

AEG JOB TASK ANALYSIS WORKSHEET

Title:	Evaluate an Electronic Flight Bag (EFB)						
Number:	4.1.210	Validation Date: 05/09/08			Approval Date: 6/26/2008		
Comments:	This JTA is used whenever the AEG determines the need to conduct and operational evaluation of an Electronic Flight Bag (EFB). Operational evaluation of Class 3 EFBs is conducted in conjunction with AEG functions in aircraft certification projects. Operational evaluation of Class 1 or 2 EFBs is at AEG discretion. The need for the AEG to evaluate Class 1 or 2 EFBs is normally prompted by new or novel EFB hardware or software functions.						
Job Task Sponsor:	AFS-200						
Job Series:	1825 Aviation Safety Inspector (Operations)						
Function:	4.0 General Technical						
Duty:	4.1 Aircraft Evaluation						
Rating and Ranking							
Difficulty:	Moderate						
Importance:	Semi-Critical						
Time to Accomplish:	Variable						
Specialty	Frequency						
Ops	On Demand						
Course Numbers							
none							
PTRS Activity Codes				SAI		EPI	
none				N/A		N/A	

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Regulatory Requirements		
14 CFR 91.9	14 CFR 125.23	14 CFR 121.97
14 CFR 91.21	14 CFR 125.71	14 CFR 121.133
14 CFR 91.103	14 CFR 125.73	14 CFR 121.135
14 CFR 91.503	14 CFR 125.75	14 CFR 121.137
14 CFR 91.605	14 CFR 125.204	14 CFR 121.139
14 CFR 91.611	14 CFR 125.215	14 CFR 121.141
	14 CFR 125.323	14 CFR 121.306
	14 CFR 125.327	14 CFR 121.549
14 CFR 135.21	14 CFR 125.383	14 CFR 121.565
14 CFR 135.23	14 CFR 125.403	14 CFR 121.571
14 CFR 135.63	14 CFR 125.405	14 CFR 121.681
14 CFR 135.81	14 CFR 125.407	14 CFR 121.683
14 CFR 135.83	14 CFR 125.411	14 CFR 121.687
14 CFR 135.144		14 CFR 121.689
14 CFR 135.179		14 CFR 121.693
14 CFR 135.293		14 CFR 121.695
		14 CFR 121.701
		14 CFR 121.709

Forms
none

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Job Aids	
AC 120-76 (as amended)	“Guidelines for the Certification, Airworthiness, and Operational Approval of Electronic Flight Bag Computing Devices”
AC 91-78	“Use of Class 1 or Class 2 Electronic Flight Bag (EFB)”
N 8900.17	“Electronic Flight Bag Systems Used in Aircraft Operated Under 14 CFR Part 91”
FAA Order 8900.1	Flight Standards Information Management System (FSIMS), Vol. 3, Chap. 18 Operations Specifications, Paragraph 3-737 Part A Operations and Management Specifications Paragraphs, OPSPEC/MSPEC A061
MMEL Policy Letter 121	“Electronic Flight Bag”
DOT-VNTCS-FAA-03-07	“Human Factors Considerations in the Design and Evaluation of Electronic Flight Bags (EFBs)”, September 2003
DOT-VNTSC-FAA-06-21	“A Tool Kit for Evaluating Electronic Flight Bags”, September 2006
FAA-H-8261-1A	“Instrument Procedures Handbook”
AC 120-53	“Crew Qualification and Pilot Type Rating Requirements”
<p>NOTE: Ensure you are using the most current information. The Flight Standards Information Management System (FSIMS), or current equivalent, may be used to obtain current guidance.</p>	

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TASK DESCRIPTION:	Evaluate an Electronic Flight Bag (EFB)
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SUBTASK 1:	Identify Need for EFB Evaluation	
Objective / Skill:	Performance:	For a Class 3 EFB certification project the AEG is responsible for operational evaluation. For Class 1 or 2 EFBs, review requests for evaluation or identify a need for evaluation of an EFB and determine if Operational Evaluation of the EFB by the AEG is warranted.
	Conditions:	AC 120-76A, AC 91-78, N8900.17
	Standards:	Accurate determination of when an EFB Operational Evaluation is needed.
Knowledge:	Knowledge of current FAA guidance regarding Operational Evaluation of Electronic Flight Bags.	

SUBTASK 2:	Create AEG office project record.	
Objective / Skill:	Performance:	1. Create AEG Central project record, and 2. Create file folders (if applicable).
	Conditions:	AEG Central and office files.
	Standards:	IAW office practices for use of AEG Central and filing.
Knowledge:	Office practices for use of AEG Central and filing.	

SUBTASK 3:	Application Information	
Objective / Skill:	Performance:	Communicate the application requirements and evaluation process to the applicant (include PI if Class 1 or 2 EFB). Ensure the applicant develops complete application information package.
	Conditions:	AC 120-76A, AEG Office Procedures

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	Standards:	Applicant and PI understand EFB Evaluation Process and each deliver on their required items.
Knowledge:	Knowledge of the application information required for EFB evaluation and ability to communicate to parties their respective obligations to complete tasks.	

ELEMENT 3.1:	If applicable, coordinate with Principal Inspector (PI)	
Objective / Skill:	Performance:	For evaluations of Class 1 or 2 EFBs it is necessary to coordinate with the applicant's Principal Inspector(s) for application information and review of applicant procedures (Application information should come through the PI to the AEG).
	Conditions:	AC 120-76A, AEG Office Procedures
	Standards:	AEG and PI concur on the review of application information.
Knowledge:	Knowledge of the Application Information required for EFB evaluation and awareness of AEG and PI responsibilities.	

ELEMENT 3.2:	Research existing EFB evaluation information	
Objective / Skill:	Performance:	Research existing EFB Operational Suitability Reports (OSR) and FSB Reports for similar EFB's. Review latest FAA guidance regarding EFB operational evaluation requirements.
	Conditions:	AEG Central Database, Opspecs Website for FSB reports, FSIMS for latest FAA guidance.
	Standards:	Locate any similar or identical EFB reports (OSR or FSB) and verify use of latest FAA guidance.
Knowledge:	Knowledge of AEG report publication procedures and ability to research FAA guidance.	

SUBTASK 4:	Conduct Evaluation of EFB.
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Objective / Skill:	Performance:	Conduct operational evaluation of the EFB in accordance with EFB guidance.
	Conditions:	AEG Office, simulator and/or aircraft (as appropriate) Tools: DOT-VNTCS-FAA-03-07, DOT-VNTSC-FAA-06-21.
	Standards:	IAW: AC 120-76A
Knowledge:	Knowledge of the FAA guidance for evaluation criteria and procedures for EFBs.	

ELEMENT 4.1:	Review EFB documentation and procedures	
Objective / Skill:	Performance:	Review documentation to determine all applicable testing has been accomplished for the EFB. Review procedures for the EFB to determine all issues identified in FAA guidance have been addressed.
	Conditions:	AEG Office/workstation using AC 120-76A.
	Standards:	Accurate determination that appropriate testing has been done and procedures developed for EFB operation
Knowledge:	Knowledge of FAA guidance for required testing and procedures for operational use of an EFB.	

SUB-ELEMENT 4.1.1:	Respond to deficiencies to be corrected prior to completion of Operational Evaluation.	
Objective / Skill:	Performance:	Incomplete documentation or inadequate procedures are identified and corrected prior to continuation of the operational evaluation.
	Conditions:	AEG Office/workstation
	Standards:	Deficiencies are identified and communicated to responsible parties for correction prior to continuation of the operational evaluation.
Knowledge:	Ability to identify and communicate deficiencies so that effective corrective actions result in an adequate finished product.	

ELEMENT 4.2:	Complete Operational Evaluation of EFB	
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Objective / Skill:	Performance:	Complete evaluation of “hands-on” demonstration to determine operational suitability of EFB.
	Conditions:	At a facility, in simulator and/or aircraft (as appropriate) IAW AC 120-76A.
	Standards:	Comprehensive evaluation of EFB operation in accordance with FAA guidance for EFB evaluation.
Knowledge:	Knowledge of evaluation procedures for EFBs.	

SUB-ELEMENT 4.2.1:	Coordinate Schedule for Operational Evaluation.	
Objective / Skill:	Performance:	Establish schedule of events for ground and flight demonstration of EFB as applicable.
	Conditions:	AEG Office/workstation
	Standards:	Coordinated schedule with all parties.
Knowledge:	Knowledge of necessary participants and time / facilities / resources required to complete Operational Evaluation.	

SUBTASK 5.0:	Write DRAFT Report	
Objective / Skill:	Performance:	Document the findings from the operational evaluation in the applicable FSB Report for Class 3 EFBs or in an Operational Suitability Report for Class 1 or 2 EFBs.
	Conditions:	AEG Office/workstation
	Standards:	A report document in standardized format that effectively communicates the operational suitability requirements for a given EFB in DRAFT form.
Knowledge:	Knowledge of FAA correspondence specifications and AEG procedures for report writing and formatting.	

ELEMENT 5.1:	Post DRAFT Report for comment	
Objective / Skill:	Performance:	Reports are posted on the Internet for comment in DRAFT form IAW AEG procedures.
	Conditions:	AEG Office/workstation
	Standards:	IAW AEG Office procedures.

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Knowledge:	AEG Office procedures for posting of DRAFT reports for public comment.
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SUBTASK 6:	Validation Testing	
Objective / Skill:	Performance:	1) AEG should monitor and obtain data collected from validation testing to ensure data confirms operational suitability. 2) Analyze Validation Test Report to ensure data supports operational suitability of the EFB reliability.
	Conditions:	AEG Office/workstation
	Standards:	IAW AC 120-76
Knowledge:	EFB validation process and awareness of need to review validation data to confirm operational suitability.	

SUBTASK 7:	Write FINAL Report	
Objective / Skill:	Performance:	Document the findings from the operational evaluation and validation testing in the applicable FSB Report for Class 3 EFBs or in an Operational Suitability Report for Class 1 or 2 EFBs.
	Conditions:	AEG Office/workstation
	Standards:	A report document in standardized FINAL format that effectively communicates the operational suitability determination for a given EFB.
Knowledge:	AEG procedures for report writing and formatting.	

ELEMENT 7.1:	Post FINAL Report	
Objective / Skill:	Performance:	Reports are posted on the Internet in FINAL form IAW AEG procedures.
	Conditions:	AEG Office/workstation
	Standards:	AEG Office procedures.
Knowledge:	AEG Office procedures for posting of Final reports.	

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SUBTASK 8:	Close AEG office project record.	
Objective / Skill:	Performance:	1. Close AEG Central project record, and 2. Close file folders (if applicable).
	Conditions:	AEG Central and office files.
	Standards:	IAW office practices for use of AEG Central and filing.
Knowledge:	Office practices for use of AEG Central and filing.	