offices by the most expeditious means from Washington headquarters. It will then be disseminated and/or will be made readily available to the inspector.

(4) Inspectors encountering recurring difficulties obtaining access to airport secured areas should provide this information, through their supervisor, to the CASFO for that airport so that the problem can be addressed.

(5) There are no provisions for the use of FAA Form 8000-39 at foreign airports. Procedures are dictated by the individual states, therefore, inspectors must determine and follow these procedures on a case by case basis.

7. INSPECTION OF FAA FLIGHT PROGRAMS. Specific guidance on surveillance related to Title 14 of the Code of Federal Regulations (14 CFR) parts 135 and 121 is contained in FAA Order 8400.10, Air Transportation Inspector's Handbook. The following information is provided as general background for responsibilities associated with 14 CFR part 91 tasks. The FAA has aligned the operation and maintenance of FAA aircraft with that of industry. This effort is the result of an increased emphasis on the safe operation of FAA aircraft. The FAA manages a large fleet of aircraft in support of agency missions, and numerous organizations/field offices conduct flight operations.

A. FAA Aircraft. Responsibility for the operation of FAA aircraft is divided between four organizations. The four groups are Flight Inspection, Washington headquarters (Hangar 6), the FAA Technical Center, and the regional flight programs. Each organization functions as a separate entity with its own operations manual and training program. The fleet includes both owned and leased aircraft. The vast majority of regional aircraft are obtained through the rental program.

B. Responsibilities.

(1) Flight Standards is responsible for the surveillance of aircraft program activity and ensuring compliance with regulatory standards.

(2) Since some rules do not apply, total compliance with all of the air carrier rules is not feasible. However, each organizational participant of the FAA flight program is responsible for operating in compliance with its manuals and procedures.

C. Inspector Conduct and Action. Operations inspectors should employ standard surveillance procedures when conducting inspections of the participants in the FAA Flight Program.

(1) The inspector conducting surveillance will always be prepared to present identification.

(2) When conducting surveillance, the inspector should use tact and discretion when dealing with the flight crews, maintenance personnel, or management personnel. The inspector should also consider the flight schedule and flight mission of the operation being inspected.

(3) Surveillance by the inspector should include compliance with the organizations manuals, proper execution of airman certificate privileges, and aircraft airworthiness, as applicable.

(4) Although the regulations may not specifically apply to public use aircraft, personnel are required by FAA policy to comply with the procedures outlined in their flight program. When operations contrary to regulations or established guidelines are observed, the adjudication process will be in accordance with established FAA personnel procedures on conduct and discipline.

(5) Inspectors referring to volume 2, chapter 56, Conduct a FAR Part 91 Ramp Inspection, should be aware that the following paragraphs of that chapter do not apply to inspections of FAA aircraft.

- Section 1, paragraphs 5B(1), 5D, 5E, and 5F
- Section 2, paragraph 5J(2)

NOTE: Although FAA Order 8400.10 is normally not applicable to this type of surveillance, inspectors may find some of the information in volume 6 both useful and necessary to accomplishing the inspections, particularly enroute inspections.

D. PTRS Input. Work activities involving FAA aircraft are recorded on FAA Form 8000-36, PTRS Data Sheet.

SECTION 2. PROCEDURES

1. PREREQUISITES AND COORDINATION REQUIREMENTS.

A. Prerequisites. This task requires knowledge of part 91, FAA policies, and qualification as an ASI (operations).

B. Coordination. This task may require coordination with the airworthiness unit, the air traffic facility, the airport manager, airport security, or the CASFO.

3. REFERENCES, FORMS, AND JOB AIDS.

A. References.

- 14 CFR parts 1, 61, 91, 121, and 135
- AC 90-42, Traffic Advisory Practices at Airports Without Operating Control Towers
- AC 90-66, Recommended Standard Traffic Patterns and Practices for Aeronautical Operations at Airports without Operating Control Towers
- AC 91-36C, VFR Flight Near Noise-Sensitive Areas
- AC 91-53, Noise Abatement Departure Profile
- AC 91-66, Noise Abatement for Helicopters

B. Forms.

- FAA Form 110A, Aviation Safety Inspector's Credential
- FAA Form 8000-36, Program Tracking and Reporting Subsystem Data Sheet
- FAA Form 8000-39, Air Operations Area Identification Card

C. Job Aids.

- None.

5. PROCEDURES.

A. PTRS. Open PTRS.

B. Schedule Evaluation. Schedule a visit with the ATC facility manager, airport manager, or owner (if a private airport), setting a convenient date and time.

C. Identify. On arrival at the airport or ATC facility, present your identification (FAA Form 110A) to the ATC facility manager, airport manager, or owner.

D. Conduct the Inspection.

(1) Observe pilot adherence to ATC clearances and instructions.

(2) Observe pilot adherence to approach and departure procedures such as local noise abatement rules, airport procedures, and recommended departure paths for traffic separation.

(3) Observe any instances of unsafe taxiing practices such as excessive speed, taxiing contrary to ATC instruction, failure to yield right of way, taxiing too close to moving vehicles or parked aircraft, etc.

(4) Observe pilot proficiency during landing: do pilots land too fast, too far down the runway, before the landing threshold, flaring too high, bouncing, off centerline, on the wrong runway, or on the taxiway.

(5) Observe any marginal or unsafe operations in general: improper altitude in the traffic pattern, following other aircraft too closely, cutting in front of other aircraft.

(6) Observe adverse weather procedures such as operation in special visual flight rules (VFR) conditions.

(7) Observe whether pilots read back clearances properly and comply with clearances.

(8) Observe the movements of ground vehicles in aircraft operating areas to determine whether airport security confines vehicle movement in the appropriate area.

(9) Determine the level of airport security by checking that gates are locked, fences are in good condition, and access to loading areas is restricted to authorized individuals. Observe how suspicious looking people, packages, and activities are handled.

E. Action.

(1) If no discrepancies are observed, close PTRS with a "Satisfactory."

(2) If a discrepancy is observed, determine the follow-up action needed according to the type of airport.

(a) For accidents, see volume 2, chapter 168, Investigate an Accident.

(b) For incidents, see volume 2, chapter 167, Investigate an Incident.

(c) For violations and criminal investigations, see volume 2, chapter 182, Conduct an Investigation to Determine Compliance. For criminal activities, immediately notify local law enforcement officials, the FBI, and/or the Drug Enforcement Agency, as appropriate.

(d) For complaints, see volume 2, chapter 181, Conduct a Complaint Investigation.

(e) For a breach of security, immediately advise airport security and make a notation in the remarks section of the PTRS. For security breaches on military bases, contact a military security representative or military police. For civilian airports, contact the CASFO and/or airport security office.

(3) Debrief the ATC manager, airport manager, and/or owner.

(4) If an operator's certificate is held in another district office, advise that office if any violation or discrepancy occurred.

7. TASK OUTCOMES. Completion of this task results in one or more of the following:

A. Telephone call or memo to the CASFO reporting possible discrepancies observed in airport security.

B. Telephone call or memo to the airport manager regarding possible airport safety hazards.

C. Telephone call or memo to the certificate holding district office in the case of an air carrier or air agency violation.

D. An indication of satisfactory performance to the PTRS.

9. FUTURE ACTIVITIES.

A. Possible increased surveillance and/or inspection.

B. Possible enforcement action.

CHAPTER 222. ISSUE/RENEW A LETTER OF AUTHORIZATION FOR OPERATIONS IN SPECIAL USE AIRSPACE

SECTION 1. BACKGROUND

1. PROGRAM TRACKING AND REPORTING SUBSYSTEM (PTRS) ACTIVITY CODE:

- North Atlantic: 1406
- Other: 1408

3. OBJECTIVE. The objective of this task is to issue a letter of authorization (LOA) to a general aviation operator planning a flight in special use airspace. Guidance to inspectors issuing operations specifications to air carriers planning flights in special use airspace is contained in Federal Aviation Administration (FAA) Order 8400.10, Air Transportation Operations Inspector's Handbook.

5. BACKGROUND. Special use airspace is international airspace where navigation performance standards are governed by international agreements, separation minimums are reduced, and the standards of navigation performance accuracy are strictly enforced. In this chapter, particular emphasis is placed on Minimum Navigation Performance Specification (MNPS) airspace in the North Atlantic (NAT) region. Inspectors should be familiar with the information in this chapter and with the contents of Advisory Circular (AC) 91-70, Oceanic Operations, An Authoritative Guide to Oceanic Operations, before processing an LOA for operations in special use airspace. That advisory circular is a composite of relevant documents that existed in the Flight Standards Policy Subsystem before January 1, 1993, and should be used as a reference in lieu of older documents that may not yet have been canceled. If any questions should arise with regard to the issuance of an LOA, principal inspectors should request guidance from a navigation specialist at one of the following locations: the San Francisco (SFO) International Field Office (IFO) at (415) 876-2765, the New York (NYC) Flight Standards District Office (FSDO) at (718) 553-1848, or the Safety and Analysis Branch, AFS-540, at (703) 661-0333.

7. GENERAL REQUIREMENTS FOR OCEANIC OPERATIONS. Inspectors should be aware of the requirements imposed on operators for flights in special use airspace. Operator, as used in this chapter, is defined to mean one who exerts operational control as defined in Title 14 of the Code of Federal Regulations (14 CFR) part 1, § 1.1.

A. Navigation Equipment and Procedures. Approved navigation equipment must be installed in accordance with a supplemental type certificate or a field approval. In either case, the operations inspector should coordinate with the principal avionics inspector to ensure that the equipment installation is acceptable.

B. Operations Manual Requirements. Although not required by regulation, operators should be encouraged to prepare an International Operations Procedures Manual. Either a journey logbook or a navigation log is required by International Civil Aviation Organization (ICAO) for any aircraft engaged in international navigation and is regulatory for U.S.-registered aircraft under 14 CFR part 91, § 91.703. In either case, the information should be accessible to the flightcrew. The manual should include specific preflight, in-flight, and postflight procedures. The manual should specify the crewmember(s) responsible for inserting waypoints in the long-range navigation systems (LRNS) and for verification of the waypoint insertions, and should also identify the source of the waypoint information. Much of this information will depend upon the type of LRNS equipment in use. Procedures for logging equipment accuracy should be explained. If a manual is developed, the log should be depicted in the manual, and a sample log page should be submitted to the approving office. Plotting chart procedures should also be included in the manual, and a completed sample chart should be submitted. An LRNS checklist should be incorporated with the regular aircraft checklists and should include procedures in case of LRNS equipment failure.

C. Communication Equipment Required. ICAO rules state that an aircraft operated on a flight plan shall maintain continuous listening watch on the appropriate radio frequency and establish two-way communication, as necessary, with the appropriate air traffic control (ATC) facility, except as prescribed by

the ATC authority in regard to an aircraft forming part of the air traffic pattern at a controlled airport. In addition, Canadian regulations require that aircraft flying in or departing from Canadian airspace for transoceanic flights have the following communications equipment installed on the aircraft. These requirements are in addition to applicable requirements of part 91.

(1) In order to maintain communication capability, high frequency (HF) communications equipment is normally used by each aircraft crossing the Atlantic. The only exception is for aircraft flying at flight level (FL) 250 or above on specific routes crossing Greenland. In the oceanic control areas (OCA) and flight information regions (FIR), very high frequency (VHF) coverage is not sufficient to ensure continuous two-way communications with ground stations. Although relay through other aircraft is possible, it is not guaranteed.

(2) VHF equipment shall include 121.5 MHz capability. A listening watch should be maintained on 121.5 MHz unless communication on another frequency prevents this. Frequency 121.5 MHz is not authorized for routine use; 123.45 or 131.8 MHz should be used for air-to-air communications.

D. Crew Qualification Requirements. In the International Standards and Recommended Practices - Annex 6, Operation of Aircraft, ICAO makes the following stipulations for flights outside the jurisdiction of member states.

(1) An operator shall ensure that all employees, when abroad, know that they must comply with the laws, regulations, and procedures of those states where operations are conducted, and also comply with the relevant laws, regulations, and procedures of their state of registry.

(2) An operator shall ensure that all pilots are familiar with the laws, regulations, and procedures pertinent to the performance of their duties that are prescribed for the areas to be traversed, the airports to be used, and the related air navigation facilities. The operator shall ensure that other members of the flightcrew are familiar with those laws, regulations, and procedures that are pertinent to the performance of their duties.

(3) Operators shall ensure that all pilots-in-command (PIC) understand that, if a deviation in an emergency situation violates local regulations or procedures, the PIC shall notify the appropriate local authorities without delay. If required by the state where the incident occurs, the PIC shall submit a report on any such violation to the appropriate authority of that state.

(4) An operator shall not use a pilot as PIC of an aircraft on a route or route segment for which that pilot is not currently qualified until that pilot has satisfied the knowledge requirements of the following:

(a) the route to be flown and the airports to be used;

(b) the terrain and minimum safe altitudes;

(c) the seasonal meteorological conditions;

(d) the meteorological, communication and air traffic facilities, services and procedures;

(e) search and rescue procedures; and

(f) the navigational facilities and procedures, including any long-range navigation procedures associated with the planned route.

E. Pilot Qualification. The minimum pilot qualification for any oceanic flight is a private pilot certificate. An instrument rating is required if operating at or above 6000 feet pressure altitude in the NAT region. Some states (for example, Canada) require pilots to hold an instrument rating for operating at any altitude in the NAT region under their jurisdiction; therefore, it is imperative that pilots are acquainted with state's varying legislative requirements. Pilots must comply with the regulations imposed by the state of registry of the aircraft being flown and with the regulations of countries in which they land or overfly. Irrespective of the mandatory requirements, inspectors should strongly recommended that all pilots hold a valid instrument rating. In addition to cross-country flight time, the demanding nature of the oceanic operational environment requires that the PIC meet the recency of experience requirements stipulated by the state of registry, have adequate recent flight experience in the use of long-range navigation equipment and communications equipment, and have training in dead reckoning navigation techniques.

F. Training Curriculum Content. Experience has clearly demonstrated that the presence of sophisticated navigational equipment on board an aircraft does not, by itself, ensure that a high level of performance will be achieved. It is essential that operators provide adequate training for the personnel operating or maintaining the equipment, and that operating drills and procedures are included in crew training. Air carrier operators' training programs are approved in conjunction with their certification and subsequent issuance of operations specifications. Questions concerning the acceptability of training should be referred to the oceanic operations focal point in either the regional office or to the Safety and Analysis Branch, AFS-540, at (703) 661-0333. Inspectors

should strongly recommend that the crew qualifications include, as a minimum, the subjects listed below.

(1) ICAO operational rules and regulations;

(2) ICAO measurement standards;

(3) use of oceanic flight planning charts;

(4) sources and content of international flight publications;

(5) itinerary planning;

(6) preparation of FAA international flight plans, ICAO flight plans, and flight logs;

(7) route planning within the special use airspace where flights are to be conducted;

(8) en route and terminal procedures (different from U.S. procedures);

(9) long-range, air-to-ground, communication procedures;

(10) structure of the special use airspace where the flights are to be conducted;

(11) air traffic clearances;

(12) international meteorology, including significant weather charts, prognostic weather charts, tropopause prognostic charts, and terminal weather forecasts (TAF);

(13) specific en route navigation procedures for each type of navigation equipment required for use in the special use airspace, including abnormal procedures;

(14) emergency procedures, including required emergency equipment, search and rescue techniques, and navigation and communications equipment failure techniques; and

(15) if operations are to be conducted in areas of magnetic unreliability, specialized training must be given.

9. SPECIAL USE AIRSPACE REQUIREMENTS.

A. When Authorization is Required. There is no requirement for a general aviation operator to obtain authorization for oceanic operations outside of a designated special use airspace. However, the inspector may be called upon to advise pilots desiring to obtain information on oceanic operations. In addition to the guidance in this chapter, AC 91-70 contains detailed information on most aspects of oceanic operations.

B. ICAO Requirements. When conducting oceanic flights, pilots of U.S.-registered aircraft must adhere to the U.S. regulations, ICAO rules, and the regulations of the nations that they overfly or where they land. This requirement is based upon the Convention on International Civil Aviation, commonly known as the Chicago Convention. Flight regulations for oceanic operations are specifically covered in Annex 2, Rules of the Air, and Annex 6, Part II, International General Aviation - Aeroplanes. Section 91.703 ensures that ICAO rules are regulatory to operators of U.S.-registered aircraft operating in oceanic airspace.

11. NAT REGION OCEANIC OPERATIONS.

A. NAT Region. The majority of the airspace in the NAT region is controlled airspace. Instrument flight rules (IFR) apply to all flights at or above FL 60 or at 2000 feet above ground level, whichever is higher. Within the NAT region, two types of special use airspace have been structured. The first of these is MNPS airspace, which has been operational for many years. The second special use airspace is Reduced Vertical Separation Minimum (RVSM) airspace. RVSM airspace is any airspace or route where aircraft are separated by 1,000 feet vertically between FL 330 and FL 370. Interim guidance for approvals to authorize operation in this airspace is contained in 91-RVSM, Approval of Aircraft and Operators for Flight in Airspace Above Flight Level (FL) 290 Where a 1,000 Foot Vertical Separation Minimum is Applied. This is a draft document that will become an Advisory Circular following enactment of an RVSM regulation.

B. MNPS Airspace. MNPS airspace is that portion of the NAT airspace between FL 275 and FL 400, between latitudes 27°N and the North Pole; bounded in the east by the eastern boundaries of control areas (CTA) Santa Maria Oceanic, Shanwick Oceanic, and Reykjavik; and bounded in the west by the western boundary of CTA's Reykjavik and Gander Oceanic, and New York Oceanic east of longitude 60°W and south of 38°30'N. All aircraft operating in MNPS airspace are required to have a specified minimum navigation performance capability that has been approved by the state of registry or by the state of the operator, as appropriate. The approval process includes all aspects of the required navigation accuracy, navigation equipment required, installation and maintenance procedures, and crew training. The integrity of MNPS airspace is maintained by a series of procedures that include approval of navigation equipment and procedures plus continuous monitoring of the navigation accuracy of aircraft using MNPS airspace. It is implicit in the concept of MNPS airspace and essential to the application of the lateral separation minimums that all operations in MNPS airspace achieve the highest standards of navigation performance accuracy. The obligations of the operator

and crew operating under part 91 for flight in MNPS airspace can be summarized as follows:

(1) the operator must have an LOA from the state of registry for that aircraft;

(2) the approved aircraft minimum navigation installations must be operable and must have been checked for accuracy, airborne by the flight crew, before entry into MNPS airspace;

(3) approved operating procedures must be followed while in MNPS airspace, and deviations from track must not be made without prior ATC clearance, except in an emergency;

(4) ATC must be advised in the event of navigation equipment failure or navigation uncertainty;

(5) there must be a high standard of supervision, monitoring, and cross-checking of data inserted into automatic navigation systems;

(6) coordination must be maintained with ATC to ensure that misunderstandings over the route to be flown do not occur; and

(7) RVSM authorization should be noted in the LOA for operators wishing to operate in RVSM airspace.

(a) Additionally, for 14 CFR part 125 operators, approval to operate in RVSM airspace is indicated in Part B of the operations specifications.

(b) Operators operating in RVSM airspace are required to participate in the monitoring program. The operator can currently participate in the program by overflying the fixed-location height monitoring unit (HMU) located at Strumble, England, or by carrying a portable GPS-based monitoring unit (GMU). Operators requiring the use of a GMU should contact the ARINC RVSM Program Office at (410) 266-4746.

C. Navigation Performance Requirements. For approval of unrestricted operation in NAT MNPS airspace, an aircraft must be equipped with two fully serviceable and independent LRNS's. Acceptable LRNS's include an inertial navigation system (INS), Omega navigation system, a technical standard order (TSO) C-129 approved global positioning system (GPS) (use of and approval of GPS is detailed in paragraphs 13 and 15 of this section), and flight management computer systems (FMCS) with inputs from one or more inertial reference systems (IRS), Omega sensors, or approved GPS sensors. Each LRNS must be capable of providing a continuous indication of the aircraft's position relative to track. When coupled with an FMCS for automatic flight guidance, INS and an inertial sensor system (ISS)/IRS have demonstrated a capability to meet MNPS requirements. Some smaller aircraft may carry two IRS's (or ISS) but only one FMCS. Such an arrangement may meet track-keeping parameters, but does not provide the required redundancy (in terms of continuous indication of position relative to track or of automatic steering guidance) should the FMCS fail. In this case, dual FMCS is required to obtain MNPS certification. The use of Doppler equipment (having a capability of displaying drift, groundspeed and crosstrack error) has been approved, on occasions, in conjunction with single INS, Omega, or Omega/very low frequency (VLF) for operations in NAT MNPS airspace. However, such approvals are considered to be at the lowest acceptable level of navigation fit suitable for the MNPS. Doppler requires that continuous attention be paid to in-flight rating of, and compensation for, systematic errors to guard against failure of the other navigational aid (navaid). Thus, use of Doppler and one other LRNS cannot be recommended for unrestricted MNPS operations.

D. Routes for Aircraft with Only One LRNS. A number of special routes have been developed for aircraft equipped with only one LRNS. These routes are within MNPS airspace and require an LOA. Aircraft that are equipped with normal short-range navigation equipment (VHF omni-directional radio range (VOR)/ distance measuring equipment (DME), automatic direction finding (ADF)) and at least one fully operational LRNS should be considered capable of meeting the MNPS while operating along the routes listed below. Routes, listed below, were known as "Blue Spruce" routes and are now referred to as "special" routes. Continuous VHF coverage exists on these routes at FL 300 and above, except as noted. Inspectors issuing an LOA for routes approved for aircraft with only one LRNS must note this limitation on the LOA. This should be entered on the line entitled "Aircraft Limitations" (see figure 222-1) and must be stated in one of the following formats:

(1) A listing of the specific route(s) authorized.

(2) A statement "All routes authorized for aircraft with only one LRNS in chapter 222, section 2, FAA Order 8700.1."

(3) A statement "See reverse side of this LOA." (If this statement is used, the routes must be specified on the reverse side of the LOA with a line drawn under the last route for which approval is given followed by the office manager's signature.)

- Stornoway } - 60N 10W - 61N 12 34W - ALDAN - Keflavik; (HF required on this route)
  Benbecula } - 61N 10W - ALDAN - Keflavik (VHF coverage exists, and subject to prior coordination with Scottish Airways and Shanwick, this route can be used by non HF equipped aircraft.)

- Machrihanish }
  Glasgow } - 57N 10W - 60N 15W - 61N16 30W - BREKI -
  Shannon } Keflavik; (HF is required on this route)
  Belfast }
- Keflavik - GIMLI - Kulusuk - Sondre Stromfjord - Frobay (HF is required on this route);
- Keflavik - EMBLA - 63N 30W - 61N 40W - Prins Christian Sund;
- Prins Christian Sund - 59N 50W - PRAWN - NAIN;
- Prins Christian Sund - 59N 50W - PORGY - Hopedale;
- Prins Christian Sund - 58N 50W - LOACH - Goose VOR;
- Cork } - LOACH - Goose VOR;
  Lands End - Gapli } (HF is required on this route);
- Funchal/Porto Santo - Santa Maria/Ponta Delgada/Lajes;
- Lisboa/Porto/Faro - Ponta Delgada/Santa Maria/Lajes;
- between Greenland and Canada (HF is required over the Greenland icecap below FL 195):
  - Sondre Stromfjord NDB 67N 60W, Cape Hooper NDB;
  - Kook Islands NDB, 66N 60W, Cape Dyer NDB;
  - Kook Island NDB, 66N 60W, 64N 63W, Frobay VOR; and
- between Iceland and Greenland: Reykjanesskoli NDB, 69 30N 22 40W, Constable Pynt NDB.

E. Routes for Aircraft with Short-Range Navigational Equipment. The following routes may be flown by aircraft with short-range navigation equipment (VOR/DME, ADF), but an LOA for operation within MNPS airspace is still necessary:

(1) Flesland - Myggenes - INGO - Keflavik (G3)

(2) Sumburgh - Akraberg - Myggenes (G11)

NOTE: Inspectors issuing an LOA for routes approved for aircraft with short-range navigational equipment must note this limitation on the LOA. The limitation should be entered as follows: A statement "All routes authorized for aircraft with short-range navigation equipment in chapter 222, section 2, FAA Order 8700.1."

F. Special Provisions for Aircraft Not Equipped for Operation in MNPS Airspace to Climb or Descend through MNPS Airspace. Some aircraft, particularly higher performance international general aviation (IGA) aircraft, operate at flight levels above the upper limit of MNPS airspace (FL 410 and above). Depending on their point of departure, such aircraft often require a comparatively brief penetration of MNPS airspace. In order that these aircraft are not unduly penalized by being excluded from operating at their most economic cruising level, provisions are made for climb and descent through MNPS. The NAT Special Planning Group agreed to the following provisions on the understanding that these would be published in the relevant aeronautical information publications (AIP) by the states concerned, stating the VOR/DME's to be used and indicating those parts of the MNPS airspace which may be affected by this procedure. Aircraft not equipped for operation in MNPS airspace may be cleared by the responsible ATC unit to climb or descend through MNPS airspace provided the following circumstances exist:

(1) the climb or descent can be completed within the usable coverage of selected VOR/DME's and/or within the radar coverage of the ATC unit issuing such clearance;

(2) the aircraft is able to maintain direct pilot-controller communications on VHF; and

(3) MNPS authorized aircraft operating in that part of the MNPS airspace affected by such climb or descent are not penalized by the application of this procedure.

13. USE OF GPS EQUIPMENT. Inspectors should note that the information in this chapter is the most current information available at the time of publication. As additional information becomes available, this guidance will be updated through issuance of bulletins or revisions to this chapter.

A. GPS Navigation. The GPS is a satellite-based radio navigation system that uses precise range measurements from GPS satellites to determine a precise position anywhere in the world. The GPS constellation consists of 24 satellites in various orbital planes approximately 11,000 nautical miles (nm) above the earth. The satellites broadcast a timing signal and data message that the airborne equipment processes to obtain satellite position and status data, and to measure how long each satellite's radio signal takes to reach the receiver. By knowing the precise location of each satellite and precisely matching timing with the atomic clocks on the satellites, the receiver can accurately measure the time the signal takes to arrive at the receiver and thus determine the satellite's precise position. A minimum of three satellites must be in view to determine a two-dimensional position. Four satellites are required to establish an accurate three-dimensional position. GPS equipment determines its position by precise measurement of the distance from selected satellites in the system and the satellite's known location. The accuracy of GPS position data can be affected by various factors. Many of these accuracy errors can be reduced or eliminated with mathematics and sophisticated modeling, while other sources of errors cannot be corrected. The following are examples of those errors which cannot be corrected:

(1) Atmospheric propagation delays can cause relatively small measurement errors, typically less than 100 feet. Ionospheric propagation delays can be partially corrected by sophisticated error-correction capabilities.

(2) Slight inaccuracies in the atomic clocks on the satellites can cause a small position error of approximately 2 feet.

(3) Receiver processing (such as mathematical rounding and electrical interference) may cause errors that are usually either very small (which may add a few feet of uncertainty into each measurement) or very large (which are easy to detect). Receiver errors are typically on the order of 4 feet.

(4) Conditions that cause signal reflections before the satellite's transmitted signal gets to the receiver can cause small errors in position determination or momentary loss of the GPS signal. While advanced signal processing techniques and sophisticated antenna design are used to minimize this problem, some uncertainty can still be added to a GPS measurement.

(5) A satellite's exact measured orbital parameters (ephemeris data) can contain a small error of approximately 4 feet.

B. System Operation.

(1) The Department of Defense (DOD) is responsible for operating the GPS satellite constellation and constantly monitors the GPS satellites to ensure proper operation. Every satellite's ephemeris data are sent to each satellite for broadcast as part of the data message sent in the GPS signal. The GPS is a system of cartesian earth-centered, earth-fixed coordinates as specified in the DOD World Geodetic System 1984 (WGS-84). Navigation values, such as groundspeed and distance and bearing to a waypoint, are computed from the aircraft's latitude/longitude and the location of the waypoint. Course guidance is usually provided as a linear deviation from the desired track of a Great Circle course between defined waypoints.

(2) GPS navigation capability from the 24 satellite constellation is available 24 hours a day anywhere in the world. GPS status is broadcast as part of the data message transmitted by the satellites. Additionally, system status is planned to be available through Notices to Airmen (NOTAM). Status information is also available by means of a telephone data service from the U.S. Coast Guard. Availability of suitable navigation capability from the satellite constellation is expected to approach 100 percent.

(3) GPS signal integrity monitoring will be provided by the GPS navigation receiver using receiver autonomous integrity monitoring (RAIM). For GPS sensors that provide position data only to an integrated navigation system (e.g., flight management system (FMS), multisensor navigation system), a level of GPS integrity equivalent to that of RAIM may be provided by the integrated navigation system. Availability of RAIM capability to meet nonprecision approach requirements in the United States with the 24 satellite constellation is expected to exceed 99 percent.

C. Selective Availability (SA). SA is essentially a method by which DOD can artificially create a significant clock and ephemeris error in the satellites. This feature is designed to deny an enemy nation or terrorist organization the use of precise GPS positioning data. SA is the largest source of error in the GPS system. When SA is active, the DOD guarantees horizontal position accuracy will not be degraded beyond 100 meters 95 percent of the time, and beyond 300 meters 99.99 percent of the time.

D. Portable Units. All portable electronic systems and portable GPS units must be handled in accordance with the provisions of § 91.21. The operator of the aircraft must determine that each portable electronic device will not cause interference with the navigation and communications systems of the aircraft on which it is to be used. Portable GPS units which are attached by Velcro tape or hard yoke mount that require an antenna (internally or externally mounted) are considered to be portable electronic devices and are subject to the provisions of § 91.21. All portable GPS equipment attached to the aircraft by a mounting device must be installed in an approved manner and in accordance with 14 CFR part 43. Questions concerning installation should be referred to an avionics or airworthiness inspector. A critical aspect of any GPS installation is the installation of the antenna. Shadowing by the aircraft structure can adversely affect the operation of the GPS equipment. FAA approval of avionic components, including antennas, requires an evaluation of the applicable aircraft certification regulations prior to approval of an installation. The regulations require that the components perform their intended functions and be free of hazards in and of themselves and to other systems as installed. Pilots should be aware that a GPS signal is weak, typically below the value of the background noise. Electrical noise or static in the vicinity of the antenna can adversely affect the performance of the system. It is recommended that system installations be flight tested in conjunction with other navigation equipment prior to using the system for actual navigation. Unless a portable GPS receiver is TSO C-129 approved, it is not to be used as a basis for approval of operations in the NAT MNPS.

E. Navigation Classes. All navigation performed in flight is either Class I or Class II navigation.

(1) Class I navigation: Any en route flight operation or portion of a flight operation conducted in an area entirely within the officially designated operational service volumes of ICAO standard airways navigation facilities (VOR, VOR/DME, NDB). The two generic types of Class I navigation are navigation by direct reference to ICAO standard navaid's and navigation by use of area navigation systems.

(2) Class II navigation: Any operation or portion of an en route operation which takes place outside (beyond) the officially designated operational service volumes of ICAO standard navaid's (VOR, VOR/DME, NDB). Any en route flight operation or portion of a flight operation which is not Class I navigation. There are three generic classes of Class II navigation. These are navigation by reference to ICAO standard navaid's supplemented by dead reckoning, navigation by use of pilot-operated electronic LRNS's (e.g., INS, Omega, GPS), and navigation by use of a flight navigator.

F. RAIM. A technique whereby a civil GPS receiver/processor determines the integrity of the GPS navigation signals using only GPS signals or GPS signals augmented with altitude. This determination is achieved by a consistency check among a series of satellites being tracked. At least one satellite in addition to those required for navigation must be in view for the receiver to perform the RAIM function.

G. Supplemental Air Navigation System. An FAA-approved navigation system that can be used in addition to a required means of air navigation. It may be used as the primary navigation system provided an operational approved alternate means of navigation suitable for the route of flight is installed on the aircraft.

H. System Availability. The percentage of time (specified as 98 percent) that at least 21 of the 24 satellites must be operational and providing a usable navigation signal.

15. FAA OPERATIONAL APPROVAL OF GPS EQUIPMENT.

A. GPS Equipment Classes. GPS equipment is categorized into classes A(), B(), and C() (ref. TSO-C129).

(1) Class A(). Equipment incorporating both the GPS sensor and navigation capability. This equipment incorporates RAIM.

(a) Class A1 equipment includes en route, terminal, and nonprecision approach navigation capability.

(b) Class A2 equipment includes en route and terminal navigation capability only.

(2) Class B(). Equipment consisting of a GPS sensor that provides data to an integrated navigation system (i.e., FMS, multi-sensor navigation system, etc.).

(a) Class B1 equipment includes RAIM and provides en route, terminal, and nonprecision approach capability.

(b) Class B2 equipment includes RAIM and provides en route and terminal capability only.

(c) Class B3 equipment requires the integrated navigation system to provide a level of GPS integrity equivalent to RAIM and provides en route, terminal, and nonprecision approach capability.

(d) Class B4 equipment requires the integrated navigation system to provide a level of GPS integrity equivalent to RAIM and provides en route and terminal capability only.

(3) Class C(). Equipment consisting of a GPS sensor that provides data to an integrated navigation system (i.e., FMS, multi-sensor navigation system, etc.), which provides enhanced guidance to an autopilot or flight director in order to reduce flight technical error. Installation of Class C() equipment is limited to aircraft approved under 14 CFR part 121 or equivalent criteria.

(a) Class C1 equipment includes RAIM and provides en route, terminal, and nonprecision approach capability.

(b) Class C2 equipment includes RAIM and provides en route and terminal capability only.

(c) Class C3 equipment requires the integrated navigation system to provide a level of GPS integrity equivalent to RAIM and provides en route, terminal, and nonprecision approach capability.

(d) Class C4 equipment requires the integrated navigation system to provide a level of GPS integrity equivalent to RAIM and provides en route and terminal capability only.

B. Approval Criteria A GPS installation with a TSO C-129 authorized navigation system in Class A1, A2, B1, B2, C1, or C2 may be used in combination with other approved LRNS for unrestricted operations in NAT MNPS airspace or may be used as the sole means of long-range navigation on the special routes that have been developed for aircraft equipped with only one LRNS and on the special routes developed for aircraft equipped with short-range navigation equipment. The basic integrity for these operations must be provided by RAIM or an equivalent method. A single GPS installation in Class A1, A2, B1, B2, C1, or C2 which provides RAIM for integrity monitoring may also be used on those short oceanic routes which have only one required means of long-range navigation.

C. Avionics. Documentation must be provided which validates approval of the installed GPS airborne receiver in accordance with Notices 8110.47, 8110.48, AC 20-129, and AC 20-130A, as appropriate, or other applicable airworthiness criteria established for GPS installations. When it has been established that the airborne system has been certified for GPS IFR operations, the following criteria should be used to determine the operational suitability of airborne systems for GPS IFR use.

D. Initial Installations and Continued Airworthiness. The operator must assure that the equipment is properly installed and maintained. No special requirements, other than the standard practices currently applicable to navigation or landing systems, have been identified that are unique to GPS; e.g., Airworthiness Directives, Service Bulletins.

E. Action. Aviation safety inspectors (ASI) must evaluate installation (an avionics inspector should evaluate the avionics installation and recommend the approval prior to the issuance of an LOA to operate in NAT MNPS airspace), crew capabilities, and operational responsibilities relative to GPS oceanic operations prior to issuing an LOA for operation in MNPS. Specific items to check are as follows:

(1) The GPS navigation equipment used must be approved in accordance with the requirements specified in TSO C-129 and the installation must be made in accordance with Notice 8110.47 or 8110.48 or the AFS/AIR joint guidance memorandum dated July 20, 1992.

(2) The basic integrity for these operations must be provided by RAIM or an equivalent method.

(3) The GPS operation must be conducted in accordance with the FAA-approved flight manual or flight manual supplement, if required.

(4) Aircraft using GPS equipment under IFR must be equipped with an approved and operational alternate means of navigation appropriate to the route to be flown. This traditional navigation equipment must be actively used by the flight crew to monitor the performance of the GPS system.

(5) Procedures must be established for use in the event that significant GPS navigation outages are predicted to occur. In situations where this is encountered, the flight must rely on other approved equipment, delay departure, or cancel the flight.

(6) Aircraft navigating by GPS are considered to be RNAV aircraft. Therefore, the appropriate equipment suffix must be included in the ATC flight plan.

17. FLIGHT INFORMATION. Operators must supply or ensure that the information necessary to plan, conduct, and control operations is available to operational control and flightcrew personnel. Most of this data can be obtained through subscriptions to a government service or to a commercial aeronautical information and charting service. Operators should be expected to supplement these services if necessary and, in all cases, are responsible for ensuring that the information used is accurate and complete. Operators must also supply other data, such as NOTAM's, track messages, and airport obstruction data, when

applicable. Omega, Loran, and GPS advisories are available by computer modem to a special bulletin board operated by the GPS Information Center of the Coast Guard. Call (703) 313-5910. A 24-hour voice bulletin board is also available by calling (703) 313-5907.

A. Airport and Facilities. The Airport/Facility Directory (A/FD) contains information on airports and facilities that is needed by flight crewmembers and operational control personnel. For example, the information that certain runways are closed to air carrier aircraft may be contained in the Airport Remarks section for each airport listed in the A/FD. Inspectors should inform their operators that such information is removed from the NOTAM's system when it is published in the A/FD. This information is obtained from the AIP's of the country for operations outside the United States. Also, inspectors should ensure that operators understand their requirement to make the A/FD information (for those airports at which operations are conducted) available to their personnel.

B. NOTAM's. Operators must provide NOTAM's to flightcrews and operational control personnel for domestic and international operations in airspace covered by NOTAM systems. U.S. NOTAM's are edited into final form and distributed by the United States NOTAM Office (USNOF). NOTAM's are disseminated by two methods: electronically through what is termed Service A, and in printed form through the biweekly publication, Notices to Airmen. In general, NOTAM's originally appear in electronic form and are later incorporated in the biweekly publication. Once incorporated in writing, they are no longer transmitted electronically. NOTAM information is classified into the following three groups: NOTAM (D)'s, NOTAM (L)'s, and FDC NOTAM's. These groups, subdivisions of these groups, and other information concerning the NOTAM system are described below.

NOTE: Refer to FAA Order 7930.2 and the Aeronautical Information Manual (AIM) for detailed descriptions of the current NOTAM system.

(1) NOTAM (D)'s. NOTAM (D), or distant dissemination information, pertains to navaid's, landing areas, airport runway lighting facilities, and other data that is normally not published, such as parachute jumping areas, restricted areas, and some air shows. NOTAM (D)'s are appended to electronically transmitted weather reports, such as the Service A network. NOTAM (D)'s are disseminated for all navaid's that are part of the National Airspace System as well as all public-use airports, seaplane bases, and heliports listed in the A/FD.

(a) Center Area NOTAM's (CAN). CAN's are issued on airway changes within controlled airspace, and they are transmitted as FDC NOTAM information on Service A.

(b) Special Notices. Special notices concern matters having a significant impact on flight safety. They are transmitted only once on Service A, and then are published in the biweekly, Notices to Airmen. An example of the kind of information carried in the Special Notices Section is that of available landing distances when land-and-hold-short operations are in effect (formerly known as SOIR: simultaneous operations on intersecting runways).

(c) LRN NOTAM's. Loran systems are covered by NOTAM's. While these are technically NOTAM (D)'s, they are grouped in a special file entitled Long-Range Navigation (LRN) NOTAM's. Omega navigational system outages are also listed in the LRN NOTAM file. These NOTAM's may be obtained from any flight service station (FSS) on request, or by phoning the Naval Observatory at (202) 653-1757.

(2) NOTAM (L)'s. NOTAM (L), or local information, includes such information as airport and taxiway construction and certain airport lighting. This information is directly relevant to surface movement guidance and control. NOTAM (L)'s can also contain information that is expected to be in effect for less than 1 hour concerning navaid's, lighting, and runways. NOTAM (L)'s are not normally transmitted beyond the area of coverage for the local FSS or automated flight service station (AFSS).

(a) Principal Operations Inspector (POI) Responsibility. POI's must ensure that specific procedures for the acquisition and dissemination of local NOTAM information to flightcrews and operational control personnel are readily available.

(b) Obtaining NOTAM (L) Information. This information may be obtained from the FSS having responsibility for the geographic area in which the destination airport is located. Another acceptable means for operators to acquire this information is to task an authorized agent with collecting this information and reporting it to the operator's operational control center.

NOTE: FAA inspectors and National Transportation Safety Board (NTSB) accident investigators have reported that a failure of operators to provide NOTAM (L) data to flightcrews has been a contributing factor in several accidents and incidents. For example, a part 121 operator dispatched a flight of approximately 30 minutes duration to a destination at which the instrument landing sys-

tem was reported by NOTAM (L) to be out of service.

NOTE: The details of what is included as NOTAM (D) and NOTAM (L) data are quite complex (see FAA Order 7930.2 for more specific information).

(3) National Flight Data Center (FDC) NOTAM's. FDC NOTAM's are issued by the USNOF and are regulatory in nature. They are transmitted electronically and are transmitted nationally only once. After national transmission, FDC NOTAM's are normally only maintained in a file by FSS's and AFSS's within 400 nm of the respective FDC location. FDC NOTAM's are canceled by a one-time notice that is transmitted electronically. FDC NOTAM's include, but are not limited to, the following:

- Interim IFR flight procedures
- Temporary flight restrictions
- Presidential (and other parties) flight restrictions
- Permanent 14 CFR part 139 certified airport condition changes pertaining to the Aircraft Rescue and Fire Fighting Equipment (ARFF) Index
- Snow conditions affecting glide slope operations
- Air defense emergencies
- Emergency flight rules
- Substitute airway routes

NOTE: Operators should clearly understand that since FDC NOTAM dissemination is normally limited to within 400 nm of the "tie-in" FSS/AFSS, a means must be devised to collect en route, destination, and alternate airport FDC NOTAM's that may impact operations.

NOTE: VLF stations are not covered by regular NOTAM's service, but the Naval Observatory does provide certain information at (202) 653-1757.

(4) GPS NOTAM's. At present the GPS system is not covered by NOTAM's. GPS NOTAM requirements and specifications are currently under development.

(5) International NOTAM's. The means for transmission of International NOTAM's differs from that used for domestic NOTAM's. International NOTAM's are transmitted electronically to those operators that have arranged to receive them, and they are available, on a request-reply basis, for those offices with Aeronautical Fix Telecommunication (AFTN) circuits. For all other operators, they are available upon request by contacting the nearest FSS/AFSS. If the nearest FSS/AFSS is unable to supply the information, inspectors should advise FAA headquarters by phone at (202) 267-8343. As a last resort, they can contact the USNOF by phone at (202) 267-3390. International NOTAM's are also available from some commercial services.

(6) Operations Not Covered by NOTAM's. Operators may need to establish procedures or systems to develop or disseminate flight safety information concerning areas not covered by domestic or international NOTAM's, such as isolated airports or offshore operations.

(7) Limitations of FSS NOTAM Briefings. Inspectors and operators alike should be aware that printed NOTAM's contained in the biweekly Notices to Airmen are not provided by the FSS specialist unless specifically requested. Also, lengthy and graphically depicted NOTAM's, because of their complexity, are normally not obtainable during a telephone FSS briefing. Notwithstanding the above limitations, POI's must ensure that operators that direct their crews to obtain FSS briefings also make the following information available to flight crew and operational control personnel: electronically transmitted NOTAM's, local NOTAM's and other flight safety data, such as special notices and information from the Airport Remarks section of the A/FD.

C. Track Messages. Messages containing the coordinates of routes to be followed on flexible track systems such as the North Atlantic organized track structure are transmitted approximately every 12 hours. Western Pacific and Northern Pacific Track NOTAM's are available as international NOTAM's under the location identifiers of the respective air route traffic control center; examples are Oakland Center (KZOA) or Anchorage Center (PAZA). Flight crews operating over these routes are required to have all current valid track coordinates available in the cockpit to verify flight plan coordinates, should an in-flight re-routing become necessary. Inspectors must ensure that an operator's operational control personnel have this information for flight planning and flight monitoring purposes.

SECTION 2. PROCEDURES

1. PREREQUISITES AND COORDINATION REQUIREMENTS.

A. Prerequisites. This task requires knowledge of FAA policies, pertinent ICAO regulations and other applicable regulations, and qualification as an ASI (operations).

B. Coordination Requirements. This task may require coordination with the regional Flight Standards division, a designated FAA navigation specialist, the headquarters Safety and Analysis Branch, AFS-540, the airworthiness unit, and the avionics unit.

3. REFERENCES, FORMS, AND JOB AIDS.

A. References.

- AC 91-70, Oceanic Operations, An Authoritative Guide to Oceanic Operations
- 14 CFR parts 61 and 91
- TSO C-94
- Annexes to the Convention on International Civil Aviation

B. Forms.

- FAA Form 8000-36, Program Tracking and Reporting Subsystem Data Sheet

C. Job Aids.

- Format for an LOA to Operate in the NAT MNPS (figure 222-1)
- Format for Letter to Renew an LOA (figure 222-2)

5. THE APPROVAL PROCESS. The approval process for oceanic operations is used to ensure that those operations meet regulatory standards and provide for safe operating practices. The process consists of five phases that result in approving or not approving an applicant's proposal. The inspector must:

- accurately assess the character and scope of the proposal;
- determine if a demonstration is required;
- determine the need for any coordination requirements;
- ensure that the operator has a clear understanding of the minimum requirements that constitute an acceptable submission; and
- determine the date the operator intends to implement the proposal.

7. MNPS OPERATIONAL APPROVAL. In the United States, operational approval to fly in MNPS airspace is obtained by the issuance of operations specifications for certificated operators or by issuance of an LOA to a general aviation or commercial operator. During initial inquiries, it is important for the FAA and the operator to become familiar with the subject matter in section 1. Authorization for operations in NAT MNPS airspace requires FAA approval of crew qualifications as described in AC 91-70, approval of equipment installation and maintenance procedures, and verification that the ICAO Annex 6 requirements for navigation equipment redundancy are satisfied. Program Tracking and Reporting Subsystem (PTRS) entries will ensure that a data base of all FAA approvals for operation in special use airspace is maintained and available. Additionally, reports of oceanic operations deviations will be available from PTRS entries. These data bases will ensure that the United States meets two specific obligations as an ICAO member state. These obligations are that the states should maintain detailed records of all current IGA approvals, and that the responsibility for enforcement of flight rules that apply over the high seas rests with the aircraft's state of registry or the state of the operator.

9. PHASE ONE. Phase one is initiated when an applicant inquires about the need for an LOA.

A. Purpose of the LOA. Under § 91.705, operators of U.S. registered aircraft must be authorized by the Administrator to conduct operations in special use airspace. The issuance of an LOA (or operations specifications) satisfies the requirements of § 91.705(b). All LOA's will have a PTRS tracking number and expiration date. Renewal of the LOA may be accomplished by letter if the aircraft's equipment or the person responsible for international crew qualifications have not changed since the issuance of the previous LOA. If new equipment has been installed or a different person is responsible for international crew qualifications, a new application for an LOA must be made in the same manner as that required for the initial LOA. LOA's or LOA tracking numbers must be carried on the aircraft at all times when operating in MNPS airspace. The type of operation authorized will be specified in the LOA. These include unrestricted MNPS airspace authorization, restricted authorization for routes requiring one LRNS, routes for aircraft with

short-range navigation equipment, and restricted authorization for routes not requiring HF radios.

(1) A standard format LOA (figure 222-1) will be issued to grant approval for operations in MNPS airspace. The LOA must be typed in a standard letter format bearing an FAA letterhead, and must be signed by the FSDO manager.

(2) LOA's will have a 24 calendar-months validity period.

(3) Current LOA holders will be required to obtain a new LOA by October 1, 1996. New LOA's can be obtained in person or by mail by submitting a letter of request (in duplicate) in the format shown in figure 222-2. The request must include all of the information required in the standard LOA format shown in figure 222-1. One copy of the request will be retained in the district office. If the request is approved, the office manager will sign the other copy and return it to the operator. The signed copy will constitute authorization to operate in the NAT MNPS. Upon receipt of a signed LOA, operators must return any previously issued LOA to the district office within 30 days.

B. Applicant-FAA Communication. In phase one, the inspector must ensure that the operator clearly understands the requirements that must be met for the proposal to be approved by the FAA. It is essential for the operator to understand that, although the inspector may provide advice and guidance, the proposal submitted to the FAA for approval is solely the operator's responsibility. The operator must be informed of the benefits of submitting required documents as early as possible. The operator must also be aware of the responsibility to advise the FAA, in a timely manner, of any significant changes in the proposal.

C. Authorization Criteria for Issuance of LOA's. A listing of regulations pertinent to international operations is located in figure 222-4. Before receiving approval for operations in oceanic airspace, the operator must meet the following requirements:

(1) the required navigation and communication equipment must be inspected and approved;

(2) the aircraft must be properly registered and certificated as airworthy;

(3) the operator must develop a journey log in accordance with Article 34 of the Convention on International Civil Aviation. The Article states, in part, "There shall be maintained in respect to every aircraft engaged in international navigation a journey logbook in which shall be entered particulars of the aircraft, its crew, and of each journey . . . ."

NOTE: The term "logbook" in this context means a navigation log and/or plotting chart that may be kept in the form of electronic data. This record should be maintained for 6 calendar-months following the flight.

(4) the crew(s) must have international operations qualifications as certified by an individual U.S. citizen who must accept responsibility for the crew's operation in international airspace. Crews must meet the applicable requirements stated in section 1, paragraph 7D. If the inspector determines the crew's qualifications to be inadequate, a validation test will be required. Qualifications for the issuance of an LOA may be satisfied by one of the following:

(a) Completing an operator's oceanic operations training program.

(b) Completing a commercial oceanic operations training program.

(c) Submitting military training records indicating prior oceanic operations experience.

(d) Other methods indicating to the inspector that the operator has been assured that the crew can safely conduct oceanic operations (examples could include written or oral testing).

NOTE: Specific training is not required by the regulations or by Annex 2 to the ICAO Rules of the Air. Inspectors should exercise a great deal of latitude in determining qualifications. For example, a record of previous flights in MNPS airspace without incident is sufficient to indicate that the crew is qualified.

(5) For a crew to be considered as being qualified for oceanic operations, crew members must be knowledgeable in the following subject areas:

(a) ICAO operational rules and regulations;

(b) ICAO measurement standards;

(c) use of oceanic flight planning charts;

(d) sources and content of international flight publications;

(e) itinerary planning;

(f) FAA international flight plan, ICAO flight plan, and flight log preparation;

(g) route planning within the special use airspace where flights are to be conducted;

(h) en route and terminal procedures - different from U.S. procedures;

(i) long-range, air-to-ground communication procedures;

(j) structure of the special use airspace where the flights are to be conducted;

(k) air traffic clearances;

(l) international meteorology, including significant weather charts, prognostic weather charts, tropopause prognostic charts, and TAF's;

(m) specific en route navigation procedures for each type of navigation equipment required for use in the special use airspace; and

(n) emergency procedures, including required emergency equipment, search and rescue techniques, navigation equipment failure techniques, and communication equipment failure techniques.

11. PHASE TWO. Phase two begins when the operator formally submits a proposal for FAA evaluation. The FAA makes initial examination of the documents for completeness with respect to requirements established in phase one. As a result of phase two, the proposal is accepted or returned with an explanation of deficiencies.

A. Initial Action. In phase two, the inspector's initial action is to review the operator's submission to ensure that the proposal is clearly defined and that the documents specified in phase one have been provided. The required information must be complete and detailed enough to permit a thorough evaluation of the operator's ability and competence to fully satisfy the applicable regulations, national policy, and safe operating practices in oceanic operations. The inspector also queries the Flight Standards Automation System (FSAS) data base to obtain the flightcrew's accident, incident, and pilot violations history to determine eligibility, and to ascertain whether the aircraft registration and operator citizenship satisfy the requirements of 14 CFR part 47. Authorization for operations in special use airspace requires that an individual U.S. citizen be responsible for crew performance in MNPS airspace. Phase two does not include a detailed operational and technical evaluation or analysis of the submitted information (see phase three). However, in phase two the submission must be examined to assess the completeness of the required information.

B. Unsatisfactory Submission. If the operator's submission is not complete or the quality is obviously unacceptable, it must be immediately returned before any further review and evaluation is conducted.

(1) Normally, an unacceptable submission is returned with a written explanation of the reasons for its return.

(2) In complex cases, a meeting with the operator's key personnel may be necessary to resolve issues and agree on a mutually acceptable solution. If mutual agreements cannot be reached, the inspector must terminate the meeting, inform the operator that the submission is unacceptable, and return the submission.

(3) If all parties are able to reach agreement on measures to correct omissions or deficiencies, and the principal inspectors (operations, maintenance, and avionics, if applicable) determine that the submission is acceptable, the operator is informed, and phase three begins.

C. Status Reports. It is important for the inspector involved to keep the operator advised of the status of the proposal. If the inspector takes no other action, or if the submission is deficient and not returned in a timely manner, the operator may assume that the FAA has tacitly accepted the submission and is continuing with the process. Timeliness of action depends on the situation and on the inspector's judgment.

13. PHASE THREE. During phase three, the FAA evaluates the operator's formal proposal for compliance with the regulations, compliance with the direction provided in this handbook, and compliance with other safety-related documents and safe operating practices. If the results of the evaluation are unsatisfactory, the proposal is returned to the operator for correction and/or termination of the phase. Planning of phase four (if required) may begin during phase three. When the results of the evaluation are satisfactory, proceed with phase four (if a demonstration is required) and grant conditional approval or acceptance, if appropriate. Proceed to phase five if a demonstration is not required.

A. Detailed Analysis. Phase three is the FAA's detailed analysis, review, and evaluation of the operator's proposal. In phase three, the FAA evaluation is focused on the form, content, and technical quality of the submitted proposal.

B. Evaluation Criteria. The inspector must ensure that the documents adequately establish the operator's ability and competence to conduct operations safely in accordance with the submitted proposal. Operators must present their aircraft at a location convenient to the operator and the inspectors. A representative minimum flightcrew must accompany the aircraft to the inspection site for evaluation of the crew's qualifications to operate navigation and communication equipment in accordance with the

approved manual. Additional crews do not need to be present during this inspection, but a representative of the operator will be required to certify, by the signing of the LOA, that all crews operating aircraft in special use airspace are at least as qualified as the representative crew. Communication and navigation equipment must be inspected by an avionics inspector to ensure that the installation was done in a manner approved by the Administrator (refer to FAA Order 8300.10 Airworthiness Inspector's Handbook, chapter 241), and to verify that the aircraft has the required communication and navigation equipment for operations in MNPS airspace.

C. Equipment Manuals. Operations manuals are required for all navigation equipment. These manuals must contain the material required to define all operational limitations associated with the system's performance. For example, in the case of a station referenced system, the manual would include details of the areas where an adequate signal level may be received or, in the case of an inertial system, any limitations of the system's ground alignment and of the time period within which adequate navigational performance within specified limits can be reasonably assured.

D. Addressing Deficiencies. During phase three the inspector must address any deficiencies in the submitted material in a timely manner before proceeding to subsequent phases. Discussion with the operator may be sufficient to resolve certain discrepancies or questions or to obtain additional information. It may be necessary to return certain portions of the submission to the operator for specific changes. However, when an inspector determines that, for specific reasons, the material is unacceptable, the inspector must return the proposal to the operator with an explanation and immediately terminate the process and close the PTRS file. If the results of the evaluation are acceptable and a demonstration is necessary, the inspector may need to grant conditional, initial, or provisional approval of the proposal, pending the results of the demonstration, before continuing with the process.

E. Phase Four Planning. An important aspect of phase three is for inspectors to begin planning the conduct of phase four. While evaluating the operator's formal proposal, inspectors should begin to formulate plans to observe and evaluate the operator's ability to perform, if necessary. These plans must be completed before the actual demonstrations. Inspectors should be aware that situations may arise when a crew that has been conducting oceanic operations under 14 CFR part 135 requests approval to operate under part 91, or vice versa. In either case, the inspector may grant credit for the previous operational experience if it is determined that operations can be safely conducted under either set of regulations.

15. PHASE FOUR. During phase four, the FAA observes the validation test, and the operator demonstrates ability. As a result of phase four, the validation test is either satisfactory or unsatisfactory.

A. Observation and Evaluation of Demonstration. Phase four is an operational evaluation of the operator's ability to function in accordance with the proposal evaluated in phase three. This phase may be completed in phase three unless the inspector determines that a validation test is required. If a validation test is required, it will be necessary to complete this phase in accordance with FAA Order 8400.10, Air Transportation Operations Inspector's Handbook, volume 3, chapter 9.

B. Evaluation Criteria. Criteria for evaluating an operator's eligibility for an LOA are described in section 1.

C. Handling Discrepancies. The inspector must plan for the conduct and observation of the validation test, including such items as participants, evaluation criteria, and sequence of events. During these tests it is normal for minor discrepancies to occur. Discrepancies can often be resolved during the tests by obtaining commitments from responsible company officials. Inspectors may also request the assistance of the regional oceanic focal point or an FAA navigation specialist during this phase. If any questions should arise with regards to the issuance of an LOA, principal inspectors should request guidance from a navigation specialist at one of the following locations: the SFO IFO at (415) 876-2765, the NYC FSDO at (718) 553-1848, or AFS-540 at (703) 661-0333.

(1) The inspector responsible for overseeing a demonstration must evaluate each discrepancy in terms of its overall impact on the operator's ability and competence to conduct the proposed operation.

(2) The inspector must stop the demonstration in phase four when deficiencies or unacceptable levels of competency are observed. The inspector must identify the phase of the general process to which the applicant must return or decide to terminate the process entirely. If the demonstration is unacceptable because crewmembers were unable to perform their assigned duties, it may be appropriate to advise the operator that the process is terminated and a new proposal should be submitted.

D. Acceptable Demonstrations. If the FAA evaluation of the operator's demonstrated ability is acceptable, the process continues. An operator will not, under any circumstances, be authorized or otherwise approved to conduct any particular operation until all airworthiness and operations requirements are met and the operator is clearly capable of conducting a safe operation in compliance with FAA regulations and safe operating practices.

17. PHASE FIVE. During phase five, the FAA approves or accepts a proposal.

A. Indicating Approval. Approval is granted by the issuance of an authorization in the format illustrated in figure 222-1. Upon satisfactory completion of the aircraft and crew inspection, the inspector issues the approval. The inspector assigns an authorization number in the manner prescribed in paragraph D below, enters the issue date and expiration date, checks one of the approval blocks (MNPS or RVSM) enters the information into the PTRS system and gives the original letter, signed by the district office manager, to the operator.

NOTE: Inspectors issuing an LOA for routes approved for aircraft with short-range navigational equipment must note this limitation on the LOA. The limitation should be entered as follows: A statement "All routes authorized for aircraft with short-range navigation equipment in chapter 222, section 2, FAA Order 8700.1."

NOTE: All LOA's must contain entries for each of the categories listed in figure 222-1. Respond to every item contained in figure 222-1. For example, the category "crew training conducted by" may have an entry of "none," "self," "company training," or the name of a commercial oceanic training course.

B. Acceptances. Other proposals, submissions, or requests not requiring specific FAA approval but required to be submitted to the FAA, are items that are presented for acceptance. Acceptance of an operator's proposal may be accomplished by various means including a letter, verbal acceptance, or by taking no action, which indicates there is no FAA objection to the proposal.

C. Conditional Approval or Acceptance. Sometimes FAA approval or acceptance of an operator's proposal may be conditional in nature. For example, a training program may be initially approved, provided the simulator to be used in that program receives approval from the National Simulator Evaluation Team.

D. Assign an Authorization Number. Inspectors must compose an authorization number to be included on the authorization for tracking purposes. Utilize the four-place alpha-numeric code for the district office. This code can be located in the district office edit table in the FSAS. This code, combined with the year in which the authorization is issued, and the sequential number of the authorization issued in that year by that office, make up the authorization number. An example of an authorization number follows: SWO192015 indicates that the authorization was issued by FSDO-01 in the southwest region in 1992 and was the fifteenth authorization issued that year.

19. RENEWAL OF AN LOA. Requirements for renewal of an LOA are the same as those for original issuance. If no change of equipment has been made and the same individual is still in charge of crew training in international operations, a new LOA may be issued without a re-inspection of the aircraft or a validation flight.

21. DENIAL OF A REQUEST FOR AN LOA. If an operator is unable to satisfy all requirements for issuance of an LOA, the inspector shall deny the request, notify the operator by letter (figure 222-3), and return all submitted documents to the operator.

23. COMPLETION.

A. PTRS. Upon completion of all of the above phases, inspectors should complete a PTRS Data Sheet and then enter the information into the PTRS.

B. Entries. The following specific entries are required for this task:

(1) Enter part 91 reference and activity number 1406 (5433 for avionics) for North Atlantic operations. Enter activity number 1408 (5434 for avionics) for other areas. Operators under part 125 will have operations specifications issued in lieu of a letter of authorization.

(2) Under the Miscellaneous item in Section I, enter "MNPSAUTHORIZ."

(3) Enter the FSDO identifier and LOA number in the National Use field of Section I; e.g., CVG95-003.

(4) Make the following entries in Section IV:

(a) Enter Primary/Key code B719.

(b) Enter Opinion code "I."

(c) In the Comment Text field, enter the LOA expiration date and the name, address, and telephone number of the individual responsible for operations as stated on the LOA.

25. TASK OUTCOMES. The completion of this task results in:

A. Issuance of an LOA authorizing operations in special use airspace.

B. Renewal of an LOA.

C. Denial of application for an LOA.

27. FUTURE ACTIVITIES.

A. The operator may apply for renewal of an existing LOA.

B. The inspector may be asked to investigate a reported navigational error, altitude deviation, or erosion of longitudinal separation.

C. The inspector may be asked to verify an LOA.

D. An LOA may be canceled.

FIGURE 222-1
FORMAT FOR AN LOA TO OPERATE IN THE NAT MNPS

This letter constitutes approval for the named aircraft to operate in the North Atlantic Minimum Performance Specification Airspace (NAT MNPS) and/or Reduced Vertical Separation Minimum (RVSM) airspace or to conduct oceanic flight by the authorized operator or crew listed under the conditions and limitations below.

Aircraft make and model _____ N-Number _____

Aircraft serial number _____ Aircraft color _____

NAVIGATION EQUIPMENT

TYPE/MANUFACTURER/MODEL	PART NUMBER	DATE INSTALLED

COMMUNICATION EQUIPMENT

TYPE/MANUFACTURER/MODEL	PART NUMBER	DATE INSTALLED

Aircraft base of operations (city, state, zip) _____
Name of aircraft owner/operator _____
Crew training conducted by _____
Print name of person responsible for crew operations or agent for service (must be a U.S. citizen) _____
Signature of person responsible for crew operations or agent for service _____
Street address (cannot be a Post Office box) _____
City, state, zip code _____

FOR FAA USE ONLY (To be completed by issuing office)

This approval is for: MNPS only _____ MNPS and RVSM _____
[*enter ASI's initials*] [*enter initials OR "N/A"*]
Authorization Number _____
Aircraft limitations (if applicable) _____
Program Tracking and Reporting Subsystem (PTRS) tracking number _____
Date of Issuance _____ Expiration Date _____

(Continued on next page)

FIGURE 222-1—Continued
FORMAT FOR AN LOA TO OPERATE IN THE NAT MNPS

This authorization is subject to the conditions that all operations conducted within NAT MNPS airspace are in accordance with Title 14 of the Code of Federal Regulations (14 CFR) part 91, § 91.705 and the flight rules contained in International Civil Aviation Organization (ICAO) Annex 2, and that all operations outside of the United States comply with § 91.703 and Annex 2. The person responsible for crew operations or agent for service must accept responsibility for complying with the stated regulations by signing this document. This document is considered invalid until signed. If the person signing this document relinquishes responsibility, changes mailing address, or the aircraft changes ownership or base of operation, this letter becomes invalid and the signee should immediately notify the issuing office of the change. LOA's can be renewed via a letter or fax request submitted at least 30 days prior to the expiration date if no changes have been made. If any changes have been made, application for a new LOA must be made in the same manner as that required for the initial LOA.

_____
[FSDO manager's signature]

FIGURE 222-2
FORMAT FOR LETTER TO RENEW AN LOA

FROM: [*person or department requesting LOA*]
[*company name (if applicable)*]
[*street address*] (P.O. Box not acceptable)
[*city, state, zip code*]

TO: Federal Aviation Administration
Flight Standards District Office
[*street address*]
[*city, state, zip*]

Dear Inspector:

Enclosed is a copy of our letter of authorization (LOA) which is due to expire within the next 60 days, and a completed form requesting a new LOA for operations in Minimum Navigation Performance Specification and/or Reduced Vertical Separation Minimum airspace.

I/we further certify that all authorized crews are qualified to operate in oceanic areas.

Sincerely,

[*person's signature responsible for crew operations or agent for service*]

[*typed name of person responsible for crew operations or agent for service*]

[*title*]

[*date*]

NOTE: The letter should be sent to the office that issued expired LOA.

FIGURE 222-3
LETTER INFORMING OPERATOR THAT A REQUEST FOR AN LOA HAS BEEN DENIED

FROM: Federal Aviation Administration
Flight Standards District Office
[*street address*]
[*city, state, zip*]

TO: [*person or department requesting LOA*]
[*company name (if applicable)*]
[*street address*] (P.O. Box not acceptable)
[*city, state, zip code*]

Dear [*name*],

Your request for a letter of authorization (LOA) to operate in [*name of special use airspace*] airspace has been denied for the following reasons:

_____

_____

_____

You may reapply for an LOA upon correction of the discrepancies listed above. You may contact this office at [*telephone number*] if you have any questions.

Sincerely,

[*inspector's signature who reviewed application*]

[*inspector's name*]

[*title*]

FIGURE 222-4
REGULATIONS PERTINENT TO INTERNATIONAL OPERATIONS

This listing is a compilation of regulations that have particular importance in international operations. Crews are advised to reference these regulations prior to planning an oceanic or international flight. This listing of regulations is for guidance only, and does not eliminate or provide relief from other regulations that are not listed. Pilots transporting aircraft internationally should also be aware of the contents of Chapter III, Nationality for Aircraft, in the Agreements of the Chicago Convention.

14 CFR PART 45 - IDENTIFICATION AND REGISTRATION MARKING

SUBJECT	14 CFR
Nationality and Registration Marks - General	45.21
Display of Registration Marks - General	45.23
Size of Registration Marks	45.29
Marking of Export Aircraft	45.31

14 CFR PART 91 - GENERAL OPERATION AND FLIGHT RULES

SUBJECT	14 CFR
Survival Equipment for Overwater Operations	91.509
Radio Equipment for Overwater Operations	91.511
Operation of Civil Aircraft of U.S. Registry Outside of the United States	91.703
Operations Within the North Atlantic Minimum Navigation Performance Specifications Airspace	91.705
Flights Between Mexico or Canada and the United States	91.707
Operations to Cuba	91.709

14 CFR PART 47 - AIRCRAFT REGISTRATION

SUBJECT	14 CFR
Registration Required	47.3
Applicants for Aircraft Registration	47.5
* Certification of U.S. Citizenship	47.7
* Voting Trust	47.8
* Corporation not U.S. Citizen	47.9
Evidence of Ownership	47.11
Effective Date of Aircraft Registration	47.39
Invalid Registration	47.43
Cancellation of Certificate for Export	47.47

*These regulations have specific importance in regard to international operations. They each contain citizenship requirements relative to the legality of an aircraft registration and will be checked by inspectors upon application for any required LOA.

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APPENDIX 2. INSPECTOR FEEDBACK

INFORMATION CURRENCY. The General Aviation and Commercial Division, AFS-800, has developed a revision process to ensure that the information contained in this handbook is current and correct. Any comments regarding content, whether to point out deficiencies or suggest improvements, should be directed to AFS-800. All comments will be reviewed and the handbook amended as appropriate. An inspector feedback sheet is provided on the following page.

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INSPECTOR FEEDBACK SHEET

Subject: [X] Order 8700.1, General Aviation Operations Inspector's Handbook, Change No. _____

To: Federal Aviation Administration
General Aviation & Commercial Division, AFS-800
800 Independence Ave., SW
Washington, DC 20591
ATTN: Handbook Project Manager

Please check all appropriate items. Attach a copy of the affected pages.

[ ] An error (procedural or typographical) has been noted in volume _____, chapter _____, section _____, paragraph _____ on page _____.

[ ] Recommend volume _____, chapter _____, section _____, paragraph _____, page _____, be changed as follows: (Attach separate sheets if necessary).

[ ] Recommend a change to national policy in volume _____, chapter _____, section _____, paragraph _____, on page _____ as follows:

[ ] In a future change to this order, please cover the following subject: (Briefly describe what you want added.)

[ ] Regional handbook standardization representative recommendation:

[ ] I would like to discuss the above. Please contact me.

Submitted by: _____ Date: _____

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APPENDIX 3. GENERAL AVIATION HANDBOOK BULLETINS

This appendix contains a list of current handbook bulletins for general aviation (HBGA). Those bulletins that have been incorporated into this order with this change are marked as such. All current/amended bulletins will be incorporated into the handbook during the normal change cycle. In the interim, the bulletins listed as current/amended should be retained in this appendix. Those bulletins that are not listed should be removed.

HBGA's are maintained electronically on the FEDWORLD BBS at the National Technical Information Service (NTIS) BBS (703-321-3339). HBGA's are also available on the Internet World Wide Web AVR Home Page at uniform resource locator (URL) http://www.faa.gov/avr/afshome.htm.

NUMBER	DATE	SUBJECT	STATUS
HBGA 91-15	01-17-92	Inspector Access to Airport Security Areas	Incorporated Vol. 2, Chap. 214
HBGA 92-03	09-04-92	Inspector Procedures for the Surveillance of FAA Flight Programs	Incorporated Vol. 2, Chap. 214
HBGA 93-01	05-05-93	Operations Inspector Currency Requirements	Current
HBGA 94-01	01-12-94	"Special Aircrew and Aircraft Authorization Required" CAT I Minimums: Revised	Incorporated Vol. 2, Chap. 59
HBGA 94-03	04-20-94	Transition to All Computerized Airmen Knowledge Testing	Current
HBGA 94-04	05-12-94	Program Tracking and Reporting Subsystem (PTRS) Documentation of Action Required by Flight Standards Bulletins	Current
HBGA 95-01A	02-24-95	Voluntary Self Disclosure	Amended
HBGA 95-02	06-20-95	Government Aircraft Operations; Public Aircraft Operations Versus Civil Aircraft Operations	Current
HBGA 95-03A	04-01-96	Upgrading Type Ratings to the ATP Level	Incorporated Vol. 2, Chap. 9
HBGA 95-04	09-29-95	Initial Qualification Requirements for ATP Examiners	Incorporated Vol. 2, Chap. 15
HBGA 96-01	05-17-96	Completing FAA Form 8710-1 for Applicants Issued a Pilot Certificate on the Basis of Military Competency or a Foreign License	Incorporated Vol. 2, Chap. 28 Vol. 2, Chap. 29
HBGA 96-02	07-01-96	Inspector Conduct Pertaining to En Route Inspections	Incorporated Vol. 2, Chap. 84 Vol. 2, Chap. 85

NUMBER	DATE	SUBJECT	STATUS
HBGA 97-01	12-05-96	Eligibility Requirements for Commercial and Instrument Rating Examiners (CIRE) and Airline Transport Examiners (ATPE)	Current
HBGA 97-02		[Reserved]	
HBGA 97-03	02-10-97	Public Aviation Events Requiring Issuance of a Certificate of Waiver or Authorization by the FAA	Incorporated Vol. 2, Chap. 49

APPENDIX 4. GENERAL AVIATION FLIGHT STANDARDS INFORMATION BULLETINS

Flight Standards Information Bulletins (FSIB) address issues requiring action, special emphasis programs, and time critical and/or temporary concerns. The FSIB enables the Flight Standards Service to disseminate information quickly to the community. The FSIB does not replace the handbook bulletin nor is it incorporated directly into handbook text. FSIB's for general aviation (FSGA) should be retained in appendix 4 of this order. The following list of FSGA's denotes current, expired, canceled, and amended bulletins. Those bulletins that are not listed should be removed.

FSIB's are maintained electronically on the FED WORLD BBS at the National Technical Information Service (NTIS) BBS at (703) 321-3339. FSIB's are also available on the Internet World Wide Web AVR Home Page at uniform resource locator (URL) http://www.faa.gov/avr/afshome.htm.

NUMBER	DATE	SUBJECT/EXPIRATION DATE	STATUS
FSGA 93-06	05-19-93	Criteria for FAA Form 8710-1 /05-31-97	Extended
FSGA 93-11	07-20-93	Inspector Resources Data Base /07-31-97	Extended
FSGA 93-18	01-03-94	Expiration of SFAR 62 and Enforcement of FAR 91.215(b)(2) /01-31-98	Extended
FSGA 94-06	07-01-94	Requirement for Propeller Feathering in Airplane Multiengine Training and Certification /05-31-97	Extended
FSGA 94-08	07-08-94	Department of Defense (DOD) Inspection Findings-Review Procedures /12-31-97	Extended
FSGA 94-11	10-15-94	Application Procedures for Designated Pilot Examiners (DPE), Designated Maintenance Examiners (DME), and Designated Parachute Rigger Examiners (DPRE) /06-30-97	Canceled
FSGA 94-12	11-18-94	Procedures for Reporting of Alcohol or Drug Tests Results and Refusals to Submit to Testing by Flight Crewmembers to CAMI /12-31-97	Extended
FSGA 95-01	12-15-95	Robinson Helicopter R-22/44 Information /12-31-97	Extended
FSGA 95-02	02-13-95	Military Training Routes (MTR) /02-28-97	Extended
FSGA 95-03	03-28-95	SFAR 73 Implementation /03-31-98	Extended
FSGA 95-04A	09-29-95	North American Free Trade Agreement (NAFTA) Interim Guidance /06-30-98	Amended

NUMBER	DATE	SUBJECT/EXPIRATION DATE	STATUS
FSGA 95-05	06-06-95	Determining Current FAA Approval Status Flight Instructor Refresher Clinics /06-30-97	Current
FSGA 95-06A	09-29-95	Procedures for Issuance of Waivers for Air Combat Operators under Federal Aviation Regulations (FAR) Part 91 /06-30-97	Amended
FSGA 95-07	06-29-95	Requirement for Issuance of 10-minute Engine-out Takeoff Thrust Time Limit Operations Specification for Operations Conducted Under FAR Parts 121, 125, and 135 /06-30-97	Current
FSGA 95-08	06-28-95	Emphasizing Competency in the English Language During Airman Training and Certification /06-30-97	Current
FSGA 95-10	07-19-95	Entering Record of Pilot Time on FAA Form 8710-1, Airman Certificate and/or Rating Application /07-31-97	Current
FSGA 95-11	07-19-95	Issuance/Renewal of FAA Form 8710-7, Statement of Acrobatic Competency, by Aviation Safety Inspectors /07-31-97	Canceled
FSGA 96-01	04-17-96	Sponsorship of Public Aviation Events Requiring Issuance of a Certificate of Waiver or Authorization by the Federal Aviation Administration (FAA) /04-30-97	Canceled
FSGA 96-02	05-15-96	National Designated Pilot Examiner Registry (NDPER) Program Procedures /05-31-97	Canceled
FSGA96-03	06-04-96	Authorization and Use of Ground Training Devices under the Provisions of Title 14 of the Code of Federal Regulations (14 CFR) Parts 61 and 141 /06-30-97	Current
FSGA96-04	05-23-96	Transportation of Oxygen Generators (Chemical) /05-31-97	Current
FSGA96-05	06-24-96	Special Cautions in Selecting and Verifying NAVAID Waypoints for Approach /06-31-97	Current
FSGA 96-06	07-08-96	Elimination of Aircraft Radio Station Licenses /07-31-97	Current
FSGA 96-07A	09-19-96	Wake Vortex Avoidance Procedures /09-30-97	Amended

NUMBER	DATE	SUBJECT/EXPIRATION DATE	STATUS
FSGA 97-01	12-31-96	Medical Certificate Requirements for Practical Tests /12-31-97	Current

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