

NOTICE

U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION

N 8900.35

National Policy

Effective Date:
2/22/08

Cancellation Date:
2/22/09

SUBJ: Revision to the Templates of Training Specifications Issued to 14 CFR,
Part 142 Air Agencies

1. Purpose of This Notice. This notice provides Training Center Program Managers (TCPM) assigned to Title 14 of the Code of Federal Regulations (14 CFR) part 142 certificate holders notification of changes to the Training Specification template issued to such operators.

2. Audience. The primary audience for this notice is Flight Standards District Office (FSDO) aviation safety inspectors (ASI) and TCPMs who issue Training Specifications to part 142 training centers. The secondary audience includes Flight Standards branches and divisions in the regions and in headquarters.

3. Where You Can Find This Notice. Inspectors can access this notice through Flight Standards Information Management System (FSIMS) at <http://fsims.avs.faa.gov>. Operators and the public can find this change at <http://fsims.faa.gov>. The revised Training Specifications paragraphs will be available through the Operations Safety System (OPSS).

4. Background.

a. Part 142 requires that an air agency that wishes to conduct training operations under that part must obtain training specifications from the Administrator. Part 142, § 142.5, Certificate and training specifications required, subpart (a) states:

“No person may operate a certificated training center without, or in violation of, training center certificate and training specifications issued under this part.”

b. The Federal Aviation Administration (FAA) issues training specifications using a standard template. The Air Carrier Training Branch, AFS-210, has recently determined the need for certain changes to the standard template. These changes are described briefly in this notice, and instructions regarding their implementation are included in paragraph 6 of this notice.

c. The FAA is incorporating these revisions to align our training specifications with current industry practices, FAA policies and procedures, International Civil Aviation Organization (ICAO) practices governing training center activities and future regulatory changes. Additionally, the new templates will ease a center's transition into FAA's Web-based automated Operations Safety System (WebOPSS) which will make full automation of a center's training specifications a reality.

5. Explanation of Policy Changes.

a. Global Changes: Most tables throughout the templates have had titles added for clarification.

b. Paragraph A001: Issuance and Applicability. Table in subparagraph A001a titled “Primary Point of Contact” to clarify that the information entered should pertain to the individual designated by the certificate holder to be primarily responsible for receiving routine, operational e-mail or telephonic communication from the FAA. A column for that person’s name was also added to this table.

c. Paragraph A002: Definitions and Abbreviations. Definitions for Level 1-7 flight training devices (FTD) and Level A-D flight simulators have been deleted. Definitions of “Foreign Certificate Holder,” “Remote Training Site,” “Satellite Training Center” and “Training Specifications” have been modified.

d. Paragraph A003: Airplane/Aircraft Authorization. Paragraph title changed from “Airplane/Aircraft Authorization” to “Aircraft Authorization.” Modified language and deleted table in subparagraph A003b to allow training, testing and/or checking in air carrier-maintained aircraft without listing each aircraft individually. Modified language in subparagraph A003d to eliminate the requirement to obtain case by case approval from the TCPM before conducting operations in customer-owned or furnished aircraft provided the certificate holder has ensured that each such aircraft is maintained in accordance with the requirements of its State of registry.

e. Paragraph A004: Modified paragraph to allow optional selection of paragraph A447 (A447 was previously a mandatory authorization and did not therefore appear in paragraph A004).

f. Paragraph A006: Management Personnel. Table has been modified to include columns for e-mail addresses for management personnel and a “Remarks” column for use by the FAA or the certificate holder.

g. Paragraph A008: Satellite Training Centers. Minor editorial changes made to table column titles.

h. Paragraph A009: Remote Training Site(s). Entire paragraph has been decommissioned and archived. Remote training sites will henceforth be authorized by a letter of authorization (LOA) in accordance with appropriate guidance in Order 8900.1.

i. Paragraph A012: Evaluators. Inserted new language in subparagraph A012b that requires identification of specific curriculum, aircraft type, and the make, model and series in which each training center evaluator is authorized to conduct evaluations.

j. Paragraph A013: Instructors. Inserted new language that requires identification of specific curriculum, aircraft type, and the make, model and series in which each training center instructor is authorized to instruct.

k. Paragraph A015: Flight Simulators Authorization. Modified language in subparagraph A015a and deleted subparagraph A015b (including table), which listed flight simulators approved for use in remote training sites.

l. Paragraph A016: Flight Training Devices Authorization. Modified language in subparagraph A016a and removed reference to remote sites from subparagraph A016b.

m. Paragraph A025: Approved Recordkeeping System. Subparagraph A025d, which required that copies of airman training records for each air carrier or air operator client be forwarded to the applicable air carrier or air operator, was deleted in its entirety.

n. Paragraph A447: Emergency Airworthiness Directives (EAD) Notification Requirements. Paragraph changed to optional, non-mandatory issuance status. Paragraph changed to optional, non-mandatory issuance status. Editorial changes to language in subparagraphs A447a, A447b2 and A447c, including replacing the term “Operations Specification” with “Training Specification.”

o. Paragraph B001: 14 CFR Part 61 Approved Curricula; Other Than Airline Transport Pilot-Airplane. Minor editorial change made to subparagraph B001a.

p. Paragraph B002: 14 CFR Part 61 Airline Transport Pilot Certificate and Added Aircraft Type Rating-Airplane. Minor editorial change made to subparagraph B0021a.

q. Paragraph B003: 14 CFR Part 61 Flight Instructor Approved Curricula. Minor editorial change made to subparagraph B003a.

r. Paragraph B004: Airman Certification Other Than Pilot. Minor editorial change made to subparagraph B004a.

s. Paragraph B005: Specialty Curriculum(s) and Other Approved Courses (142.81). Minor editorial change made to paragraph title. New subparagraphs B005a and B005b have been added. Removed references to 14 CFR parts 121 and 135.

t. Paragraph B008: Satellite Training Centers Operations and Authorizations. Minor editorial changes to table column titles. Removed “Location” column from template and instructions (this information is already captured in paragraph A008).

u. Paragraph B009: Remote Training Site Authorizations. Entire paragraph has been decommissioned and archived. Remote training site authorizations will henceforth be granted by an LOA in accordance with the appropriate guidance in Order 8900.1.

v. Paragraph B031: Training Agreement Authorizations and Limitations. Editorial changes made to subparagraphs B031a and B031b, including replacing, for clarity, the part 141 acronym “TCO” with “Training Course Outline.”

w. Paragraph C075: Circling Approach Procedures. Paragraph C075 language modified, primarily to provide the option of referencing an external document.

x. Paragraph D002: Levels A and B Flight Simulator Maintenance Requirements. “Identifier” removed from the “Airport Identifier” table column. Subparagraph D002b language modified to clarify that each visual airport/runway model selectable from the simulator instructor’s station must be listed, and removed the “Visual Model” column from the D002b table. (The changes to paragraphs D002, D003, and D004 will better align these paragraphs with future regulatory requirements). Subparagraph D002d language modified to require that the pilot provided to assist the National Simulator Program Manager (NSPM) be qualified in make, model and series.

y. Paragraph D003: Level C Flight Simulator Maintenance Requirements. “Identifier” removed from the “Airport Identifier” table column. Subparagraph D003b language modified to clarify that each visual airport/runway model selectable from the simulator instructor’s station must be listed, and removed the “Visual Model” column from the D003b table. Subparagraph D003d language modified to require that the pilot provided to assist the NSPM be qualified in make, model and series.

z. Paragraph D004: Level D Flight Simulator Maintenance Requirements. “Identifier” removed from the “Airport Identifier” table column. Subparagraph D004b language modified to clarify that each visual airport/runway model selectable from the simulator instructor’s station must be listed, and removed the “Visual Model” column from the D004b table. Subparagraph D004d language modified to require that the pilot provided to assist the NSPM be qualified in make, model and series.

aa. Paragraph D005: Flight Training Devices (FTD) Maintenance Requirements. Added new subparagraph D005a(4) to require that a pilot be provided to assist the NSPM in evaluation of FTDs, and that the pilot provided must be qualified in the make, model and series aircraft represented by the device.

6. Action.

a. Each paragraph that has changed must be reissued within 90 days of the effective date of this notice.

b. If the part 142 certificate holder(s) you oversee do not operate aircraft, you must manually archive their A447 paragraph(s). This *will not* happen automatically with the A447 template change. To do this, access your center’s training specifications via OPSS, go to the Certificate Holder’s Document grid and highlight the Active A447. With A447 highlighted, select from the Paragraph menu→Change Status→Change to Archive.

c. Manually archive paragraphs A009 and B009. Note that the filters in OPSS CHDO do not default to display “Decommissioned” paragraphs. To change your filters, click on the button at the bottom of the screen or go to Tools menu and select Filter. On the Certificate Holder’s tab, check the box next to “Archived – Decommissioned,” then click OK. Next, in the Certificate Holder’s grid, highlight the green paragraphs A009 and B009 and go to Paragraph Change Status Change to Archive. For more details on this process, see the October 2004 OPSS Newsletter at www.opspecs.com/NewsLetters/Docs/OPSS%20Newsletter%20-%20October%202004.pdf.

7. Tracking. Document accomplishment of the issuance of amended training specifications by:

- Opening a Program Tracking and Reporting Subsystem (PTRS) record, using code 1397.
- Entering “8900TC” in the “National Use” field (without the quotes).

8. Disposition. This notice concerns a one-time change to the training specifications template and will expire one year from its effective date. Direct questions concerning this notice to the Air Transportation Division, Air Carrier Training and 142 Training Center Branch, AFS-210 at (202) 493-5259.

ORIGINAL SIGNED by
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Director, Flight Standards Service

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