

VOLUME 2 AIR OPERATOR AND AGENCY CERTIFICATION AND APPLICATION PROCESS

CHAPTER 2 GENERAL INFORMATION FOR AIR CARRIER CERTIFICATION AND FRACTIONAL OWNERSHIP APPLICATION

Section 6 Hazardous Materials or Dangerous Goods

2-246 BACKGROUND.

A. Objective. This section provides guidance concerning Title 49 of the Code of Federal Regulations (49 CFR) on hazardous materials (hazmat) transportation. Principal inspectors (PI) should ensure that air agencies/carriers are aware of the 49 CFR regulations governing hazmat transportation by air. These regulations apply to the certificate holder's shipment of hazmat. Air agencies/carriers should be aware that, as a hazmat employer, their compliance with the hazmat employee training requirements contained in 49 CFR part 172 subpart H is mandatory. The definitions of "hazmat employer" and "hazmat employee" can be found in 49 CFR part 171, § 171.8. Also, the certificate holders must develop and implement a system that will allow the air agency/carrier to remain current with the regulations that are updated and/or changed.

B. Hazmat Employee Training Requirements. Title 14 of the Code of Federal Regulations (14 CFR) part 145 repair stations located inside and outside the United States must meet the requirements of part 145, §§ 145.53 and 145.57 regarding certifying the training of their hazmat employees. This is accomplished by issuing a letter to the Federal Aviation Administration (FAA) certifying that all their hazmat employees, contractors, and subcontractors have been trained in accordance with 49 CFR part 172 subpart H, or as outlined in the most current edition of the International Civil Aviation Organization (ICAO) Doc 9284, Technical Instructions for the Safe Transport of Dangerous Goods by Air, as applicable. All certificate management offices (CMO)/Flight Standards District Offices (FSDO) and International Field Offices (IFO) will accept, without further showing, the letter certifying that the appropriate employees are trained.

C. Hazmat Recognition Program. Operators that choose not to carry hazmat must have a hazmat recognition program. (Refer to 14 CFR part 121 subpart Z, part 121 appendix O, part 135 subpart K, and paragraph 2-248 of this section.)

2-247 RESPONSIBILITY FOR ACCEPTANCE/APPROVAL, SURVEILLANCE, AND ENFORCEMENT OF HAZMAT PROGRAMS. The Office of Security and Hazardous Materials Safety (ASH), through the regional Hazardous Materials Branch Managers (HMBM), has oversight responsibility for an air carrier's hazmat program. The HMBM is the technical expert and must evaluate all hazmat programs (see Volume 3, Chapter 51, Section 7). An operator's hazmat program is contained in its hazmat manual and includes hazmat training.

A. Certificate Responsibilities. PIs with certificate responsibilities for air carriers (parts 121 and 135) that use aircraft components or consumable materials that contain hazmat

should ensure that air carriers include in their manuals, and provide appropriate personnel training on, the following information:

- Procedures and information to assist personnel (particularly maintenance, shipping, and storage personnel) to identify or recognize aircraft components and consumable materials that contain hazmat;
- Procedures and information on how these aircraft components or consumable materials are to be moved, stored, or handled within the facilities of the air agency, air carrier, or other air agency with whom they may be contractors;
- Procedures and information for determining the proper packaging, marking, labeling, and materials compatibility, including instructions for the safe movement, storage, and handling of aircraft components and consumable materials that contain hazmat while they are within their facilities, including such materials as chemical oxygen generators;
- Information, guidance, and precautions on the specific hazards associated with aircraft components and consumable materials containing hazmat that are to be moved, stored, or handled within their facilities; and
- Information, instructions, and detailed procedures for the proper disposal of unserviceable aircraft components and consumable materials containing hazmat.

B. Procedures for Acceptance of Hazmat Training. When a principal operations inspector (POI) receives proposed or updated hazmat training from an operator, the POI should forward it to the HMBM. The HMBM evaluates the contents of the training and consults with the POI when necessary. The operator should coordinate with the HMBM as necessary to formulate satisfactory hazmat training. Once the HMBM is satisfied with the training, he or she will recommend it to the POI in writing for final acceptance. The POI then accepts the implementation of the training in accordance with part 121 subpart Z or part 135 subpart K. Hazmat training is usually included in the air carrier's hazmat manual. The initial acceptance of the training is usually done at the same time as the review and acceptance of the hazmat manual.

C. Procedures for Acceptance of Hazmat Manuals. Like other manuals, the hazmat manual is required by part 121, § 121.135 and part 135, § 135.23 and must be accepted by the POI. However, POIs must not accept this manual until the HMBM has evaluated it and recommended it for acceptance. When a POI receives a hazmat manual for review from an air carrier, the POI should forward it to the HMBM. The HMBM will review the contents of the manual and consult with the POI when necessary. The operator should coordinate with the HMBM as necessary to formulate a satisfactory hazmat manual. Once the HMBM is satisfied with the manual, he or she will recommend it to the POI in writing for acceptance. Only then may the POI accept the manual.

D. Certificate Responsibilities for Part 145 Repair Stations. Each repair station that meets the definition of a hazmat employer under 49 CFR § 171.8 must have a hazmat training program that meets the training requirements of 49 CFR part 172 subpart H. The hazmat training manual should be a separate manual for approval under 49 CFR part 172 subpart H and not included as a requirement of the FAA training manual required by 14 CFR § 145.163. PIs are

responsible for obtaining a letter from the repair station that meets the requirements of 14 CFR § 145.53(c) or (d) and § 145.57. Any other hazmat requirements are the responsibility of ASH through the HMBM.

NOTE: PIs should ensure that repair stations are aware of the 49 CFR regulations governing hazmat transportation. Any hazmat training manual received from a repair station must be submitted to the HMBM.

2-248 HAZMAT INFORMATION REQUIREMENTS FOR OPERATORS NOT ACCEPTING HAZMAT. Operators who do not accept, handle, or store hazmat must provide procedures and instructions in the operator's manual as follows:

- Procedures and instructions so that all personnel responsible for accepting and handling any cargo or packaged materials receive adequate training on the recognition of items classified as hazmat (adequate is defined in an operational sense to mean the demonstrated ability of required personnel to identify such items);
- Procedures and instructions so that no packages are accepted by the operator that contain hazmat;
- Procedures and instructions for reporting that damaged packages found to contain, or that are suspected of containing, hazmat or dangerous goods are reported in compliance with 49 CFR §§ 171.15 and 171.16, and 49 CFR part 175, § 175.31;
- Procedures and instructions to see that all Company Material (COMAT) containing hazmat will be offered to a different mode of transportation (e.g., ground) and/or an air carrier that is authorized to transport hazmat; and
- Procedures and instructions to see that any employee, agent, or contract employee of the air carrier who prepares and/or offers COMAT containing hazmat for shipment via any mode is fully trained as a hazmat shipper.

2-249 HAZMAT INFORMATION REQUIREMENTS FOR OPERATORS ACCEPTING HAZMAT. Operators who transport hazmat must provide instruction and procedures on the following basic subjects. The following information is background material for the aviation safety inspector (ASI) and does not supplant or provide guidance for an operator's hazmat program. POIs may share this information when requested, but must see that the operator understands that the HMBM is the FAA authority with which the operator must work when developing, implementing, or changing a hazmat program.

NOTE: See Table 2-6, Applicable Regulatory References, for a list of applicable regulatory references.

A. Procedures and Instructions on Acceptance of Hazmat for Air Shipment.

The operator's instructions should contain the following information:

1) The operator must properly package, mark, label, and document the material in accordance with the packaging rules. The total quantity must be within the quantity limitations, and the proper shipping papers, Department of Transportation (DOT) special permits, or competent authority acceptances must accompany the shipment, as determined by the inspection requirements for accepting shipments in 49 CFR part 175.

2) The package may not leak or be damaged, and must be an authorized package in accordance with the applicable regulations.

3) The package must either be authorized for carriage in passenger-carrying aircraft or labeled for cargo-only aircraft if it is not acceptable for passenger-carrying aircraft.

4) The material must be identified by the proper shipping name, hazard class or division, identification number, and packing group, when required, in accordance with 49 CFR part 172 or the ICAO Technical Instructions.

5) The package must be properly marked and labeled in accordance with 49 CFR or the ICAO Technical Instructions.

6) The operator must review shipping papers to ensure that they entered all necessary information, including any additional information that may be required because of the commodity shipped, or because the method of transportation is related to air transportation.

B. Storage of Hazmat. Operators should provide specific guidance on the storage of hazmat. This guidance should include instructions for Class 8 (corrosive), Class 7 (radioactive), and Class 6, Division 6.1 (poisonous) materials as discussed below:

1) The storage of corrosive materials next to, or in contact with, Class 4, Division 4.2 or 4.3 (flammable) solids or Class 5, Division 5.1 (oxidizing) materials must be prevented. The segregation prescribed in 49 CFR § 175.78 must be maintained for all packages containing hazmat that might react dangerously when stored in a position that causes or contributes to leakage.

2) The storage of radioactive materials labeled “yellow II” and/or “yellow III” will not exceed a transport index (TI) of 50 in a single storage location. These materials are stored in an area that is isolated from people and does not permit pedestrian traffic or loitering. The minimum separation distances prescribed in 49 CFR § 175.703 should be maintained between radioactive materials labeled “yellow II” and “yellow III” and packages of undeveloped film.

3) Packages bearing a poison label will not be stored in the same location as foodstuffs, feeds, or any edible materials intended for consumption by either humans or animals.

C. Loading of Hazmat. The operator should provide specific guidance for loading hazmat. This guidance should include:

- Loading of hazmat in aircraft in accordance with 49 CFR part 175 subpart B;
- Loading and carriage of hazmat in cargo-only aircraft, when other means of transportation are not available or impracticable, in accordance with 49 CFR § 175.310, as revised;
- Loading of radioactive materials in aircraft in accordance with 49 CFR § 175.700 to ensure that TI limitations are in accordance with the provision

of 49 CFR § 175.75 and that the operator transports radioactive packages in accordance with 49 CFR §§ 175.701, 175.702, and 175.703;

- Loading of hazmat in cargo compartments or freight containers within cargo compartments, in accordance with 49 CFR § 175.75; and
- A prohibition against loading packages bearing a poison label in the same compartment that holds foodstuffs, feeds, or any edible materials intended for consumption by humans or animals unless both commodities are in separate, closed-unit load devices known as freight containers.

D. Written Notification of Pilot in Command (PIC). Operators must establish procedures for notifying the PIC when they are carrying hazmat onboard the aircraft, in accordance with 49 CFR § 175.33.

E. Reporting Hazmat Incidents. The hazmat information must include company procedures for reporting hazmat incidents, in compliance with 49 CFR §§ 171.15 and 171.16, and should include the procedures for reporting discrepancies, in compliance with 49 CFR § 175.31.

F. Damage to Hazmat Packages. The operator must develop procedures for handling damaged packages in accordance with 49 CFR § 175.90, radioactive contamination in accordance with 49 CFR § 175.705, and substances in Class 6, Division 6.2 (infectious substances), as found in 49 CFR § 175.630. The information should include a list of telephone numbers and addresses of organizations that can provide technical advice on cleanup techniques and precautions to minimize the possibility of injury to employees and the general public. Appropriate organizations for such advice include the following:

- CHEMTREC;
- The U.S. Department of Energy (DOE);
- A State public health department;
- A Federal or State office of hazmat regulation; and
- The Center for Disease Control and Prevention (CDC) of the U.S. Department of Health and Human Services (HHS).

2-250 COORDINATION. The POI may be required to act as a coordinator between the operator and the appropriate region's security and hazmat divisions. HMBMs may be contacted regarding all aspects of the air transportation of hazmat.

2-251 SPECIAL PERMITS. When an operator applies for either an initial DOT special permit or the renewal of a special permit for the carriage of certain hazmat in air commerce, the PIs may need to assist the region's security and hazmat division in reviewing the compliance history of the certificated operator. There are two types of DOT special permits: a special permit that is valid for 2 years and is obtained through the DOT standard special permit process, and an emergency special permit that is issued to the shipper who hires and provides the name of the air operator in the special permit. The emergency special permit is issued exclusively for one-time-only shipments.

2-252 VIOLATIONS AND INVESTIGATIONS. When an inspector becomes aware of a suspected hazmat violation, he or she shall notify the appropriate HMBM and the appropriate POI. The hazmat special agents conduct inspections, surveillance, and investigations of the transportation of hazmat in air commerce operations.

2-253 SOURCES OF INFORMATION. The following regulations and publications pertaining to the safe transportation of hazmat are available electronically:

A. National Sources. National sources of information pertaining to the safe transportation of hazmat are as follows:

1) Title 14 CFR parts 91, 91 subpart K (part 91K), 121, 125, and 135 are applicable to air carrier, air taxi operations, and helicopter operations, and define the duties and responsibilities for conducting training programs and procedural manuals dealing with the air transportation of hazmat.

2) Title 49 CFR parts 100 through 185 deal with the proper identification, classification, packaging, labeling, marking, and certification of hazmat transported in commerce.

3) DOT Hazmat Web site: <http://phmsa.dot.gov/hazmat>.

4) FAA Hazmat Web site:
http://www.faa.gov/about/office_org/headquarters_offices/ash/ash_programs/hazmat/.

5) ASH contact information:
http://www.faa.gov/about/office_org/headquarters_offices/ash/ash_offices/index.cfm.

B. ICAO Doc 9284, Technical Instructions for the Safe Transport of Dangerous Goods by Air. These technical instructions amplify the basic provisions of Annex 18 to the Convention on International Civil Aviation, and contain detailed instructions necessary for the safe international transport of dangerous goods by air. These instructions are issued in a 2-year edition in alternate Septembers, becoming effective the following January 1.

2-254 AMENDING AN AIR CARRIER'S MANUAL. Title 14 CFR part 119, § 119.59 contains the FAA's authority for inspecting an air carrier or conducting routine surveillance to ensure compliance with the air carrier's manual requirements. Sections 121.131, 121.133(a), 121.135(b)(25), 135.21, and 135.23(p)(1), as appropriate, contain FAA authority for an air carrier manual change.

Table 2-6. Applicable Regulatory References

SUBJECTS	REGULATORY REFERENCES
*‡ Hazmat and Classifications	49 CFR parts 171 and 172
‡ Shipping Paper and Certification Requirements	49 CFR part 172
*‡ Packaging, Marking, and Labeling	49 CFR parts 171, 172, 173, 175, and 178
* Exceptions to the Regulations	49 CFR § 175.10
Written Notification of PIC	49 CFR § 175.33
* Reporting Hazmat Incidents/Discrepancies	49 CFR § 171.15 49 CFR § 171.16 49 CFR § 175.31
Loading, Unloading, and Handling	49 CFR part 175 subpart B
Specific Regulations Applicable According to Classification of Material	49 CFR part 175 subpart C
Continuing Qualification and Maintenance of Packagings	49 CFR part 180
Hazmat Training Program	14 CFR part 121 subpart Z
Hazmat Training Requirements for Certificate Holders	14 CFR part 121 appendix O
Hazmat Training Program	14 CFR part 135 subpart K

NOTE: * Operators who will not accept or transport hazmat or dangerous goods only have to train in these subjects.

NOTE: ‡ In accordance with 49 CFR part 171 subpart C, the ICAO Technical Instructions can be used.

RESERVED. Paragraphs 2-255 through 2-270.

VOLUME 3 GENERAL TECHNICAL ADMINISTRATION**CHAPTER 18 OPERATIONS SPECIFICATIONS****Section 3 Part A Operations Specifications—General**

3-736 DISCUSSION. This section and sections 4, 5, and 6 of Volume 3, Chapter 18, discuss each standard template available for issuance by the automated Operations Safety System (OPSS), also known as the Web-based Operations Safety System (WebOPSS). These templates are more commonly referred to as “paragraphs.” The standard paragraphs discussed in this order are limited to operations in accordance with Title 14 of the Code of Federal Regulations (14 CFR) parts 91, 91 subpart K (91K), 121, 125 (including Letter of Deviation Authority (LODA) holders (125M)), 135, and 145.

A. Definition of OpSpecs. The standard paragraphs for parts 121, 125, 135, and 145 are called operations specifications (OpSpecs).

B. Definition of MSpecs. The standard paragraphs for part 91K are called management specifications (MSpecs).

C. Definition of LOAs. The standard paragraph for part 91 and 125M are called letters of authorization (LOA).

D. Other Source Documents. References are provided to other sections of this handbook, to advisory circulars, or other applicable documents that discuss detailed requirements for certain standard paragraphs.

E. Ensure Complete Review. Before issuing a standard paragraph, any specific requirements specified by this order or the referenced material (relative to the paragraph being issued) must be met. Before reading the following sections for the first time, review the applicable paragraphs available in the OPSS for the specific regulation.

F. Applicability of Paragraphs. There are some standard paragraphs that are required to be issued to all operators for a specific regulation. There are standard paragraphs that are optional and only issued when the operator is specifically authorized to conduct those operations.

NOTE: All 300-series and nonstandard 500-series OpSpecs/MSpecs/training specifications (TSpecs)/LOAs (Parts A, B, C, D, E, and H) require approval by the appropriate headquarters (HQ) policy division. Title 14 CFR parts 61, 91, 91K, 125 (including part 125 LODA holders), 133, 137, and 141 operators' nonstandard operational requests must be approved by the General Aviation and Commercial Division (AFS-800). Title 14 CFR parts 121, 135, and 142 nonstandard operational requests must be approved for issuance by the Air Transportation Division (AFS-200). Parts 121, 135, and 14 CFR part 145 repair stations and all airworthiness nonstandard requests must be approved by the Aircraft Maintenance Division (AFS-300). All Weather Operations (AWO) relating to instrument procedures must be approved by the Flight Technologies and Procedures Division (AFS-400) and AFS-200 or AFS-800, as appropriate.

Nonstandard authorizations for 14 CFR part 129 foreign operators require approval from the International Programs and Policy Division (AFS-50).

NOTE: All text added to an OpSpec/MSpec/TSpec or LOA through the use of nonstandard text entered in the nonstandard text block (sometimes referred to as “Text 99”) must also be approved by the appropriate HQ policy division. For detailed guidance on the process for obtaining HQ approval for nonstandard authorizations, principal inspectors (PI) must read the guidance contained in Volume 3, Chapter 18, Section 2.

3-737 PART A OPERATIONS AND MANAGEMENT SPECIFICATIONS PARAGRAPHS.

OPSPEC/MSPEC A001—ISSUANCE AND APPLICABILITY.

A. General. A001 identifies the OpSpec/MSpec holder. The name must be the legal name of the operator. A001 also specifies the kinds of operations authorized, the applicable regulatory sections under which the operations are to be conducted, and any other business names under which the operations are being conducted. See the new OPSS user’s manual for additional guidance to issue A001. Figure 3-4 is a summary of the information required in OpSpec/MSpec A001.

Table 3-4. Summary of Information Required in OpSpec/MSpec A001

Type of Certificate	Any of the following may apply:	Type of Carriage:	Regulation Reference:	Economic Authority Text to be inserted:
Air Carrier	Domestic	Common	119.21(a)(1) (Part 121)	and provided, at all times, the certificate holder has written economic authority issued by the Department of Transportation.
Air Carrier	Flag	Common	119.21(a)(2) (Part 121)	and provided, at all times, the certificate holder has written economic authority issued by the Department of Transportation.
Air Carrier	Supplemental Passenger (more than 60 pax and/or >18,000# payload)	Common	119.21(a)(3)(i) (Part 121)	and provided, at all times, the certificate holder has written economic authority issued by the Department of Transportation.
Air Carrier	Supplemental All Cargo	Common	119.21(a)(3)(ii) (Part 121)	and provided, at all times, the certificate holder has written economic authority issued by the Department of Transportation.
Air Carrier	Commuter (5+ trips/week)	Common	119.21(a)(4) (Part 135)	and provided, at all times, the certificate holder has written economic authority issued by the Department of Transportation.
Air Carrier	On Demand (less than 5 round trips/week)	Common	119.21(a)(5) (Part 135)	and provided, at all times, the certificate holder has written economic authority issued by the Department of Transportation.
Operating	Flight (Part 125)	Private Non Common	119.23(a) (Part 125)	and provided the certificate holder does not conduct any operation which results directly or indirectly from the certificate holder or any other person holding out to the public to provide for the carriage of person or property.

Type of Certificate	Any of the following may apply:	Type of Carriage:	Regulation Reference:	Economic Authority Text to be inserted:
Operating	On Demand (nonscheduled)	Private _____ Non Common	119.23(b) (Part 135) Ltd. to holding out to public _____ # of Contracts (Definitions) 119.23(b)(3)	and provided the certificate holder does not conduct any operation which results directly or indirectly from the certificate holder or any other person holding out to the public to provide for the carriage of person or property.
Air Carrier	Commuter Rotorcraft	Common	119.25(a)	and provided, at all times, the certificate holder has written economic authority issued by the Department of Transportation.
Air Carrier	On Demand Rotorcraft	Common	119.25(b)	and provided, at all times, the certificate holder has written economic authority issued by the Department of Transportation.
None	Fractional	Non Common	Part 91K	None.

B. Authorization. A001 authorizes the conduct of operations under other business names known as “doing business as” (DBA). If no operations are authorized to be conducted under another DBA, the statement selected will state that “the operator is authorized to use only the business name which appears on the certificate to conduct the operations described in subparagraph a.” Other DBAs authorized under 14 CFR parts 215 or 298 must be listed in OpSpecs. Before listing a DBA in an operator’s OpSpecs or entering a DBA in an Air Oper Enhanced Vital Information Database (eVID) file, inspectors must verify that the DBA is on file with DOT or an appropriate state agency. This verification can be accomplished by one of the following means:

- 1) The operator shows that the DBA is listed on a DOT registration (proof of insurance);
- 2) The operator shows that the DBA is listed on a DOT certificate of public convenience and necessity;
- 3) The operator shows that the DBA is authorized by a DOT order or other DOT document;

4) When the operator claims the DBA is on file with the DOT, verification must be made by contacting the DOT Office of Aviation Analysis, Air Carrier Fitness Division, (202) 366-9721; or

5) When an “operating certificate” is involved, the operator shows that the DBA is authorized and registered by an appropriate state authority.

6) DBAs can apply to 14 CFR part 91 subpart K, but they do not have economic authority requirements.

C. Part 145. For part 145 repair stations, A001 lists the:

- Location,
- Mailing address (if different from the fixed location),
- Other DBAs (see subparagraph B above) if authorized, and
- Any delegated authorities.

OPSPEC/MSPEC A002—DEFINITIONS AND ABBREVIATIONS. A002 includes definitions of words or phrases used in other paragraphs. These definitions are not found in the regulations and should enhance understandings between the FAA and the aviation industry. Washington headquarters developed definitions must not be changed by regional or district offices. Washington headquarters will add definitions when it becomes apparent that they are needed. Addition of a definition by a certificate-holding district office (CHDO) makes the whole paragraph nonstandard and must be processed as a nonstandard OpSpec/MSpec request.

OPSPEC/MSPEC A003—AIRPLANE/AIRCRAFT AUTHORIZATION.

OpSpec/MSpec A003 authorizes an operator or certificate holder to use specific make, model, and series (M/M/S) of airplanes in 14 CFR part 91 subpart K (part 91K), 121, 125, or 135 operations. A003 is populated with data from the “Maintain Operator Data—Aircraft” area of the automated Operations Safety System (OPSS). The only field that is populated within the A003 template is nonstandard text. If this field is used, the additional text must be coordinated and approved in accordance with Volume 3, Chapter 18, Section 2, paragraphs 3-712 and 3-713. In most cases, the A003 column labels match the data column labels in the “Maintain Operator Data—Aircraft” area of the OPSS. In contrast to OpSpec A001, OpSpec A003 does not identify the air carrier’s overall authority to conduct a particular kind of operation. Instead, it represents the FAA’s approval of the air carrier’s use of a particular airplane in carrying out the kinds of operations that are authorized. The column labeled “Type Section 119” reflects the 14 CFR part 119 operating authorization granted by the certificate holder’s Air Carrier/Operating Certificate. Volume 2, Chapter 2, Section 2, paragraph 2-129 explains the hierarchy of part 119 authorizations. The rest of the set of OpSpecs are then put into place to authorize the air carrier to conduct specific types of operations in accordance with the authorizations and airplane identified in A001 and A003. The following provides terminology clarification and guidance on both the “A003” and the OPSS “Maintain Operator Data—Aircraft” columns. A003 templates do not use every data column available in the OPSS “Maintain Operator Data—Aircraft” area. A003 column usage will vary across 14 CFR parts. Each A003 has its columns organized to meet the needs of the 14 CFR part. The column descriptions below are not all-inclusive and, therefore, not

every column in every A003 template is described. The columns that are not described are self-explanatory.

A. M/M/S: Parts 91K, 121, 125, and 135. Select the authorized M/M/S using the aircraft listing provided in the OPSS. If the appropriate M/M/S cannot be found in the OPSS, inspectors should immediately notify the OPSS help desk so that the airplane listing can be updated.

B. Type of Part 119 Common Carriage Operations. For each aircraft, list the type of operation authorized. This is accomplished in the OPSS “Maintain Operator Data—Aircraft” area. The authorization is aircraft specific. In some cases, more than one part 119 type of operation may be required for an M/M/S. When A003 is generated, the data from the OPSS “Maintain Operator Data—Aircraft” are loaded into the appropriate A003 columns. Part 119 section selections in the OPSS “Maintain Operator Data—Aircraft” area are part 119-specific for each 14 CFR part. Examples of part 119 section selections for parts 121, 125, and 135 include the following:

1) Selections available for part 121:

- Section 119.21(a)(1)—Domestic (D),
- Section 119.21(a)(2)—Flag (F),
- Section 119.21(a)(3)—Supplemental (S), and
- Section 119.21(a)(1), (2), (3)—(D) (F) & (S).

NOTE: In the cases where more than one type of part 121 operation is authorized for a particular airplane, the certificate holder/principal operations inspector (POI) should select “119.21(a)(1), (2), (3)—(D) (F) & (S)” in the column labeled “Type Section 119.” For example, an air carrier who operates a DC-9-82, N12121, in both domestic and international operations (lower 48 states and Canada), the certificate holder/POI should select “119.21(a)(1),(2),(3)—(D) (F) & (S).”

2) Selections available for part 125/125M (Letter of Deviation Authority (LODA)):

- Section 119.23(a)—Private Carriage (Noncommon Carriage), and
- Section 119.23(a)—125M LODA (When Common Carriage is Not Involved).

3) Selections available for part 135:

- Section 119.21(a)(4)—Commuter,
- Section 119.21(a)(5)—On-Demand,
- Section 119.23(b)—Private Carriage (Noncommon Carriage),
- Section 119.25(a)—Rotorcraft Commuter, and
- Section 119.25(b)—Rotorcraft On-Demand.

C. Passenger Seating Terminology for Parts 121 and 125.

1) Passenger seating terminology is derived from and associated with the emergency evacuation demonstrations requirements of 14 CFR part 25, § 25.803; part 121, § 121.291(a) and (b); and part 125, § 125.189. These terms are also consistent with the guidance in Volume 3, Chapter 30.

2) For the purposes of parts 121 and 125 emergency evacuation demonstration requirements, the terms “capacity” and “configuration” have the same meaning with respect to passenger seating. An airplane with a seating capacity of more than 44 passengers requires a demonstration of emergency evacuation procedures in accordance with § 121.291 or § 125.189.

3) “Certificated seats,” as referenced in A003, is a term derived from the emergency evacuation certification requirements of § 25.803. This requirement establishes, by actual demonstration, the maximum certificated seating capacity of the airplane. Volume 3, Chapter 30, Section 9 includes Table 3-121, Maximum Approved Passenger Seating Capacity For Transport, which lists the maximum seating capacity for airplanes typically used in air carrier service. This list is to be considered the primary source document for Flight Standards Service (AFS) inspectors when determining maximum seating capacities. The listed maximum seating capacity values are derived from the airplane Type Certificate Data Sheets (TCDS).

4) “Demonstrated seats” is the number of seats installed in the airplane at the time the certificate holder complied with § 121.291(a) or (b), or § 125.189(a) and (b). This seating configuration will determine the number of Flight Attendants (F/A) required by § 121.391 or § 125.269.

5) “Installed seats” refers to the actual seating configuration of the individual airplane.

NOTE: For part 135 OPSS data entry, “certificated seats” refers to the maximum seating capacity stated in the aircraft TCDS, which includes pilot seats. “Installed seats” are passenger seats actually installed in the individual aircraft. Office of the Secretary of Transportation (OST) Form 4507, Air Taxi Operator Registration and Amendments under Part 298 of the Regulations of the Department of Transportation, requires the applicant to list the passenger seats installed for the aircraft make and model. This does not include seats occupied by the pilot or co-pilot, unless the latter is available for passenger use. OPSS data feeds the 14 CFR part 298 insurance registration and coverage module from “Maintain Operator Data—Aircraft” for certificated seats only.

6) All-cargo operations allow only passengers as defined in § 121.583(a) and part 135, § 135.85. For all-cargo operations, the number “0” shall be entered into the columns labeled “Certificated Seats,” and “Demonstrated Seats.”

7) In passenger/cargo operations, the passenger seating guidance in subparagraphs 3-737C1) through 4) apply.

D. Number of F/As: Parts 121 and 125. Enter the number of F/As used during the certificate holder’s emergency evacuation demonstration required by § 121.291 or § 125.189 for each airplane listed.

E. F/A: § 135.107. In the OPSS “Maintain Operator Data—Aircraft, Flight Attendant” column enter the F/A requirement for each airplane. If the airplane is configured with more than 19 passenger seats, enter the number “1.” If the passenger seating configuration is 19 seats or fewer, enter the number “0.” There is not a “Number of Flight Attendants” column associated with OpSpec A003 for part 135.

F. Class of Operation. Enter the appropriate class of operation for each airplane listed. Enter only one class of operation for each airplane. The classes of operations are: Single-Engine Land (SEL), Single-Engine Sea (SES), Multiengine Land (MEL), Multiengine Sea (MES), and helicopter (HEL).

G. Type of Operation. Enter the appropriate en route flight rule for each airplane. If the airplane is approved for instrument flight rules (IFR) operations, enter “IFR/VFR” in the column labeled “En Route Flight Rule.” Part 121 operations are required to conduct operations in IFR. If the airplane is restricted to visual flight rules (VFR) operations only, select “VFR Only.” Select the day/night condition for each airplane. If the airplane is approved for both day and night conditions, select “Day/Night” in the column labeled “Condition.” If the airplane is approved for daylight conditions only, select “Day Only.”

OPSPEC/MSPEC A004—SUMMARY OF SPECIAL AUTHORIZATIONS AND LIMITATIONS.

A. Purpose. This paragraph summarizes optional authorizations applicable to a particular operator.

B. Part 145. For part 145 repair stations, this paragraph summarizes special (optional) authorizations and/or limitations applicable to the certificate holder. The OPSS application extracts the specific paragraphs that authorize a specific activity; it provides a summary of the authorized activity and reference number of the specific paragraph.

OPSPEC/MSPEC A005—EXEMPTIONS AND DEVIATIONS. In order for an operator to conduct operations under the provisions of any exemption or deviation, the exemption or deviation must be listed in A005.

A. Exemptions. The current exemption number and expiration date must be selected for insertion into A005. List the exemption numbers in numerical order. Enter a brief description of the exemption or, if appropriate, the exempted regulations in the space labeled Remarks and/or References (adjacent to each exemption). If certain conditions or limitations related to the exemption are specified in another paragraph of the OpSpec, the reference number of the other paragraph must also be entered in this space. For example, if a single high frequency (HF) radio is permitted by exemption in certain areas of en route operation, insert a reference to OpSpec B050 (see paragraph B050). In this example, the appropriate areas of en route operation in B050 should contain a note authorizing the provisions of that exemption for those areas.

B. Deviations. Enter the applicable 14 CFR sections to which a deviation has been granted in A005b. Select the applicable deviations by 14 CFR section. In the space labeled Remarks and/or References (adjacent to each deviation), briefly describe the provisions of the deviation. For example, if an operator is granted a deviation to permit the same person to serve

as director of operations and director of maintenance, list the applicable 14 CFR. In the Remarks and/or Reference space, enter information specific to that operator or NA for “not applicable”. Table 3-5 explains the standard OpSpecs paragraphs that must be referenced and issued when granting deviations in each subject area (others may also be applicable).

NOTE: There are no deviations for part 145 repair stations.

Table 3-5. Standard OpSpecs Paragraphs to Reference When Granting Deviations

SUBJECT	PARAGRAPH NUMBER	APPROPRIATE REGULATION
Management	A006	Various, depends on operating regulation, management position, and qualifications
Extended-Overwater Operations without liferafts	A013	Sections 121.339(a)(2), (3), and (4)
Basic Part 135 Operator On-Demand Operations Only	A038	Sections 119.69(b), 135.21(a), and 135.341(a)
Basic Part 135 Operator Commuter and On-Demand	A037	Sections 119.69(b), 135.21(a), and 135.341(a)
Part 135 Single Pilot-in-Command Operator	A039	Sections 119.69(b), 135.21(a), and 135.341(a)
Extended-Range Operations with Two-Engine Airplanes	B042	Sections 121.161(a)
Special Fuel Reserves in International (Flag) Operations	B043	Sections 121.645(b)(2)

OPSPEC A006—MANAGEMENT PERSONNEL.

A. Authorized Positions and Personnel. The intent of A006 is to clearly identify the operator’s management personnel who are fulfilling Title 14 of the Code of Federal Regulations (14 CFR) management positions and who are responsible for managing assigned aspects of the operation. The individual assigned, their title as assigned by the operator, and the 14 CFR part 119 management position shall be noted in A006. All operators require at least one management position to be noted in A006. Single pilot and single pilot in command (PIC) operators must have a person assigned to a management position. An operator may apply for management personnel titles that differ from titles of management positions used in part 119. For example, the proprietor of a single pilot operation, who serves as the company president and pilot, must be listed as a management position, e.g., Owner.

B. Management Deviations. A006 is also used to record deviations from part 119 required experience to serve in management positions. Guidance on the evaluation and approval of part 119 management personnel qualifications is in Volume 2, Chapter 2, Section 3, Evaluate Part 121/135 Management Personnel. Approval for management deviations and authorizations are entered in OpSpecs A006 using the procedures below.

NOTE: For guidance and policy on part 119 vacancies and combining positions, see Volume 2, Chapter 2, Section 3.

C. Procedure to Complete A006 Template.

1) For authorizations that permit less than the required management positions, show the same individual assigned in each position required by part 119 and for which an authorization for combined positions has been approved. Where an authorization is not explicitly required (i.e., for single-pilot operators, enter “not applicable” (N/A) for other management positions.)

2) For authorizations that permit the same person to fill two or more positions, enter the same name and title of that person in each of the appropriate positions.

3) For deviations that permit a person to hold a management position when that person does not meet the regulatory experience requirements, enter the name and title of that person in the appropriate position.

4) In all cases where a deviation has been granted, list the appropriate regulatory section in OpSpec A005(c). Add the name of the individual into the conditions and limitations box of A005. When the part 119 management individual has acquired the appropriate regulatory experience, the PI shall remove the deviation from OpSpec A005.

D. Additional Information. Additional text may be added to A006 without making it nonstandard, provided the extra paragraph is used to identify additional management positions (such as more than one Chief Pilot), or to specify conditions of a management deviation, tied to the entry in A005(c). If the extra paragraph provides for anything other than the preceding, it must be processed in accordance with Volume 3, Chapter 18, Section 2, paragraph 3-713.

E. Management Vacancies Under §§ 119.65 and 119.69. Sections 119.65(e)(3) and 119.69(e)(3) state that the certificate holder must notify the certificate-holding district office (CHDO) within 10 days of any change in personnel or any vacancy in any of the required management or technical personnel position listed. For additional information see Volume 2, Chapter 2, Section 3.

OPSPEC/MSPEC A007—OTHER DESIGNATED PERSONS.

A. Template A007. In the automated Operations Safety System (OPSS), Template A007 is used for identifying each operator’s agent for service, persons designated to apply for and receive applicable authorizations, persons designated to receive Safety Alerts for Operators (SAFO) and/or Information for Operators (InFO), and other designated persons. Each Template A007 is labeled specific to the OPSS 14 CFR database:

1) Title 14 CFR parts 121, 125, 133, 135, and 145 databases: Template A007 is labeled an operations specification (OpSpec).

2) Title 14 CFR parts 141 and 142 databases: Template A007 is labeled a training specification (TSpec).

3) Title 14 CFR part 91 subpart K (part 91K) database: Template A007 is labeled a management specification (MSpec).

4) Part 91 subpart J and part 125 subpart M databases: Template A007 is labeled a letter of authorization (LOA).

5) Title 14 CFR part 137 and other databases also have A007 templates to identify designated persons.

B. Agent for Service. An agent for service is a person or company designated by the operator upon whom all legal notices, processes and orders, decisions, and requirements of the Department of Transportation (DOT), FAA, and National Transportation Safety Board (NTSB) shall be served. Once any of these documents has been served upon the operator's agent for service, the certificate holder cannot claim (legally) that it did not receive the documents. Title 49 of the United States Code (49 U.S.C.) § 46103 requires air carriers to designate an agent for service. The name, title, and address of the agent for service must be obtained from the operator and correctly entered into the OPSS Certificate Holder's Personnel tab. This information will load into the A007 template.

C. Persons Designated to Apply for and Receive OpSpecs/TSpecs/MSpecs/LOAs. Names and titles of persons designated by the operator as authorized to apply for and receive OpSpecs/TSpecs/MSpecs/LOAs must be entered in Template A007. The "Parts" of the operator's authorizations for which the designated person is responsible must also be entered. Principal inspectors (PI) may determine that it is appropriate to have signatures of these designated persons recorded in this subparagraph.

D. Persons Designated to Receive SAFOs and/or InFOs. All A007 templates (with the exception of part 141 and 142 databases in the OPSS) are used to collect the name, email address, telephone number, and type of SAFO/InFO information that person should be sent (i.e., Operations, Airworthiness, or both). Part 141 pilot schools and part 142 training centers will not have a person designated to receive SAFOs or InFOs in Template A007. Part 145 repair stations will have a person designated to receive InFOs in Template A007. A reply message signifying receipt of the SAFO/InFO information by a designated person is not required. (Refer to the current editions of FAA Orders 8000.87, Safety Alerts for Operators, and 8000.91, Information for Operators (INFO).)

NOTE: If an operator does not have an email address, a facsimile number may be entered in the email address block.

1) A SAFO contains important safety information, often of an urgent nature, and may include recommended action. SAFO content is valuable to air carriers and other air operators in meeting their statutory duty to provide service with the highest possible degree of safety in the public interest.

2) Much like a SAFO, which contains critical safety information, an InFO contains valuable information for operators that should help them meet administrative requirements or certain regulatory requirements with relatively low urgency or impact on safety.

3) Government and industry have agreed on the importance of having a prompt, reliable delivery system for SAFOs and InFOs and taking advantage of email and postings at FAA public Web sites. Accordingly, they have ratified that a recipient of SAFOs and InFOs must be identified in Template A007 so that the FAA may notify an operator of a new SAFO or InFO and recommended action to be taken by the respective operators identified in each SAFO/InFO.

E. Part 91K. Part 91K fractional ownership operations must identify the specific persons in MSPEC A007 as follows:

- 1) Agent for service for the program manager.
- 2) Personnel designated to apply for and receive management specifications for the program manager.
- 3) Point(s) of contact (POC) and required positions for those authorized a Continuous Airworthiness Maintenance Program (CAMP).
- 4) Voluntary Disclosure Program Personnel for part 91K only. Reference Advisory Circular (AC) 00-58, Voluntary Disclosure Reporting Program, current edition, and Volume 11, Chapter 1, Section 1.
- 5) Personnel designated to receive SAFOs/InFOs for the program manager.

F. Part 145 Repair Stations. List the authorized person(s) by name, title, and the paragraph of the OpSpec he/she is authorized to sign.

NOTE: Individuals' titles listed in Template A007 should match the title in the Enhanced Vital Information Database (eVID).

OPSPEC A008—OPERATIONAL CONTROL; MSPEC A008—FLIGHT MANAGEMENT.

A. General. Each 14 CFR part 121 and part 135 operator must have a system and/or procedures for the control of flight movements. The intent of A008 is to promote a mutual understanding between an operator and the FAA concerning the system and/or procedures used by that operator. Volume 3, Chapter 25, Operational Control for Air Carriers details the three basic systems and/or procedures required by parts 121 and 135. The three systems and/or procedures are as follows:

- 1) Part 121 domestic and flag operations must have dispatch systems. See Volume 3, Chapter 25, Section 2, Flight Dispatch Systems and Domestic Operating Rules.
- 2) Part 121 supplemental operations must have flight following systems when the operator does not have an established dispatch system. See Volume 3, Chapter 25, Section 3, Part 121 Flight Release Systems and Supplemental Operating Rules.

3) Part 135 operators use flight locating procedures. See Volume 3, Chapter 25, Section 5, Title 14 CFR Part 135 Flight Locating Systems and Operating Rules.

4) MSPEC A008 must describe the flight management used by the program manager to provide program control for flight operations and other procedures and policy instructions regarding program operations. This information may also be notated by reference to the appropriate manual (part 91, § 91.1029). In addition, MSPEC A008 requires the program manager to give the location of the current list of fractional aircraft owners (part 91, § 91.1027).

B. Referencing With Paragraph A008. Describe or reference the system and/or procedures used by an operator in A008. It is preferable to complete A008 with references to an operator's manual or sections of an operator's manual which describe the system and/or procedures used by that operator. It is not necessary to control these references by date. Change the references only when a revision to the operator's manual makes the reference in the OpSpecs incorrect. When an operator's manual does not adequately describe the system and/or procedures used, a narrative description combined with references may be necessary. Often, it may not be appropriate to use references in this paragraph, (especially with smaller part 135 operators). In these cases narrative description may be necessary. When a narrative description is used, it should be brief but provide sufficient information so that the FAA and the operator have the same understanding about the system and/or procedures used by the operator.

C. Necessary Information for Description of Systems/Procedures. The description of the systems and/or procedures for controlling flight movement as described in the operator's manual and referenced in the OpSpecs, or as narratively described in the OpSpecs, should include the following information, as appropriate, to the kind of operation:

- Methods and procedures for initiating, diverting, and terminating flights;
- Persons or duty positions authorized to, and responsible for, exercise of operational control;
- Facilities and location of facilities used by the operator in the exercise of operational control;
- Communication systems and procedures used by the operator;
- Special coordination methods and/or procedures used by the operator to assure the aircraft is Airworthy; and
- Emergency notification procedures.

OPSPEC/MSPEC/LOA A009—AIRPORT AERONAUTICAL DATA; MSPEC A009—AERONAUTICAL DATA.

A. General. Airport aeronautical data is required for 14 CFR parts 91, 91 subpart K (91K), 121, 125 (including part 125 Letter of Deviation Authority (LODA) holders), and 135 operations. In addition, there are requirements contained in part 91, § 91.103 for pilots to become familiar with airport conditions. Airport aeronautical data includes systems that are used by certificate holders, pilots, dispatchers (part 121 domestic and flag operations), and operational control personnel. Airport aeronautical data is required to determine aircraft performance capability at each airport. Principal operations inspectors (POI) authorize a certificate holder's

use of airport aeronautical data in OpSpec A009. Airport aeronautical data includes, but is not limited to:

- Aeronautical charts (including navigational en route, terminal area, and instrument approach procedure charts);
- Airport and runway analysis;
- Airport Facility Directory (AFD) information;
- Aeronautical Information Publication (AIP) for foreign airports; and
- Notices to Airmen (NOTAM).

1) Part 91K Requirements. Part 91K, §§ 91.1033 and 91.1037 contain requirements that can only be met through the use of airport aeronautical data. Part 91K does not require the data to be FAA approved. However, the program manager's use and system of distribution of airport aeronautical data must be authorized in MSPEC A009.

2) Part 121 Requirements. Part 121, §§ 121.97 and 121.117 require part 121 operators to have an FAA-approved system for obtaining, maintaining, and distributing airport aeronautical data.

3) Part 125 Requirements. Part 125, § 125.49 contains airport requirements that can only be met through the use of airport aeronautical data. Part 125 does not require the data to be FAA approved. However, certificate's and LODA holder's use and system of distribution of airport aeronautical data must be authorized in OpSpec/LOA A009.

4) Part 135 Requirements. Part 135, §§ 135.23(r), 135.83, 135.229 and part 135 subpart I contain requirements that can only be met through the use of airport aeronautical data. Part 135 does not require the data to be FAA approved. However, a certificate holder's use and system of distribution of airport aeronautical data must be authorized in OpSpec A009.

B. Additional Guidance. Additional guidance regarding airport aeronautical data requirements for parts 121 and 135 is contained in Volume 3, Chapter 25, Section 1. Information on NOTAM is contained in Volume 3, Chapter 26, Section 6. Information on aircraft performance data is contained in Volume 4, Chapter 3.

C. Enter Information into A009. Describe or reference the certificate holder's/program manager's system of disseminating airport aeronautical data in the text box provided in OpSpec/MSPEC/LOA in A009. Include specific references to the section(s) of the certificate holder's/program manager's manual that contains the description of the system(s) it uses to obtain and disseminate airport aeronautical data. When the airport aeronautical data system is not described in a manual or another document, a narrative description of the system must be used to complete A009. Narrative descriptions must provide sufficient information to describe the system, and how it is used to obtain, maintain, and distribute required airport aeronautical data.

OPSPEC/MSPEC A010—AVIATION WEATHER INFORMATION.

A. General. Title 14 CFR contains general regulatory requirements for certificate holders and program managers who conduct operations in accordance with 14 CFR parts 91K,

121, and 135 to use specific sources for obtaining weather reports and forecasts. OpSpec/MSpec A010 is the method whereby the Administrator approves a certificate holder or program manager to use a particular source of aviation weather reports and forecasts, including those involving adverse weather phenomena.

B. Additional Guidance Regarding the Regulatory Requirements for Weather.

Guidance regarding the specific regulatory requirements for aviation weather for parts 91K, 121, 125, and 135 can be found in Volume 3, Chapter 26, Sections 1 through 4. Guidance on which weather sources are approved by the U.S. National Weather Service (NWS) or the FAA Administrator is contained in Volume 3, Chapter 26, Section 1, paragraph 3-2048. Principal operations inspectors (POI) with oversight responsibility of these program managers and certificate or Letter of Deviation Authority (LODA) holders must review this additional guidance prior to issuing or amending OpSpec/MSpec/LOA A010.

C. Part 91K—MSpec A010. Part 91, § 91.1039 requires program managers conducting part 91K operations to use weather-reporting facilities operated by the NWS, a source approved by the NWS, or a source approved by the Administrator.

1) A010 Subparagraph a. Subparagraph a of MSpec A010 automatically authorizes the use of the NWS and sources approved by the NWS. Sources approved by the NWS can be found in Volume 3, Chapter 26, Section 1, paragraph 3-2048. These specific sources do not have to be listed in A010; however, POIs should instruct program managers to include information on NWS-approved weather sources in the Program Operations Manual in accordance with § 91.1025(n) and 91.1025(o).

2) A010 Subparagraph b. Subparagraph b of MSpec A010 contains a list from which the POI may select each weather source approved by the Administrator. Weather sources approved by the Administrator are outlined in Volume 3, Chapter 26, Section 2, Regulatory Sources of Aviation Weather Information and Aviation Weather Information Systems—Parts 91K, 121, and 135. To select a weather source, place a check mark in the appropriate box. Only the selected weather sources will display when the template is issued. If a program manager desires to use a weather source (e.g., a Commercial Weather Information Provider (CWIP)) that is not available for selection in the A010 template, POIs must review Volume 3, Chapter 26, Section 2, paragraphs 3-2075 and 3-2076 to determine whether the program manager is required to have an Enhanced Weather Information System (EWINS) or approval from the Air Transportation Division (AFS-200) in lieu of an EWINS. Text may not be entered into the nonstandard/optional text (Text 99) box of MSpec A010 without prior approval from AFS-200 (See Volume 3, Chapter 18, Section 2, paragraphs 3-712 and 3-713).

3) Table 1 — EWINS. When a part 91K program manager receives FAA approval to use an EWINS, the POI will list each approved weather source used by the program manager as part of its EWINS in the first column of Table 1 in MSpec A010. POIs will enter the name of the manual containing the EWINS, the date of initial approval of the EWINS, and the date of the latest revision of the EWINS (when issued) in the remaining columns of the EWINS table. If EWINS is not authorized, POIs will enter “N/A” in the first column of the EWINS table. There is also a help icon (🔗) for this table in WebOPSS. More detailed information on EWINS

is located in Volume 3, Chapter 26, Section 4. POIs must review this guidance prior to approving an EWINS and each weather provider contained therein.

D. Part 121. The A010 template for part 121 contains requirements for part 121 domestic, flag, and supplemental operations. The template is broken down into the requirements for domestic and flag operations, the requirements for supplemental operations, and EWINS, which applies to all kinds of part 121 operations.

1) Part 121 Domestic and Flag Operations. Part 121, § 121.101 requires certificate holders conducting part 121 domestic and flag operations to use certain weather sources depending on where a flight is operating (e.g., outside or inside of the United States). A010 paragraph b and the subparagraphs and table contained therein apply to domestic and flag operations.

a) A010 Subparagraph b(1)—Part 121 Domestic and Flag Operations Within the 48 Contiguous United States and the District of Columbia. Subparagraph b(1) of OpSpec A010 automatically authorizes the use of the NWS or a source approved by the NWS to provide weather reports within the 48 contiguous United States and the District of Columbia. Sources approved by the NWS can be found in Volume 3, Chapter 26, Section 1, paragraph 3-2048. These specific sources do not have to be listed in A010; however, POIs should instruct certificate holders to include information on NWS-approved weather sources in the certificate holder's manual in accordance with the requirements of § 121.135(b)(4) and (b)(15).

b) A010 Subparagraph b(2)—Weather Sources Approved by the Administrator. Subparagraph b(2) of A010 contains a list from which the POI may select each weather source approved by the Administrator. Weather sources approved by the Administrator are outlined in Volume 3, Chapter 26, Section 1, paragraph 3-2048. To select a weather source, place a check mark in the appropriate box. Only the selected weather sources will display when the template is issued. If a certificate holder desires to use a weather source (e.g., a CWIP) that is not available for selection in the A010 template, POIs must review Volume 3, Chapter 26, Section 2, paragraphs 3-2075 and 3-2076 to determine whether the certificate holder is required to have an EWINS or approval from AFS-200 in lieu of an EWINS. Text may not be entered into the nonstandard/optional text (Text 99) box, without prior approval from AFS-200 (See Volume 3, Chapter 18, Section 2, paragraphs 3-712 and 3-713).

c) A010 Table 1—Adverse Weather Phenomena Reporting and Forecast System. Entering information into Table 1 for an Adverse Weather Phenomena Reporting and Forecast System Table is mandatory for all certificate holders who are authorized to conduct part 121 domestic and flag operations. Section 121.101(d) requires these certificate holders to have an FAA-approved system of obtaining reports and forecast of adverse weather phenomena. POIs will list each weather source (provider) the certificate holder is approved to use in its adverse weather phenomena reporting and forecast system in the first column of Table 1 in OpSpec A010. POIs will enter the name of the certificate holder's manual containing the approved adverse weather phenomena reporting and forecast system along with the date of initial approval and the date of the latest revision (when issued) into the remaining columns of Table 1. More detailed information on adverse weather phenomena reporting and forecast systems is located in Volume 3, Chapter 26, Section 3. POIs must review this information prior to

approving any adverse weather phenomena reporting and forecast system. If a certificate holder is authorized to use an EWINS as a means of satisfying the regulatory requirement to have an FAA-approved adverse weather phenomena reporting and forecast system, POIs may select “See Table 2” in the first column provided in OpSpec A010 Table 1. This is allowable only if the EWINS meets or exceeds all of the requirements of an adverse weather phenomena reporting and forecast system, in accordance with Volume 3, Chapter 26, Section 3. Table 1 also contains a help icon (🔗) in WebOPSS.

d) A010 Subparagraph b(4). Subparagraph b(4) of OpSpec A010 simply reflects the regulatory requirement of § 121.101(c) for certificate holders to use weather forecasts that are prepared from the weather reports prescribed in subparagraphs b(1), b(2), and b(3) of A010.

2) Part 121 Supplemental Operations. Section 121.119 requires certificate holders conducting supplemental operations to use certain sources of weather information depending on where a flight is operating. A010 paragraph c and all of the subparagraphs contained therein apply to part 121 supplemental operations.

a) A010 Subparagraph c(1)—Part 121 Supplemental Operations Within the United States. Subparagraph c(1) of OpSpec A010 automatically lists the U.S. NWS or a source approved by the Weather Bureau (the Weather Bureau is represented by the NWS) as the source for weather reports within the United States.

b) A010 Subparagraph c(2)—Weather Sources Approved by the Administrator. Subparagraph c(2) of OpSpec A010 contains a list from which the POI may select each weather source approved by the Administrator. Weather sources approved by the Administrator are outlined in Volume 3, Chapter 26, Section 1, paragraph 3-2048. To select a weather source, place a check mark in the appropriate box. Only the selected weather sources will display when the template is issued. If a certificate holder desires to use a weather source (e.g., a CWIP) that is not available for selection in the A010 template, POIs must review Volume 3, Chapter 26, Section 2, paragraphs 3-2075 and 3-2076 to determine whether the certificate holder is required to have an EWINS or approval from AFS-200 in lieu of an EWINS. Text may not be entered into the nonstandard/optional text (Text 99) box, without prior approval from AFS-200 (See Volume 3, Chapter 18, Section 2, paragraphs 3-712 and 3-713).

c) A010 Subparagraph c(3). Subparagraph c(3) of OpSpec A010 simply reflects the regulatory requirement of § 121.119(b) for certificate holders to use weather forecasts that are prepared from the weather reports prescribed in subparagraphs c(1) or c(2) of A010.

3) A010 Table 2 – EWINS. When a certificate holder conducting part 121 operations receives FAA approval to use an EWINS, the POI will list each approved weather source used by the certificate holder as part of its EWINS in the first column of the EWINS table. POIs will enter the name of the manual containing the EWINS, the date of initial approval of the EWINS, and the date of the latest revision of the EWINS (when issued) in the remaining columns of the EWINS table. If EWINS is not authorized, POIs will enter “N/A” in the first column of the EWINS table. There is also a help icon (🔗) for this table in WebOPSS. More detailed information on EWINS is located in Volume 3, Chapter 26, Section 4. POIs must review this guidance prior to approving an EWINS and each weather provider contained therein.

E. Part 125. Part 125 does not contain any requirements for specific sources for aviation weather information. If a certificate or LODA holder or the POI wishes to exercise the option of listing sources of aviation weather information in OpSpec/LOA A010, the POI may list each weather source in the text box provided in the template. Otherwise, the POI may simply list “N/A” in the text box provided. Additional guidance regarding the weather requirements of part 125 can be found in Volume 3, Chapter 26, Section 1. The OpSpec/LOA A010 templates for part 125 operations do not contain an EWINS table.

F. Part 135. In accordance with § 135.213(a), when weather reports and forecasts are required, certificate holders and pilots conducting part 135 operations must use a weather report or forecast, prepared by the NWS, a source approved by the NWS, or a source approved by the Administrator. For part 135 operations there are two templates available in WebOPSS: a straight part 135 template and a combination template for certificate holders authorized to conduct operations under parts 121 and 135 (part 121/135 combination). The requirements for the straight part 135 template and the part 121/135 combination template are the same where part 135 operations are concerned. The part 121/135 combination template reflects the part 135 requirements for aviation weather information in Section II of the template.

1) A010 Paragraph a—Weather-Reporting Facilities Operated by the NWS. Paragraph a of the part 135 template and the part 135 section of the part 121/135 combination template automatically authorizes the use of the NWS and sources approved by the NWS. Sources approved by the NWS can be found in Volume 3, Chapter 26, Section 1, paragraph 3-2048. These specific sources do not have to be listed in A010; however, POIs should instruct certificate holders to include information on NWS-approved weather sources in the certificate holder’s manual in accordance with the requirements of part 119, §§ 119.43 and 135.23(r).

2) A010 Paragraph b—Weather Sources Approved by the Administrator. Subparagraph b(2) of the part 135 template and the part 135 section of the part 121/135 combination template A010 contains a list from which the POI may select each weather source approved by the Administrator. Weather sources approved by the Administrator are outlined in Volume 3, Chapter 26, Section 1, paragraph 3-2048. To select a weather source, place a check mark in the appropriate box. Only the selected weather sources will display when the template is issued. If a certificate holder desires to use a weather source (e.g., a CWIP) that is not available for selection in the A010 template, POIs must review Volume 3, Chapter 26, Section 2, paragraphs 3-2075 and 3-2076, to determine whether the certificate holder is required to have an EWINS or approval from AFS-200 in lieu of an EWINS. Text may not be entered into the nonstandard/optional text (Text 99) box, without prior approval from AFS-200 (See Volume 3, Chapter 18, Section 2, paragraphs 3-712 and 3-713).

3) A010 Table 1 – EWINS. Table 1 of the part 135 template and the part 135 section of the part 121/135 combination template is for EWINS. When a certificate holder conducting part 121 operations receives FAA approval to use an EWINS, the POI will list each approved weather source used by the certificate holder as part of its EWINS in the first column of the EWINS table. POIs will enter the name of the manual containing the EWINS, the date of initial approval of the EWINS, and the date of the latest revision of the EWINS (when issued) in the remaining columns of the EWINS table. If EWINS is not authorized, POIs will enter “N/A”

in the first column of the EWINS table. There is also a help icon (🔗) for this table in WebOPSS. More detailed information on EWINS is located in Volume 3, Chapter 26, Section 4. POIs must review this guidance prior to approving an EWINS and each weather provider contained therein.

4) A010 Table 2 – Deviation In Accordance With Part 135, § 135.213(b). Table 2 of the part 135 template, and the part 135 section of the part 121/135 combination template, contains the § 135.213(b) deviation table. When a certificate holder is granted the § 135.213(b) deviation in OpSpec A005, Exemptions and Deviations, the POI must list the information specified in the table for each location (e.g., airport, seaport, landing site, etc.) to which the deviation applies. Detailed information on § 135.213(b) deviations is contained in Volume 3, Chapter 26, Section 2. POIs must review this information prior to listing any information in the § 135.213(b) deviation table.

OPSPEC/MSPEC A011—APPROVED CARRY-ON BAGGAGE PROGRAM.

A. General. Part 121, § 121.589 requires part 121 operators to have an approved carry-on baggage program. This regulation also requires FAA approval to be in the operator's OpSpecs. When the FAA issues OpSpec/MSpec A011, the operator is authorized to either allow passengers to stow carry-on bags in the aircraft cabin or restrict the items brought inside the aircraft cabin to passenger personal items. Operators that do not allow carry-on bags in the cabin of the aircraft are considered to have a no-carry-on baggage program. Advisory Circular (AC) 120-27, Aircraft Weight and Balance Control, current edition, provides further details regarding the definitions of carry-on baggage and personal items. OpSpec/MSpec A011 must describe or reference the carry-on baggage program or the no-carry-on baggage program. It is permissible for OpSpec/MSpec A011 to reference a separate carry-on baggage document developed by the operator that describes the program. However, the operator may elect to implement the carry-on baggage program by describing the requirements of the program in various sections of its manuals, such as the passenger services manual and the flight attendant manual. In this case, template A011 should reference specific sections of the pertinent manuals. Reference to the approved program in the template must be controlled by revision number and/or date, as appropriate. When an operator's manual or separate carry-on baggage document does not adequately describe the approved carry-on baggage program, a combination of references and narrative description may be necessary. The description of the approved carry-on baggage program must address the items discussed in the current editions of AC 121-29, Carry-On Baggage, and AC 120-27. Additionally, one or more of templates A096, A097, A098, and/or A099 must be issued to track the approved carry on bag/personal item actual or average weights.

B. Accounting for Carry-On Baggage Weight. Parts 91, 91 subpart K, and 135 operators requesting authorization to use average or segmented passenger weights that meet the requirements specified in AC 120-27, current edition, must either have a letter of authorization or been issued OpSpec/MSpec A011 to account for the actual or average weights used to account for carry-on baggage. Additionally, one or more of OpSpecs/MSpecs A096, A097, A098, and/or A099 must be issued to track the approved carry-on bag/personal item actual or average weights.

C. No Carry-On Baggage Program. Operators of small- and medium-cabin aircraft, as referenced in AC 120-27, current edition, may elect to only allow personal items onboard the aircraft. Operators with no-carry-on baggage programs must have procedures in place that ensure carry-on bags are either checked at the ticket counter, the gate, or plane side. Training programs should include the recognition of carry-on bags and procedures for removing such bags if they are inadvertently brought onboard the aircraft.

OPSPEC A012—PART 121 DOMESTIC OPERATIONS TO CERTAIN AIRPORTS OUTSIDE THE 48 CONTIGUOUS UNITED STATES AND ALASKA.

A. General. Title 14 CFR part 119, § 119.3(2)(iv), definition of “domestic operation,” gives the Administrator the authority to allow a 14 CFR part 121 certificate holder with flag authority to conduct operations to and from specific airports outside the 48 contiguous United States and Alaska, in accordance with the rules applicable to domestic operations instead of the rules applicable to flag operations. OpSpec A012 is the method that the Administrator uses to grant this authorization.

B. Applicability. A012 is an optional OpSpec that is applicable to part 121 certificate holders who hold economic authority and are authorized in OpSpec A001 to conduct domestic and flag operations.

C. Conditions and Limitations. The following are some of the key conditions and limitations that must be met in order for certificate holders to operate under the authority granted by OpSpec A012:

1) The origin and destination airports must be listed in the certificate holder’s OpSpec C070 as a regular, provisional, or refueling airport. Although certificate holders list alternate airports in their C070, part 121, § 121.631(a) specifically states, “A certificate holder may specify any regular, provisional, or refueling airport, authorized for the type of aircraft, as a destination for the purpose of original dispatch or release.”

2) Destination airports outside of the contiguous United States that are not located in the state of Alaska must be within 950 nautical miles (NM) from the territorial limits of the 48 contiguous United States. The territorial limits of the 48 contiguous United States include the territorial waters of those States. The National Oceanic and Atmospheric Administration (NOAA) defines territorial waters as being 12 NM from the baseline of the State. Title 14 CFR part 1 contains a definition of the United States which includes the territorial waters and the airspace within.

3) An alternate airport for the destination must be listed in the dispatch release:

- a) If the flight is scheduled for more than 6 hours, regardless of the destination.
- b) For flights conducted to Alaska if the destination airport does not have more than one separate suitable runway authorized for the type of aircraft to be used.

4) Certificate holders must comply with all regulations applicable to domestic operations when conducting operations in accordance with OpSpec A012.

NOTE: Principal operations inspectors (POI) must ensure that certificate holders fully understand the provision in subparagraph C4), particularly when it comes to fuel planning. There are several OpSpecs paragraphs, such as B043, B044, and B343, which apply only to flag and supplemental fuel reserves. A certificate holder operating flights in accordance with the provisions of OpSpec A012 cannot apply any regulations or OpSpecs paragraphs applicable to flag or supplemental operations. In other words, OpSpec A012 cannot be combined with OpSpecs such as B043, B044, and B343.

NOTE: Please review the actual OpSpec A012 template in the Web-based Operations Safety System (WebOPSS) to view the full authorization contained in the OpSpec, along with all of the conditions and limitations listed therein.

D. Policies and Procedures. Certificate holders who are seeking approval for OpSpec A012 must have adequate policies, procedures, and training in place for dispatchers and flightcrew members to ensure that flights are scheduled, planned, and released in accordance with all of the limitations and provisions of OpSpec A012.

E. If Conditions Cannot Be Met. If all of the limitations and provisions contained in OpSpec A012 cannot be met, the certificate holder is prohibited from conducting operations in accordance with its use and must conduct operations in accordance with flag rules.

OPSPEC/MSPEC A013—OPERATIONS WITHOUT CERTAIN EMERGENCY EQUIPMENT.

A. General. Use OpSpec/MSpecs A013 and A005 to approve deviations from the requirements for certain emergency equipment for extended over water operations for turbojet-powered airplanes.

1) Authorization for issuance requires the concurrence of the principal operations inspector (POI), the appropriate region, and the Air Transportation Division, AFS-200.

2) Approval is indicated by listing in OpSpec/MSpec A013 the make and model of the aircraft and the routes and/or areas to which the deviation applies.

B. Applicability of OpSpec/MSpec A013 and Associated Deviations.

1) Part 91 subpart K fractional ownership program managers may apply for a deviation from part 91, § 91.509 to permit extended over water operations without carrying certain emergency ditching equipment.

2) Part 121 certificate holders may apply for a deviation from part 121, § 121.339 to permit extended over water operations without carrying certain emergency ditching equipment.

3) Part 135 certificate holders may apply for a deviation from part 135, § 135.167 to permit extended over water operations without carrying certain emergency ditching equipment.

C. Granting Deviations. If the FAA grants a deviation and issues OpSpec/MSpec A013:

- 1) Part 91K, fractional ownership program managers must list part 91, §§ 91.509(b)(2), (3), (4), and (5) in MSpec paragraph A005 with the reference to A013.
- 2) Part 121 certificate holders must list part 121, § 121.339(a)(2), (3), and (4) in OpSpec A005 with the reference to OpSpec A013.
- 3) Part 135 certificate holders must list part 135, § 135.167(a)(2) in OpSpec A005 with the reference to A013.

D. Life Preserver Deviation. It is FAA policy that deviations from the requirement to carry life preservers (§§ 121.339(a)(1), 135.167(a)(1), or 91.509(b)(1), as applicable) will not be approved.

E. Deviations From Carrying Liferafts. Deviations from the requirements for carrying liferafts and the liferaft's required attached equipment may be approved. There is no individual deviation provision or requirement for a deviation for the following required items:

- Survival kits (§§ 91.509(e), 121.339(c), and, 135.167(c), as applicable);
- Pyrotechnic signaling devices (§§ 91.509(b)(3), 121.339(a)(3), and 135.167(b), as applicable); and
- Emergency locator transmitters (§§ 91.509(b)(3), 121.339(a)(4), and 135.167(b), as applicable).

F. Permitted Areas of Operation. The area(s) of operation permitted is any offshore area adjoining the 48 contiguous states of the United States, the Gulf of Mexico, and the Caribbean Islands, as follows:

- 1) The south and east coasts of the United States, below 35 degrees North latitude, the Gulf of Mexico, and the Caribbean Islands, not to exceed 30 minutes' flying time in still air with one-engine inoperative, or 162 nautical miles (NM) from the nearest shoreline, whichever is less.
- 2) The east coast of the United States, 35 degrees North latitude and above, not to exceed 30 minutes' flying time in still air with 1 engine inoperative or 100 NM from the nearest shoreline, whichever is less.
- 3) The west coast of the United States, not to exceed 30 minutes' flying time in still air with one-engine inoperative or 100 NM from the nearest shoreline, whichever is less.

G. Requirements for Supporting Documentation for Deviation Request. The operator must submit an application with supporting documentation for the deviation request with at least the following information about the conditions that must be met for the approval:

- 1) Aircraft operational capabilities for diversion due to an engine failure. This information must include drift down profiles, engine out cruise performance for two- and three-engine aircraft, and two-engine cruise performance for four-engine aircraft.
- 2) A graphical presentation of the areas and routes of en route operation and/or routes over which provisions of the deviation will apply, including proposed minimum en route altitudes and airports which could be used if diversion is necessary. The A013 authorization contains a limitation that in flight operations must not exceed the distance allowed under subparagraph F, as applicable, from a shoreline at any time. An exception is allowed for temporary maneuvering for weather avoidance.
- 3) Navigation and communication equipment requirements and capabilities for normal flight conditions and for engine inoperative flight conditions in the proposed areas of en route operation.
- 4) Existing and/or proposed procedures for diversion contingency planning and training curricula for flight and cabin crewmembers concerning ditching without liferafts.
- 5) A description of search and rescue facilities and capabilities for the proposed areas of en route operations.

H. Reviewing the Application.

- 1) The principal operations inspector (POI), in coordination with the principal maintenance inspector (PMI) and principal avionics inspector (PAI), must evaluate and substantiate submitted information. If a POI does not concur with the operator's proposal, the POI will forward a letter to the operator denying the application for a deviation with an explanation of the reasons for denial. If a POI concurs that the deviations should be approved, the POI will prepare and forward a recommendation along with the operator's application and supporting information to the Air Transportation Division, AFS-200, through the regional Flight Standards division.
- 2) AFS-200 will review the application, the supporting information, and the POI's recommendation. If AFS-200 does not concur with the POI's recommendation, AFS-200 will forward a letter to the POI, with a copy to the region, indicating nonconcurrency with an explanation of the reasons. If AFS-200 agrees with the POI's recommendation, AFS-200 will advise the POI by letter of the concurrence. With AFS-200 concurrence, the POI may approve the deviation by issuing A013 and A005.

OPSPEC A014—IFR EN ROUTE OPERATIONS IN CLASS G AIRSPACE.

A. General.

- 1) A014 provides the initial authorization for instrument flight rules (IFR) en route operations in Class G airspace. Other IFR en route authorizations may be found in OpSpecs B031, B034, B035, and B036, as applicable and appropriate.

2) OpSpec B032 prohibits special IFR en route operations in Class G airspace unless the POI approves such operations by issuing A014. IFR operations in Class G airspace are not provided any air traffic control (ATC) separation services. The certificate holder and the pilot in command (PIC) are responsible for avoiding obstacles and other air traffic.

B. Prerequisites for Authorizing En Route IFR Operations. Before authorizing en route IFR operations in Class G airspace to part 121, 121/135, 125, or 135 certificate holders:

1) The POI must confirm that the operator has a method or procedure for assuring that any facilities and services that this type of operation depends upon are operational during the periods in which flights are to occur.

2) The POI must also confirm that the operator has developed procedures and guidance for crewmember use while operating in areas of en route operations in Class G airspace. Aeronautical Information Publications (AIP) or flight information region (FIR) publications have broadcast in the blind procedures and other guidance for crewmember use when large areas of Class G airspace are within the area covered by the AIP or FIR.

NOTE: See Volume 4, Chapter 1, Section 1, General Navigation Concepts, Policies, and Guidance, and Section 4, Class II Navigation, for further discussion on en route operations in Class G airspace.

3) The reference to OpSpec B051 is to provide for part 121 reciprocating and turbo propeller powered aircraft operations only.

C. Special Terminal Area IFR Operations. OpSpecs C064, C080, and/or C081 now authorize special terminal area IFR operations in Class G airspace or at airports without an operating control tower. One or both types of these operations may be authorized.

D. Program Manager Authorizations. MSpec A014 authorizes the program manager to conduct IFR operations in Class G airspace and at airports without an operating control tower. Part 91 subpart K program managers will not have a separate MSpec C064 or C080.

OPSPEC A015—AUTOPILOT IN LIEU OF REQUIRED SECOND IN COMMAND.

A. General. In accordance with part 135, § 135.105(b), a part 135 operator may apply for authorization to use an autopilot in place of a second in command (SIC). The principal operations inspector (POI) must coordinate with a principal avionics inspector (PAI) to ensure each particular aircraft/autopilot combination is installed in accordance with FAA-approved data, is Airworthy, and is operationally capable of maintaining control of the aircraft to the degree specified in § 135.105(c). When making its request, the operator should include the following (PIs may request additional information):

- 1) Autopilot make/model,
- 2) Copy of the Flight Manual Supplement that identifies the aircraft and the autopilot, and

3) Copy of FAA Form 337, Major Repair & Alteration (Airframe, Powerplant, Propeller, or Appliance), if applicable.

B. Making Note of Conditions and Limitations. List the aircraft make and model and the autopilot manufacturer and model identification in A015. Any conditions or limitations which the POI determines necessary for a particular aircraft/autopilot combination must also be listed. It is not necessary to repeat conditions or limitations already specified in an Airplane Flight Manual (AFM) or AFM supplement. If no conditions or limitations apply, enter the word “none” in that part of the listing.

C. Approval. The approval for this authorization is granted by the PI issuing A015. A request for deviation is not required when granting this authorization, as there are no regulations being deviated from.

NOTE: PIs will authorize A015 in OpSpec A004, which summarizes the authorizations applicable to the operator. OpSpec A005 will not be populated when issuing A015.

OPSPEC A016. RESERVED. It was split into four separate authorizations: A037, A038, A039, and A040.

OPSPEC A017—APPROVED SECURITY PROGRAM FOR HELICOPTERS.

A. General. Title 49 of the Code of Federal Regulations part 1,500 does not include provisions for helicopter security programs. Helicopter operators who wish to enplane or deplane passengers or checked luggage into “sterile areas” must apply for, and receive authorization to use, an approved security program. A017 conveys the authority for helicopter operators to use an approved security program. Principal operations inspectors will not issue A017 without concurrence of the Civil Aviation Security Field Office.

B. Using References. Describe or reference the security program used by the operator in A017a. Reference sections of the operator’s manual that describe the program used by that operator. It is not necessary to control these references by date. Change the references only when a revision to the operator’s manual makes the reference in the OpSpecs incorrect. When the operator’s manual does not adequately describe the system and/or procedures used, a narrative description combined with references may be needed.

C. Listing Airports and/or Heliports. List the airports and/or heliports where operators must comply with the approved security program in A017b.

OPSPEC A018—SCHEDULED HELICOPTER OPERATIONS. A018 is issued to helicopter operators who operate scheduled passenger or cargo carrying operations.

A. Completing Approach and Landing With Powerplant Failure. Subparagraph A018a(2) authorizes scheduled helicopter operations along “Restricted Helicopter Routes” with helicopters which do not have Transport Category “A” one engine inoperative performance capabilities. The operator must show that helicopters using these routes can, at any point along the route and while at the minimum authorized altitude, complete a safe approach

and landing if powerplant failure occurs. Determining compliance with these conditions will almost always be a controversial and difficult inspector task. For this reason, only currently qualified and highly experienced helicopter specialists should be used to evaluate these types of routes. In controversial cases, a team of helicopter specialists should be employed for this task.

B. Defining Restricted Helicopter Routes. OpSpec B050 must precisely define “Restricted Helicopter Routes.” This may be accomplished in accordance with instructions in Volume 3, Chapter 18, Section 4, Part B Operations Specifications—En Route Authorizations and Limitations, paragraph B050, subparagraph B(2)(e). In certain situations, detailed descriptions (including maps, charts, ATC letters of agreement, special provisions, and limitations) of “Restricted Helicopter Routes” may be lengthy and complex. Therefore, it is permissible to incorporate these documents in B050 by reference.

OPSPEC A019—AUTOMOTIVE GASOLINE AS AIRCRAFT FUEL. A certificate holder may request authorization to use automotive gasoline as fuel in reciprocating engine aircraft used in 14 CFR part 135 cargo operations. When an inspector receives a request for this authorization, he must take all of the following actions before issuing A019:

A. Approval to Use Automotive Gasoline. In coordination with an Airworthiness inspector, determine that the specific aircraft is approved to use automotive gasoline as fuel.

B. Inspect the List of Aircraft. Inspect the proposed list of aircraft the certificate holder must maintain under 14 CFR part 119, § 119.59(b) for compliance with the provision of A019b(2).

C. Inspect Certificate Holder Procedures. In coordination with an Airworthiness inspector, determine that the certificate holder has written procedures which provide compliance with the requirements of OpSpec paragraphs A019b(3) and (4).

D. Necessary Entry in Aircraft and Powerplant Historical Record. The certificate holder must enter, in each appropriate aircraft and powerplant historical record, the following entry:

“This aircraft/powerplant has been operated using automotive gasoline as fuel and is prohibited for use in part 135 passenger carrying operations until the following events have been completed and documented by a person authorized to perform an annual inspection of this aircraft:

1) Remove all automotive fuel and fuel residue from the aircraft and powerplant fuel systems.

2) Inspect all components of the aircraft fuel system and appropriate components of the powerplants to determine that those components are Airworthy and conform to the appropriate type design.

3) Record events (1) and (2) in the aircraft and/or powerplant records.”

OPSPEC A020—AIRPLANE OPERATIONS WITHOUT INSTRUMENT RATED

PILOTS. A certificate holder who applies for this authorization may be issued A020 after each of the following considerations are satisfied.

A. Criteria for an Isolated Area. The area to be approved must be isolated. In determining whether an area is an “isolated area,” consider the following criteria:

1) Isolated areas may include small settlements or villages. Commercial transportation, such as bus or train, is not available. Major highways do not transit or penetrate isolated areas although secondary and unimproved roads (suitable for cars and trucks) may be available. In many cases, the destinations are so isolated that air travel is the primary means of transportation.

2) Landing areas may be unimproved strips or water sites depending on the kinds of airplanes used and the time of year. Ski equipped airplane operations would be appropriate to frozen lakes or rivers and to suitable, snow covered land areas.

3) The size of isolated areas may vary considerably, depending on the needs of a particular certificate holder. However, part 135, § 135.243(d) states that flights may not exceed 250 nautical miles (NM) from the operator’s base of operations. The point of departure, en route portion of flight, and landing site all must be within the boundaries of the approved isolated area.

4) Within isolated areas flight planning and navigational requirements are normally performed by pilotage only. Radio navigational signal coverage (very-high frequency omnidirectional range or nondirectional radio beacon facilities) is usually limited, or largely ineffective, in these areas. However, a radio facility may be located at or near a landing site without changing the classification of the isolated area.

5) Weather hazards that may be encountered in the proposed area and planning strategies that may reduce risk. (e.g., valleys may produce heavy fog in morning hours. Should a destination airport become fogged in while en route, consider using ABC airport as an alternate.)

B. Application for Isolated-Area Operations Using a PIC Without an Instrument Rating. Applicants requesting approval for these operations must hold an Air Carrier Certificate or an Operating Certificate and OpSpecs authorizing part 135 on-demand visual flight rules (VFR) day-only operations using single-engine land or seaplanes. Isolated-area operations using a pilot in command (PIC) without an instrument rating must not be authorized for commuter operations. Application for this authorization must be made by letter requesting amended OpSpecs. A map or current aeronautical chart identifying the area involved must be attached to the letter of application. This chart must clearly show the boundaries of the isolated area, the principal landing sites, and the distances from the operator’s operations base.

C. Review of the Application for Compliance. Inspectors must review the application to confirm compliance with § 135.243(d)(3) (that the area is isolated) and § 135.243(d)(6) (flight distances do not exceed 250 NM). Inspectors must determine whether the certificate holder has a manual that incorporates instructions concerning operations in isolated areas. This manual must include a procedure that guarantees that noninstrument-rated PICs will not be used

outside of the approved isolated areas. The principal operations inspector must determine that the following requirements are met before issuing A020.

- 1) All aircraft to be used are single, reciprocating engine powered, nine or fewer passenger airplanes equipped for at least day VFR operations.
- 2) Operations are limited to on demand, day VFR flights within the boundaries of the approved isolated area and not more than 250 NM distance from the base of operation.
- 3) Flight locating procedures are adequate.
- 4) The regional Flight Standards division concurs with the approval of the isolated area operation.

OPSPEC A021—AIR AMBULANCE OPERATIONS—HELICOPTER.

A. General. OpSpec A021 authorizes a certificate holder operating under 14 CFR part 135 to conduct air ambulance visual flight rules (VFR) medical service operations in helicopters. The term “helicopter air ambulance” (HAA) replaces the previously used term “helicopter emergency medical service” (HEMS).

- 1) HAA/air ambulance authorization requires that the intended takeoff and landing site be adequate for the proposed operation considering the size of the site, type of surface, surrounding obstructions, and lighting.
- 2) If the HAA operation is to be conducted at night, the takeoff and landing site must be clearly illuminated by a lighting source that will provide adequate lighting for the site itself and for any obstructions that could create potential hazards during approach, hovering, taxiing, and departure operations.

B. Provisions and Limitations.

1) OpSpec A021 specifies that the certificate holder may not use a pilot in command (PIC) in HAA operations unless that PIC has satisfactorily completed the certificate holder’s FAA-approved training program for such operations. Because HAA operations often involve flights during periods of inclement weather, the training program for HAA operations must include a segment that covers the recovery from inadvertent instrument meteorological conditions (IIMC) encountered because of unforecasted weather conditions.

2) OpSpec A021 specifies the conditions (day/night), area (local/cross-country), ceiling, and visibility the certificate holder is authorized to use for HAA operations in Class G (uncontrolled) airspace. Night conditions are further defined by identifying different minimums for high and low lighting conditions. In addition, OpSpec A021 specifies different ceiling and visibility minimums for these considerations and areas when operating in mountainous and nonmountainous areas. Each specific combination of conditions and areas are listed in OpSpec A021.

a) The possible combinations of conditions and area include time of day (night or day), level of light available at night (low and high lighting conditions), area of operation (local or cross-country), and the kind of area (mountainous or nonmountainous). Each of these combinations is specified along with ceiling and visibility authorizations.

b) Instrument flight rules (IFR) operators authorized to fly point in space (PinS) special instrument approach procedures (IAP) with a “Proceed VFR” transition to the heliport must apply their VFR weather minimums in determining their landing minimums.

1. Since these operations require that the aircrew be specifically qualified for the use of these approaches, the visual segment area may be considered “local” in nature.

2. Because the pilot and aircraft are trained, equipped, and authorized as fully IFR-capable under Part H authorizations, the area may be considered the equivalent of a “high lighting conditions” area at night.

3. The effect of precipitous terrain has been accounted for in the development of the minimum descent altitude (MDA); therefore, for purposes of applying VFR minimums in determining IFR landing visibility minimums, the area may be considered “nonmountainous.” For planning purposes, this consideration applies when the distance from the missed approach point (MAP) to the landing area is less than 3 nautical miles (NM).

4. Therefore, when applying the VFR weather minimums of OpSpec A021 in determining the minimums for all special PinS approaches with a “Proceed VFR” transition to the heliport, apply the local, nonmountainous, day, or night high lighting conditions (as appropriate) minimums in OpSpec A021 in determining the landing minimum if the distance from the MAP to the heliport is 3 NM or less. However, if the distance from the MAP to the heliport exceeds 3 NM, the certificate holder must apply the VFR minimums prescribed in OpSpec A021 appropriate to the actual existing conditions (e.g., local, mountainous, day or nonmountainous, cross-country, night, etc.).

NOTE: For instrument approaches with a “Proceed visually” visual segment, the minimums provided in OpSpec A021 do not apply; the minimums specified in the IAP apply.

c) Requests for lower weather minimums for operations in uncontrolled airspace must be coordinated with and approved by the Air Transportation Division (AFS-200) through the regional Flight Standards division (RFS). These requests must follow the nonstandard OpSpec approval process outlined in Volume 3, Chapter 18, Section 2, paragraph 3-713, Procedures for Requesting Nonstandard OpSpec/MSpec/LOA Authorizations and Nonstandard/Optional Text Authorizations.

C. Local Area. OpSpec A021 contains a description of the “local area.” The local area is an area designated by the certificate holder, which generally may not exceed 50 NM from the dispatch location, taking into account manmade and natural geographic terrain features that are easily identifiable by the PIC and from which the PIC may visually determine a position at all times.

- 1) The local area may be the same for night and day operations unless the terrain features used for the day local area would not be discernible at night. In such a case, both a day and night local area must be described.
- 2) For example, in mountainous or desert locations, geographical features may facilitate day operations, but because of the lack of such features and/or lighted landmarks, night operations would not be authorized.
- 3) Additional information on local flying areas is provided in Volume 4, Chapter 5, Section 3, paragraph 4-947, LFA for HAA Operations.

D. HAA Reporting Data.

1) In compliance with Title 49 of the United States Code (49 U.S.C.) § 44731, Collection of Data on Helicopter Air Ambulance Operations, all part 135 certificate holders utilizing this OpSpec shall, within 30 days from the conclusion of each calendar-year, complete all applicable data fields in the Helicopter Air Ambulance (HAA) Data Reporting Spreadsheet (see subparagraph D2) below) and submit the completed spreadsheet to the FAA via email attachment to 9-AFS-HelicopterAirAmbulanceData@faa.gov; or, alternatively, HAA operators may submit their spreadsheet to FAA by using most forms of electronic media (e.g., CD-ROM, DVD, etc.) directly to:

Federal Aviation Administration
AFS-250, Part 135 Air Carrier Operations Branch
HAA Data Collection
800 Independence Avenue, SW., Room 831
Washington, DC, 20591

2) All part 135 certificate holders utilizing this OpSpec shall submit their data reports using a predesigned Microsoft Excel® spreadsheet template, which is available for download by cutting and pasting or typing into their browser the following Web address: http://www.faa.gov/about/office_org/headquarters_offices/avs/offices/afs/afs200/branches/afs250/.

E. Additional Information. For more information, see OpSpec A024, Air Ambulance Operations—Airplane, and OpSpec A050, Helicopter Night Vision Goggle Operations (HNVGO), in this section.

OPSPEC A022—APPROVED EXIT ROW SEAT PROGRAM. RESERVED.

OPSPEC A023—USE A PROGRAM DURING GROUND ICING CONDITIONS.

A. Part 121. Part 121, § 121.629(c) requires part 121 certificate holders to have an approved ground deicing/anti-icing program, unless the certificate holder complies with § 121.629(d), which requires an outside the aircraft pretakeoff contamination check. Principal inspectors (PI) will issue OpSpec A023 to authorize the use of an approved ground deicing/anti-icing program or the use of an outside the aircraft pretakeoff contamination check.

See Volume 3, Chapter 27, Ground Deicing/Anti-icing Programs, for guidance on approving a ground deicing/anti-icing program.

B. Parts 125 and 135. Part 125, § 125.221 and part 135, § 135.227 require parts 125 and 135 certificate holders who operate during ground icing conditions to have approved aircraft pretakeoff contamination check procedures. PIs will issue OpSpec A041 to authorize a pre takeoff contamination check (not necessarily outside the aircraft). A part 125 or 135 certificate holder may choose to comply with § 121.629(c) by having an approved ground deicing/anti-icing program, in which case the PI will issue OpSpec A023. If a part 125 or 135 operator chooses to operate without a pretakeoff contamination check or without a § 121.629(c) program, then PIs may only authorize them to operate when ground icing conditions do not exist by issuing OpSpec A042. See Volume 3, Chapter 27 for guidance on approving a ground deicing/anti-icing program.

OPSPEC A024—AIR AMBULANCE OPERATIONS—AIRPLANE.

A. General. Airplane air ambulance operations do not differ significantly from other types of airplane air carrier operations. OpSpec A024 authorizes a certificate holder operating in accordance with 14 CFR part 121 or 135 to conduct emergency medical service (EMS) operations in airplanes.

B. Requirement for Aircraft Used in Air Ambulance Operations. The aircraft used in air ambulance operations will be equipped with medical equipment appropriate to the type of care required for the patient. This medical equipment can include items such as medical oxygen, suction, and a stretcher, isolette, or other approved patient restraint/containment device. The aircraft need not be used exclusively as an air ambulance aircraft, and the equipment need not be permanently installed.

C. Air Ambulance Operations Definition.

1) Unscheduled air transportation in an airplane of a person(s) with a health condition that requires:

- Medical personnel to provide special care, including, but not limited to, basic life support (BLS) or advanced life support (ALS); and
- Medical equipment necessary to support the level of care required for the patient(s), such as medical oxygen, suction, and/or a stretcher, isolette, or other approved patient restraint/containment device as determined by a health care provider.

2) Holding out to the public as willing to provide air transportation to a person with a health condition that requires medical personnel including, but not limited to, advertising, solicitation, or association with a hospital or medical care provider.

NOTE: The carriage of a person(s) requiring medical personnel and equipment on a scheduled air carrier operating under part 121 or 135 does not constitute air ambulance operations. However, an air carrier transporting a person(s) requiring medical personnel and equipment on an unscheduled flight (charter) is engaged in air ambulance operations. Providing transportation of body organs and human tissue in an airplane with or without passengers is not considered an airplane air ambulance operation.

D. Complete the Training Program Before Starting Air Ambulance Flights.

OpSpec A024 specifies that the flightcrew must satisfactorily complete the certificate holder's approved training program prior to commencement of air ambulance flights.

E. Additional Information. For further guidance, see Volume 4, Chapter 5, and OpSpec A021.

OPSPEC/MSPEC/TSPEC/LOA A025—ELECTRONIC SIGNATURES, ELECTRONIC RECORDKEEPING SYSTEMS, AND ELECTRONIC MANUAL SYSTEMS.

A. Applicability. A025 is the method the FAA uses to authorize a certificate holder or program manager to use an electronic signature, electronic recordkeeping system, or electronic manual system, in accordance with the requirements of 14 CFR. The A025 template applies to operations conducted in accordance with 14 CFR parts 91K, 121, 125 (including Letter of Deviation Authority (LODA) holders), 133, 135, 141, 142, 145, and 147. A025 does not apply to 14 CFR parts 61, 63, 65, 91 (excluding 91K), 129, 137, or 183. It is important to note that the A025 templates are tailored to specific regulatory requirements. Therefore, the template names and content may vary from part to part. All of the A025 templates are viewable in the Web-based Operations Safety System (WebOPSS).

B. Scope of this Guidance. The guidance contained in this section is designed to provide principal inspectors (PI) and aviation safety inspectors (ASI) with instructions on how to populate the A025 templates. The primary policy related to electronic signatures, electronic recordkeeping systems, and electronic manual systems is located elsewhere in this order. See subparagraph C below for the primary guidance references.

C. Primary Policy and Guidance. The primary policy that applies to a certificate holder's or program manager's use of electronic signatures, recordkeeping systems, and electronic manual systems is contained in the following 8900.1 chapters and sections:

1) Part 121 Dispatch and Flight Release Requirements – Electronic Signatures, Amendments, and Disposition. Information regarding electronic signatures on a dispatch or flight release, electronic amendments to a dispatch or flight release, and electronic recordkeeping of a dispatch or flight release is contained in Volume 3, Chapter 25, Section 1.

2) Part 121 En Route Communication Records – Electronic Retention. Information on the electronic retention of en route communication records in accordance with part 121, § 121.711 is contained in Volume 3, Chapter 25, Section 1.

3) Electronic Signature, Electronic Recordkeeping System, and Electronic Manual System Standards. Volume 3, Chapter 31, Sections 1 and 2, contain definitions and the overall standards regarding electronic signatures, electronic recordkeeping systems, and electronic manual systems. These standards are also included in the current edition of Advisory Circular (AC) 120-78, Electronic Signatures, Electronic Recordkeeping, and Electronic Manuals.

4) Parts 121 and 135 Crewmember and Aircraft Dispatcher Records. Volume 3, Chapter 31, Section 3, contains detailed information regarding crewmember and aircraft dispatcher records in accordance with the requirements of parts 121 and 135, as applicable.

5) Part 121 and Part 135, § 135.411(a)(2) Maintenance Records. Volume 3, Chapter 31, Section 5, contains detailed information regarding the evaluation of an air carrier's maintenance recordkeeping system.

6) Part 91K Non-Continuous Airworthiness Maintenance Program (CAMP) Program Manager's, Part 125, § 125.247 Certificate Holder's, and § 135.411(a)(1) Maintenance Records. Volume 3, Chapter 31, Section 6, contains information for Airworthiness inspectors on how to evaluate part 91K non-CAMP and part 135 maintenance records.

D. Instructions for Parts 91K, 121, 125, and 135 – Electronic Signatures, Electronic Recordkeeping Systems, and Electronic Manual Systems.

1) Electronic Signatures. The FAA's standards for electronic signatures are located in Volume 3, Chapter 31, Section 2, and AC 120-78. In accordance with these standards, a certificate holder or program manager will be required to submit an application for acceptance of an electronic signature process to the certificate-holding district office (CHDO). Prior to issuing the A025 authorization to use an electronic signature, the PI or delegated ASI with the authority to sign and issue the OpSpec or MSPEC must review the certificate holder/program manager's application and associated documentation to determine if the electronic signature and the electronic signature process meet the prescribed standards. After determining the standards are met and the application is acceptable, the PI or ASI will accept the certificate holder/program manager's electronic signature process and authorize the certificate holder/program manager to use electronic signatures by accomplishing the following:

a) Complete the Electronic Signatures Table (Table 1) in the A025 Template.

1. Select the applicable signature item(s) from the drop-down menu provided in the first column of Table 1 in the A025 template. Authorization for a certificate holder/program manager to use electronic signatures is limited to those items available in the drop-down menu. If the certificate holder/program manager does not use electronic signatures, select "N/A." Only the selected items will appear when A025 is issued to the certificate holder/program manager.

2. Enter the electronic signature process revision number and date into the second column of Table 1. For a new, unrevised process, enter the revision number as "0" or "Original." Enter the process date associated with the revision number.

3. Reference the manual that contains the electronic signature process in the third column of Table 1.

b) Sign and Issue A025 to Accept the Electronic Signature Process and Authorize the Use of the Selected Electronic Signatures. After completing Table 1, the PI or delegated ASI will sign OpSpec/MSpec A025 and issue it to the certificate holder/program manager. The signature of the PI or ASI conveys the FAA's acceptance of the electronic signature process for each type of signature listed in the table. When the PI or ASI issues A025 in WebOPSS, the certificate holder/program manager is authorized to use those electronic signatures listed as of the effective date of the active OpSpec/MSpec. This date also signifies the effective date of FAA acceptance.

2) Electronic Recordkeeping Systems. The FAA's standards for an electronic recordkeeping system are located in Volume 3, Chapter 31, Section 2, and AC 120-78. In accordance with these standards, a certificate holder/program manager will be required to submit an application for acceptance *or* approval of an electronic recordkeeping system to the CHDO, depending upon the regulatory requirement. Prior to issuing the A025 authorization to use an electronic recordkeeping system, the PI or delegated ASI with the authority to sign and issue the OpSpec/MSpec must review the certificate holder/program manager's application and associated documentation to determine if the electronic recordkeeping system meets the prescribed standards. After determining the standards are met and the application is acceptable, the PI or ASI will accept or approve the recordkeeping system and authorize the certificate holder/program manager to use it by accomplishing the following:

a) Approve a Computer (Electronic) Recordkeeping System for Crewmember and Dispatcher Records – Parts 121 and 125 Only. Sections 121.683(c) and 125.401(c) require an electronic recordkeeping system that maintains crewmember and dispatcher (part 121) records to be FAA approved. Use Table 2 in the A025 template for parts 121 and 125 to approve an electronic recordkeeping system in accordance with § 121.683(c) or § 125.401(c) and authorize its use. The table has four columns. Each column specifies the required information.

1. Column 1 – Kind of Record. Enter the kind of record (e.g., dispatcher training record, crewmember qualification record, etc.) into column 1 of Table 2 in OpSpec A025. If the certificate holder does not use an electronic recordkeeping system for crewmember or dispatcher records, enter "N/A" in column 1 to complete the table.

2. Column 2 – Name of Electronic System. Enter the name of each electronic system used to maintain crewmember or dispatcher records in column 2 of Table 2.

3. Column 3 – Software Version Number. Enter the version number of the software (e.g., version 1.0, version 1.2, version 1A, etc.) in column 3 of Table 2.

4. Column 4 – Manual Containing the Electronic Recordkeeping System Description. Enter the name of the manual containing the electronic recordkeeping system description in column 4 of Table 2.

5. After entering the recordkeeping system information into Table 2 of OpSpec A025, the principal operations inspector (POI), or delegated ASI with the authority to

sign and issue the OpSpec, will sign A025 and issue it to the certificate holder. The signature of the POI or ASI conveys the FAA's approval of the electronic recordkeeping system. When the POI or ASI issues A025 in WebOPSS, the certificate holder is authorized to use the electronic recordkeeping system(s) listed as of the effective date of the active OpSpec. This date also signifies the effective date of FAA-approval.

b) Accept an Electronic Recordkeeping System for All Other Certificate Holder/Program Manager Records. Electronic recordkeeping systems for records other than those specified by §§ 121.683 and 125.401 are FAA accepted. Use the Electronic Recordkeeping System table (Table 2 for parts 91K and 135, or Table 3 for parts 121 and 125) of A025 to accept an electronic recordkeeping system and authorize its use. The table has four columns. Each column specifies the required information.

1. Column 1 – Kind of Record. Enter the kind of record (e.g., communications, dispatch release, flight release, airworthiness release, etc. If the certificate holder/program manager does not use electronic records of any kind, enter “N/A” in column 1 to complete the table.

2. Column 2 – Name of Electronic System. Enter the name of the electronic recordkeeping system used to maintain each kind of record in column 2 of the table.

3. Column 3 – Software Version Number. Enter the version number of the software (e.g., version 1.0, version 1.2, version 1A, etc.) in column 3 of the table.

4. Column 4 – Manual Containing the Electronic Recordkeeping System Description. Enter the name of the manual containing the electronic recordkeeping system description in column 4 of the table.

5. After completing the Electronic Recordkeeping System table, the PI, or delegated ASI with the authority to sign and issue the OpSpec/MSpec, will sign A025 and issue it to the certificate holder/program manager. The signature of the PI or ASI conveys the FAA's acceptance of the electronic recordkeeping system. When the PI or ASI issues A025 in WebOPSS, the certificate holder/program manager is authorized to use the electronic recordkeeping system(s) listed as of the effective date of the active OpSpec/MSpec. This date also signifies the effective date of FAA acceptance.

3) Electronic Manual System. The FAA's standards for electronic manuals and electronic manual systems are located in Volume 3, Chapter 31, Section 2, and AC 120-78. In accordance with these standards, a certificate holder/program manager will be required to submit an application for acceptance of the electronic manual system to the CHDO. Prior to issuing the A025 authorization to use an electronic manual system, the PI or delegated ASI with the authority to sign and issue the OpSpec/MSpec must review the certificate holder/program manager's application and associated documentation to determine if the electronic manual system meets the prescribed standards. After determining the standards are met and the application is acceptable, the PI or ASI will accept the electronic manual system and authorize the certificate holder or program manager to use it by accomplishing the following:

a) Complete the Electronic Manual System Table (Table 3 for parts 91K and 135, or Table 4 for parts 121 and 125) in the A025 Template. Enter the name of the master manual that contains the electronic manual system description (which must include the list of electronic manuals) in the first column of the table. There is no requirement to list each electronic manual maintained on the system in A025 itself. In the second column of the table, enter the latest revision number of the master manual, along with the date of the revision. For an unrevised, originally issued manual or document, enter the publication date as it appears in the manual. For the revision number, enter “0” or “Original.” If the certificate holder/program manager does not use any electronic manuals, enter “N/A” in the first column of the table.

b) Sign and Issue A025 to Accept the Electronic Manual System and Authorize Its Use. After completing the Electronic Manual System table, the PI or delegated ASI will sign OpSpec/MSpec A025 and issue it to the certificate holder/program manager. The signature of the PI or ASI conveys the FAA’s acceptance of the electronic manual system. When the PI or ASI issues A025 in WebOPSS, the certificate holder/program manager is authorized to use the system as of the effective date of the active OpSpec/MSpec. This date also signifies the effective date of FAA acceptance.

4) Electronic Access to a Minimum Equipment List (MEL). In accordance with part 91, § 91.1115(a)(2); § 121.628(a)(2); § 125.201(a)(2); and § 135.179(a)(2), certificate holders/program managers conducting part 91K, 121, 125, or 135 operations require FAA approval and OpSpec authority to provide access to an MEL via electronic means.

a) Each electronic MEL must be part of the certificate holder/program manager’s electronic manual system and must be listed in the certificate holder’s master manual or document.

b) To approve electronic access to an MEL, begin by following the electronic manual system guidance (located in subparagraph D3) above).

c) List the MEL(s) in the Electronic Access to Minimum Equipment List table (Table 4 for parts 91K and 135 and Table 5 for parts 121 and 125) of the A025 template. List each electronic MEL by aircraft make and model (M/M). If the MEL is specific to a particular series of aircraft, you must list the MEL by make, model, *and* series (M/M/S). If a certificate holder/program manager provides electronic access to all of its MELs, enter “All” in the table.

d) The process for approving electronic access to an MEL and authorizing a certificate holder/program manager to provide electronic MEL access is complete only when the Electronic Manual System and Electronic Access to Minimum Equipment List tables are completed in accordance with this section, and the POI or delegated ASI signs A025 and issues it to the certificate holder/program manager. The POI’s or ASI’s signature conveys FAA approval to distribute an MEL via electronic means. When the POI or ASI issues A025 in WebOPSS, the certificate holder/program manager is authorized to electronically distribute its MEL as of the effective date of the active OpSpec/MSpec. This date also signifies the effective date of FAA approval. If the certificate holder/program manager does not distribute its MEL(s) electronically, enter “N/A” in the first column of the table.

5) Certificate Holders or Program Managers Who Have Authority to Use an Electronic Flight Bag (EFB). OpSpec A025 is the primary authorization for the use of electronic signatures, electronic recordkeeping systems, and electronic manual systems. Certificate holders and program managers who have authorization to use an EFB in accordance with OpSpec A061, Use of Electronic Flight Bag, will require the OpSpec A025 authorization for these items. Any electronic signature, record, or manual used in conjunction with, or otherwise displayed on an EFB, is subject to the standards set forth in Volume 3, Chapter 31, Section 2, and AC 120-78.

a) **Electronic Signatures.** If a certificate holder or program manager uses electronic signatures in conjunction with an EFB, the certificate holder/program manager must include the EFB as part of its electronic signature process. The authority to use any electronic signature, including one that is used in conjunction with an EFB, applies only to those items that are selectable in the Electronic Signatures table located in A025.

b) **Electronic Recordkeeping System.** If a certificate holder/program manager uses an EFB as an electronic recordkeeping system for a particular kind of record, list the kind of record in the first column of the appropriate Electronic Recordkeeping System table in A025. Then reference the EFB as authorized in A061 as the name of the electronic system. For example, “EFB as authorized in A061.”

c) **Electronic Manual System and Electronic Access to an MEL.** Where electronic manuals (including an MEL) are concerned, an EFB is a means to display and provide access to manuals by flight and cabin crewmembers. Therefore, a certificate holder or program manager must describe the use of the EFB as part of its overall electronic manual system that is described in the master manual referenced in the Electronic Manual System table of A025. For an electronic MEL, the certificate holder or program manager must also list the MEL by M/M or M/M/S (depending on MEL applicability) or list “All” in the Electronic Access to Minimum Equipment List table.

E. Instructions for Part 133 – Electronic Signatures, Electronic Recordkeeping Systems and Electronic Manuals. The FAA’s policy and standards for electronic signatures, electronic recordkeeping systems, and electronic manual systems are located in Volume 3, Chapter 31, Section 2, and AC 120-78. PIs and ASIs must review the policy prior to authorizing a certificate holder to use an electronic signature, electronic recordkeeping system, or electronic manual. If a certificate holder does not use electronic signatures, records, or manuals, do not issue A025.

1) Part 133 Electronic Signatures. The A025 template for part 133 has a selectable subparagraph b. that applies to electronic signatures. PIs will select the appropriate subparagraph based on whether or not the certificate holder is authorized to use electronic signatures.

a) To accept a certificate holder’s electronic signature process and authorize a certificate holder to use electronic signatures, select the subparagraph b. that states the following: “b. The certificate holder is authorized to use electronic signatures in accordance with the requirements of 14 CFR Part 133.” After selecting the appropriate subparagraph b., the PI or ASI with OpSpec signature authority will sign and issue OpSpec A025 to the certificate holder. The

PI's or ASI's signature on the OpSpec conveys the FAA's acceptance of the electronic signature process. When the PI or ASI issues A025 in WebOPSS, the certificate holder is authorized to use electronic signatures as of the effective date of the active OpSpec. This date also signifies the effective date of FAA acceptance.

b) If a certificate holder is not authorized to use electronic signatures, select the subparagraph b. that states the following: "b. The certificate holder is not authorized to use electronic signatures."

2) Part 133 Electronic Recordkeeping Systems.

a) To accept an electronic recordkeeping system and authorize its use, complete Table 1 in the A025 template. There are four columns in the table. Each column specifies the required information.

1. Column 1 – Kind of Record. Enter the kind of record in column 1 of Table 1 in A025 (e.g., continued airworthiness records, pilot qualification records, etc.). If the certificate holder does not use electronic records of any kind, enter "N/A" in column 1 to complete the table.

2. Column 2 – Name of Electronic System. Enter the name of the electronic system used for each electronic record in column 2 of Table 1.

3. Column 3 – Software Version Number. Enter the software version number, as depicted by the software itself, in column 3 of Table 1. (e.g., version 1, version 1.2, etc.)

4. Column 4 – Manual Containing Electronic Recordkeeping System Description. Enter the name of the manual containing the electronic recordkeeping system description in column 4 of Table 1.

b) After completing Table 1, the PI, or delegated ASI with the authority to sign and issue the OpSpec, will sign A025 and issue it to the certificate holder. The signature of the PI or ASI conveys the FAA's acceptance of the electronic recordkeeping system. When the PI or ASI issues A025 in WebOPSS, the certificate holder is authorized to use the electronic recordkeeping system(s) listed as of the effective date of the active OpSpec. This date also signifies the effective date of FAA acceptance.

3) Part 133 Electronic Manuals.

a) To accept electronic preparation of a certificate holder's manual and authorize a certificate holder to use the manual in electronic form, enter the name of the manual in the Electronic Manual System table (Table 2) of the part 133 A025 template. After entering the appropriate information, the PI or ASI with OpSpec signature authority will sign and issue the OpSpec to the certificate holder. The PI's or ASI's signature on the OpSpec conveys the FAA's acceptance of the electronic preparation of the manual. When the PI or ASI issues A025 in WebOPSS, the certificate holder is authorized to use the electronic manual(s) listed in the

OpSpec as of the effective date of the active OpSpec. This date also signifies the effective date of FAA acceptance.

b) If the certificate holder does not use electronic manuals, enter “N/A” in the first column of Table 2.

F. Instructions for Part 141 – Electronic Recordkeeping System. The FAA’s policy and standards for electronic recordkeeping systems and the electronic signatures used in conjunction with electronic records are located in Volume 3, Chapter 31, Section 2, and AC 120-78. POIs and ASIs must review the policy prior to authorizing a certificate holder to use an electronic recordkeeping system and an electronic signature used in conjunction with that system to enter and maintain the records required by part 141. If a certificate holder is not authorized to use an electronic recordkeeping system, do not issue training specification (TSpec) A025.

1) The Electronic Recordkeeping System. To accept a certificate holder’s electronic recordkeeping system and authorize its use, describe or reference the recordkeeping system in the field provided in subparagraph a. of the A025 template for part 141.

2) Electronic Signatures to be Used in Accordance with the Electronic Recordkeeping System. Most electronic records will require the use of an electronic signature. The A025 template for part 141 has a selectable subparagraph that allows a POI or ASI, with the appropriate TSpec signature authority, to authorize a certificate holder to use electronic signatures in accordance with its electronic recordkeeping system.

a) To authorize a certificate holder to use electronic signatures, select subparagraph b. that states the following: “b. The certificate holder is authorized to use electronic signatures in conjunction with the recordkeeping system described or referenced in subparagraph a. of this training specification.”

b) If a certificate holder is not authorized to use electronic signatures, select the subparagraph b. that states the following: “b. The certificate holder is not authorized to use electronic signatures.”

c) When the POI or ASI completes, signs, and issues A025 in WebOPSS, the authorizations contained therein become effective as of the date of the active TSpec.

G. Instructions for Part 142 – Electronic Recordkeeping Systems. The TSpec A025 for part 142 applies to a certificate holder’s paper-based and/or electronic recordkeeping system. Use the text boxes provided in subparagraph a. of TSpec A025 to authorize a paper-based or electronic recordkeeping system, or a combination of both. The FAA’s policy and standards for electronic recordkeeping systems and electronic signatures are located in Volume 3, Chapter 31, Section 2. PIs and ASIs must review the policy prior to authorizing a certificate holder to use an electronic recordkeeping system or electronic signature. A025 for part 142 is a mandatory template.

1) Authorize a Paper-Based Recordkeeping System. To authorize a certificate holder to use a paper-based recordkeeping system to maintain the records required by part 142,

§ 142.73, describe or reference the system in the appropriate text box located in subparagraph a. of the A025 template.

2) Authorize the Electronic Recordkeeping System. To authorize a certificate holder to use an electronic recordkeeping system to maintain the records required by § 142.73, describe or reference the recordkeeping system in the appropriate text box located in subparagraph a. of the A025 template for part 142.

3) Location and Point of Contact Information for Trainee Records – Table 1. Complete Table 1 of the part 142 template by entering the appropriate information in each column of the table.

4) Location and Point of Contact Information for Records Showing Regulatory Compliance with Instructor and Evaluator Qualifications and Training Requirements – Table 2. Complete Table 2 by entering the appropriate information in each column of the table.

5) Electronic Signatures to be used in Accordance with the Electronic Recordkeeping System. Most electronic records will require the use of an electronic signature. The A025 template for part 142 has a selectable subparagraph that allows a PI to authorize a certificate holder to use electronic signatures in accordance with its electronic recordkeeping system. To authorize a certificate holder to use electronic signatures, select the subparagraph d., which states: “d. The certificate holder is authorized to use electronic signatures in conjunction with the recordkeeping system described or referenced in subparagraph a of this training specification.”

H. Instructions for Part 145 – Electronic/Digital Recordkeeping System, Electronic/Digital Signature, and Electronic Media. The FAA’s policy and standards for electronic signatures, electronic recordkeeping systems, and electronic manuals are located in Volume 3, Chapter 31, Section 2. PIs and ASIs must review the policy prior to authorizing a repair station to use an electronic/digital signature, electronic/digital recordkeeping system, or electronic media as a means to distribute certain manuals. If a repair station does not use a digital recordkeeping system, electronic/digital signature, or electronic media, do not issue A025.

1) Electronic/Digital Recordkeeping System. To authorize a repair station to use an electronic/digital recordkeeping system, describe or reference the system in the field provided in subparagraph a. of the A025 template for part 145. If the repair station does not use an electronic/digital recordkeeping system, enter “N/A.”

2) Electronic/Digital Signatures. To authorize a repair station to use electronic/digital signatures, enter the electronic/digital signature procedures or reference the manual containing the procedures in the field provided in subparagraph b. of the part 145 template. If the repair station does not use electronic/digital signatures, enter “N/A.”

3) Electronic Media for the Repair Station Manual (RSM) and Quality Control Manual (QCM). To authorize a repair station to use electronic media for the RSM and QCM, enter a description of the electronic media in the field provided in subparagraph c. of the part 145 template. If the repair station does not use electronic media for its RSM and QCM, enter “N/A.”

I. Instructions for Part 147 – Recordkeeping System. Instructions for the part 147 A025 template are located in Volume 3, Chapter 18, Section 11, Parts A and B Operations Specifications for Part 147 Aviation Maintenance Technician Schools. The FAA’s policy and standards for recordkeeping systems and electronic signatures are located in Volume 3, Chapter 31, Section 2. PIs and ASIs must review the policy prior to authorizing a certificate holder to use an electronic recordkeeping system or electronic signature.

OPSPEC A026—RESTRICTED OPERATION OF CERTAIN STAGE 2 AIRPLANES. RESERVED.

OPSPEC/MSPEC A027—LAND AND HOLD SHORT OPERATIONS. (OPTIONAL.)

A. General. OpSpec A027 authorizes Land and Hold Short Operations (LAHSO) for part 121, 125, and 135 certificate holders, and part 91 subpart K program managers. Certificate holders must meet certain requirements for operational policies, procedures, and training for LAHSO before the principal operations inspector (POI) may issue this OpSpec. No operator may participate in LAHSO unless it has accomplished flightcrew training. FAA Air Traffic Order 7110.118, Land and Hold Short Operations (LAHSO), must be used in conjunction with the information provided in this paragraph.

NOTE: Waivers will not be issued to any LAHSO procedures.

B. Requirement for Participating in LAHSO. Operators may not participate in LAHSO and the FAA will not issue OpSpec A027 until the following are met:

1) Local Flight Standards District Office (FSDO) managers and local and regional Air Traffic managers must coordinate, (in accordance with FAA Order 7210.3, Facility Operation and Administration and Order 7110.118) the following for airports in their district conducting LAHSO:

- Participation of Flight Standards Service (AFS) representatives in local LAHSO development teams;
- Review of air traffic control (ATC) procedures to ensure that procedures are consistent with aircraft/aircrew performance capabilities according to the type of aircraft operations involved;
- Assisting in the identification of eligible aircraft that may operate on each runway, based on the available landing distance (ALD); and
- Ensuring that no air carrier is approved to operate aircraft to a runway, for the purpose of conducting LAHSO, with less than that specified on Order 7110.118, appendix 1, Aircraft Group/Distance Minima.

NOTE: Aircraft not identified in Order 7110.118, appendix 1 do not participate in LAHSO. Aircraft additions to Appendix 1 may be requested through the local ATC facility manager to Air Traffic Service (AAT) and AFS at FAA Headquarters.

2) POI.

a) Each POI must review the following:

- FAA Order 7110.118, in order to identify AFS roles and responsibilities to support joint development of procedures for conducting LAHSO at specific airports. FAA Order 7110.118 may be found at <http://ato.faa.gov>.

NOTE: If Internet access is unavailable, contact ATP 120 at (202) 267-7265 for the most current guidance document.

- Regulatory requirements, as applicable: parts 125 and 135 subpart I; and §§ 91.1037, 23.75; 25.125; and 121.195.

b) Each POI must ensure the following actions have been accomplished before issuing or re-issuing, as appropriate, OpSpec A027:

- The air carrier has instituted flightcrew member training on LAHSO;
- The air carrier has a system that accurately determines the landing distance or maximum landing weight required for LAHSO and that ensures no aircrew accepts a landing clearance to a runway with a landing distance less than the distance identified in FAA Order 7110.118, appendix 1;
- The air carrier has provided flightcrew members with all necessary information needed to conduct LAHSO; and
- Paragraph A027c describes the location of the air carrier's LAHSO procedures. These procedures may be contained in any flightcrew member manual or document readily available to flightcrew members for reference.

NOTE: The FAA strongly recommends that all carriers provide aircrews with in flight single source documentation on LAHSO procedures. See Volume 4, Chapter 3, Section 5, Selected Practices, paragraph 600, Land and Hold Short Operations (LAHSO), for additional information.

OPSPEC A028—AIRCRAFT WET LEASE ARRANGEMENTS. In FAA use, the term “wet lease” is any leasing arrangement whereby a person agrees to provide an entire aircraft and at least one crewmember (part 119, § 119.3). This OpSpec authorizes certificate holders who conduct common carriage operations under parts 121 and 135 to enter into wet lease arrangements with other part 119 certificate holders. See Volume 12, Chapter 2, Section 9, Lease, Interchange, and Charter Arrangements, for the wet lease of any aircraft by a U.S. air carrier to a foreign air carrier or foreign person engaged in common carriage wholly outside the United States. Volume 3, Chapter 13, Section 4, Wet Lease Agreements, provides direction and guidance for processing and authorizing wet lease arrangements.

A. Reviewing Wet Lease Arrangements. When reviewing proposed § 119.53 wet lease arrangements between U.S. certificate holders authorized to conduct common carriage

operations, there are two critical factors to consider: (1) whether or not the lessee has exclusive legal possession and use of the entire aircraft, and (2) whether or not the lessor retains actual possession and operational control of the aircraft by virtue of providing and controlling the crewmembers.

1) Possession. In an FAA-defined wet lease, the lessor surrenders legal possession of specific aircraft to the lessee, but in general retains actual possession of the aircraft by virtue of providing and controlling the crewmember(s). This form of lease implies that the lessee has possession or custody, not ownership, of the aircraft for a specified period of time or a defined number of flights.

a) The lessor is the certificate holder who grants legal possession and use of specific aircraft to another certificate holder.

b) The lessee is the certificate holder who obtains legal possession and use of specific aircraft from another certificate holder.

c) If the lessor/grantor never transfers legal possession or custody of the entire aircraft, the arrangement is not a § 119.53 wet lease. Likewise, if the arrangement makes it clear that actual possession of the entire aircraft is never transferred; the arrangement is not a § 119.53 wet lease. In this case the arrangement might actually be a charter. An example of such an arrangement is a provision of “aircraft with crew” agreement where no legal or actual transfer of the possessory rights to the aircraft occurs. Such an arrangement is a services agreement for provision of a flight service to a customer even if characterized as a wet lease by the parties to the agreement.

2) Operational Control. As defined in 14 CFR part 1, operational control is the exercise of authority over initiating, conducting, or terminating a flight. The certificate holder exercising operational control—generally the lessor—is responsible for the safety and regulatory compliance of the flights. The FAA rarely has allowed operational control to be exercised by the lessee certificate holder. An example of such a case entails a lessee certificate holder who obtains legal possession of the lessor certificate holder’s aircraft and, as part of the arrangement, the lessor agrees to furnish two flight attendants with the aircraft. In addition, the lessee furnishes the pilot crewmembers to operate the aircraft. In this case, the lessee certificate holder obtains both actual and legal possession of the aircraft and operational control by virtue of providing and controlling the pilot crewmembers. If there is a question that the lessee may have operational control, the lease must also be reviewed by AFS-200 and AGC-300. In this case, both must concur in the issuance of OpSpec A028.

3) Wet Lease Types. Operational control under an FAA-defined wet lease will be one of two types.

a) The lessor certificate holder will have operational control of the listed aircraft. If the lessor certificate holder will have operational control, that certificate holder is authorized to conduct operations in accordance with each applicable wet lease arrangement identified in Table 1 of the OpSpec.

1. The certificate holder issued this authorization must at all times be responsible for and maintain the operational control and airworthiness of each aircraft identified in each lease arrangement. The lease arrangement(s) must be listed in Table 1 of the OpSpec.

2. The nationality, registration, and serial number of each aircraft to be used under the terms of the wet lease arrangement will be identified in paragraph D080 or D087, as applicable, and D085 of the certificate holder's OpSpecs.

3. While conducting operations under this authorization, the lessor may use the call sign and flight number(s) of the lessee, provided that, for all flights the lessor certificate holder explains in the remarks section of the applicable flight plan that the flight is actually being conducted under the call sign and flight number(s) of the lessee.

4. Both lessor and lessee certificate holders will have their role and information of the wet lease arrangement documented in OpSpec A028 of their respective OpSpecs.

b) The lessor certificate holder will not have operational control of the listed aircraft. This type of arrangement is rare. For the FAA to approve such an arrangement, the parties to it will have to establish to the FAA's satisfaction how the lessee will exercise operational control of the aircraft. For the party to each applicable wet lease who will not have operational control, that determination must be stated in Table 2, of the respective certificate holders' OpSpecs. Under this example, the lessor certificate holder not having operational control will exercise the wet lease arrangement(s) listed in Table 2 with the following limitations and provisions:

1. The lessee, as the party exercising operational control, is singularly responsible for the safety and regulatory compliance of the flights.

2. The lessee, as the party having operational control in the wet lease arrangement listed in Table 2, must at all times be responsible for, and maintain the operational control and airworthiness of the aircraft identified in each wet lease arrangement listed.

3. The lessor certificate holder is not authorized to have, and may not have, operational control of any operation conducted by the lessee certificate holder under this subparagraph of the OpSpec.

4. Both lessor and lessee certificate holders will have their role and information of the wet lease arrangement documented in OpSpec A028 of their respective OpSpecs.

B. Wet Leasing Prohibitions. Section 119.53(b) prohibits part 119 certificate holders' wet leasing from a foreign air carrier or any other foreign person or any person not authorized to engage in common carriage. This prohibition is to prevent confusion as to which carrier would be held accountable for the safety of the flight, which country's air carrier safety rules would be followed, and which civil aviation authority would have primary oversight responsibilities.

1) It is common practice among commercial operators to enter into agreements which the two parties characterize as wet leases but which actually are charters when compared to the FAA definition of wet lease. The term “charter” is not defined in FAA regulations. However, in operational terms, a charter is an agreement whereby a person provides lift capacity (cargo or passengers) to another person for a defined period of time or number of flights. In other words, a charter is a services agreement for the provision of a flight service—not transfer of possession or custody of an aircraft and the FAA expects the charter operator providing an aircraft with crew to have operational control over all flights conducted pursuant to the agreement.

2) A U.S. air carrier that enters into an agreement with a foreign air carrier for both an aircraft and crew to perform part of the U.S. air carrier’s international operations may not be entering into a wet lease as defined by the FAA if certain conditions (described below) are met. Note that, for commercial reasons both U.S. and foreign air carriers may characterize such arrangements as wet leases even though they are more in the nature of a charter. These agreements, even if characterized by the parties as wet leases, are a type of charter and are subject to the requirements of 14 CFR part 212.

3) In some commercial arrangements, the term provision of aircraft with crew (or similar phrasing) rather than charter may be used. The provision of aircraft with crew arrangement does not involve any legal or actual transfer of the possessory rights to the aircraft; it is a services agreement or arrangement for a lessor to provide a flight service and does not transfer possession of the aircraft to the lessee.

4) Charter or provision of aircraft with crew arrangements are commercial arrangements between carriers that require a statement of authorization from the Office of the Secretary of Transportation (OST); they are not documented by OpSpec. The OST authorization process includes a determination that the requirements of part 212 are met and the proposed operation is in the public interest. Such determinations are made in coordination with the FAA, which will review the arrangements and make determinations relating to operational control, possession of the aircraft, the safety oversight of the operation, and the safety audit of the foreign air carrier. Where a foreign air carrier will be involved in such a lease or provision of aircraft with crew arrangement to a U.S. air carrier, approval will be subject to the following requirements:

a) The foreign air carrier involved holds a foreign air carrier permit or exemption authority from OST to conduct charter operations;

b) The country that issued the foreign air carrier’s air operator certificate has been rated as Category 1 under the FAA’s International Aviation Safety Assessment program.

c) The operations to be conducted represent foreign air transportation and not prohibited cabotage, in accordance with Title 49 of the United States Code, § 41703;

d) The foreign air carrier would be conducting a flight or series of flights. The U.S. air carrier has the economic authority for the flight or series of flights that will be conducted with the foreign air carrier’s aircraft and crew;

e) The foreign air carrier files an application for a statement of authorization for any such operation proposed;

f) The foreign air carrier demonstrates that it would be in operational control of the proposed operation, for example, by providing with its application, for review by the FAA, copies of the lease arrangement for the aircraft with crew, that it has entered into with the U.S. certificated air carrier;

g) The foreign air carrier demonstrates that it will retain legal and actual possession of the aircraft;

h) The foreign air carrier provides evidence, for example, that the U.S.-certificated air carrier involved has conducted a safety audit of the foreign carrier, consistent with an FAA-approved safety audit program, and has submitted a report of that audit to the FAA for review; and

i) The FAA notifies the OST that it has determined that operational control of the proposed flights rest with the foreign air carrier applicant, that the oversight of the operation will remain with the country that issued the foreign air carrier's air operator certificate, and that the safety audit meets the standards of the U.S.-certificated air carrier's safety audit program.

OPSPEC A029—AIRCRAFT INTERCHANGE ARRANGEMENTS. Volume 3, Chapter 13, Section 5, Interchange Agreements, provides direction and guidance for processing and authorizing interchange arrangements. When an interchange arrangement is authorized, A029 must be issued to both parties of the interchange agreement by each responsible principal operations inspector. All interchange arrangements authorized for an operator must be listed in A029. Enter the name of the operator who would normally operate the aircraft if an interchange agreement were not in effect in the column labeled Primary Operator. List the name of the other party to the interchange agreement in the column labeled Interchange Operator. List the aircraft make/model/series of the aircraft used and all specified interchange points for each agreement in the appropriate columns. If it is necessary to specify other conditions or limitations such as expiration dates, they should be specified by adding text to A029.

OPSPEC A030—SUPPLEMENTAL OPERATIONS BY A CERTIFICATE HOLDER AUTHORIZED TO CONDUCT DOMESTIC OR FLAG OPERATIONS.

A. General.

1) A030 is an optional OpSpec that authorizes a 14 CFR part 121 certificate holder to conduct supplemental operations between airports listed for scheduled operations in that certificate holder's OpSpec C070. Principal operations inspectors (POI) may issue A030 to a certificate holder who is authorized in OpSpec A001 to conduct the following types of operations:

- Domestic and supplemental.
- Flag and supplemental.
- Domestic, flag, and supplemental.

2) POIs may not issue A030 to a certificate holder who is only authorized to conduct supplemental operations because such a certificate holder is not issued an OpSpec C070. Thus, the certificate holder would be required to operate under supplemental rules at all times.

B. Authorizations.

1) Conducting Supplemental Operations in Accordance with Domestic or Flag Rules to Airports Listed in C070. OpSpec A030 subparagraph b authorizes a certificate holder with domestic and/or flag authority to conduct supplemental operations using domestic or flag rules, as applicable, between the regular, provisional, and refueling airports listed in the certificate holder's OpSpec C070. A030 may not be applied to airports listed solely as alternate airports.

2) Conducting Supplemental Operations in Accordance with Supplemental Rules to Airports Listed in C070. OpSpec A030 subparagraph c authorizes a certificate holder with domestic and/or flag authority to conduct supplemental operations between the airports listed in the certificate holder's C070 under supplemental rules.

3) Optional Nonstandard Provisions. OpSpec A030 contains a field in which POIs can enter optional/nonstandard text. This field is commonly referred to as "TEXT99." POIs may not issue nonstandard text to OpSpec A030 without obtaining prior approval from the Air Transportation Division (AFS-200).

OPSPEC/MSPEC/LOA A031—OUTSOURCED TRAINING: 14 CFR PART 91K, CONTRACT TRAINING; 14 CFR PARTS 121 AND 135, ARRANGEMENTS WITH TRAINING CENTERS, AIR AGENCIES, AND/OR OTHER ORGANIZATIONS FOR CERTIFICATE HOLDER TRAINING; 14 CFR PART 125, FLIGHT CREWMEMBER REQUIREMENTS; 14 CFR PART 125 LETTER OF DEVIATION AUTHORITY (LODA A125) HOLDERS.

A. General. OpSpec/MSpec/LOA A031 authorizes a certificate holder/operator/program manager to enter into a contract with an outside training organization to conduct the training, testing, and/or checking of crewmembers (pilots, flight engineers, and Flight Attendants (F/A)), aircraft dispatchers (part 121 domestic and flag), or other persons authorized to exercise operational control (part 121 supplemental) required by the applicable 14 CFR part. As detailed below, a contracted training organization may be another certificate holder, 14 CFR part 142 training center, program manager, or a training center not certificated under part 142.

1) Part 91K. In accordance with part 91, § 91.1075, a program manager may only contract with another part 91K program manager, a part 121 or part 135 certificate holder, a part 142 training center, or a training center not certificated under part 142 to conduct the training, testing, and/or checking required by part 91K.

2) Part 121. In accordance with part 121, § 121.402, a part 121 certificate holder may only contract with another part 121 certificate holder or a part 142 training center to conduct the training, testing, and/or checking required by part 121.

3) **Part 125.** In accordance with part 125, § 125.296, part 125 certificate holders and part 125 Letter of Deviation Authority (LODA) holders may only contract with a part 142 training center to conduct the training, testing, and/or checking required by part 125.

4) **Part 135.** In accordance with part 135, § 135.324, a part 135 certificate holder may only contract with another part 135 certificate holder or a part 142 training center to conduct the training, testing, and/or checking required by part 135.

B. Applicability. LOA A031 is mandatory for part 125 LODA holders. OpSpec/MSpec A031 is optional for parts 91K, 121, 125, and 135 certificate holders/program managers.

C. Limitations and Provisions—Parts 91K, 121, and 135. A certificate holder or program manager must comply with the following limitations and provisions to operate under the authority granted by OpSpec/MSpec A031. The certificate holder/program manager must:

1) Ensure that all arrangements made with each training organization are fully compliant with the certificate holder/program manager's OpSpecs/MSpecs, the certificate holder/program manager's approved training program, and the CFRs.

2) Ensure that each contracted training organization conducts all training, testing, and/or checking in accordance with the certificate holder/program manager's applicable 14 CFR part and approved training program.

3) Ensure that each contracted training organization has adequate facilities, equipment, competent personnel, and an organizational structure to support the training, testing, and/or checking in accordance with the certificate holder/program manager's approved training program.

4) Have a program or method outlined in the approved training program that enables the certificate holder/program manager to detect, identify, and implement timely corrective action for all deficiencies detected in the training, testing, and/or checking provided by each training organization.

5) Ensure that each contract instructor, contract check pilot, and contract flight engineer conducting training, testing, and/or checking of the certificate holder/program manager's personnel is trained, qualified, and authorized to conduct the appropriate training, testing, and/or checking in accordance with the certificate holder/program manager's applicable 14 CFR part and approved training program.

6) Ensure that its aircraft configuration(s) and FAA-approved procedures are effectively supported by each training organization's equipment, training, testing, and/or checking. Additionally, the certificate holder/program manager must ensure that differences between its equipment and the training organization's equipment are addressed by conducting appropriate differences training.

D. Additional Limitations and Provisions—Part 91K. Part 91K program managers must also conduct a review and audit of each training agreement and organization at least once

every 2 calendar-years from the date shown in the audit date column of Table 1 of A031. This review and audit must include an evaluation of the items listed in subparagraphs C1) through 6). Each audit with evaluation must be submitted to the program manager's principal operations inspector (POI) no later than the last business-day of the month following the due month. The date of the most recent audit must be entered into Table 1 of MSpec A031.

E. Additional Limitations and Provisions—Parts 121 and 135. Parts 121 and 135 certificate holders must also:

1) Conduct a standardization review of each training organization and provide the results of this review to the certificate holder's POI. A satisfactory standardization review must be submitted to the POI prior to the issuance of OpSpec A031 and the beginning of contract training, testing, and/or checking. (A sample standardization review is located in the Web-based Operations Safety System (WebOPSS) "Guidance" for OpSpec A031.)

2) Conduct initial and recurring audits of each training agreement and organization. Each audit must include an evaluation of the items listed above in subparagraphs C1) through 6), including an in-person evaluation of actual training, testing, and/or checking being conducted by the training organization for the certificate holder's crewmembers and/or aircraft dispatchers. The first audit must be completed and submitted to the POI within 60 days of the commencement of contract training, testing, and/or checking. Recurrent audits must be completed at least once every 24 calendar-months and submitted to the POI no later than the last business-day of the month following the due month. The date of the most recent audit must be entered into Table 1 of OpSpec A031. (A sample audit is located in the WebOPSS "Guidance" for OpSpec A031.)

3) Permit and facilitate access to its aircraft and cockpits by employees of each training organization for the purpose of maintaining their line-performance/line-observation currency as contract instructors and/or contract check pilots.

F. Additional Information. More detailed information regarding contracting with a part 142 training center can be found in Volume 3, Chapter 54, Section 5. POIs must review this information prior to issuing OpSpec/MSpec/LOA A031. POIs should refer to the A031 Job Aid contained in the WebOPSS "Guidance" for proper completion of Table 1.

OPSPEC A032—ADOPTION OF FLIGHT CREWMEMBER FLIGHT TIME LIMITATION RULES TO ESTABLISH FLIGHT ATTENDANT DUTY AND FLIGHT TIME LIMITATIONS AND REST RESTRICTIONS; MSPEC A032—FLIGHT ATTENDANT FLIGHT, DUTY, AND REST RULES. The program manager may be authorized to adopt the flightcrew member's flight, duty, and rest requirements for its flight attendants in accordance with written approved procedures as provided in part 91, § 91.1062(b) and described or referenced in MSpec A032.

OPSPEC A033—TITLE 14 CFR PART 135 FLIGHT AND REST TIME LIMITATIONS FOR CERTAIN PART 121 ALL-CARGO OPERATIONS OR CERTAIN PART 135 OPERATIONS.

A. Part 121 Operations. Part 121 subparts Q, R, and S prescribe flightcrew member flight time limitation and rest requirements for part 121 domestic, flag or supplemental all-cargo
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operations. In accordance with part 121, §§ 121.470, 121.480, or 121.500 (as applicable to the kind of operation being conducted), a certificate holder may conduct certain part 121 all-cargo operations, in accordance with the flight, duty, and rest requirements of part 135, §§ 135.261 through 135.273. OpSpec A033 prescribes the conditions under which a certificate holder may apply these part 135 flight, duty, and rest requirements. The following conditions apply:

- 1) In accordance with §§ 121.470(a), 121.480, and/or 121.500, the OpSpec A033 authorization applies only to part 121 all-cargo operations conducted with airplanes having a passenger seat configuration of 30 seats or fewer and a payload capacity of 7,500 pounds or less.
- 2) The OpSpec A033 authorization applies only to those part 121 all-cargo operations defined in 14 CFR part 110, § 110.2 and § 121.583.
- 3) The certificate holder must describe its application and use of the OpSpec A033 authorization in its FAA-approved Fatigue Risk Management Plan (FRMP).
- 4) The OpSpec A033 authorization may not be applied to any part 121 passenger-carrying operation.

B. Part 135 Operations. Part 135 subpart F prescribes crewmember flight time and duty period limitations for part 135 operations. Section 135.261(b)(2) allows a certificate holder to conduct certain part 135 operations in accordance with the requirements of § 135.265 when OpSpec A033 is issued.

- 1) OpSpec A033 is the vehicle whereby the FAA authorizes a part 135 certificate holder to conduct certain flights in accordance § 135.265.
- 2) The certificate holder must describe the flights it intends to operate in accordance with § 135.265 in the text box provided in the part 135 A033 template, or in the part 135 section of the combination part 121/135 A033 template. A certificate holder may also reference the manual that contains the procedures for operating under the A033 authorization in lieu of describing actual flights.

MSPEC A033—FLIGHT AND REST TIME REQUIREMENTS. As allowed by part 91, § 91.1057(j), the program manager may be authorized to conduct program operations using the applicable unscheduled flight time limitations, duty period limitations, and rest requirements of part 121 or 135, instead of the flight time limitations, duty period limitations, and rest requirements of part 91 subpart K, as described in MSPEC A033.

OPSPEC/MSPEC A034—ADVANCED QUALIFICATION PROGRAM (AQP).

A. When to Issue OpSpec A034. Following initial/Phase IV approval, all Advanced Qualification Program (AQP) air carriers must be issued OpSpec paragraph A034. For all AQP documents and phases for which the Extended Review Team (ERT) is designated as the approval authority, the FAA manager AQP and the principal operations inspector (POI) or training center program manager (TCPM) will cosign the approval letters. Following approval for continuing operation (Phase V), the POI will manage and sign approved curriculum outline changes.

B. About AQP. AQP is a voluntary program; Flight Standards Service encourages air carriers to participate. AQP provides for enhanced curriculum development and a data driven approach to quality assurance along with the flexibility to target critical tasks during aircrew training. The AQP methodology directly supports the FAA's safety enhancement goals. The Voluntary Safety Programs Branch, AFS-230, will provide assistance to the Flight Standards District Office (FSDO), certificate management office (CMO), or Certificate Management Unit (CMU) from initial application through the final fleet approval as a collaborative effort. An accepted air carrier AQP application will initiate the AFS-230/FSDO/CMO/CMU partnership. AFS-230 will assist in the development, implementation, and review as well as follow on reviews for the air carrier's AQP. AFS-230 and the FSDO/CMO/CMU will manage program approvals and revisions through an ERT process.

C. Additional Information. More detailed information on AQP can be found in Volume 3, Chapter 21, The Advanced Qualification Program, Sections 1 through 5.

OPSPEC A035—U.S. REGISTERED AIRCRAFT—FOR PART 129 ONLY.

OPSPEC A036. RESERVED.

OPSPEC A037—BASIC 14 CFR PART 135 OPERATOR—COMMUTER AND ON DEMAND OPERATIONS. A016 was comprised of four different authorizations. Because of the new OPSS, the four authorizations were split into OpSpecs A037, A038, A039, and A040. The four types of operations authorized are: Single-Pilot Operators, Single Pilot-in-Command Operators, Basic Part 135 Operators (On-Demand Operations Only), and Basic Part 135 Operators (Commuter and On-Demand Operations). Further direction and guidance for certification of these types of operators are in Volume 2, Chapter 4, The Certification Process—Title 14 CFR Part 135, sections 1 through 6. Deviations are required to authorize a single pilot in command or a basic part 135 operator. The appropriate regulatory sections that an operator is authorized deviations from will also be listed in OpSpec A005.

OPSPEC A038—BASIC TITLE 14 CFR PART 135 OPERATOR—ON DEMAND OPERATIONS ONLY. A016 was comprised of four different authorizations. Because of the new OPSS, the four authorizations were split into OpSpecs A037, A038, A039, and A040. The four types of operations authorized are: Single-Pilot Operators, Single Pilot-in-Command Operators, Basic Part 135 Operators (On-Demand Operations Only), and Basic Part 135 Operators (Commuter and On-Demand Operations). Further direction and guidance for certification of these types of operators are in Volume 2, Chapter 4, The Certification Process—Title 14 CFR Part 135, sections 1 and 2. Deviations are required to authorize a Single Pilot in Command or a Basic Part 135 Operator. The appropriate regulatory sections that an operator is authorized deviations from will also be listed in OpSpec A005.

OPSPEC A039—SINGLE PILOT IN COMMAND OPERATOR (PART 135). A016 was comprised of four different authorizations. Because of the new OPSS, the four authorizations were split into paragraphs A037, A038, A039, and A040. The four types of operations authorized are: Single-Pilot Operators, Single Pilot-in-Command Operators, Basic Part 135 Operators (On-Demand Operations Only), and Basic Part 135 Operators (Commuter and On-Demand Operations). Further direction and guidance for certification of these types of operators are in

Volume 2, Chapter 4, Section 2, Phase 2—Formal Application. Deviations are required to authorize a single pilot in command or a basic part 135 operator. Therefore, the appropriate regulatory sections that the operator is authorized deviations from must also be listed in OpSpec A005.

OPSPEC A040—(PART 135 AND 135/121 DATABASES ONLY) SINGLE PILOT OPERATOR (PART 135). A016 was comprised of four different paragraphs. Because of the new Operations Safety System, the four authorizations were split into paragraphs A037, A038, A039, and A040. The four types of operations authorized are: Single Pilot Operators, Single Pilot-in-Command Operators, Basic Part 135 Operators (On-Demand Operations Only), and Basic Part 135 Operators (Commuter and On-Demand Operations). Further direction and guidance for certification of these types of operators are in Volume 2, Chapter 4, Section 1. It is not required to issue an A005 for the single pilot operator for deviations from the requirements for an operations manual, management personnel and positions, and an approved pilot training program. However, OpSpec A005 must list other appropriate regulatory sections from which the operator is authorized deviations.

OPSPEC A041—PRETAKEOFF CONTAMINATION CHECK OR APPROVED ALTERNATE GROUND DEICING/ANTI-ICING PROCEDURE FOR TITLE 14 CFR PART 125/135 AIRPLANE OPERATIONS.

A. Part 125, § 125.221 and Part 135, § 135.227. These sections require part 125 and 135 certificate holders who operate in ground icing conditions to have approved aircraft pretakeoff contamination check procedures or an approved alternate ground deicing/anti-icing procedure to determine the airplane is free of frost, ice, or snow. Principal inspectors (PI) will issue OpSpec A041 to authorize a pretakeoff contamination check (not necessarily outside the aircraft) or the approved alternate procedure. A part 125 or 135 certificate holder may choose to comply with part 121, § 121.629(c) by having an approved ground deicing/anti-icing program, in which case the PI will issue OpSpec A023. See Volume 4, Chapter 8, Low Visibility Taxi Operations, for guidance on approving a ground deicing/anti-icing program.

B. OpSpec Paragraph A041. This paragraph will be used to authorize the use of the alternative procedure using the services of a provider with an approved § 121.629 program and thereby authorizing the use of the holdover times (HOT) as limiting values instead of as advisory information only. The conditions specified in this OpSpec must be complied with in order for the operator to use this alternate procedure. Before issuing the OpSpec the operator's General Operations Manual (GOM) and training program must be updated to include the elements contained in this guidance. The flightcrew, and, if appropriate, other ground personnel (example: persons charged with prearranging ground deicing services) must be trained as per the approved training program as updated to address the elements contained in this guidance. For an operator choosing to implement this alternate procedure, OpSpec A041 allows the operator to choose for each takeoff between conducting a pretakeoff contamination check in accordance with the Aircraft Flight Manual (AFM) or certificate holder's approved program within five minutes of takeoff, or, if authorized, and all the conditions of their approved alternate procedure and the OpSpec can be met, to use the holdover time/allowance times as limiting values. OpSpec A023 should not be issued for the purpose of authorizing this alternate

procedure. This is an alternate procedure to conducting a pretakeoff contamination check and not in full compliance with the requirements of an approved § 121.629 program.

C. Approved Alternate Ground Deicing/Anti-icing Procedure. By providing this guidance for the development of an alternate ground deicing plan the FAA anticipates an improvement in the level of safety in winter operations by encouraging part 125 and 135 operators to develop aircraft ground de/anti-icing plans similar to an approved § 121.629 program. By incorporating the procedures outlined in this guidance and by incorporating and conducting the training specified, the operator will have available for use quality assured de/anti-icing fluids, applied with equipment meeting the proper specifications, and applied by qualified ground personnel under the quality assurances built into a § 121.629 approved ground deicing program. An operator under part 125 or 135 may choose to implement the alternate procedures for ground de/anti-icing as outlined in this guidance or continue to operate in ground icing conditions by conducting a pretakeoff contamination check within five minutes of takeoff using procedures in their approved ground deicing plan, and AFM limitations. Under these alternate procedure guidelines the operator is restricted to using the ground deicing services of an air carrier or an air carrier contract service provider conducting ground deicing service under an approved § 121.629 ground deicing program. Since the quality control requirements for the fluids and application equipment along with the activation of the program/plan as it relates to the ground service readiness is under the control of the holder of the § 121.629 approved program, the operator under these alternate procedures need not have policies and procedures for these elements in their alternate plan. Likewise, all ground deicing personnel are required to have been trained and qualified by the holder of the § 121.629 approved program being used, therefore the holder of these alternate ground deicing procedures must conduct only aircraft-specific training. In lieu of prior training of the ground deicing personnel on the specific aircraft, the flightcrew may, in person, supervise the de-/anti-icing process. This supervision must be supplemented by pictorial description (provided to the application personnel) of the aircrafts critical and sensitive surfaces indicating those areas that must be checked as part of the post deicing and anti-icing inspections. In order to use this flightcrew supervision provision the flightcrew must be trained on all fluid application procedure requirements except for actual hands on practice. In essence, the operator's ground de/anti-icing alternate procedures plan must contain all other elements of an approved § 121.629 program as detailed in the current edition of AC 120-60, Ground Deicing and Anti-icing Program, except as indicated above. The required elements of the operator's alternate procedure plan and required training is provided below. This guidance is extracted from AC 120-60 with limited additional guidance from other FAA ground deicing guidance material. In addition, inspectors and certificate holders should consult the AFS-200 Web site for current guidance.

1) Required Ground De/Anti-Icing Elements. This paragraph describes ground de/anti-icing elements required to be contained in a part 125 and 135 alternate procedures in-lieu of a pretakeoff contamination check in order to be authorized the use of the current FAA-published fluid HOT as limiting time values rather than advisory times when utilizing the ground de/anti-icing service provider with an approved part 121, § 121.629 program.

a) **Management Plan.** In order to properly exercise operational control (when conditions are such that frost, ice, snow, or slush may reasonably be expected to adhere to an aircraft), the certificate holder should develop, coordinate with other affected parties,

implement, and use a management plan for proper execution of its alternative de/anti-icing plan. A plan encompassing the following elements is acceptable:

1. **Responsibility.** Where operations are expected to be conducted in conditions conducive to ground icing, determine who is responsible for deciding when ground deicing/anti-icing procedures are in effect and the ambient conditions for implementing ground deicing procedures.

2. **Manuals Requirements.** The certificate holder should incorporate a detailed description of the deicing/anti-icing plan in its manuals for flightcrew members, flight followers, ground operations personnel, and management personnel to use when conducting operations under ground icing conditions. This description should include the functions, duties, responsibilities, instructions, and procedures to be used.

3. **Coordination.** The certificate holder should develop a winter operations plan to include procedures for coordination with the deicing service provider, air traffic control (ATC), and airport authorities as appropriate.

b) **De/Anti-icing Fluid Application Procedures.** In an appropriate manual, certificate holders must specify the deicing and anti-icing fluid procedures for each type of aircraft operated. Thickened anti-icing fluids (Type II, III, and IV), may only be used on aircraft that the aircraft manufacturer has provided documentation that these fluids are safe to be used on that make and model aircraft. Type I deicing fluid may be used on any aircraft with a takeoff rotation speed of 65 knots or greater with an outside air temperature of -19 C or warmer. In order to use the HOT as limiting time values the de/anti-icing service must be provided by an operator with an approved de/anti-icing program approved under § 121.629 or a contract provider to that operator under the operators approved § 121.629 approved program. Ground personnel trained and qualified to apply deicing and anti-icing fluid, in accordance with a certificate holder's approved § 121.629 program, do not require additional training and qualification to deice and anti-ice similar aircraft operated by another certificate holder. If the deicing service provider has been trained by another part 125 or 135 air carrier using an alternate deicing procedures in accordance with this guidance for the same type of aircraft additional training under the provisions of this guidance is not required. However, specific training and/or direct flightcrew supervision, supplemented with pictorial descriptions of the de/anti-icing procedures to be used identifying the critical aircraft surfaces, sensitive areas, and areas to be checked in the post deicing and post anti-icing inspections is needed for deicing personnel to deice different types of aircraft or aircraft with different configurations.

c) **HOT Tables and Procedures for Their Use.** The operator's alternate ground de/anti-icing procedures must include HOT tables and the procedures for the use of these tables by the certificate holder's personnel. The following elements must be included in the operator's alternate plan:

1. **Responsibilities and Procedures.** The certificate holder's program must define operational responsibilities and contain procedures for the flightcrew, ground personnel, and maintenance personnel that apply to the use of HOTs and resultant actions if the determined HOT is exceeded.

a. Procedures to address deicing operations at specific deicing locations (e.g., gate, remote, or centralized facilities, engines running/not running, auxiliary power unit (APU), etc.), including how to determine radio frequencies to be utilized for communications between the flightcrew and the ground personnel.

b. Procedures for ground crew and flightcrew to communicate:

- During aircraft positioning, (if required),
- Other pertinent information regarding the deicing/anti-icing process,
- Start of the HOT (start time of final fluid application),
- The aircraft departure process from the deicing area, and
- Equipment clear/job done (post de/anti-icing inspections completed)—safe to start taxiing.

c. In addition, procedures must be developed for the flightcrew's use of the pertinent HOT tables, coordination with flight followers and ATC as appropriate.

2. FAA HOT Tables. An operator's alternate procedure must implement HOT tables for use by its personnel. The FAA develops HOT tables for Type I deice/anti-ice fluid and manufacturer specific and generic Type II, III, and IV anti-ice fluid in accordance with SAE ARP 4737, Aircraft Deicing/Anti-Icing Methods, and ISO 11076, Aerospace Aircraft Deicing/Anti-Icing Methods with Fluids. HOTs that exceed those specified in the current edition of the FAA specific HOT of approved fluids are not acceptable. However, the certificate holder may require the use of more conservative times than those specified in the FAA tables.

3. Use of HOT Tables. HOT ranges are an estimate of the time that deicing/anti-icing fluid will prevent the formation of frost or ice and the accumulation of snow on the unprotected surfaces of an aircraft. HOT begins when the start of the final application of deicing/anti-icing fluid commences and expires when the deicing/anti-icing fluid applied to the aircraft loses its effectiveness (e.g., when ice begins to form on or in the fluid). HOTs vary with weather conditions. The effectiveness of deicing/anti-icing fluids is based on a number of variables (e.g., temperature, moisture content of the precipitation, wind, and the aircraft skin temperature). The HOT tables are to be used for departure planning and in conjunction with pretakeoff check procedures.

d) Frozen Contaminants on the Aircraft. The operators must have procedures that insure the aircraft is free of all frozen contaminants adhering to the wings, control surfaces, propellers, engine inlets, or other critical surfaces before takeoff.

1. Identification of Critical Aircraft Surfaces. The critical aircraft surfaces, which must be clear of contaminants before takeoff should be described in the aircraft manufacturer's maintenance manual or other manufacturer-developed documents, such as service or operations bulletins.

a. Generally, the following should be considered to be critical aircraft surfaces, if the aircraft manufacturer's information is not available:

- Pitot heads, static ports, ram-air intakes for engine control and flight instruments, other kinds of instrument sensor pickup points, fuel vents, propellers, and engine inlets. These are both critical areas for flight safety and classified as sensitive surfaces because they may be adversely affected by direct de/anti-icing fluid application and therefore require special attention during cold weather preflight and fluid application.
 - Wings, empennage, and control surfaces.
 - Fuselage upper surfaces on aircraft with center mounted engine(s).
- b. Certificate holders must list in the general operations manual, for each type of aircraft used in their operations, the critical and sensitive surfaces that should be checked on flight-crewmember preflight inspections, pretakeoff checks, and pretakeoff contamination checks.
- c. Critical surfaces must be defined for the use of ground personnel for conducting the check following the deicing/anti-icing process and for any pretakeoff contamination checks that may be accomplished by ground personnel.

2. Identification of Representative Aircraft Surfaces (if used in place of critical surfaces). Representative aircraft surfaces are for use in conducting pretakeoff checks only; this is not to be confused with pretakeoff contamination check requirements. For each type of aircraft operated, certificate holders should list, in the general operations manual, the representative surfaces that may be checked while conducting pretakeoff checks. Some aircraft manufacturers have identified certain aircraft surfaces that the flightcrew can readily observe to determine whether or not frozen contaminants are accumulating or forming on that surface and, by using it as a representative surface, can make a reasoned judgment regarding whether or not frozen contaminants are adhering to other aircraft surfaces. When identifying a representative aircraft surface, the following guidelines should be considered:

- a. The surface can be seen clearly to determine whether or not frozen contaminants are forming or accumulating on the surface and if the estimated HOT is valid considering the precipitation conditions actually present.
- b. The surface must be unheated.
- c. If using a treated surface during the deicing/anti-icing procedure, the representative surface should be one of the first surfaces treated with deicing/anti-icing fluid. However, the designation of representative surfaces is not limited to treated surfaces.

3. Recognition Techniques. Certificate holders must have aircraft specific guidance for the recognition of contamination on aircraft surfaces. The flightcrew and other personnel should use these type-specific techniques while conducting preflight aircraft icing checks, pretakeoff checks, and pretakeoff contamination checks. Frozen contaminants can take the form of ice, frost, snow, or slush. Initial, Transition, Recurrent, Upgrade, or Advanced Qualification Program and Continuing Qualification training curricula should include aircraft type-specific techniques for use by the flightcrew and other personnel for recognizing

contamination on aircraft surfaces. The flightcrew and other personnel should use these type-specific techniques while conducting preflight aircraft icing checks, pretakeoff checks, and pretakeoff contamination checks. Frozen contaminants can take the form of ice, frost, snow, or slush. The formation of clear ice may be difficult to detect visually. Therefore, specific techniques for identification of clear ice should be included.

e) Types of Icing Checks. The operator's alternate ground deicing/anti-icing plan must include procedures for pretakeoff and pretakeoff contamination checks that, when applicable, are required to be accomplished. The aircraft deicing/anti-icing procedure must also include a post deicing/anti-icing check of all aircraft critical surfaces.

1. Pretakeoff Check (within the HOT, not to be confused with a pretakeoff contamination check that is applied after the expiration of the HOT). This check is required anytime HOT are used. The flightcrew must accomplish the check within the HOT. The flightcrew should check the aircraft's wings or representative aircraft surfaces for frozen contamination. The surfaces to be checked are determined by manufacturer's data or guidance contained in AC 120-60, current edition. The pretakeoff check is integral to the use of HOTs. Because of the limitations and cautions associated with the use of HOTs, the flightcrew must assess the current weather and other situational conditions that affect the aircraft's condition and not rely on the use of HOTs as the sole determinant that the aircraft is free of contaminants. Several pretakeoff checks may be required during the HOT period based on factors that include the length of the HOT range, weather, or other conditions. The flightcrew must maintain a continued awareness of the condition of the aircraft and accomplish, as a minimum, a pretakeoff check just before taking the active runway for departure. When conducting the pretakeoff check, the flightcrew must factor in the application sequence (i.e., where on the aircraft the de/anti-icing process began).

2. Pretakeoff Contamination Check (when HOT has been exceeded). Completing a pretakeoff contamination check is one of the conditions that allows a takeoff after a HOT has been exceeded. When a HOT has been exceeded, certificate holders must have appropriate pretakeoff contamination check procedures for the flightcrew's and/or other qualified ground personnel's use to ensure that the aircraft's critical surfaces remain free of frozen contaminants. Flightcrews and/or other qualified ground personnel must complete the pretakeoff contamination check within 5 minutes before beginning takeoff. This check must be accomplished from outside the aircraft unless the certificate holder's program specifies otherwise. If any doubt exists concerning the aircraft's condition after completing this check, the aircraft cannot takeoff unless it is deiced again and a new HOT is determined. The following should be considered while developing procedures for this check:

a. For all hard wing aircraft (those without leading edge devices) this check must be an outside the aircraft tactile check (feel). For all high wing aircraft this check must also be an outside the aircraft check and maybe visual or tactile based on the aircraft manufacturers procedures or as approved by the FAA. Also aircraft with aft, fuselage-mounted, turbine-powered engines must conduct pretakeoff contamination checks from outside the airplane.

b. Operators of aircraft other than those addressed in paragraph a) above, should conduct this check from outside the aircraft unless they can show that the check can be adequately accomplished from inside the aircraft. The operators plan must detail procedures and requirements for this check. When developing a procedure—not described in the AFM—for conducting the pretakeoff contamination check from inside the aircraft, certificate holders should consider if crewmembers are able to see enough of the wings, control surfaces, and other surfaces to determine whether or not they are free of contaminants. When making this determination, consider the aircraft type, the method of conducting the check (from the cockpit or cabin), and other factors, such as aircraft lighting and ambient conditions.

3. Post-Deicing/Anti-Icing Check. The operator must have procedures outlining these check procedure for each aircraft. This multi-part check is an integral part of the deicing/anti-icing process. The check ensures that:

a. All critical surfaces are free of adhering frozen contaminants after deicing.

b. If anti-icing fluid is to be applied it assures that all critical surfaces are free of frozen contaminants before the application of any anti-icing fluid.

c. All critical surfaces are free of frozen contaminants before pushback or taxi. And if anti-icing fluid has been applied that all critical surface have been treated with an even coating of the applicable fluid.

NOTE: Certificate holders must have procedures that require that qualified ground personnel or flightcrew personnel conduct this check. If conducted by qualified ground personnel, certificate holders should establish communication procedures to relay pertinent deicing/anti-icing information and the results of this check to the pilot in command (PIC).

f) Communications. The operator must have standardized communication procedures for communications between the flightcrew and ground deicing personnel. Communication between ground personnel and the flightcrew before commencing deicing/anti-icing operations is critical. Upon completion of deicing/anti-icing operations, ground personnel should communicate with the flightcrew to determine the start time of the final fluid application procedure and therefore the start of the HOT. The particular HOT the flightcrew uses is extremely critical. Because many deicers service multiple carriers, the FAA recommends that all operators include the following flow sequence and information to provide standardization:

1. Before commencing deicing/anti-icing operations, ground personnel and the flightcrew should review the following (as applicable):

a. Deicing/anti-icing prior to crew arrival.

b. Gate or remote deicing/anti-icing procedures.

c. Aircraft-specific procedures.

d. Communications between ground personnel and the flightcrew.

2. Just before commencing the application of deicing/anti-icing fluid, ground personnel should confirm with the flightcrew that the aircraft is properly configured for deicing, as the following example states: “N90FAA, is your aircraft ready for deicing/anti-icing?” Response from N90FAA, “Learjet N90FAA, parking brake is set, engines are running, APU is off, aircraft is configured for deicing, and anti-icing with Type IV fluid.” Response from deicing crew, “Roger N90FAA commencing deicing.”

3. Upon completion of deicing/anti-icing, the flightcrew must be provided the following elements:

a. Fluid type (e.g., Type I, Type II, Type III or Type IV), the fluid product name is optional for each type of fluid if the fluid meets product on-wing viscosity requirements.

b. Fluid/water mix ratio by volume of Types II, III, and IV.
(Reporting the concentration of Type I fluid is not required.)

c. Specify, in local time (hours and minutes) the beginning of the final fluid application (e.g., 1330).

d. Post application check accomplished. Specify date
(day, written month, year).

NOTE: The element listed in subparagraph 3d is required for recordkeeping; it is optional for crew notification.

NOTE: Transmission of elements listed in subparagraphs a through c, to the flightcrew, confirms that a post deicing/anti-icing check was completed and the aircraft is clean.

4. Below are two examples of the ground/flightcrew communication sequence.

a. One Step Process with Type I or other approved deicing fluid:
“N90FAA are you ready for your deicing report?” “N90FAA is ready to copy deicing report.”
“N90FAA your aircraft has been deiced with Type I fluid. Your fluid application began at 1430.”

b. Two Step Process with Types II, III, or IV: “N90FAA are you ready for your deicing report?” “N90FAA is ready to copy deicing report.” “N90FAA your aircraft has been deiced with Type I fluid and anti-iced with Type IV. An anti-ice fluid mixture of 75/25 was used. Your anti-ice fluid application began at 1645.”

2) Training Requirements Required for the Authorization of the Alternate Procedures Allowing the Use of HOT as Limiting Values. Training for flight followers is only required if that person plays a role in the planning, execution, or recording of aircraft ground

de/anti-icing. Training for ground deicing personnel is only required if each de/anti-icing fluid application is not to be supervised by flightcrew personnel.

a) Initial/Recurrent Ground Training and Qualification. Only trained and qualified personnel may carry out deicing/anti-icing procedures. A flightcrew member trained on fluid application procedures for the applicable aircraft and operator may, in person, supervise the de/anti-icing of the aircraft in lieu of the fluid application personnel being trained on the specific aircraft, provided the application personnel have been appropriately trained and currently qualified under a § 121.629 approved program and the application personnel are provided pictorial diagrams indicating the critical and sensitive areas of the aircraft, and areas to be inspected as part of the post deicing and post anti-icing inspection, and instructed on the proper methods for treatment of the critical and sensitive areas.

1. Each certificate holder's approved program must consist of the following:

a. Certificate holders must conduct initial and annual recurrent training for flightcrews, and, as applicable, flight followers, and ground personnel and must ensure that all such crews obtain and retain a thorough knowledge of aircraft ground deicing/anti-icing policies and procedures, including required procedures and lessons learned.

b. Flightcrew, and, as applicable, flight follower, and ground personnel training programs must include a detailed description of initial and annual recurrent ground training and qualification concerning the specific requirements of the alternate plan and the duties, responsibilities, and functions detailed in the plan.

c. Flightcrew, and, as applicable, flight follower, and ground personnel training programs must have a Quality Assurance Program to monitor and maintain a high level of competence. An ongoing review plan is advisable to evaluate the effectiveness of the deicing/anti-icing training received.

d. The program must have a tracking system that records all required personnel have been satisfactorily trained. Certificate holders must maintain records of personnel training and qualification for proof of qualification.

e. Personnel must be able to adequately read, speak, and understand English in order to follow written and oral procedures applicable to the deicing/anti-icing program.

2. Certificate holders must train and qualify flightcrew, and as applicable flight followers, and ground personnel on at least the following subjects, identified as All personnel (no identification) Flightcrew (F), Flight Followers (FF) (persons charged with pre-arranging of ground deicing services), if applicable to the operators operation, or Ground Personnel (G) if applicable, all pilots that supervise the application of de/anti-icing fluids need to be trained on the subjects for Ground personnel (G) except for hands on training of fluid application techniques:

a. Effects of Frozen Contaminants on Aircraft Surfaces. Provide an understanding of the critical effect the presence of minute amounts of frost, ice, or snow has on flight surfaces. This discussion should include, but is not limited to:

- Loss of lift (F),
- Increased drag and weight (F),
- Decreased control (F),
- Tendency for rapid pitch-up and roll-off during rotation (F),
- Stall occurs at lower-than-normal angle of attack (F),
- Buffet or stall occurs before activation of stall warning (F),
- Aircraft specific areas: (F/G),
- Engine foreign object damage potential,
- Ram air intakes,
- Instrument pickup points,
- Leading edge device (LED) aircraft (aircraft that have slats or leading edge flaps) and non-LED aircraft,
- Airworthiness Directives (AD)/specific inspections, and
- Winglets.

b. Aircraft Ground Icing Conditions. Describe conditions that cause implementation of deicing/anti-icing procedures (F).

- In-Flight Ice Accumulation. Certificate holders should have procedures for flightcrews on arriving flights to report occurrences of in-flight icing to the personnel responsible for executing the certificate holder's deicing/anti-icing program. In-flight ice accumulation could result in a ground-deicing situation when flights are scheduled for short turnaround times (e.g., for 30 minutes or less and when ambient temperatures on the ground are at or below freezing).
- Frost, including hoarfrost (F).
- Freezing precipitation (snow, freezing rain, freezing drizzle, or hail, which could adhere to aircraft surfaces) (F).
- Freezing fog (F).
- Rain or high humidity on cold soaked wing (F).
- Rain or high humidity on cold soaked wing fuel tanks (F).
- Under-wing frost (may not require deicing/anti-icing within certain limits) (F/G).
- Fluid failure identification (F/G).

c. Location specific deicing/anti-icing procedures (F/G, as appropriate).

d. Communications procedures between the flightcrew, ground personnel, ATC, and company station personnel (F/FF/G).

NOTE: Communication procedures must include ground crew confirmation to the flightcrew after the deicing and anti-icing process is completed that all personnel and equipment are clear before reconfiguring or moving the aircraft.

- e. Means for obtaining most current weather information (F/FF).
- f. Characteristics and capabilities of fluids used (F/D/G).
 - General fluid descriptions (F/G),
 - Composition and appearance (F/G),
 - Differences between Type I and Type II/IV deicing/anti-icing fluids (F/G),
 - Purpose for each type (F/G),
 - Deicing fluids (F/G),
 - Anti-icing fluids (F/G),
 - De/anti-icing fluids capabilities (F/G),
 - Approved deicing/anti-icing fluids for use (SAE, ISO, etc.) (F/G),
 - Fluid-specific information provided by fluid or aircraft manufacturer (F/G),
 - Fluid temperature requirements (hot vs. cold) (F/G),
 - Properties associated with infrared deicing/anti-icing (F/G),
 - Health, safety, and first aid (F/G),
 - Environmental considerations (G),
 - Fluid selection (F/G), and
 - Unusual flying qualities, such as the need for additional takeoff rotation stick-force (F).
- g. Methods/Procedures (F/G).
 - Inspection of critical surfaces,
 - Clear ice precautions,
 - Flightcrew/groundcrew preflight check requirement,
 - Deicing/anti-ice determination,
 - Deicing/anti-ice location,
 - Communication before deicing/anti-icing,
 - General deicing/anti-ice precautions,
 - Aircraft specific requirements,
 - Deicing:
 - Requirements,
 - Effective removal of frost, snow, and ice.
 - Anti-icing:
 - Requirements
 - Preventative anti-icing,
 - Application,
 - Deicing/anti-icing:

- One step,
- Two step,
- Guidelines for the application of deicing/anti-icing fluids,
- Post deicing/anti-icing checks requirement,
- Flight control check, and
- Communications after deicing/anti-icing.

h. Use of HOTs (F/G).

- Definition of HOT;
- When HOT begins and ends;
- Limitations and cautions associated with the use of HOTs;
- Source of HOT data;
- Relationship of HOT to particular fluid concentrations and for different types of fluids;
- Precipitation category (e.g., fog, drizzle, rain, or snow);
- Precipitation intensity;
- How to determine a specific HOT from the HOT range that accounts for moderate or light weather conditions; and
- Adjusting HOT for changing weather conditions.

i. Pretakeoff Check Requirement (F/G). Identification of representative surfaces.

j. Pretakeoff Contamination Check Requirement (F/G).
Communications.

k. Aircraft Surface Contamination Recognition (F/G).

3) Confirmation of Service Provider Qualification. The operator must have procedures for the flightcrew to determine that ground de/anti-icing service providers are providing their service under a current approved § 121.629 aircraft ground deicing program. These procedures must include a regular check, by the operator, to ensure the currency of the service providers continued approval status under § 121.629. The flightcrew instructions must be clear that if the service provider's approval under § 121.629 cannot be assured that the HOT tables revert to being advisory information only and a pretakeoff contamination check per the applicable procedures must be performed.

4) Recording Requirements. The operator's plan must include procedures for the recording of the location that de/anti-icing was performed, the name of the provider, the type of fluid and mixture used, the final fluid application start time, and the takeoff time. This record may be included as part of an existing record requirement (example: aircraft discrepancy log). This record must be retained and made available to the FAA upon request for a period of at least 12 calendar-months.

OPSPEC A042—TITLE 14 CFR PART 125/135 AIRPLANE OPERATIONS WITHOUT A DEICING/ANTI-ICING PROCEDURE WHEN GROUND ICING CONDITIONS DO NOT EXIST. If a part 125 or 135 operator chooses to operate without a pre takeoff contamination check as required by part 125, § 125.221 and part 135, § 135.227, or without a part 121, § 121.629(c) program, then principal inspectors may only authorize them to operate when ground icing conditions do not exist by issuing OpSpec A042. See Volume 3, Chapter 27, Ground Deicing/Anti-Icing Programs, for guidance on approving a ground deicing/anti-icing program.

MSPEC A043—AFFILIATE PROGRAM MANAGERS. MSpec A043 allows fractional owners to use program aircraft operated by the program manager's affiliate's program. The program manager certifies to the Administrator that the affiliate program manager listed in MSpec A043 meets the requirements of part 91 subpart K.

OPSPEC A044—(PART 133 DATABASE ONLY) CLASS D OPERATIONS INVOLVING CARRIAGE OF PERSONS. (TBD.)

OPSPEC A045—SUBSTITUTE SCHEDULED SERVICE AS A SUPPLEMENTAL OPERATOR. (TBD.)

OPSPEC A046—SINGLE-ENGINE IFR PASSENGER CARRYING OPERATIONS UNDER 14 CFR PART 135. A046 is issued to authorize single-engine instrument flight rules (SEIFR) passenger-carrying operations under part 135. Additional Maintenance Requirements OpSpec paragraphs D100–104, must be issued as applicable. The operator must meet the conditions part 135, § 135.163 and other appropriate sections, to be issued the authority to operate under IFR with passengers or a combination of passengers and cargo. A046 provides the operational limitations and provisions necessary to operate under IFR while carrying passengers in a single-engine aircraft. The principal operations inspector, principal maintenance inspector, and principal avionics inspector must coordinate the issuance of A046 and the applicable Part D paragraphs (by the authority of 119, § 119.51(b)). Once the operator has met the requirements to conduct SEIFR operations, all the applicable OpSpec paragraphs must be issued for SEIFR authorization.

OPSPEC/MSPEC A047. REPLACED BY OPSPEC A447.

OPSPEC A048—FLIGHT DECK ACCESS AUTHORIZATION PROCEDURES.

A. General. Operations specification (OpSpec) A048 is provided for a 14 CFR part 119 certificate holder that elects to have an approved program to allow persons eligible under part 121, § 121.547(a)(3) access to the flight deck using the Cockpit Access Security System (CASS) program and/or the Flight Standards Service (AFS) Flight Deck Access Restriction (FDAR) program in accordance with the limitations and provisions of the OpSpec. It is important to note that the Transportation Security Administration (TSA) may restrict flight deck access through the issuance of Security Directives (SD). The TSA also evaluates and approves (or denies) use of any system that is used to vet persons requesting flight deck access, such as CASS.

B. CASS Participation. CASS is a voluntary program. It is acceptable if an individual operator does not elect to participate. If they do decide to use the CASS, they must meet all of its criteria.

1) An airman certificate is not specifically required for CASS, as not all persons eligible for flight deck access need one (e.g., flight followers).

2) CASS is not an FAA program. However, it is available to air carriers for use in determining identification and eligibility of individuals seeking access to flight deck jump seats. CASS accommodates most positions that are eligible for flight deck access, such as flightcrew members and flight followers. An air carrier should contact ARINC's CASS representative directly with questions about program accommodation for specific position(s) that are eligible for flight deck access.

3) If the Director of Operations (DO) elects to delegate the task of auditing the database, the DO retains full responsibility for its accuracy, completeness, currency, etc.

C. Background. In the past, the TSA, industry, and FAA agreed upon the use of a valid passport when using this system.

1) Since that agreement, technology has advanced to the point that an individual's photograph is now a required element of that person's electronic record in the CASS system.

2) A passport is no longer specifically required for CASS participation.

3) TSA has issued a SD that requires an air carrier to include digitized pictures of persons participating in CASS before that air carrier is approved for participation by the TSA.

4) Also, as the guidance states, TSA may impose further restrictions on flight deck access through issuance of SDs.

D. Table 3-6D, Operations Specification A048 Manual Procedures Checklist. The checklist in Table 3-6D should be used to ensure the part 119 certificate holder's manual procedures for the required verification and access procedures for accessing the flight deck jump seat meets requirements. The appropriate sections of this checklist should be completed by the operator and provided to that operator's FAA principal operations inspector (POI) along with their request for amendment of their OpSpecs to include OpSpec A048.

1) The certificate holder may elect to include procedures for one or both of the following verification programs in its manual procedures:

a) CASS.

b) FDAR.

2) The checklist should be completed using the following methodology:

a) Number (item and sub item number).

- b) Item description (provide a description of the item).
- c) Response (circle “Yes” or “No” to indicate whether or not the item is adequately addressed in the program).
- d) Manual page reference (enter the manual page number where the item is addressed).

Table 3-6D. Operations Specification A048 Manual Procedures Checklist

NO.	ITEM DESCRIPTION	RESPONSE	MANUAL PAGE REFERENCE
1.	Do the certificate holder's procedures include a requirement to obtain the requester's employer-issued photo identification card?	Yes/No	
2.	Does the certificate holder's procedures include a requirement to verify at the time of check-in the information obtained from the person requesting flight deck jump seat access using one of the following methods (the certificate holder may select one or more of the following methods):		
2.a.	CASS?	Yes/No	
2.b.	FDAR - Electronic Database?	Yes/No	
2.c.	FDAR - Telephone?	Yes/No	
2.c.i.	<i>If yes</i> , do the certificate holder's procedures contain a list of part 119 certificate holders with which flight deck jump seat agreements are in place and the respective contact numbers and/or email addresses for use in employee flight deck jump seat eligibility and employment status verification?	Yes/No	
2.d.	FDAR - Email?	Yes/No	
2.d.i.	<i>If yes</i> , do the certificate holder's procedures contain a list of part 119 certificate holders with which flight deck jump seat agreements are in place and the respective contact numbers and/or email addresses for use in employee flight deck jump seat eligibility and employment status verification?	Yes/No	
2.e.	FDAR - Facsimile?	Yes/No	
2.e.i.	If yes, do the certificate holder's procedures contain a list of part 119 certificate holders with which flight deck jump seat agreements are in place and the respective contact numbers and/or email addresses for use in employee flight deck jump seat eligibility and employment status verification?	Yes/No	
3.	Does the certificate holder's procedures assign responsibility to the Director of Operations for:		

NO.	ITEM DESCRIPTION	RESPONSE	MANUAL PAGE REFERENCE
3.a.	Completion of an initial audit to confirm accuracy of employee records used under this operations specification authorization?	Yes/No	
3.b.	Completion of recurring audits to confirm accuracy of employee records used under this operations specification authorization at least once every 12 months?	Yes/No	
3.c.	Updating any and all employee status changes of the employee records used in accordance with this authorization within 12 hours of the time that the change(s) occurred?	Yes/No	
4.a.	Has the certificate holder satisfactorily demonstrated their software and procedures to the principal operations inspector?	Yes/No	N/A
4.b.	Did the demonstration reveal any instances where flight deck jump seat access was granted when it should have been denied?	Yes/No	N/A
5.	Did the initial audit (see item 3.a. above) reveal any records representing former employees as current employees?	Yes/No	N/A
6.	Is the certificate holder in receipt of an applicable TSA authorization to use a vetting system for persons requesting flight deck access (e.g., CASS)?	Yes/No	

OPSPEC/MSPEC A049. REPLACED BY OPSPEC/MSPEC A449.

LOA A049—LETTER OF AUTHORIZATION FOR COMMERCIAL AIR TOUR OPERATIONS AND ANTIDRUG AND ALCOHOL MISUSE PREVENTION PROGRAM REGISTRATION.

A. Applicability.

1) Letter of Authorization (LOA) A049, Letter of Authorization for Commercial Air Tour Operations and Antidrug and Alcohol Misuse Prevention Program Registration, applies to 14 CFR part 91 operators that conduct commercial air tour operations for compensation or hire under part 91, § 91.147.

2) When issuing part 91 authorization from the Web-based Operations Safety System (WebOPSS), at a minimum, A001, Issuance and Applicability, and A004, Summary of Special Authorizations and Limitations, templates must be included in the operator's package.

NOTE: If a part 91 operator is not already identified in WebOPSS, refer to the Certificate-Holding District Office (CHDO) – User Manual available under the Tools menu in WebOPSS for instructions on how to “Add an Operator.” For further assistance, please email WebOPSS Support at AFS-WebOPSS@faa.gov.

B. Commercial Air Tours (Defined in 14 CFR Part 136, § 136.1). These operations are passenger-carrying flights conducted in accordance with § 91.147. As of September 11, 2007, all operators or certificate holders must have applied for and have been operating in accordance with LOA A049, issued by the FSDO nearest its principal place of business. The seven items listed in § 91.147(c) represent the minimum information required for the issuance of LOA A049 to part 91 operators:

- 1) Name of operator, agent, and any doing business as (DBA) under which that operator does business (LOA A001).
- 2) Principal business address and mailing address (LOA A001).
- 3) Principal place of business (if different from business address) (LOA A001).
- 4) Name of person responsible for management of the business (LOA A049).
- 5) Name of person responsible for aircraft maintenance (LOA A049).
- 6) Type of aircraft, registration number(s), and make, model, and series (M/M/S) (LOA A049).
- 7) A copy of the Antidrug and Alcohol Misuse Prevention Program registration (LOA A049). This information is used to populate Table 3 (Location of Records for Inspection) in LOA A049. The population of this table “activates/registers” the drug abatement program for future inspection by the Drug Abatement Division (AAM-800).

NOTE: The operator must implement its drug and alcohol testing programs in accordance with 14 CFR part 120.

C. Combining Drug and Alcohol Testing Programs. The CFRs permit 14 CFR part 121, 121/135, and 135 operations also approved for § 91.147 commercial air tour operations the option to combine drug and alcohol testing programs. Operating a combined program is voluntary and requires the operator prior to the combined operation to:

- Advise the CHDO that safety-sensitive employees will be included under the parts 121, 121/135, and/or 135 drug and alcohol testing program; and
- Advise AAM-800 that all safety-sensitive employees will be included under the parts 121, 121/135, and/or 135 testing program.

1) Revisions to LOA A049 regarding combining drug and alcohol testing programs applies to parts 121, 121/135, and/or 135 certificate holders that also conduct commercial air tour operations under § 91.147.

2) Upon request of a 14 CFR part 119 certificate holder to operate a combined program that includes its commercial air tour operation, the CHDO will annotate A049, Table 3, Telephone Number, as “A3,” followed by the part 121, 121/135, or 135 certificate number (see Figure 3-70, Example A049 Table 3 for a Program Included in Air Carrier’s Program).

Figure 3-70. Example A049 Table 3 for a Program Included in Air Carrier’s Program

Location & Telephone of Antidrug and Alcohol Misuse Prevention Program Records:	
Telephone Number:	A3 (ADD AIR CARRIER CERTIFICATE NUMBER HERE)
Address:	
Address:	
City:	
State:	
Zip Code:	

EXAMPLE: A part 135 air carrier also conducts § 91.147 commercial air tours (e.g., Air Tours America (ATA)). The part 135 certificate holder employs ATA’s pilots. The part 135 certificate holder must implement a drug and alcohol testing program and document the program records information in Operations Specification (OpSpec) A449, Antidrug and Alcohol Misuse Prevention Program; it may elect to include ATA’s employees in its part 135 drug and alcohol testing program. To conduct air tour operations under § 91.147, ATA must also have a part 91 air tour operator established in WebOPSS with LOAs A001, A004, and A049 issued. To indicate the combined testing program in LOA A049, annotate “A3” in the telephone number field, as shown above. Use the 8-digit certificate number. Use one space between “A3” and the certificate number.

3) FAQs:

Question	Answer	Explanation
Is the part 121, 121/135, or 135 operator conducting § 91.147 air tours required to combine drug and alcohol testing programs?	No	Combining is optional to the operator. If a part 121, 121/135, or 135 operator who conducts § 91.147 air tours elects to operate a combined program, it must advise its CHDO and AAM-800 immediately. Failure to do so is subject to violation of part 120 and certain confidentiality provisions of Title 49 of the Code of Federal Regulations (49 CFR) part 40.
Should I, as principal operations inspector (POI), verify parts 121, 121/135, and/or 135, or § 91.147 operations are in compliance with the Drug and Alcohol Testing Program regulations prior to or after issuing an LOA A049 or A449?	No	Operators and CHDOs with questions and compliance concerns should contact AAM-800 at 202-267-8442 or drugabatement@faa.gov.

Question	Answer	Explanation
What regulatory oversight does the CHDO have regarding an operator's combined drug and alcohol testing programs in the absence of the revisions included in this section?	Limited	CHDO regulatory oversight pertains to issuance, amendment, and cancellation of LOAs, including A049 and OpSpecs (including A449). Questions? Contact AAM-800 at 202-267-8442 or drugabatement@faa.gov.

D. Special Agreements. Some operators may have agreements with other offices of the FAA, such as the Air Traffic Organization (ATO), directly or through industry associations to conduct flights in a certain way or airspace. Such special agreements should be documented in LOA A049. Documentation of these agreements in LOA A049 neither implies nor requires the agreements be approved by the CHDO.

NOTE: Section 136.3 permits amendment and reconsideration of LOAs through part 119, § 119.51.

E. Hawaiian Air Tour Operators. Hawaiian air tour operators conducting these commercial air tour operations under § 91.147 must be issued LOA A049. Hawaiian air tour operators may be issued a deviation (previously under Special Federal Aviation Regulation (SFAR) 71, Special Operating Rules for Air Tour Operations in the State of Hawaii) using LOA/OpSpec B048, Operations in the Vicinity of the Hawaiian Islands. The deviation authorizes operators to conduct § 91.147 commercial air tour operations below an altitude of 1,500 feet above the surface in accordance with part 136, part 136 appendix A, and the limitations and provisions of B048.

F. Air Tour Operations Under §§ 91.147 and 136.37. The requirements of § 91.147 and those of § 136.37 are separate. Some commercial air tour operators conduct overflight of national parks and fall under the exception in § 136.37. OpSpec/LOA B057, National Parks Air Tour Management Operations under Title 14 CFR Part 136, is required for national park operations; it is issued in addition to LOA A049. OpSpec/LOA B057 authorizes an operator to conduct commercial air tour operations over national park(s) and tribal lands within or abutting the national park in accordance with part 136. (See OpSpec/LOA B057 for guidance regarding air tour operations under § 136.37.)

G. The National Air Tour Safety Standards Final Rule (72 FR 6911). Final Rule 72 FR 6911, February 13, 2007, effective March 15, 2007, sets safety and oversight rules for a variety of sightseeing and commercial air tour flights with changes in 14 CFR parts 61, 91, 119, 121, 135, and 136. The effect of this rule is to identify air tour operators in a national database, standardize requirements for commercial air tour operators, and consolidate air tour safety standards within part 136. The rule change responded to National Transportation Safety Board (NTSB) recommendations, Government Accountability Office (GAO) reports, and Department of Transportation (DOT) General Reports, which recommend enhanced oversight of commercial air tour operations. (Refer to preamble and final rule: http://www.faa.gov/about/office_org/headquarters_offices/arc/programs/air_tour_management_p lan/documents/National%20Air%20Tour%20Safety%20Standards.pdf.)

OPSPEC A050—HELICOPTER NIGHT VISION GOGGLE OPERATIONS (HNVGO). (TBD.)

OPSPEC A051. RESERVED.

OPSPEC/MSPEC/LOA A052. RESERVED.

OPSPEC A053—EMERGENCY CHARTER OPERATIONS. (TBD.)

OPSPEC A054—(PART 133 DATABASE ONLY) INSTRUMENT FLIGHT RULES OPERATIONS (FOR PART 133, EXTERNAL LOAD OPERATIONS ONLY).

(Guidance is found in Volume 2, Chapter 7, Initial Certification/Renewal of a Part 133 Operator.)

OPSPEC A055—CARRIAGE OF HAZARDOUS MATERIALS.

A. Authorization. Operations specification (OpSpec) A055 is an optional authorization applicable to certificate holders conducting operations under 14 CFR parts 121 or 135 that choose to comply with the applicable regulations to carry hazardous materials (hazmat).

B. Regulatory Changes. With the publication of Federal Register (FR) 58796, Vol. 70, No. 194, Friday, October 7, 2005, a change to part 119, § 119.49(a)(13) was effective November 7, 2005, as follows:

1) Section 119.49(a)(13) requires all certificate holders conducting operations under parts 121 or 135 to indicate in their operations specification that they “will-carry” or “will-not-carry” hazmat. OpSpec A055 is issued for those that “will-carry” hazmat. OpSpec A004 must contain the statement in subparagraph b that the certificate holder “will-not-carry” hazmat.

2) This FR also required that after February 7, 2007, these certificate holders must comply with the manual requirements of parts 121 and 135, §§ 121.135(b)(23) or 135.23(p) and with the hazmat training program requirements of §§ 121.1003 through 121.1007 or §§ 135.503 through 135.507, as applicable.

3) These changes align U.S. implementation with International Civil Aviation Organization (ICAO) standards for the carriage of hazmat, which recommend initial and biennial recurrent training programs. Additionally, ICAO recommends the certificate holder be specifically authorized by its state of authority to carry hazmat.

C. Part 91 Subpart K (Part 91K) Program Managers and Part 125 Operators.

There is no OpSpec A055 for part 125 operators or management specification (MSpec) A055 for part 91K. Section 91.1085 requires hazardous material (hazmat) recognition training. No program manager may use any person to perform any assigned duty/responsibility for handling or carriage of hazmat unless that person has received training in the recognitions of hazmat.

1) Therefore, any program manager who delegates such an assignment would be a “hazmat employer” in accordance with Title 49 of the Code of Federal Regulations (49 CFR) part 172, § 172.702(d).

2) Any person so assigned, must be trained in accordance with § 172.704(a).

3) If the part 91K program manager makes a business decision not to accept hazmat and does not assign any person to perform a duty or responsibility to handle or carry hazmat, then recognition training is not required.

D. Certificate Holders That Choose to Carry Hazmat (Will-Carry).

1) A certificate holder conducting operations under part 121 or 135 that chooses to carry hazmat (and Company Materials (COMAT) identified as hazardous) must provide to its principal operations inspector (POI) a general outline of the aspects of the proposed training program as presented in Table 1, Operators That Transport Hazardous Material – Will-Carry Certificate Holders, of part 121, appendix O and the manual with the procedures and information to be used to assist the flightcrew members. The POI will forward this material to the appropriate regional hazmat branch manager’s office (see Volume 2, Chapter 2, Section 6 for references). Generally, air carriers must only submit an outline sufficient to provide an overview of the training program in regard to the aspects and functions covered in Tables 1 and 2, Operators That Do Not Transport Hazardous Materials – Will-Not-Carry Certificate Holders, of part 121 appendix O. The hazmat branch manager will review the submission to determine that it includes the relevant training aspects for the cited job functions.

2) Provided the following conditions are met, the certificate holder may be authorized to accept, handle, and transport materials, including COMAT (regulated as hazmat in transport under 49 CFR parts 171 through 180 (part 175 in particular)).

a) Packages containing hazmat are properly offered and accepted in compliance with parts 171 through 180;

b) Packages containing hazmat are properly handled, stored, packaged, loaded, and carried onboard the certificate holder’s aircraft in compliance with parts 171 through 180;

c) The requirements for the notification to the PIC (part 175, § 175.33) are complied with; and

d) Aircraft replacement parts, consumable materials or other items regulated by parts 171 through 180 are properly handled, packaged, and transported.

3) Additionally, for each crewmember and person performing or directly supervising the following job functions involving items for transport on an aircraft, the certificate holder’s manual required by §§ 121.133 or 135.21 shall contain those procedures and information necessary to assist the crewmember or other person in identifying packages marked or labeled as containing hazmat or show signs of containing undeclared hazmat, including procedures and information on the following:

- Acceptance.
- Rejection.
- Handling.
- Storage incidental to transport.
- Packaging of company material.
- Loading.

4) The manual required by §§ 121.133 or 135.21, as appropriate, shall contain the certificate holder's procedures for rejecting packages that do not conform to the Hazardous Materials Regulations (HMR) in parts 171 through 180, or that appear to contain undeclared hazmat.

5) The manual required by §§ 121.133 or 135.21, as appropriate, shall contain the certificate holder's procedures for complying with the hazmat incident reporting requirements of part 171, §§ 171.15 and 171.16 and discrepancy reporting requirements of § 175.31.

6) The certificate holder is responsible for maintaining the records in initial and recurrent hazmat training within the three preceding years of all direct employees, contractors, and subcontractors directly supervising or performing an applicable job function as described in part 121 subpart Z for or on behalf of the certificate holder. The training records may be electronic or paper and must be made available to the FAA upon request at the location the trained person performs or directly supervises the covered job function.

7) The following recordkeeping requirements are identical to those required by § 172.700, the International Air Transport Association (IATA), and the International Civil Aviation Organization (ICAO):

- Individual's name.
- Most recent training completion date.
- A description, copy, or reference to training material.
- Name and address of organization providing training.
- Copy of certification used to show test was satisfactorily completed.

E. Certificate Holders that Choose Not to Carry Hazmat (Will-Not-Carry).

1) OpSpec A004 will state that the certificate holder conducting operations under part 121 or 135 is not authorized and shall not carry hazmat, satisfying the OpSpec regulatory requirement for a "will-not-carry" certificate holder. The certificate holder is prohibited from accepting, handling, or transporting those materials, including hazardous COMAT, regulated as hazmat in transport under parts 171 through 180.

2) Consistent with this prohibition, for each crewmember and person performing or directly supervising the acceptance, handling, storage incidental to transport, or loading of items for transport on an aircraft, the certificate holder's manual required by §§ 121.133 or 135.21 (as appropriate) shall contain those procedures and information necessary to assist the crewmember or other person in identifying packages that are marked or labeled as containing hazmat or that show signs of containing undeclared hazmat.

3) The manual required by §§ 121.133 or 135.21, as appropriate, shall contain the certificate holder's procedures for rejecting packages offered for transport that contain hazmat or that appear to contain undeclared hazmat.

F. Basic, Single PIC, and Single-Pilot Operators.

1) Operators issued OpSpecs A037 through A039 must have an approved hazmat program and should use the hazmat program currently accepted/approved by their respective regional hazardous material branch. These certificate holders conducting operations under part 135 will need to have OpSpec A055 issued if they are a "will-carry" certificate holder. These certificate holders may have to comply with the manual requirements for the carriage of hazmat if the hazardous material branch manager requires it.

2) Single-pilot operators issued OpSpec A040 may comply with the hazmat program by submitting a program for acceptance by the FAA if they are a "will-carry" certificate holder. They will be issued OpSpec A055 if they are a "will-carry" certificate holder. There is no manual requirement for a single-pilot operator issued OpSpec A040.

G. Reference.

- 70 FR 58796 (No. 194); October 7, 2005.

OPSPEC/MSPEC/LOA A056—DATA LINK COMMUNICATIONS.

NOTE: NextGen Tracking. Applications for approvals for this paragraph must be entered in the Regional NextGen Tracker as indicated in the General Procedures Section (Volume 3, Chapter 1, Section 1).

A. General. Template A056 contains specific operational limitations and provisions for granting authorization to operators of aircraft under part 91, 121, 125, 135, or 91 subpart K to conduct data link communications using aircraft systems that are certificated for air-ground air traffic services (ATS).

1) Parts 91, 121, 125, and 135 operators, and part 91K program managers conducting flight operations in oceanic and remote airspace may use data link communications systems (i.e., Future Air Navigation System (FANS) (FANS-1/A or equivalent)). Operations using data link communications within domestic airspace require very-high frequency (VHF) radios called very-high frequency digital link Mode 2 (VDL-2), compatible with ATS.

2) Data link may be used as a supplement to voice communications with ATS. Voice communications must be continually monitored because aircraft still must be equipped with operating VHF voice and, when required, high frequency (HF) voice radios along the entire flight route.

3) All data link operations in domestic airspace are limited to the en route phase of flight where radar or an equivalent surveillance system such as Automatic Dependence Surveillance-Broadcast (ADS-B) is available for surveillance services.

4) All aircraft used to conduct data link operations in domestic airspace must be equipped with an FAA-certified collision avoidance system that is on and operating. (Reference part 91, § 91.221; part 121, § 121.356; part 125, § 125.224; part 129, § 129.18; and part 135, § 135.180.)

5) An exception to the requirement for data link communication systems is the FANS-1/A system in oceanic or remote airspace. The FANS-1/A communications system can only be approved for data link operations in oceanic and remote area airspace. FANS-1/A systems are not interoperable with the VDL-2 infrastructure for domestic data link communications.

B. Data Link Training. Part 121 and 135 air carriers, and part 91K program managers must have an approved data link training program for their maintenance and flightcrew personnel, as outlined in FAA AC 120-70, Operational Authorization Process for use of Data Link Communication System, current edition.

C. Authorization for Data Link Use. For part 91, 121, 125, and 135 operators and part 91K program managers, the POI will coordinate with the principal avionics and PMIs on the following matters:

- 1) Equipment and systems certification, and airworthiness approval review;
- 2) The content of the OpSpec authorization;
- 3) The required communication performance;
- 4) The AFM;
- 5) Additional MEL requirements and relief; and
- 6) Other elements necessary for the safe and effective use of data link communications.

NOTE: POIs should be aware that there may be additional limitations and guidance for specific airplanes in Flight Standardization Board (FSB) reports.

D. Contents of Operator Application for Operational Authorization to Use Data Link. The operator's application to obtain authorization to use data link must address and contain the following subjects:

- 1) List of source documents used:
 - a) For generic data link operations (e.g., aircraft/avionics manufacturer documents).
 - b) For area of operations specific policy/procedures. (See item 3 below.)

2) Description of aircraft data link systems including certification documents and current configuration (e.g., current avionics load).

3) Data link system make/model/series. All STC and AFM limitations and procedures.

4) General information.

5) Areas of operation/routes where operator intends to use data link.

a) List of areas and/or routes where operator intends to conduct data link operations.

b) List of air traffic centers/service providers with which the operator intends to communicate via data link.

c) List of policy and procedures source documents applicable to each area(s) of operations, such as:

1. Operations manuals for specific areas of operations (e.g., FANS-1/A Operations Manual (FOM) for operation in Asia–Pacific flight information regions (FIR)).

2. State Aeronautical Information Publications (AIP).

3. State Notices to Airmen.

4. FAA chart supplements (e.g., Pacific and Alaska chart supplement).

6) Flightcrew qualification programs.

7) Manuals and other publications.

8) MMEL/MEL.

9) Issues unique to a particular operator.

10) Maintenance programs.

E. Contents of Flightcrew Qualification Programs.

1) **Academic Training Subjects.** A basic source document for data link procedures in oceanic areas is the FOM, part 5. Policy and procedures applicable to specific FIRs are in state AIPs and NOTAMs. Address the following areas:

- Acronym Source: FOM part 2,
- General concepts of digital and analog communications,
- Expected flightcrew response,
- ATS coordination,

- Aircraft digital or analog communication equipment components, displays, alerts. (Sources: aircraft manufacturer documents.),
- Interface with other aircraft systems,
- AFM information MEL provisions,
- Data link events reports,
- Data link malfunction or irregularity reports, and
- Human factors—lessons learned.

2) Operational Use Training.

- General requirement,
- Simulators,
- Computer-based instruction,
- Policy on initial pilot evaluation, and
- Recurrent training and evaluation.

3) Currency (recent experience).

4) Line Checks and Route Checks (if applicable).

5) Line-Oriented Flight Training (if applicable).

F. Operational Authorization Documents. This issuance of paragraph A056 grants approval to use data link communications in operations. Either the certificate management office or Flight Standards District Office should coordinate the approval with AFS-400.

Table 3-23. Communications Systems and Operating Environments

This table lists the systems and their operating environment including the applicable criteria with references.

Row	Aircraft Data Link System	Operating Environment			Applicable Standards
		Type of Airspace	ATS Unit System	Capabilities and Uses	
1	ATN B1	Domestic (Continental)	ATN B1	Supplemental ATC communications: Communication application supports data link initiation capability (DLIC) data link service. Controller Pilot Data Link Communications (CPDLC) application supports ACM, ACL, and AMC data link services. Note 1: departure clearance (DCL), downstream clearance (DSC), (Digital-Automatic Terminal Information Service (D-ATIS), and Flight Plan Consistency (FLIPCY) data link services are not supported.	a. DO-290/ED-120, Chg 1 and Chg 2, Continental Safety and Performance (SPR) Standard. b. DO-280B/ED-110B air traffic management (ATM) B1 INTEROP Standard.
2	FANS 1/A+	Domestic (Continental)	ATN B1 FANS-1/A	Same as row 1 except: Uses Aeronautical Telecommunications Network (ATN) ATC Facilities Notification (AFN) application for DLIC data link service. For CPDLC application, UM 215, TURN (direction) (degrees) is not supported. Note 2: FANS 1/A aircraft will require use of DM67 (free text) to mimic certain message elements per DO-290/ED-120 Chg 1 and Chg 2. See DO-305/ED-154 paragraph 4.2.13.2.	Same as row 1 plus: a. DO-305/ED-154, FANS 1/A-ATN INTEROP Standard (Applies only to ATS Unit except see note 2). b. DO-258A/ED-100A, FANS 1/A INTEROP Standard (Applies only to aircraft).

Row	Aircraft Data Link System	Operating Environment			Applicable Standards
		Type of Airspace	ATS Unit System	Capabilities and Uses	
				<p>Note 3: In accordance with DO-290/ED-120, Chg 1 and Chg 2, FANS 1/A aircraft will require use of a message latency timer per DO-258A/ED-100A, paragraph 4.6.6.9 and is denoted by a “+” appended to the “FANS 1/A” label.</p> <p>Note 4: Only via VHF data link subnetwork.</p>	
3	FANS 1/A+ or FANS 1/A	Oceanic and remote	FANS-1/A	<p>Normal means of ATC communication uses AFN and CPDLC applications for direct controller-pilot communications (DCPC).</p> <p>Eligible for: Required Communication Performance (RCP) 240 operations via VHF, SATCOM Iridium and SATCOM Inmarsat subnetworks. RCP 400 operations via HF data link subnetwork. No RCP operations.</p> <p>Note 4: Aircraft capability that supports multiple RCP type operations needs to include appropriate indications and/or alerts to enable the flightcrew to notify ATC when aircraft equipment failures result in the aircraft’s ability to no longer meet its criteria for any of the RCP types, per DO-306/ED-122, paragraph 5.2.6.a) and 5.2.6.b).</p>	<p>a. DO-306/ED-122, Oceanic SPR Standard.</p> <p>b. DO-258A/ED-100A (or earlier versions) FANS 1/A INTEROP Standard.</p>

Row	Aircraft Data Link System	Operating Environment			Applicable Standards
		Type of Airspace	ATS Unit System	Capabilities and Uses	
				Uses ADS-C application for automatic position reporting.	
4	FANS 1/A+ or FANS 1/A	Oceanic and Remote	CADS	No CPDLC application. Uses ADS-C application for automatic position reporting.	a. DO-306/ED-122 Oceanic SPR Standard. b. DO-258A/ED-100A (or earlier version), FANS 1/A INTEROP Standard (Applies only to aircraft) c. Centralized ADS (CADS) Common Specification, Version 2.0, approved ICAO NAT FIG/10, Paris, March 29–April 2, 2004 (Applies only to ATS unit)
5	Flight management system waypoint position reporting (FMS WPR)	Oceanic and Remote	CFRS	Same as row 4	a. DO-306/ED-122, Oceanic SPR Standard b. ARINC 702A, Advanced Flight Management Computer System (Applies only to aircraft) c. Central Flight Management Computer Waypoint Reporting System (CFRS) Common Specification, Version 2.0, approved International Civil Aviation Organization (ICAO) North Atlantic (NAT) FIG/10, Paris, March 29–April 2, 2004 (Applies only to ATS unit when ATS unit is CADS)

Row	Aircraft Data Link System	Operating Environment			Applicable Standards
		Type of Airspace	ATS Unit System	Capabilities and Uses	
6	FANS 1/A ADS-C	Oceanic and Remote	FANS-1/A or CADS	Same as row 4	a. DO-306/ED-122 Oceanic SPR Standard b. DO-258A-ED-100A (or earlier version) FANS 1/A INTEROP Standard (If ATS unit is CADS, applies only to aircraft) c. CADS Common Specification, Version 2.0, approved ICAO NAT FIG/10, Paris, March 29–April 2, 2004 (Applies only to ATS unit when ATS unit is CADS)

MSPEC A058—SINGLE PILOT PROGRAM FLIGHTS. The program manager may be authorized to use certain program aircraft with approved autopilot systems in single pilot program flights provided the limitations and provisions of MSPEC A058 are met.

MSPEC A059—USE OF ALTERNATE MANUALS, PROGRAMS, OR SYSTEMS. The program manager may be authorized to use specific alternate manuals, programs, or systems (except for flight, duty, and rest provisions) in accordance with the limitations and provisions of MSPEC A059.

OPSPEC A060—EUROPEAN AVIATION SAFETY AGENCY RATINGS FOR REPAIR STATIONS LOCATED OUTSIDE THE UNITED STATES. This paragraph authorizes work performed under European Aviation Safety Agency (EASA)-rated repair stations if the appropriate form (EASA Form 3) authorizes the scope of the work.

OPSPEC/MSPEC/LOA A061—USE OF ELECTRONIC FLIGHT BAG.

NOTE: NextGen Tracking. Applications for approvals for this paragraph must be entered in the Regional NextGen Tracker as indicated in the General Procedures Section (Volume 3, Chapter 1, Section 1).

A. Applicability. Paragraph A061 is an optional authorization available to all operators conducting airplane operations under 14 CFR parts 91 subpart K (part 91K), 121, 125 (the Letter of Deviation Authority (LODA) 125 operators), and 135. Paragraph A061 authorizes the use of Class 1, Class 2, and/or Class 3 Electronic Flight Bags (EFB), and describes the conditions and limitations for EFB use.

NOTE: Questions regarding the issuance of OpSpec/MSpec/LOA A061 should be directed to the Flight Technologies and Procedures Division (AFS-400) at 202-385-4743, the Air Transportation Division (AFS-200) at 202-267-8166, or the General Aviation and Commercial Division (AFS-800) at 202-267-8212.

B. General. Aviation safety inspectors (ASI) and Aircraft Evaluation Groups (AEG) will no longer approve Class 1 and 2 EFB hardware and associated Type A and B application software. Instead, ASIs may authorize the use of Class 1 or 2 EFB devices, including those Class 2 EFBs containing Type C application software meeting requirements of the current edition of Technical Standard Order (TSO) C165, Electronic Map Display Equipment for Graphical Depiction of Aircraft Position, for display of “own-ship” position on airport moving map displays. Installation requirements and airworthiness approval remain unchanged.

1) Class 3 hardware and Type C software will be FAA-approved by the normal type certification processes (type certificate (TC)/Supplemental Type Certificate (STC)). For operations conducted under parts 91K, 121, 125 (including deviation holders), and 135, all EFBs will be authorized for use by OpSpec/MSpec/LOA. AEG evaluation of Class 3 and/or Type C will be published in the applicable Flight Standardization Board (FSB) report.

2) Class 1 or 2 hardware (with Type A and/or B software applications) must be demonstrated to reliably meet intended EFB functions. It is the responsibility of the applicant

and/or the EFB hardware/software vendor to ensure that its EFB system and Type A and B software applications can accurately perform intended functions. AEG evaluation of a Class 1 or 2 EFB (with Type B applications) will be at the AEG's discretion and published in an Operational Suitability Report (OSR) for the particular EFB.

C. Background. Advisory Circular (AC) 120-76, Guidelines for the Certification, Airworthiness, and Operational Approval of Electronic Flight Bag Computing Devices, current edition, and expired Notice N 8200.98, Electronic Flight Bag Job Aid, reference several instances of FAA inspector and AEG approval requirements for Class 1 and 2 EFB hardware and associated Type A and B application software (whether that software is sold separately or embedded in an EFB device). The guidance in this section replaces procedures and advisory material in FAA orders and ACs requiring an FAA inspector or the AEG to approve Class 1 and 2 EFB hardware and associated Type A and B software applications. The guidance in this section is not intended to stop or restrict the operational use of these devices and software. This section also replaces the cancelled Notice N 8000.353, Revised Guidance for Authorizing the Use of Electronic Flight Bags, Issuance of A061, Electronic Flight Bag, and Revision to A025.

1) In AC 120-76, the words “approved” and “approval” are used in many instances when referring to actions that may be accomplished by Flight Standards Service (AFS) ASIs. The uses of these words are intended to reflect the general process for approval or acceptance. The general process of approval or acceptance of certain operations, programs, documents, procedures, methods, or systems is an orderly method used by AFS inspectors to ensure that such items meet regulatory standards and provide for safe operating practices. It is a modular, generic process that can be applied to many types of approval or acceptance tasks. It is important for inspectors to understand that this process is a tool to be used with good judgment.

2) The application of the approval process described in ASI handbooks, coupled with the plain English definitions of approved and approval, has led to some confusion in the aviation community. AFS ASIs have no authority to approve EFB hardware or EFB application software. The guidance in this section is not intended to stop or restrict the operational use of these devices and software, but to clarify the role of AFS ASIs with regard to EFBs.

D. Guidance.

1) The authorization to use an EFB is optional and applicable to operators conducting operations under parts 91K, 121, 125 (including LODA holders), and 135. ASIs may authorize the use of Class 1, 2, and 3 EFB devices. (OpSpec/MSpec/LOA A025 is no longer used for the EFB authorization.)

2) Use A061 Table 1 for authorizing the use of a Class 1 EFB with Type “B” software installed or any Class 2 or 3 EFB. OpSpec/MSpec/LOA A061 will be used to document the aircraft make, model, and series (M/M/S), the EFB hardware class, manufacturer, model, software type, source, and revision number. Compliance with the requirements of OpSpec/MSpec/LOA A061 should be validated during routine inspections of the operator before it is issued.

3) ASIs and AEGs are not responsible for approving Class 1 and 2 EFB hardware and associated Type A and B application software.

a) Installation requirements and airworthiness approvals remain unchanged as specified in AC 120-76.

b) The appropriate AEG, at their discretion, may evaluate the EFB device installations that present new or novel functions and provide a report of operational suitability and/or adverse findings to the responsible aircraft certification or airworthiness entity having approval authority for the initial installation. OSRs are available at <http://fsims.avs.faa.gov> under “Publications,” “MMEL & AEG Guidance Documents,” “Flight Standardization Board (FSB) Reports.” ASIs should ensure that an operator complies with these reports when they are available for a particular EFB.

4) Class 1 and 2 EFB devices. A061 provides standardized text for the use of Class 1 and 2 EFB devices. The following is applicable for authorizing the use of Class 1 and 2 EFB devices:

a) Class 1 and/or 2 devices with Type A and/or B application software may be authorized for use in accordance with the technical guidance specified in AC 120-76. Class 1 devices with Type A or B application software and/or Class 2 devices with Type A or B application software and/or software approved under TSO-C165 (Type C) may be used.

NOTE: Technical guidance on Class 2 EFBs with Type C application software providing “own-ship” position is found in the current edition of AC 20-159, Obtaining Design and Production Approval of Airport Moving Map Display Applications Intended for Electronic Flight Bag Systems.

b) The maintenance and avionics inspectors must ensure that the aircraft and equipment have the proper airworthiness approvals for any power, databus connections, or mounting.

c) Training for the use and/or maintenance of the EFB by the certificate holder/program manager must be documented and included in the operator’s approved training program and applicable maintenance program.

d) The certificate holder/program manager will specify the procedures for updating and maintaining any databases necessary to perform the intended functions of the EFB in its manual.

e) The principal inspector (PI) is responsible for conducting a review of the system performance to ensure its acceptability prior to granting authorization to use. The PI should review the system performance using the EFB system user’s manual/pilot’s guide. The PI is responsible for evaluating the operators use of the EFB in normal and emergency operations, but not a review of the actual hardware or software.

f) The AEG is available to assist with questions and guidance regarding EFB operational evaluations. The PI should contact the AEG when an operator submits a request for

authorization to use an EFB that includes a new or novel function. The AEG may evaluate Class 1 or 2 hardware or Type B software applications as necessary to address progression in available EFB equipment and functions in the aviation industry.

g) If a Class 1 or 2 EFB device is authorized for use, the ASI must enter the appropriate EFB information into the cells of the table. All other information in regard to the authorization for the use of an EFB should be documented in the operator's manual and not written into A061.

5) Aircraft Certification Service (AIR) must provide design, installation, and airworthiness approval for Class 3 EFB hardware that is permanently installed on an aircraft. This will be accomplished by incorporating the EFB into the aircraft type design or STC, not by field approvals. If a Class 3 EFB device is authorized to be used, the table in A061 should be appropriately filled out.

a) The Type C application software associated with Class 3 EFB device is also certified by AIR in reference to the current edition of RTCA/DO-178B, Software Considerations in Airborne Systems and Equipment Certification. Type A and B application software may be installed on these devices, but require no approval by the ASI as this software is protected from the Type C application software in the RTCA/DO-178 standard.

b) Operators should have procedures to control revisions to the EFB software in their manuals. Software version control is accomplished by using Table 1 in OpSpec/MSpec/LOA A061.

c) If Type A or B software is used in conjunction with Type C software in the Class 3 EFB, the name of the software must be documented in Table 1 of OpSpec/MSpec/LOA A061.

6) Simulator and/or in-flight validation tests may be needed to fully determine the suitability of the use of an EFB (see AC 120-76, paragraph 12(j), pages 21 and 22). Each operator's proposed EFB functionality and software will vary, and scenarios should be customized for the particular situation by the inspector and applicant. It is the operator's responsibility to demonstrate the function and reliability of the EFB.

a) Validation flight scenarios should be used to ensure that the EFB device's use has adequately transitioned into the operator's overall training and operations programs. In some cases, the task will be completed entirely with an EFB, while in other cases the EFB device may be used together with other sources of information, such as paper charts or documents, depending on the capabilities of the EFB device and its operational implementation.

b) The required EFB validation flight scenario differences could be affected by other factors, such as:

- Software: Type A, B, or C application;
- Hardware: Classes 1, 2, or 3, which include factors such as location in the flight deck and connectivity to other aircraft systems;

- Aircraft/Operations: Single pilot versus dual pilot, single EFB versus dual EFB; and
- Weather conditions: Visual versus instrument; very-low visibility.

E. Inspector Action. ASIs will review this section and provide pertinent information to the affected operators. OpSpec/MSpec/LOA A025 would be a nonmandatory revision to remove any EFB authorization.

1) ASIs will provide technical advice and guidance to operators, when requested, to assist them in evaluating their selected EFB devices using the technical guidance found in AC 120-76 but will no longer issue FAA approvals for the hardware and software. Authorization for use will be issued in reference to subparagraph E3) below.

2) If the operator has OpSpec A025 issued for electronic recordkeeping systems without the use of an EFB, it is not necessary to reissue that operator's OpSpec A025. Electronic recordkeeping system functions may co-reside on an EFB device and, if so, OpSpec A025 as well as OpSpec A061 should be issued as instructed below.

3) ASIs will use the new OpSpec/MSpec/LOA A061 EFB to authorize the use of a Class 1, 2, or 3 EFB device. Compliance with the requirements of OpSpec/MSpec/LOA A061 should be validated prior to the initial authorization to use an EFB and during routine inspections of the operator. If an EFB is authorized to be used, the table in A061 should be appropriately filled out. All other information in regard to the authorization should be documented in the operator's manual and not written into A061.

OPSPEC/MSPEC A096—ACTUAL PASSENGER AND BAGGAGE WEIGHT PROGRAM FOR ALL AIRCRAFT. Passenger and cargo only operations conducted under 14 CFR parts 91K, 121, 125, and 135 that use actual weights, or asked/volunteered weights plus 10 pounds to account for the weight and balance of all company owned and operated aircraft, must be issued OpSpec A096. If OpSpec A096 is issued, OpSpecs A097, A098, and/or A099 may not be issued.

NOTE: Operators authorized to use average weight always retain the option to use actual weights.

OPSPEC/MSPEC A097—SMALL CABIN AIRCRAFT PASSENGER AND BAGGAGE WEIGHT PROGRAM. Operators of small-cabin aircraft (aircraft type certificated for 5 to 29 passenger seats) that wish to use any combination of standard average, survey derived average, segmented, and/or actual passenger and baggage weights must be issued OpSpec A097. (The classification of small-, medium-, and large-cabin aircraft is based on the maximum type certificated number of passenger seats authorized for an aircraft, not the seating configuration as operated) If an operator elects to use only actual passenger and baggage weights, only OpSpec A096 must be issued. Table 1 of OpSpec A097 approves and tracks the general weight and balance control program weights that may consist of any combination of average, survey derived average, segmented, and/or actual weights. Operators approved for survey derived average weights must specify the expiration date of such weights. The expiration date for survey derived average weights may not exceed 36 calendar-months, beginning the month the survey

was completed to derive such average weights. Use Table 2 of OpSpec A097 to approve route specific program weights. The route specific program weights may be comprised of any combination of standard average, survey derived average, segmented, and/or actual passenger and baggage weights. Review AC 120-27, Aircraft Weight and Balance Control, current edition, before issuing OpSpec A097 to verify operator weight and balance control program compliance.

OPSPEC/MSPEC A098—MEDIUM CABIN AIRCRAFT PASSENGER AND BAGGAGE WEIGHT PROGRAM. Operators of medium-cabin aircraft (aircraft type certificated for 30 to 70 passenger seats) that wish to use any combination of standard average, survey derived average, segmented, and/or actual passenger and baggage weights must be issued OpSpec A098. (The classification of small-, medium-, and large-cabin aircraft is based on the maximum type certificated number of passenger seats authorized for an aircraft, not the seating configuration as operated.) If an operator elects to use only actual passenger and baggage weights, OpSpec A096 must be issued. Table 1 of OpSpec A098 approves and tracks the general weight and balance program weights that may consist of any combination of average, survey derived average, segmented, and/or actual weights. Operators approved for survey derived average weights must specify the expiration date of such weights. The expiration date for survey derived average weights may not exceed 36 calendar-months, beginning the month the survey was completed to derive such average weights. Use Table 2 of OpSpec A098 to approve route specific program weights. The route specific program weights may be comprised of any combination of standard average, survey derived average, segmented, and/or actual passenger and baggage weights. Review AC 120-27, Aircraft Weight and Balance Control, current edition, before issuing OpSpec A098 to verify operator weight and balance control program compliance.

OPSPEC/MSPEC A099—LARGE CABIN AIRCRAFT PASSENGER AND BAGGAGE WEIGHT PROGRAM. Operators of large-cabin aircraft (aircraft type-certificated for 71 or more passenger seats) that wish to use any combination of standard average, survey derived average, segmented, and/or actual passenger and baggage weights must be issued OpSpec A099. (The classification of small-, medium-, and large-cabin aircraft is based on the maximum type-certificated number of passenger seats authorized for an aircraft, not the seating configuration as operated.) If an operator elects to use only actual passenger and baggage weights, OpSpec A096 needs to be issued. Table 1 of OpSpec A099 approves and tracks the general weight and balance program weights that may consist of any combination of average, survey derived average, segmented, and/or actual weights. Operators approved for survey derived average weights must specify the expiration date of such weights. The expiration date for survey derived average weights may not exceed 36 calendar-months, beginning the month the survey was completed to derive such average weights. Use Table 2 of OpSpec A099 to approve route specific program weights. The route specific program weights may be comprised of any combination of standard average, survey derived average, segmented, and/or actual passenger and baggage weights. Review AC 120-27, Aircraft Weight and Balance Control, current edition, before issuing template A099 to verify operator weight and balance control program compliance.

OPSPEC A101—ADDITIONAL FIXED LOCATIONS. This paragraph identifies additional locations (facilities) within the FSDO that collectively form a certificated part 145 repair station's operational base without having to certificate each facility as a stand-alone or satellite repair station.

A. Additional Locations. All additional locations of the certificated repair station must be under the full control of the primary facility listed in OpSpec A001. Individual facilities are not required to be completely equipped with tools, equipment, and parts, but must have them available when they perform the work.

B. Repair Station Manual (RSM). The RSM must contain detailed procedures for the transport of equipment and parts between facilities. The RSM should also outline procedures to ensure adequate personnel are available to support the additional fixed locations/facilities while articles are undergoing maintenance. Further, using additional fixed locations does not constitute work away from the repair station.

C. Bilateral Agreement (BA) Including Provisions for Maintenance. When a repair station is located in a country with which the United States has signed a BA that includes provisions for maintenance of aircraft, engines, and appliances for installation on U.S.-registered aircraft, the repair station may operate in multiple facilities under one FAA air agency certificate within that country. The authorization requires the cooperation of the local national aviation authority.

NOTE: The repair station's additional locations may only be within the geographic boundaries of the BA country.

OPSPEC A117—USE OF ONBOARD FLIGHTCREW MEMBER REST FACILITIES.

A. Background. This paragraph provides guidance for preparing OpSpec A117, Use of Onboard Flightcrew Member Rest Facilities. Under the limits of 14 CFR part 117, the airplane used must be equipped with onboard flightcrew member rest facilities any time a flightcrew member is conducting augmented operations. The class of rest facility used is an essential element in determining the maximum length of the flightcrew member's flight duty period (FDP).

B. Part 117 Rest Facility Classifications. Part 117, § 117.3 prescribes three classes of onboard flightcrew member rest facilities and includes design criteria and specifications for each classification. The FAA evaluates onboard flightcrew member rest facilities and determines their qualification in accordance with part 117 requirements. Information regarding evaluation and qualification of onboard rest facilities is contained in Volume 3, Chapter 58, Section 3, and the current edition of Advisory Circular (AC) 117-1, Flightcrew Member Rest Facilities. Section 117.3 defines the three classes of onboard flightcrew member rest facilities as follows:

1) Class 1 Rest Facility. A Class 1 rest facility is a bunk or other surface that allows for a flat sleeping position and is located separately from both the flight deck and passenger cabin, in an area that is temperature controlled, allows the flightcrew member to control light, and provides isolation from noise and disturbance.

2) Class 2 Rest Facility. A Class 2 rest facility is a seat in an aircraft cabin that allows for a flat or near-flat sleeping position, is separated from passengers by a minimum of a curtain to provide darkness and some sound mitigation, and is reasonably free from disturbance by passengers or flightcrew members.

3) **Class 3 Rest Facility.** A Class 3 rest facility is a seat in an aircraft cabin or flight deck that reclines at least 40 degrees and provides leg and foot support.

C. OpSpec A117 Must be Issued Prior to any Augmented Flightcrew Operations. A certificate holder must be issued A117 prior to conducting any augmented flightcrew member operations in accordance with the FDP limits prescribed in Table C of part 117 (Flight Duty Period: Augmented Operations). When issued, A117 serves as the source document identifying each of the certificate holder's airplanes having qualified onboard flightcrew member rest facilities. OpSpec A117 lists each onboard facility by aircraft, class, number of sleep surfaces, and the date of qualification.

D. Rest Facility Technical Report. In accordance with the requirements of Volume 3, Chapter 58, Section 3, qualification of a Class 1 rest facility is accomplished by the Aircraft Evaluation Group (AEG). A principal operations inspector (POI) will qualify a Class 2 or 3 rest facility. Regardless of who is conducting the qualification, certificate holders seeking rest facility qualification must provide the POI with a copy of a rest facility technical report containing the pertinent data for the rest facilities being qualified. The certificate holder's technical report should contain a list of each of their airplanes having rest facilities (by make, model, and series (M/M/S), registration, and serial number) that correspond to the installation approval source for that class of rest facility. This data will be instrumental in assisting the POI with preparing and/or updating the certificate holder's OpSpec A117. The rest facility technical report data must include:

1) The installation approval for each rest facility to be qualified, such as the type certificate (TC) approval, the Supplemental Type Certificate (STC) Designated Engineering Representative (DER) approval, or another acceptable means of approval; and

2) A list of airplanes by registration and serial number, M/M/S, classification of rest facility to be qualified, installation approval for the rest facility, and the number of sleep surfaces installed under that classification.

E. Preparing and Issuing the Certificate Holder's OpSpec A117. Using the airplane and rest facility data contained in the technical report, the POI will insert the required data into Table 1 of the certificate holder's OpSpec A117, identifying each of the certificate holder's airplanes by M/M/S, registration and serial number, class of rest facility, qualification date, and the number of sleep surfaces. When populating Table 1 of OpSpec A117, enter the following data into the appropriate section of the Table:

- The registration number of the airplane;
- The serial number of the airplane;
- The M/M/S number of the airplane;
- The classification of rest facility;
- The number of sleep surfaces installed in this airplane under the qualified rest facility classification; and
- The date the rest facility was qualified.

F. Downgraded Rest Facility Classification. With the exception of a rest facility that is properly deferred in accordance with the certificate holder's FAA-approved minimum equipment list (MEL), any time it is determined that a certificate holder's rest facility no longer meets its qualified classification, the rest facility must be downgraded to a lower classification. In this case, the airplane must be removed from the certificate holder's OpSpec A117 until such time as the airplane's rest facility is requalified to a lower classification. A certificate holder may not use an airplane that does not have a properly qualified rest facility in any operation requiring an augmented flightcrew. Once the airplane has been requalified to a lower classification, the airplane and its new qualification data must be appropriately inserted into the certificate holder's OpSpec A117.

G. Modified or Altered Rest Facility. In the event the FAA determines that a modification or alteration to a rest facility does not meet the classification previously qualified, that rest facility may be evaluated to a different (lower) classification, if applicable. If the FAA determines that the rest facility does not meet any of the three classifications, that airplane may not be used for augmented flightcrew operations. If it is determined that the rest facility does not meet any of the three classifications, or if a rest facility loses its qualification, the POI must remove the airplane from the certificate holder's OpSpec A117.

H. Upgrading a Rest Facility. A certificate holder may upgrade its rest facility to meet the specifications for a higher rest facility classification. This will require the rest facility to be requalified prior to using the FDP limits applicable for the higher rest facility classification. Upon satisfactory requalification to a higher classification, the certificate holder's OpSpec A117 must be updated to reflect the newly qualified rest facility the augmented FDP limits for the higher classification.

I. Requalification of Previously Qualified Rest Facilities. Requalification of a previously qualified rest facility is required when it is determined that it no longer meets the design criteria and specifications for that class of rest facility. The rest facility may be evaluated and qualified to a different (lower) classification such as a Class 1 to a Class 2. If the rest facility is qualified to a different class, the POI must reflect the new classification in the certificate holder's OpSpec A117. If it is determined that the rest facility does not meet any of the three classifications, the POI must remove the airplane from the certificate holder's OpSpec A117. A certificate holder may not use an airplane that not listed in its OpSpec A117 to conduct part 117 operations requiring an augmented flightcrew.

OPSPEC/MSPEC/LOA A153—AUTOMATIC DEPENDENT SURVEILLANCE-BROADCAST (ADS-B) OUT OPERATIONS OUTSIDE OF U.S.-DESIGNATED AIRSPACE: 14 CFR PARTS 91, 91K, 121, 125, 125M, AND 135 CERTIFICATE HOLDERS/OPERATORS/PROGRAM MANAGERS. Automatic Dependent Surveillance-Broadcast (ADS-B) is a system for air traffic surveillance within those areas where the ground infrastructure (ADS-B ground station and air traffic communications network) is in place and available. ADS-B Out is the capability to send a formatted message that includes elements such as position, altitude, velocity, direction, etc., for use by air traffic in providing air traffic separation services.

A. General Guidance for A153.

1) ADS-B Description.

a) The ADS-B system consists of three elements:

1. Avionics. Installed aircraft avionics gather, format, and transmit the message elements from the aircraft via a discrete frequency. ADS-B messages include at least the following elements:

- Aircraft horizontal position (latitude/longitude).
- Aircraft barometric altitude.
- Aircraft identification: the assigned, unique International Civil Aviation Organization (ICAO) 24-bit address.
- Flight ID.
- Special Position Indicator (SPI).
- Emergency status.

NOTE: Flight ID, SPI, and the emergency status are the only message elements that can be modified by the flightcrew.

2. Navigation Source. Position data is typically derived from Global Navigation Satellite System (GNSS)/Global Positioning System (GPS) to determine an aircraft's position.

3. Ground Stations. The ground infrastructure must be in place to receive and process the message elements from aircraft and to provide the air traffic automation system with the necessary information for air traffic control (ATC) surveillance and separation services.

NOTE: Refer to the current edition of Advisory Circular (AC) 90-114, Automatic Dependent Surveillance-Broadcast (ADS-B) Operations, for a more in-depth description of ADS-B, and see Volume 4, Chapter 1, Section 1.

B. Applicability. The following information identifies FAA approval requirements for U.S. aircraft operators in foreign airspace where a foreign authority requires an ADS-B Out operational approval. Additionally, a regional authorization (via OpSpec B050) is also required for operations in areas outside of U.S.-designated airspace (e.g., ADS-B use within the Hong Kong flight information region (FIR) will also require B050 for China). A153 is not applicable to operations in U.S. airspace defined in 14 CFR part 91, § 91.225(d). Authorization is not required to use Flight Information Service-Broadcast (FIS-B) or Traffic Information Service-Broadcast (TIS-B) services for situational awareness onboard the aircraft.

NOTE: The ADS-B A153 Application Checklist provides the most up to date information on which countries require A153. The ADS-B A153 Application Checklist can be found under "Quick Links" at <http://www.faa.gov/nextgen/programs/adsb/>. As additional regions are implementing ADS-B, U.S. operators are advised to monitor the regions

(applicable Aeronautical Information Publication (AIP) and/or AICs) applicable to their operation for any changes related to ADS-B requirements and to comply with part 91, § 91.703, Operations of civil aircraft of U.S. registry outside of the United States.

C. Authorization. OpSpec/MSpec/LOA A153 is an optional authorization applicable to all certificate holders/operators conducting ADS-B Out operations under 14 CFR parts 91, 91K, 121, 125 (including the Letters of Deviation Authority (LODA)), 125M, and 135.

D. Application Process.

1) The operator submits an application identifying each aircraft make, model, and series (M/M/S) during initial and subsequent requests for A153 authorization. Subsequent requests to add additional aircraft of the same M/M/S to an existing authorization should include documentation contained in subparagraphs E2), E3), and E6) below.

2) The FAA Flight Standards District Office (FSDO)/certificate-holding district office (CHDO) receiving a certificate holder/operator request to conduct ADS-B operations should provide the applicant with a current copy of the ADS-B A153 Application Checklist, ADS-B Operations Outside of U.S. Designated Airspace, from the Web-based Operations Safety System (WebOPSS) A153 guidance tab section.

NOTE: To access the A153 Application Checklist, move paragraph A153 to the workspace in WebOPSS. Once paragraph A153 is in the workspace, highlight A153 and click on the “Guidance” button at the bottom of the screen.

NOTE: A153 checklists are kept in the Guidance tab of WebOPSS. The A153 checklist can also be found under Quick Links at <http://www.faa.gov/nextgen/programs/adsb/>. Check for periodic updates.

NOTE: Inspectors shall verify completion of the A153 Application Checklist.

3) The applicable FSDO/CHDO will conduct a review of the applicant’s submitted proposal using the A153 Application Checklist. When compliance with the applicable requirements has been determined, the principal inspector (PI) will issue A153.

E. ADS-B Application.

1) **Checklist.** The operator should complete the required A153 Application Checklist, ADS-B Operations Outside of U.S. Designated Airspace (available in WebOPSS guidance) provided by the applicable FSDO/CHDO. The following requirements correspond to the checklist items and should be documented, referenced, and attached to the application in order:

2) **Letter of Request.** The PI must review the operator’s letter of request for issuance of authorization. Verify the letter of request includes the following information:

- a) Type of aircraft (M/M/S);
- b) Airplane registration number(s) and serial number(s);
- c) Areas of intended operation.

3) Copy of Manual. The PI should verify that the Aircraft Flight Manual (AFM)/Aircraft Flight Manual Supplement (AFMS)/Airplane Operations Manual (AOM) or pilot's operating handbook (POH) (as appropriate), which states that the aircraft's ADS-B Out system complies with any of the following:

- Section 91.227.
- The current edition of AC 20-165, Airworthiness Approval of Automatic Dependent Surveillance-Broadcast (ADS-B) Out Systems.
- EASA AMC 20-24, Certification Considerations for the Enhanced ATS in Non-Radar Areas using ADS-B Surveillance (ADS-B-NRA) Application via 1090 MHZ Extended Squitter (until rescinded).
- Regulation (EU) no. 1207/2011.

NOTE: The following is an example of an AFM statement for an ADS-B system which complies with § 91.227: "The installed ADS-B Out system has been shown to meet the equipment requirements of 14 CFR § 91.227."

NOTE: ADS-B Out systems approved per previous versions of AC 20-165 must have any variances, with subsequent revisions of that guidance, resolved through the FAA/manufacture issue paper process. Such systems do not require revision of existing AFM/AFMS/AOM/POH/FOM or equivalent AC 20-165 compliance statements.

4) B050. The PI should review a copy of the operator's draft OpSpec B050 annotating the authorized en route areas where A153 will be used. (N/A for part 91 operators. For part 91 operators, the PI will enter the area(s) of intended operations in the "Conditions and Limitations" drop down box located in "Table 1" of the LOA template.)

5) Part 91 Operators. The PI must verify the operator provided a statement that the operator's pilot(s) has knowledge of current air traffic ADS-B directives for the intended areas of en route operation and will comply with § 91.703.

NOTE: Part 91 statement example: Company XX pilots have knowledge of current air traffic ADS-B directives for the intended areas of en route operation and will comply with § 91.703.

6) Maintenance Record. The PI should review the operator's aircraft maintenance record (e.g., aircraft's maintenance record, logbook, or Computerized Maintenance Program (CMP)) that verifies ADS-B installation on applicable aircraft was accomplished per Supplemental Type Certificate (STC) or other FAA-approved means. (N/A for new aircraft certified with ADS-B Out.)

F. Administrative Changes to Part 91 LOAs.

- 1) The following changes are considered to be administrative in nature only:
 - a) Change in the primary business address of an ADS-B Out-Compliant Aircraft and/or A153 authorization holder.
 - b) Change in an existing operator's designated A153 Responsible Person or A153 Point of Contact (POC).
 - c) Change in the registration markings of an ADS-B Out-Compliant Aircraft being operated by an existing A153 authorization holder.
 - d) Removal of an ADS-B Out-Compliant Aircraft from an existing A153 authorization that has multiple ADS-B Out-Compliant Aircraft listed.
- 2) The operator requesting an administrative change should then submit a written request to the PI, that:
 - a) States which of the applicable administrative changes are occurring;
 - b) Further affirmatively states that none of the previously accepted A153 authorization elements that formed the basis for the initial issuance of the affected ADS-B Out authorization have changed or are changing; and
 - c) Requests the issuance of an amendment to the existing A153 authorization that acknowledges the administrative change being made.

NOTE: The operator should also provide such further information as the PI may request in order to efficiently process the request.

- 3) The PI should issue an amended A153 as follows:
 - a) Reissue the amended A153 authorization that is identical to the initial A153 authorization in all respects other than reflecting the new amended information without further inspections required.
 - b) If the nature of the requested amendment is to change the primary business address from one FSDO service area to another, see the additional applicable guidance in Volume 3, Chapter 2, Section 2, Responsibility for Part 91 Letters of Authorization (LOA).

G. ADS-B Information, Checklists, and Contact Information. For additional ADS-B information, please contact the following:

- 1) For general information on operation requirements and procedures, contact AFS-400 at 202-267-8790.
- 2) For parts 121 and 135 special authorizations, contact AFS-200 at 202-267-8166.

3) For parts 91, 91K, 125, and 125M special authorizations, contact AFS-800 at 202-385-9600.

4) For continued airworthiness of ADS-B systems, contact the Aircraft Maintenance Division (AFS-300) at 202-267-1675.

5) For certification of ADS-B systems, contact Aircraft Certification Service (AIR-130) at 202-267-4613.

OPSPEC/TSPEC A304—FINAL APPROVAL OF AN AIRLINE TRANSPORT PILOT CERTIFICATION TRAINING PROGRAM.

A. General. A304 is issued only with concurrence from the Air Transportation Division (AFS-200) or the General Aviation and Commercial Division (AFS-800), as applicable, to 14 CFR parts 121, 135, 141, and 142 certificate holders. The authorization indicates final approval to conduct the Airline Transport Pilot (ATP) Certification Training Program (CTP).

B. Purpose. Completion of the ATP CTP is required by 14 CFR part 61, § 61.156 after July 31, 2014, for those applicants seeking an ATP Certificate with airplane category and multiengine rating prior to taking the knowledge test.

C. Process to Obtain Authorization. The current edition of Advisory Circular (AC) 61-138, Airline Transport Pilot Certification Training Program, provides guidance on the minimum curriculum requirements and the process by which the FAA will approve an ATP CTP as required by § 61.156. Volume 3, Chapter 62, Sections 1 and 2, provide detailed instructions on reviewing and approving an ATP CTP.

D. Issuing OpSpec/TSpec A304. OpSpec/TSpec A304 may only be issued after receiving approval from AFS-200 for part 121 or 135 air carriers and part 142 training centers and from AFS-800 for part 141 pilot schools. Based on the information provided in the program, complete the information required by the tables in A304.

OPSPEC A317—ACCEPTANCE OF A FATIGUE RISK MANAGEMENT PLAN (FRMP).

A. General. On August 1, 2010, the President signed Public Law (PL) 111-216, referred to as the Airline Safety and Federal Aviation Administration (FAA) Extension Act of 2010, which focuses on improving aviation safety. Section 212(b) of the Act requires each air carrier conducting operations under Title 14 of the Code of Federal Regulations (14 CFR) part 121 to develop, implement, and maintain a Fatigue Risk Management Plan (FRMP). The FRMP is an active plan specific to the air carrier's type of operations that describes, through its policies and procedures, methods for managing and mitigating fatigue to improve flightcrew alertness and reduce performance errors. An FRMP is a management plan for addressing the potential effects of day-to-day flightcrew member fatigue associated with the air carrier's specific type of operations. The air carrier's FRMP should reflect its appropriate fatigue mitigation strategies applicable to its operations. For specific information on a FRMP, see Volume 3, Chapter 58, Section 1.

B. Review and Acceptance Process. The Air Transportation Division, AFS-200, is responsible for reviewing and either accepting or rejecting the air carrier's FRMP. For specific procedures on the FRMP review and acceptance process, refer to Volume 3, Chapter 58, Section 1.

C. OpSpec Issuance. The issuance of OpSpec A317 requires headquarters (HQ) approval.

1) The FAA will issue OpSpec A317 to each part 121 air carrier signifying its FRMP has been reviewed and has been determined to be acceptable. The maximum duration of the OpSpec is 24 calendar-months from the date of issuance and will be reflected on the air carrier's OpSpec A317. Therefore, at a minimum, each part 121 air carrier must submit an amended draft FRMP for review every 24 calendar-months.

2) The POI will be responsible for issuing OpSpec A317 upon receiving approval from AFS-200, and will incorporate the applicable text into the OpSpec as specified in the approval memo issued by AFS-200. For specific guidance on issuing OpSpec A317, refer to Volume 3, Chapter 58, Section 1.

OPSPEC A318—APPROVAL OF A FATIGUE RISK MANAGEMENT SYSTEM (FRMS).

A. General. Title 14 CFR part 117, § 117.7 states that “no certificate holder may exceed any provision of this part unless approved by the FAA under a Fatigue Risk Management System that provides at least an equivalent level of safety against fatigue-related accidents or incidents as the other provisions of this part.”

B. Background. The objective of a Fatigue Risk Management System (FRMS) is to manage, monitor, and mitigate the effects of fatigue to improve flightcrew member alertness and reduce performance errors. A certificate holder uses an FRMS as a management system to mitigate the effects of fatigue in its particular operation. It is a data-driven system, based largely upon scientific principles and operational knowledge, which allows for continuous monitoring and management of safety risks associated with fatigue-related error. An FRMS is also:

- A fatigue mitigation tool that minimizes the acute and chronic sources of fatigue and manages the potential risks associated with fatigue.
- Part of a repetitive performance improvement process that leads to continuous safety enhancements by identifying and addressing fatigue factors across time and changing physiological and operational circumstances.

C. Review and Approval Process. The Air Transportation Division (AFS-200) is responsible for reviewing and approving a certificate holder's FRMS and subsequent revisions to their FAA-approved FRMS. For specific procedures on the FRMS review and approval process refer to the current edition of Advisory Circular (AC) 120-103, Fatigue Risk Management Systems for Aviation Safety.

D. OpSpec Issuance. The issuance of and revisions to OpSpec A318 require headquarters (HQ) approval.

1) OpSpec A318 is issued to each 14 CFR part 121 certificate holder with an FAA-approved FRMS for part 117 operations. OpSpec A318 will identify each FAA-approved FRMS by the FRMS authorization number, FRMS title, the applicable Code of Federal Regulations (CFR) sections, the revision number, and the approval date.

2) The principal operations inspector (POI) will be responsible for issuing OpSpec A318 upon receiving an approval memo from AFS-200 to issue the OpSpec and will incorporate the applicable text into the OpSpec as specified in AFS-200's approval memo.

3) If the Administrator determines that revisions are necessary to a certificate holder's FRMS, the certificate holder must make the requested changes upon notification. The FAA will use the process outlined in 14 CFR part 119, § 119.51 to amend OpSpecs when the Administrator determines changes are necessary to a certificate holder's FRMS. Failure to make requested changes will invalidate the certificate holder's FRMS authorization.

OPSPEC A319—FATIGUE EDUCATION AND AWARENESS TRAINING (FEAT) PROGRAM INITIAL APPROVAL AND UPDATES.

A. General. Title 14 CFR part 117, § 117.9 prescribes that each 14 CFR part 121 certificate holder conducting operations under part 117 must develop and implement an FAA-approved Fatigue Education and Awareness Training (FEAT) program. The FEAT program must provide education and awareness training every 12 calendar-months to all employees of the certificate holder responsible for administering the provisions of part 117, including:

- Flightcrew members,
- Dispatchers,
- Individuals directly involved in the scheduling of flightcrew members,
- Individuals directly involved in operational control, and
- Any employee providing direct management oversight of those areas.

B. Updates to the FEAT. Each certificate holder must update its FEAT program at least once every 24 calendar-months and submit the update to the FAA for review and acceptance no later than 12 months after the date of the previous FEAT submission. Updates are categorized as either minor or major.

1) **Minor Update.** A minor update consists of spelling and grammatical errors, changes to contact information, typos, and reformatting of the content. Minor updates are accepted rather than approved. The minor update is to be submitted to the principal operations inspector (POI) for review and acceptance. Once accepted, the POI will send AFS-200 an email stating that a minor update to the certificate holder's FEAT has been accepted. Upon receipt of the email, AFS-200 will issue the POI an approval memo to reissue the certificate holder OpSpec A319. The approval memo will contain a new 24 calendar-month date identifying the date of the next required update. Upon receipt of the approval memo, the POI will populate the text box located in paragraph d(1) of the certificate holder's updated OpSpec A319 with this new date, as specified in the approval memo.

2) Major Update. An update that does not meet the criteria of a minor update is considered major and requires FAA approval. The FAA emphasizes that any major update to a certificate holder's FEAT program would be considered a new program and requires FAA approval before it may be implemented. New training programs and major updates are to be submitted to the Air Transportation Division (AFS-200) at 9-AFS-200-FRMP-FRMS@faa.gov.

C. Failure to Submit Required Updates. The FAA may use its OpSpec authority under 14 CFR part 119, § 119.51 to require updates to the certificate holder's FEAT program. If the FAA determines that updates to the certificate holder's FEAT are necessary, the FAA may use the process outlined in § 119.51 to amend the certificate holder's OpSpec A319.

D. Review and Approval Process. AFS-200 is responsible for reviewing and approving a certificate holder's new FEAT program and major updates to an FAA-approved FEAT program. The certificate holder's POI is responsible for reviewing and accepting all minor updates to the certificate holder's FEAT.

E. OpSpec Issuance. The FAA will issue OpSpec A319 to each part 121 certificate holder having an FAA-approved FEAT program. The issuance of and revisions to OpSpec A319 requires headquarters (HQ) approval. The POI will be responsible for issuing OpSpec A319 upon receipt of the approval memo issued by AFS-200. This memo authorizes the POI to issue OpSpec A319 in accordance with the conditions and limitations outlined in the approval memo. The approval memo will contain specific guidance for inserting data into the appropriate fields under the following conditions:

1) FEAT Approval. The approval memo will contain the revision number and date of approval, which will be inserted into Table 1 of OpSpec A319. Additionally, the approval memo will contain the date of the next required update, which will be inserted in the data field.

2) FEAT Acceptance. The approval memo will contain the date of the next required update, which will be inserted in the data field provided in paragraph d(1) of OpSpec A319.

OPSPEC/MSPEC/LOA A321—SPECIAL FEDERAL AVIATION REGULATION (SFAR) NO. 77 AUTHORIZATION, ERBIL INTERNATIONAL AIRPORT (ORER) AND SULAYMANIYAH INTERNATIONAL AIRPORT (ORSU).

A. General. This operations specification (OpSpec)/management specification (MSpec)/letter of authorization (LOA) is a nonstandard template that requires approval from the Air Transportation Division (AFS-200). The Federal Aviation Administration (FAA) issues A321 to operators (including certificate holders, program managers, and A125 Letter of Deviation Authority (LODA) holders) who conduct operations under Title 14 of the Code of Federal Regulations (14 CFR) parts 91, part 91 subpart K (part 91K), 121, 125, 121/135, and 135 to certain airports in Iraq. Specifically, the FAA issues A321 to grant authority in accordance with § 91.1605 Special Federal Aviation Regulations (SFAR) No. 77, paragraph (b)(5), to conduct flights originating from, or destined to, locations outside of Iraq, to or from Erbil International Airport (ORER) and Sulaymaniyah International Airport (ORSU).

B. Approval. Principal operations inspectors (POI) and aviation safety inspectors (ASI) (as applicable) must obtain approval from AFS-200 prior to issuance or revision of OpSpec/MSpec/LOA A321.

C. Submittal Process. POIs/ASIs will follow the guidance related to nonstandard authorizations contained in Volume 3, Chapter 18, Section 2, paragraphs 3-712 and 3-713. Prior to submittal, inspectors should ensure the requesting operator's authorizations are current and applicable for the area requested. POIs/ASIs should consult with a Special Area of Operations (SAO) specialist (formally known as Navigation Specialist) for assistance in this regard. All requests for approval to issue OpSpec/MSpec/LOA A321 must be submitted by the office manager, through the regional Flight Standards division (RFSD) manager, to the manager of AFS-200. All requests to the manager of AFS-200 must include the concurrence and recommendation of the office manager and the manager of the RFSD. The RFSD must submit all requests for approval to the AFS-200 electronic correspondence mailbox at: 9-AFS-200-Correspondence@faa.gov, subject line: "Request Authorization for SFAR 77 Amended Areas." AFS-200 will coordinate with AFS-800 for parts 91, 91K, and 125 operators. At a minimum, operators will provide to the POIs/ASIs the following information when requesting approval to issue OpSpec/MSpec/LOA A321:

- 1) A description of the method by which the operator intends to obtain for and communicate to their flightcrew members, in a timely manner, current reports and information on airport conditions, navigation aids, weather, and any other factors that may affect the safety of flight including commercially available current security/threat information. This includes both preflight planning and en route operations. Include copies of the applicable pages of the General Operating Manual (GOM) addressing any or all of the above.

NOTE: This does not constitute POI/ASI approval of the method.

- 2) Copy of the operator's route of flight to ensure it complies with the OpSpec/MSpec/LOA A321, including proposed alternate airports.

- 3) The operator's specific flight information for intended flight in accordance with OpSpec/MSpec/LOA B450 (i.e., type of operations, intended frequency, airports, responsible persons, etc.).

D. Validation. Prior to RFSD manager concurrence, the POI/ASI Program Manager for 14 CFR parts 91K, 121, 135, 121/135, and 125M (as applicable) must conduct a table-top validation, with the assistance of the appropriate RFSD operations expert and AFS-200, of the operator's proposed operations into ORER and ORSU. The validation shall include, but not limited to:

- 1) A review of the signed or proposed contract between the operator and the security and threat information company(s). Verify the security and threat information company that has representatives in either ORER and/or ORSU as applicable.

- 2) A simulated flight to ORER and ORSU validating procedures incorporating security and threat information provided by the contracted company in accordance with OpSpec A321. The simulation shall include international operations (familiarity with Iraq

Aeronautical Information Publication (AIP)), flight following/flight locating, operational control, flight preparation, preflight, en route, and post flight (i.e., flightcrew feedback process).

3) A PTRS entry, using activity codes 1318 and A321 in the “National Use Field,” shall be made upon successful validation.

E. B050. Upon AFS-200 approval of A321, the POI or ASI (as applicable) must also update OpSpec/MSpec/LOA B050 to include “Middle East—Iraq SFAR 77” and designate the type of operation to Iraq as “Include,” then list A321 as a reference document in the authorized areas section of Web-based Operations Safety System (WebOPSS).

F. B450. Upon AFS-200 approval of A321, the POI or ASI must also ensure that the operator updates OpSpec/MSpec/LOA B450, Table 1 to include Iraq.

OPSPEC/MSPEC A353. REPLACED BY OPSPEC A153.

OPSPEC/MSPEC/LOA A354—AUTOMATIC DEPENDENT SURVEILLANCE-BROADCAST (ADS-B) IN-TRAIL PROCEDURE (ITP) (14 CFR PARTS 91, 91K, 121, 125, A125, AND 135 CERTIFICATE HOLDERS/OPERATORS).

NOTE: NextGen Tracking. Applications for approvals for this paragraph must be entered in the Regional NextGen Tracker as indicated in the General Procedures Section (Volume 3, Chapter 1, Section 1).

A. General. The In-Trail Procedure (ITP) is designed primarily for use in nonradar oceanic airspace to enable appropriately equipped Automatic Dependent Surveillance-Broadcast (ADS-B) In aircraft to perform flight level (FL) changes previously unavailable with procedural separation minima applied. The improved traffic information available to ADS-B In equipped aircraft allow ITP maneuvers to occur safely with application of reduced separation minima. ITP will enable FL changes to improve ride comfort, avoid weather, and obtain more favorable winds to improve fuel economy and arrival times.

NOTE: Refer to the current edition of AC 90-114, Automatic Dependent Surveillance-Broadcast (ADS-B) Operations, Appendix 2, Definitions for a more detailed description of the ITP.

B. Applicability. Paragraph A354 is an optional authorization available to operators conducting operations under 14 CFR parts 91, 91 subpart K (part 91K), 121, 125 (including A125 Letter of Deviation Authority (LODA) holders), and 135. Paragraph A354 authorizes the use of ADS-B In equipment for ITP.

NOTE: A part 125 LODA holder is an aircraft operator who is issued a LODA from §§ 119.23 and 125.5 (the requirement to hold an operating certificate and OpSpecs), and is identified in the Web-based Operations Safety System (WebOPSS) database as 125M. The “M” designation is assigned in WebOPSS to identify part 125 LODA holders in the database.

C. General Guidance. For authorization to conduct ITP, the certificate holder/operator and their responsible principal inspector (PI) or Flight Standards District Office (FSDO) are required to use the nonstandard request process in Volume 3, Chapter 18, Section 2, paragraphs 3-712 and 3-713.

NOTE: PIs and FSDOs should refer to Figure 3-67C, A354 Automatic Dependent Surveillance-Broadcast (ADS-B) Application Submittal Process Flowchart and Volume 3, Chapter 1, Section 1 for general guidance on processing and tracking proposals submitted for authorization to conduct ITP.

D. Required Documentation for Submission of Formal Proposal. A separate proposal must be submitted by the operator for each aircraft type at initial and subsequent requests for authorization to conduct ITP. Subsequent requests to add additional aircraft of the same make, model, and series (M/M/S) to an existing authorization should include the aircraft and equipment documentation contained in AC 90-114, Appendix 2, Section 6, paragraphs 4, 5, and 6. ITP proposals must contain the following information to be found acceptable for formal submission and FAA evaluation:

- 1) Letter of request for authorization to conduct ITP;
- 2) Aircraft qualification documentation;
- 3) ITP equipment description;
- 4) Proposed ITP operations area;
- 5) Proposed minimum equipment list (MEL) revisions;
- 6) Flight manual/pilot's operating handbook (POH) documentation;
- 7) Airworthiness documentation;
- 8) Dispatch/flight-following procedures (if applicable) or other persons with operational control; and
- 9) Pilot training.

E. ITP Proposal Evaluation Criteria. Specific evaluation criteria for ITP requirements can be found in AC 90-114, Appendix 2.

F. Related ADS-B Material and Contact Information.

1) Additional information and job aids related to ADS-B authorizations can be found in the applicable guidance section of each authorization in the WebOPSS.

NOTE: Flight Standards Service (AFS) Field Office (AFSFO) aviation safety inspectors (ASI) should make the appropriate application checklists and reference documents available to certificate holders/operators who do not have access to

WebOPSS. Inspectors should encourage industry to complete the optional application checklist(s) prior to submission since it will expedite the review process.

2) For additional ADS-B information, please contact the following:

a) For general information on operation requirements and procedures, contact the Flight Technologies and Procedures Division (AFS-400) by phone at 202-385-4597, or in Lotus Notes at 9-AWA-AVS-AFS-400-Flight-Technologies-Procedures-Division/AWA/FAA.

b) For parts 121 and 135 special authorizations (300-series OpSpec/LOA), contact the Air Transportation Division (AFS-200) at 202-267-8166.

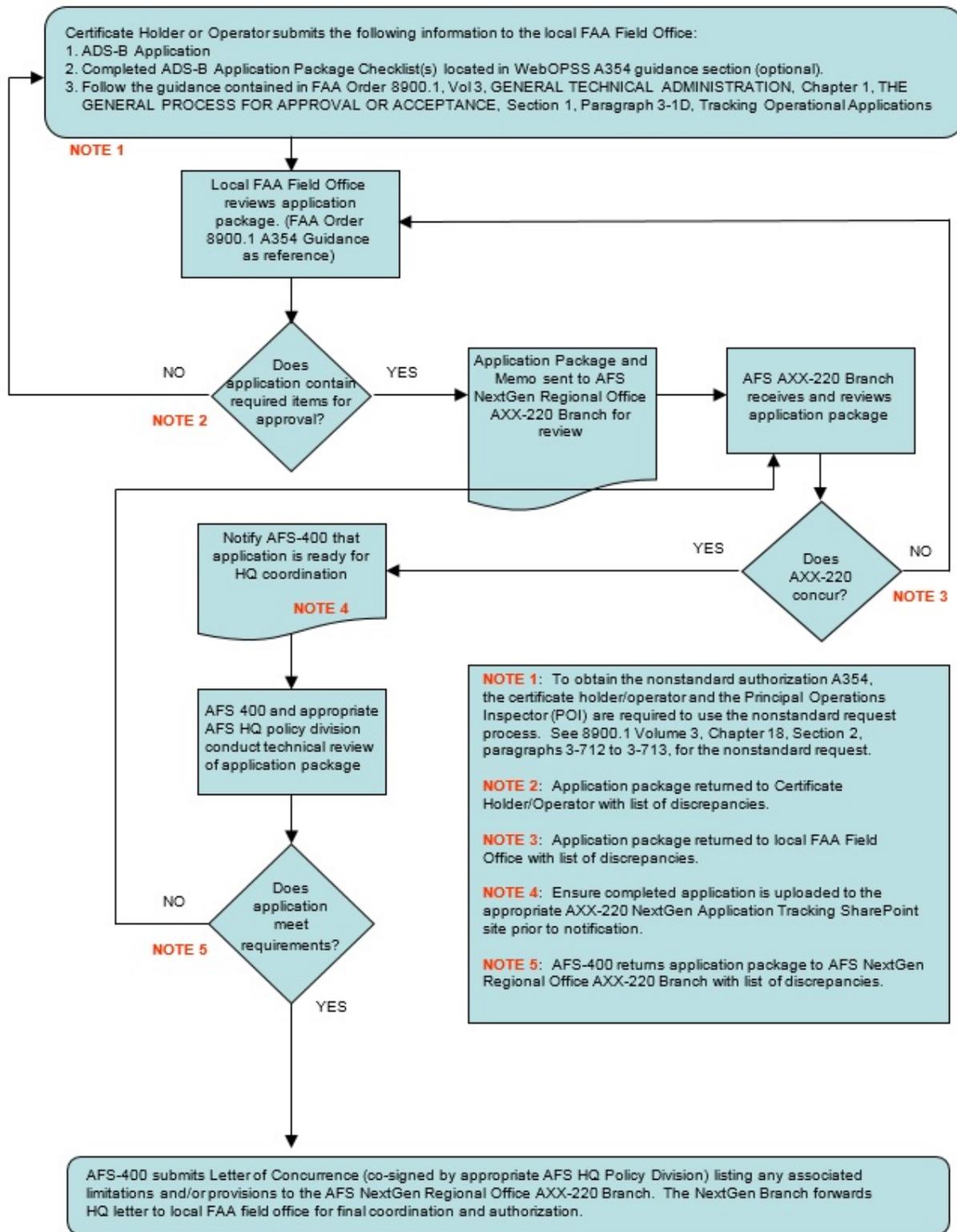
c) For parts 91, 91K, 125, and A125 special authorizations (300-series OpSpec/MSpec/LOA), contact the General Aviation and Commercial Division (AFS-800) at 202-385-9600/9601.

d) For continued airworthiness of ADS-B systems, contact the Aircraft Maintenance Division (AFS-300) at 202-385-6402.

e) For certification of ADS-B systems, contact the Avionics Systems Branch (AIR-130) at 202-385-4630.

f) For technical questions concerning the ADS-B Out performance requirements to support air traffic control (ATC) service final rule, contact (by mail) the Surveillance and Broadcast Services Program Office (AJE-6), Air Traffic Organization, FAA, 800 Independence Avenue SW, Washington, DC 20591; or by telephone at 202-385-8637.

Figure 3-67C. A354 Automatic Dependent Surveillance-Broadcast (ADS-B) Application Submittal Process Flowchart



OPSPEC/MSPEC/LOA A355—AUTOMATIC DEPENDENT SURVEILLANCE-BROADCAST (ADS-B) IN OPERATIONS.

A. General. ADS-B IN is an enabling surveillance technology for Next Generation Air Transportation System (NextGen) intended to improve efficiency and safety in the National Airspace System (NAS). An operator may apply and qualify to conduct any combination of ADS-B IN operations contained in this authorization. The information in the general paragraphs applies to all ADS-B IN authorizations. There is additional specific guidance for each individual ADS-B IN authorization. Approving inspectors should review the general guidance (subparagraph C) before the specific guidance for the requested authorization.

NOTE: Direct the applicant to the current edition of Advisory Circular (AC) 90-114, Automatic Dependent Surveillance-Broadcast Operations, for a more detailed description of each ADS-B IN procedure and the application process.

B. Applicability. OpSpec/MSpec/LOA A355 is an optional authorization available to certificate holders conducting operations under 14 CFR parts 91K, 121, 125 (including Letter of Deviation Authority (LODA) 125M), and 135. Paragraph A355 authorizes ADS-B IN procedures, and is issued under the authority of 14 CFR part 91K, § 91.1015(a)(10); part 119, §§ 119.23(a)(3) and 119.49(a)(5); and part 125, § 125.5.

NOTE: A part 125 LODA holder is an aircraft operator who is issued a LODA from §§ 119.23 and 125.5 (the requirement to hold an operating certificate and OpSpecs) and is identified in the Web-based Operations Safety System (WebOPSS) database as 125M. The “M” designation is assigned in WebOPSS to identify part 125 LODA holders in the database.

C. General Guidance. For authorization to conduct ADS-B IN procedures, the certificate holder/program manager/operator and the responsible principal inspector (PI) or Flight Standards District Office (FSDO) must use the nonstandard request process in Volume 3, Chapter 18, Section 2, paragraphs 3-712 and 3-713.

NOTE: This authorization may only be issued with written concurrence from FAA Flight Standards (AFS) headquarters (HQ) Flight Technologies and Procedures Division (AFS-400), and either General Aviation and Commercial Division (AFS-800) or Air Transportation Division (AFS-200), as appropriate.

NOTE: PIs should see Figure 3-67B, A355 Automatic Dependent Surveillance-Broadcast (ADS-B) Application Submittal Process Flowchart, and Volume 3, Chapter 1, Section 1, for general guidance on processing and tracking proposals submitted for authorization to conduct ADS-B IN procedures. They must provide the applicant with the appropriate ADS-B IN checklist, which must be completed and attached with supporting documents. The checklist is available in the WebOPSS guidance tab for the procedure.

1) ADS-B IN.

a) The basic ADS-B IN application provides enhanced situational awareness to the pilots by presenting a display of nearby ADS-B traffic, on the ground and in the air. An ADS-B IN system includes at least one flight deck traffic display, depicting the relative position and related information of ADS-B-equipped aircraft, presented on a plan view. This display, known as a Cockpit Display of Traffic Information (CDTI), may be presented on a dedicated display or integrated into and presented on an existing display (e.g., navigation display (ND) or multifunction display (MFD)). In most installations, a moving map depicting key surface elements of the airport may be displayed when on the ground or within a predefined altitude/distance from an airport while airborne. The moving map function may also have an independent navigation database.

b) The CDTI will display nearby ADS-B OUT traffic and may also display Traffic Alert and Collision Avoidance System (TCAS) or Traffic Information Service-Broadcast (TIS-B) traffic, depending on the installation. The display will have functionality to allow the pilots to select a target to obtain additional information, which might not be automatically displayed, such as aircraft category, distance from own-ship, and groundspeed (GS). The system will also provide range selection and declutter functionality. The basic ADS-B IN system will optionally include functionality to perform the more advanced procedures authorized by this paragraph.

2) Training. Dispatchers, other persons authorized to exercise operational control, and participating pilots must complete the operator's FAA-approved training program prior to conducting ADS-B IN operations approved by this authorization. Each ADS-B IN operation may have additional requirements specific to the operation, but all ADS-B IN operations have the following ground training requirements in common. The approved training program must include:

a) ADS-B OUT/IN system overview, to include operating procedures and limitations of installed ADS-B equipment.

b) ADS-B IN normal procedures specific to the approved operation.

c) ADS-B IN minimum equipment list (MEL) procedures (as applicable).

d) ADS-B IN equipment limitations (pilots only).

e) Operation and understanding of the CDTI interface (pilots only).

f) Non-normal procedures specific to the approved operation (as applicable).

g) Specific crew coordination procedures for the approved operation (pilots only).

h) ADS-B flight planning, including region/country/airport-specific requirements or limitations on use (dispatchers or other persons responsible for flight planning or operational control).

3) Manuals. The Airplane Flight Manual (AFM), Airplane Flight Manual Supplement (AFMS), Aircraft Operating Manual (AOM), Flight Operations Manual (FOM), or the pilot's operating handbook (POH), as appropriate, and associated checklists, as applicable to the specific operator, must include information to be used for the specific operation requested. Additionally, as applicable to the specific type of operation, the MEL and Dispatch Operations Manual (DOM) should be revised as necessary to accommodate the addition of the specifically approved ADS-B IN operations.

4) Dispatch/Flight Planning. Certain ADS-B IN procedures require coordination with the controlling air navigation service provider (ANSP). The procedure may require specific air traffic controller procedures or supporting ground automation. To facilitate this, correct aircraft equipment codes must be entered on the FAA and International Civil Aviation Organization (ICAO) flight plan. Currently, codes only indicate which frequency the ADS-B operates on, and whether the aircraft has ADS-B IN or ADS-B OUT. There are currently no codes that indicate specific ADS-B IN capabilities or approved procedures.

NOTE: Refer to the current edition of the FAA ICAO Flight Planning Interface Reference Guide for instructions on ADS-B equipment codes.

a) Flight planning should consider whether airports and airspace of intended operation are approved for ADS-B IN procedures. Verify that the applicant has training and procedures in place to limit authorized ADS-B IN procedures to approved airports, runways, and areas of operation.

b) Verify that the applicant has procedures in place to enter the correct ADS-B equipment/capability codes in the flight plan.

c) Verify that the applicant has procedures in place to amend ADS-B flight plan codes as a result of MEL actions, as appropriate.

5) MEL, if Applicable. The principal operations inspector (POI) will review the applicant's procedures for deferral of inoperative ADS-B IN equipment and coordinate with the principal maintenance inspector (PMI) and principal avionics inspector (PAI) during the evaluation and approval of the revised MEL. To seek MEL relief for installed ADS-B equipment, the applicant must submit a proposal to their POI for approval. The proposal must be made in accordance with established FAA Aircraft Evaluation Group (AEG) Master Minimum Equipment List (MMEL) revision procedures and Volume 4, Chapter 4. Approvals granted for specific operational procedures using ADS-B equipment require modification of the MEL (or equivalent) to address all dispatch conditions.

D. Evaluation of ADS-B IN Aircraft Eligibility and Maintenance Requirements.

1) General. The PMI and PAI are responsible for evaluating the acceptability of the installed ADS-B IN system for the intended operation and the acceptability of the proposed maintenance procedures to support continued airworthiness of the system. The PMI and PAI also provide technical support to the POI and the applicant throughout the approval process.

2) Evaluation of Aircraft Eligibility. Installation of an ADS-B IN system is a major alteration to an aircraft type certificate (TC) and requires FAA approval through issuance of an amended TC, Supplemental Type Certificate (STC), or amended STC. The installed ADS-B IN system must meet the standards of Technical Standard Order (TSO)-C195b, Avionics Supporting Automatic Dependent Surveillance-Broadcast (ADS-B) Aircraft Surveillance Applications (ASA), or later version, or be found acceptable to the Administrator and be approved by the FAA.

a) Proposal Documentation. The applicant is responsible for submitting the following documentation to establish the eligibility of proposed aircraft for the requested ADS-B IN authorization:

1. Applicable aircraft TC, amended TC, or STC.
2. MEL, if applicable, with any limitations associated with ADS-B IN operations.
3. AFMS applicable to the ADS-B IN system installation.
4. Aircraft records indicating each ADS-B IN system installed on proposed aircraft has been tested to verify proper function for applicable operation(s).
5. For each proposed aircraft, a listing of the make/model and part number of the ADS-B IN system-specific components and applicable software versions associated with those components.

NOTE: Refer to the current edition of AC 20-172, Airworthiness Approval for ADS-B In Systems and Applications, for guidance on the installation of ADS-B IN systems.

NOTE: Refer to the current edition of AC 20-165, Airworthiness Approval of Automatic Dependent Surveillance-Broadcast (ADS-B) Out Systems, for guidance on the installation of ADS-B OUT systems.

NOTE: Portable ADS-B IN systems (transceiver/display device) cannot be used to meet the aircraft eligibility requirements associated with this authorization.

b) PMI and PAI Responsibility. The PMI and PAI are responsible for evaluating the submitted aircraft eligibility documentation to determine the following:

1. ADS-B IN system installed on each aircraft is in compliance with applicable aircraft TC, amended TC, or STC.
2. MEL revisions provide appropriate procedures for safe operation of aircraft with the ADS-B IN system inoperative or partially inoperative.

3. Aircraft records demonstrate that each ADS-B IN system installed on proposed aircraft have been tested to verify proper function for the intended operation(s).

4. Installed ADS-B IN system components and software versions are applicable to the corresponding airframe serial number.

3) Evaluation of Maintenance Procedures. ADS-B IN system maintenance procedures must adhere to the applicable avionics manufacturer's instructions for continued airworthiness (ICA), as accepted by the FAA.

a) Proposal Documentation. The applicant is responsible for submitting the following ADS-B IN system maintenance procedures documentation for evaluation:

1. Applicable avionics manufacturer's ICA.
2. Applicable General Maintenance Manual (GMM) (as applicable) revisions that address the ICA.
3. Applicable ADS-B IN system Maintenance Review Board Report (MRBR).
4. Return-to-service test procedures following maintenance of the ADS-B IN system.

b) PMI and PAI Responsibility. The PMI and PAI are responsible for evaluating the submitted ADS-B IN maintenance procedures documentation to determine the following:

1. Maintenance procedures must address all aspects of the ICA.
2. MRBR recommendations applicable to the ADS-B IN system have been addressed.
3. Test procedures address ICA requirements and appropriate test equipment is available and used to verify ADS-B IN system performance prior to return to service. Full ADS-B system-level testing is required when the following conditions are met:
 - a. The main ADS-B data link transceiver is replaced.
 - b. An ADS-B IN source system is disturbed and there is a dedicated input to ADS-B that cannot be verified by other means (e.g., source system test and flight deck display).

E. Specific Guidance – Situational Awareness.

1) Operator Requirements. To authorize the use of ADS-B IN for situational awareness on the surface or while airborne, ensure that the certificate holder has:

a) Procedures established for ensuring the ADS-B IN-specific navigation databases (if installed) will be current at the time of use.

b) Clearly established responsibilities among the crew for use of the CDTI and other ADS-B IN displays.

2) Pilot Training. Ensure the certificate holder's/operator's/program manager's pilot training emphasizes the following:

a) The device is used only to supplement what can be seen out the window (OTW) except when using authorized ADS-B IN procedures. Pilots must always conduct OTW scans per current procedures.

NOTE: On the surface, pilots must consider airport markings and signage viewed OTW as the primary location reference.

b) Not all ground/airborne traffic will appear on the display; only ADS-B OUT-equipped traffic will appear, and depending on the installation, TIS-B and/or TCAS traffic.

c) Pilots should not use the call sign or Aircraft Identification (ACID) (Flight Identification (FLT ID)) of observed traffic in radio communications, as this could create confusion for both air traffic control (ATC) and pilots monitoring the frequency.

d) Compliance with the certificate holder's established crew coordination procedures on the use of the CDTI and ADS-B IN information.

e) Use of the display does not change pilot or controller responsibilities.

f) If at any time the presented information becomes unreliable, inoperative, or a distraction, disregard the display.

g) CDTI traffic information does not replace any traffic advisories (TA) and/or resolution advisories (RA) provided by the aircraft's TCAS. RA response must be based on the TCAS display and approved procedures.

F. Specific Guidance – CDTI Assisted Visual Separation (CAVS).

1) CAVS Concept. CAVS is an ADS-B IN application that assists pilots in maintaining separation from ADS-B OUT-equipped aircraft during visual separation. Currently, CAVS may only be used in the approach phase of flight. Traffic displayed by certified ADS-B IN systems must meet established standards of accuracy and integrity. Because of this, CAVS information may be used as a substitute for continuous visual observation of traffic-to-follow (TTF) under specified conditions. CAVS does not relieve the pilot of his responsibility to see and avoid other aircraft. ATC maintains separation responsibility from all other aircraft and for the orderly flow of traffic to the runway. Currently, there is no new phraseology approved for the use of CAVS. ATC will have no knowledge that a pilot is conducting CAVS.

NOTE: CAVS is currently restricted to following aircraft to the same runway of intended landing at specific runways and airports.

2) CAVS Requirements. In addition to the requirements stated in the general guidance above, ensure that the certificate holder complies with the following:

a) Ensure the certificate holder's training program addresses CAVS and that pilots are trained that visual acquisition is required before CAVS can be used.

b) Ensure that the certificate holder has established procedures for setting the selectable range alert and that it may not be set for less than 2.5 nautical miles (NM).

c) Ensure that the certificate holder has clearly established criteria for discontinuation of CAVS, to include loss of Visual Meteorological Conditions (VMC) and loss of ADS-B IN information.

3) Dispatch. There are no additional dispatch procedures for CAVS.

G. Specific Guidance – In-Trail Procedure (ITP). Reserved.

H. Specific Guidance – Merging and Spacing (M&S). Reserved.

I. Specific Guidance – Interval Management-Spacing (IM-S). Reserved.

J. Required Documentation for Submission of Formal Proposal. A separate proposal must be submitted by the certificate holder for each aircraft type at initial and subsequent requests for authorization to conduct an ADS-B IN procedure. The ADS-B IN proposal must contain the following information to be found acceptable for formal submission and FAA evaluation:

1) Letter of request for authorization to conduct the ADS-B IN procedure.

2) Operation manuals and checklists.

3) Proposed MEL revision.

4) Compliance documentation for the ADS-B IN avionics.

5) Maintenance procedures (see subparagraph D above).

6) Pilot training and, where specified in this guidance, training for persons authorized to exercise operational control. (See subparagraph C2) and specific guidance for the requested authorization(s).)

K. ADS-B IN Proposal Evaluation Criteria. Refer to AC 90-114 for expanded clarification of ADS-B IN proposal requirements.

L. Related ADS-B Material and Contact Information.

1) Refer to the A355 guidance section of the authorization in the WebOPSS for additional information and job aids related to ADS-B authorizations.

NOTE: AFS aviation safety inspectors (ASI) must make the appropriate application checklists and reference documents available to certificate holders who do not have access to WebOPSS. Inspectors should direct the industry to complete the specific ADS-B application checklist(s) prior to submission.

2) For additional ADS-B information, please contact the following:

a) For general information on operation requirements and procedures, contact the Flight Technologies and Procedures Division (AFS-400) by telephone at 202-267-8790.

b) For parts 121 and 135 special authorizations (300-series OpSpec/LOA), contact the Air Transportation Division (AFS-200) at 202-267-8166.

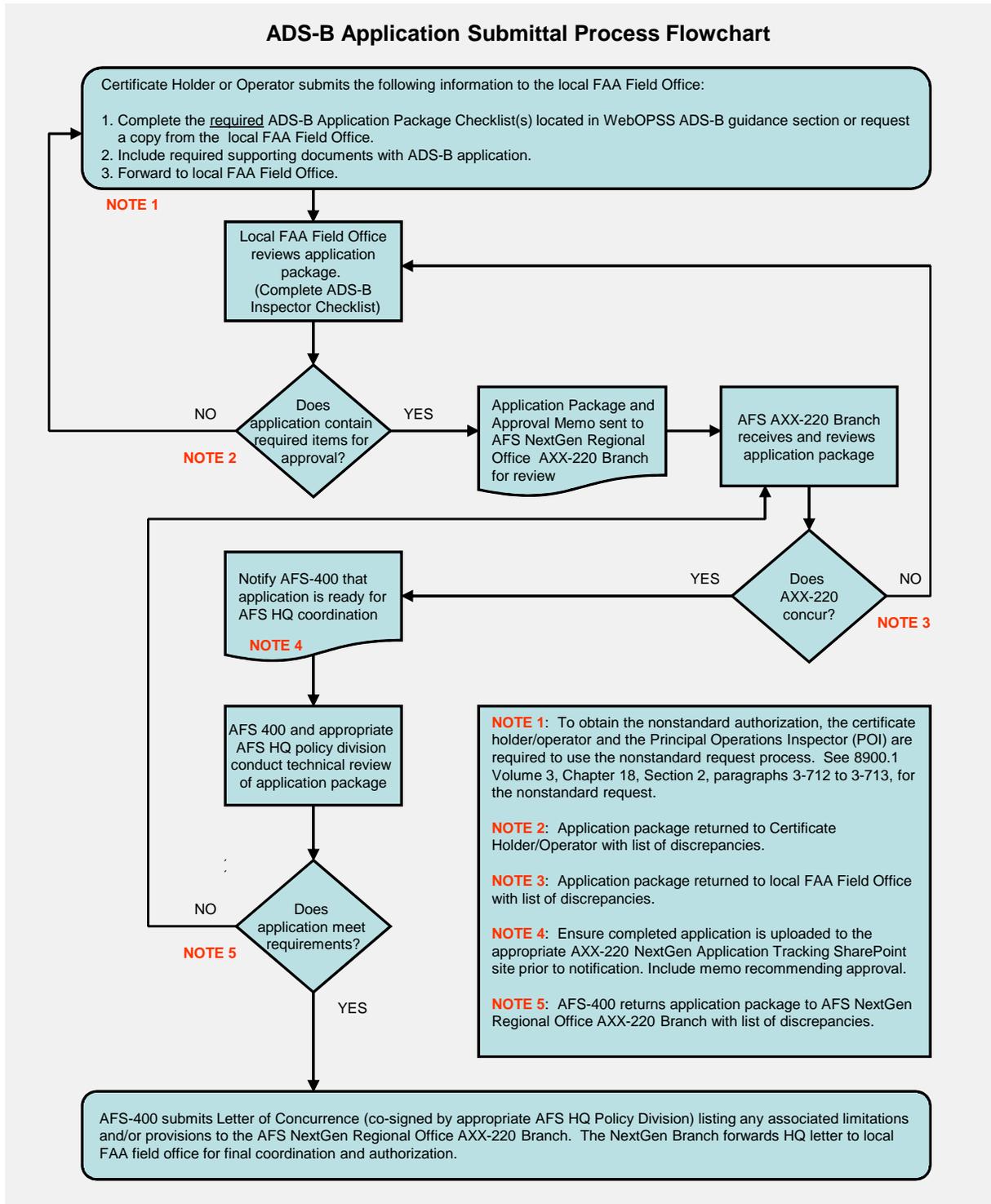
c) For parts 91K, 125, and 125M special authorizations (300-series OpSpec/MSpec/LOA), contact the General Aviation and Commercial Division (AFS-800) at 202-385-9600/9601.

d) For continued airworthiness of ADS-B systems, contact the Aircraft Maintenance Division, Avionics Branch (AFS-360) at 202-385-6402.

e) For certification of ADS-B systems, contact the Systems and Equipment Standards Branch (AIR-130) at 202-267-4613.

f) For technical questions concerning the ADS-B OUT performance requirements to support ATC service final rule, contact (by mail) the Surveillance and Broadcast Services (SBS) Program Office (AJE-6), Air Traffic Organization (ATO), FAA, 800 Independence Avenue SW., Washington, DC 20591; or by telephone at 202-385-8637.

Figure 3-67B. A355 Automatic Dependent Surveillance-Broadcast (ADS-B) Application Submittal Process Flowchart



OPSPEC A362—PARABOLIC FLIGHT OPERATIONS.

A. General. Parabolic flight occurs when an aircraft follows the trajectory of a parabola resulting in a period of weightlessness or zero gravity for persons aboard the aircraft. An operator that intends to conduct parabolic flight to create weightlessness for any period of time requires issuance of OpSpec A362. OpSpec A362 is an authorization to conduct parabolic flight operations under 14 CFR part 121 as a supplemental operation in accordance with the Supplemental Type Certificate (STC) and exemptions applicable to parabolic flight operations. All limitations and provisions of OpSpec A362 are applicable. OpSpec A362 requires headquarters (HQ) approval prior to conducting such operations.

B. Applicability, Authorization, and Procedures for Approval. This OpSpec can be issued to any part 121 certificate holder to include a combined certificate holder (14 CFR part 121/135), provided they meet all limitations and provisions. Before requesting authorization for parabolic operations, the certificate-holding district office (CHDO) must verify that the certificate holder has met all required limitations and provisions, and that the aircraft has been added to OpSpec A003, Airplane/Aircraft Authorization, and OpSpec D085, Aircraft Listing. Once this is accomplished, the CHDO will prepare a memo requesting authorization to issue OpSpec A362. The memo must be addressed to the Air Transportation Division (AFS-200), through the regional Flight Standards division (RFSD). AFS-200 will coordinate with the Aircraft Maintenance Division (AFS-300). Once both divisions determine it is appropriate, AFS-200 will send a memo back to the CHDO through the RFSD authorizing them to issue OpSpec A362.

C. Authorized Airplanes and Equipment. The authorized aircraft list (Table 1, Airplane Authorization for Parabolic Flight Operations) must list all aircraft by type, registration number, the appropriate STC number, and exemption number. All STCs and exemptions must be granted prior to issuance of OpSpec A362.

D. OpSpec A003. When a certificate holder adds a new make/model aircraft, the principal inspectors (PI) must follow Volume 10, Chapter 11, Major Changes in Operational Authority. If the aircraft will be used for parabolic operations only, the PI must place a limitation into OpSpec A003. Use the nonstandard text box and list each airplane by type and registration number. Make a statement within that text box that the airplanes used for parabolic operations cannot be used for any other air transportation operations. The parabolic exemption may also require additional limitations to be placed in OpSpec A003 (e.g., STC number to be placed into text box). The PI must review those parabolic exemptions and place any required limitations as directed into the OpSpecs. Volume 3, Chapter 18, Section 2, paragraphs 3-712 and 3-713 provide guidance on nonstandard text, which also requires HQ approval. In this case, one memo requesting both approvals will suffice. Be sure to include a draft copy of OpSpec A003 along with OpSpec A362 when forwarding the request for approval to HQ.

E. Additional Limitations and Provisions.

1) Any Aircraft Flight Manual (AFM) limitations issued as a result of the change in configuration must be spelled out in the appropriate flight manuals and followed.

- 2) When conducting operations in accordance with the STC and exemptions applicable to parabolic flight operations, the aircraft listed in Table 1 of OpSpec A362 may not be used in air transportation passenger-carrying operations. They can only be used in parabolic operations.
- 3) Passenger-carrying authorization under this OpSpec only applies to parabolic flight operations. When conducting parabolic flight operations, the certificate holder must comply with passenger-carrying requirements of part 121, as if the flight were air transportation, to include all provisions of 14 CFR part 117. Airplanes authorized for use in parabolic operations in Table 1 of OpSpec A362 must be listed in OpSpec A003 as passenger-carrying.
- 4) The parabolic flights are restricted to intrastate operations. All parabolic flights will commence and terminate at the same airport unless deviating for operational (e.g., weather) or emergency reasons.
- 5) Training and checking requirements.
 - a) Crewmembers and other operations personnel used for these parabolic flight operations must have completed the additional ground and flight training required for parabolic flight operations in accordance the certificate holder's approved training program.
 - b) In addition to the requirements in part 121 appendices E and F, flightcrew members must complete training and checking in the additional maneuvers and procedures used in the conduct of parabolic flights, including recurrent training every 12 calendar-months.
- 6) The certificate holder must have a maintenance program authorized by OpSpecs specific to time limitation and tasks identified due to parabolic flight, which will include procedures for the installation, inspection, and removal of the airplane's interiors.
- 7) The certificate holder must have approved policies and procedures for parabolic flight operations in the certificate holder's operations manuals as required by part 121, § 121.135. The specific procedures for parabolic flight shall address the following:
 - a) Preflight check procedures that ensure that cargo compartments are devoid of any contents; and
 - b) Procedures for illness and injury of participants during parabolic flight operations, and subsequent termination and diversion of that flight operation if warranted to include a qualified medical opinion as to whether medical attention should be sought.
- 8) The certificate holder must address, in its approved minimum equipment list (MEL), those items that are normally granted relief that must be operational for parabolic flights.
- 9) The certificate holder must show compliance with §§ 121.803 and 121.805.

OPSPEC/MSPEC A447—EMERGENCY AIRWORTHINESS DIRECTIVES (AD) NOTIFICATION INFORMATION.

A. General. OpSpec A447 is a permanent data collection OpSpec paragraph for certificate holders that conduct operations under 14 CFR parts 121, 125, and 135. The Emergency Airworthiness Directive (AD) Notification was originally put into OpSpec A047 and now is contained in A447 (see below for completion and issuance instructions for A447).

1) Essentially, the notification of emergency AD “receipt” is the responsibility of an operator’s management personnel. Part A of the templates is for general operations and management responsibilities.

2) The principal operations inspector (POI), along with the principal maintenance inspector (PMI) and the principal avionics inspector (PAI), is responsible to see that a certificate holder complies with an AD, as applicable for the operations of any particular aircraft. All three PIs are responsible for all the templates in Part A.

3) If needed, the principal inspector (PI) should fill out the appropriate information for the certificate holder and “activate” the OpSpec paragraph. The certificate holder is not required to sign the paragraph in the same way as an OpSpec authorization. If the FAA signs and activates the paragraph, it is considered to be effective.

4) The FAA uses the 400-series of templates in the OPSS for data collection.

B. When to Issue an AD. ADs are substantive regulations issued by the FAA in accordance with 14 CFR part 39. ADs are issued when an unsafe condition has been found to exist in particular aircraft, engines, propellers, or appliances installed on aircraft. ADs are also issued when that unsafe condition is likely to exist or develop in other aircraft, engines, propellers, or appliances of the same type design. Once an AD is issued, no person may operate a product to which the AD applies except in accordance with the requirements of that AD.

C. Emergency ADs Require Immediate Action. The FAA only distributes emergency ADs that affect transport category aircraft by facsimile. As such, all certificated operators are being required by an approved document to provide an AD point of contact (name, address, city, state, zip, telephone, and email) and a facsimile transmission telephone number for emergency AD notification. The owner or operator of an aircraft is responsible for maintaining that aircraft in an Airworthy condition, as required by part 39 and part 91, § 91.403(a).

D. Notification of AD Issuance. Delegation and Airworthiness Programs Branch (AIR-140), will notify all affected operators of the issuance of the emergency ADs via the facsimile number(s) identified by the operator’s method of notification in the template.

1) Parts 121 and 125 operators. AIR uses facsimiles for the official notification of the transport category emergency ADs to part 121 and 125 operators. AIR mails paper copies of ADs to all applicable registered owners (part 135 and others).

2) All other operators. Due to a large number of owners/operators (parts 91, 129, 135, etc.), AIR uses the FAA Aircraft Registry address database and the United States Postal Service for official notification of emergency ADs. AIR uses the information in template A447 to verify those addresses.

3) AIR no longer uses Société Internationale de Télécommunications Aéronautiques (SITA), ARINC, or TELEX codes for electronic notification. AIR does not use email for official emergency AD notification or receipt acknowledgement.

E. Confirmation of AD Receipt. Upon receipt of an emergency AD, the certificate holder will immediately confirm receipt of the AD by signing the fax cover page and faxing it to AIR-140 at (405) 954-4104. This ensures the FAA that all operators affected by an emergency AD have been notified in time to comply with its requirements and avoid any undue safety risks.

F. Listing of Historical ADs. ADs from the 1940s to the present are now available in electronic format for full text searching on the FAA Web site at www.airweb.faa.gov/rgl. You can also find ADs from the FAA home page (www.faa.gov) by clicking on Airworthiness Directives. Direct questions to any of the following:

Automated Systems Branch (AFS-520) (202) 267-3522
Airworthiness Programs Branch (AFS-610) (405) 954-6896
AIR-520 (202) 267-3682

OPSPEC/MSPEC A449—ANTIDRUG AND ALCOHOL MISUSE PREVENTION PROGRAM. Operations Specification (OpSpec)/Management Specification (MSpec) A449, Antidrug and Alcohol Misuse Prevention, is applicable to certificate holders under 14 CFR parts 121, 121/135, 135, and 145, and program managers under 14 CFR part 91 subpart K (part 91K). Certificate-holding district offices (CHDO) must use Letter of Authorization (LOA) A049, Letter of Authorization for Commercial Air Tour Operations and Antidrug and Alcohol Misuse Prevention Program Registration, for part 91 commercial air tour operators conducting sightseeing operations under part 91, § 91.147.

- Certificate holders and program managers are responsible for providing information required by 14 CFR part 120 to the CHDO for the issuance of OpSpec/MSpec A449.
- When changes occur, certificate holders/program managers are responsible for providing the CHDO current information necessary to amend A449.

A. Applicability. Prior to operations, the following must comply with the Antidrug and Alcohol Misuse Prevention Program in accordance with part 120 and must have OpSpec/MSpec A449 issued by the CHDO:

- 1) Parts 121, 121/135, and 135 certificate holders.
- 2) Part 91K program managers. The CHDO must issue MSPEC A449, indicating where required records are maintained.
- 3) Part 145 repair stations (see Volume 3, Chapter 18, Section 10).

NOTE: Section 91.147 commercial air tour operators, see the LOA A049 paragraph.

B. Issuance. Upon the operator demonstrating compliance, the CHDO must issue all parts 121, 121/135, and/or 135 certificate holders OpSpec A449.

- 1) For the issuance of OpSpec A449, current parts 121, 121/135, and/or 135 certificate holders must provide information required by part 120 to their CHDO.
- 2) New parts 121, 121/135, and/or 135 certificate holders must have an Antidrug and Alcohol Misuse Prevention Program and OpSpec A449 issued by their CHDO before beginning operations.
- 3) The Antidrug and Alcohol Misuse Prevention Program shall be implemented concurrently with the beginning of such operations.
- 4) When certificate holders no longer possess their certificate, they must cease testing under their Antidrug and Alcohol Misuse Prevention Program, and the CHDO should archive OpSpec A449.
- 5) Part 135 certificate holders must declare they have 50 or more safety-sensitive employees or fewer than 50 safety-sensitive employees. Were the number to change from 50 or more to fewer than 50, or vice versa, the certificate holder must inform the CHDO, which should amend OpSpec A449.
- 6) Regardless of the number of safety-sensitive employees in their company, certificate holders that operate under parts 121, 121/135, and/or 135 are required to report testing data annually to the Office of Aerospace Medicine (AAM).

NOTE: For recording LOA A049 for commercial air tours conducted under § 91.147, see the LOA A049 paragraph.

C. Restriction. No applicable certificate holder or operator shall use a contractor's employee to perform safety-sensitive functions who is not subject to its own or a certificate holder's or operator's Antidrug and Alcohol Misuse Prevention Program. All new, applicable certificate holders and operators must ensure their contract employees who perform safety-sensitive functions participate in an approved Antidrug and Alcohol Misuse Prevention Program.

D. Responsibilities. The Drug Abatement Division (AAM-800) develops, implements, administers, evaluates, and monitors compliance of the applicable aviation industry's drug and alcohol testing programs. Regulatory oversight of the FAA Antidrug and Alcohol Misuse Prevention Program is the exclusive responsibility of AAM-800, which shall provide guidance, inspections, and enforcement activity. Indication of regulatory violation of these provisions must be referred to AAM-800.

E. Questions. All questions regarding the Drug and Alcohol Testing Program may be directed to the Office of Aerospace Medicine, Drug Abatement Division (AAM-800), at 800 Independence Avenue, SW., Washington, DC 20591 or at drugabatment@faa.gov.

OPSPEC A501—LIABILITY INSURANCE SUSPENSION FOR SEASONAL OPERATIONS.

A. Liability Insurance Does Not Apply to Certificate Holders With Operating Certificates. Liability insurance coverage and the associated Department of Transportation (DOT) forms (Office of the Secretary of Transportation (OST) Form 6410, U.S. Air Carrier Certificate of Insurance) are an inclusive part of the economic authority required for parts 121 and 135 air carrier certificate holders. This is not applicable to those with operating certificates. 14 CFR part 205, § 205.4(b) states, in part, that “Aircraft shall not be listed in the carrier’s operations specifications with the FAA and shall not be operated unless liability insurance coverage is in force.”

B. Suspending Liability Insurance for Seasonal Operations. Title 14 CFR part 119, § 119.61(b)(4) provides for the issuance of OpSpec A501, Liability Insurance Suspension for Seasonal Operations, which effectively suspends the air carrier certificate holder’s OpSpecs and requirement for liability insurance for the period of time established in Table 1 of OpSpec A051. The operator cannot use the aircraft during that period of time to conduct operations in air transportation. The POI and the PMI must coordinate this effort.

C. Circumstances Under Which to Issue OpSpec A501. OpSpec A501 may be issued in order to comply with the requirements of § 119.61, § 205.4(b) and, if the air carrier certificate holder:

- Does not want to surrender its certificate during nonoperational periods,
- Requests the issuance of OpSpec A501 in writing, specifying the date it chooses to cease operations and the date it will resume operations,
- Wants to cancel the liability insurance on all of its aircraft for a period of 60 days or more during the specific period of non-use, and
- Completely ceases operations for a period of 60 days or more during the specific period of non-use.

D. No Status Change to VIS or OPSS. The status of the air carrier certificate holder’s certificate remains active even though the OpSpecs are in the “suspension” status. Make no status changes to the Enhanced Vital Information Database (eVID) or the OPSS.

E. Opting to Not Carry Liability Insurance. If the air carrier certificate holder does not want to cease all operations but wants only to reduce the number of aircraft operated for a period of time and not carry the liability insurance for those aircraft, it has two options:

- 1) Remove those aircraft completely from its OpSpecs, or
- 2) Place those aircraft into long term maintenance or long term storage and issue OpSpec D106, Aircraft in Long Term Maintenance or Storage (reference Volume 3, Chapter 18, Section 6, Parts D and E—Maintenance MSpecs/OpSpecs).

F. Notification of Suspension of Insurance. The air carrier certificate holder or its insurance company will send notification of the suspension of liability insurance to the appropriate FAA or DOT office as required by part 205, § 205.7(a). (The FAA will record the notification and the red alert clause, “Insurance in a Non-Compliant State,” will appear at the top of the “Maintain Operations Specifications” window in the OPSS for that certificate holder.) (Use the “Review Insurance Info” selection in the OPSS to view the details of the noncompliance.)

G. Separate Uses for OpSpecs A501 and D106. At no time will OpSpecs A501 and D106 be active at the same time. These paragraphs are developed as separate provisions for specific needs. (See Volume 3, Chapter 18, Section 6 for guidance on OpSpec D106.)

H. Start Up Procedures and Rescinding OpSpec A501.

1) Before the “Re-Start of Operation” date listed in Table 1 of OpSpec A501, the air carrier must reinstate the required liability insurance. OST Form 6410 must be filed with the appropriate FAA or OST office at least 5 days prior to the “Re-Start of Operation” date listed in Table 1 of the OpSpec.

2) PIs should verify with AFS-260 (for air taxi operators), AAL-230 (for Alaskan air carriers), and OST-X-56 (for DOT certificated and commuter carriers) that the air carrier has filed evidence of liability insurance coverage as required by 14 CFR part 205 and that it otherwise continues to hold the necessary economic authority to resume operations.

3) See Volume 6, Chapter 2, Section 38, Evaluate a Part 121/135.411(a)(2) Operator Aircraft Storage Program, paragraph 6-1048, OpSpec D106, Aircraft in Long Term Maintenance or Storage for additional guidance in regard to liability insurance.

4) OpSpec A501 must be rescinded and archived in the OPSS. Again, make no changes to the VIS or the OPSS for the certificate status. When the required liability insurance documentation is received by AFS-260, the red alert clause will be removed for that certificate holder. See Volume 3, Chapter 18, Section 2, Automated Operations Safety System (OPSS), paragraph 3-718, OPSS Liability Insurance Subsystem, for information regarding the alert clause.

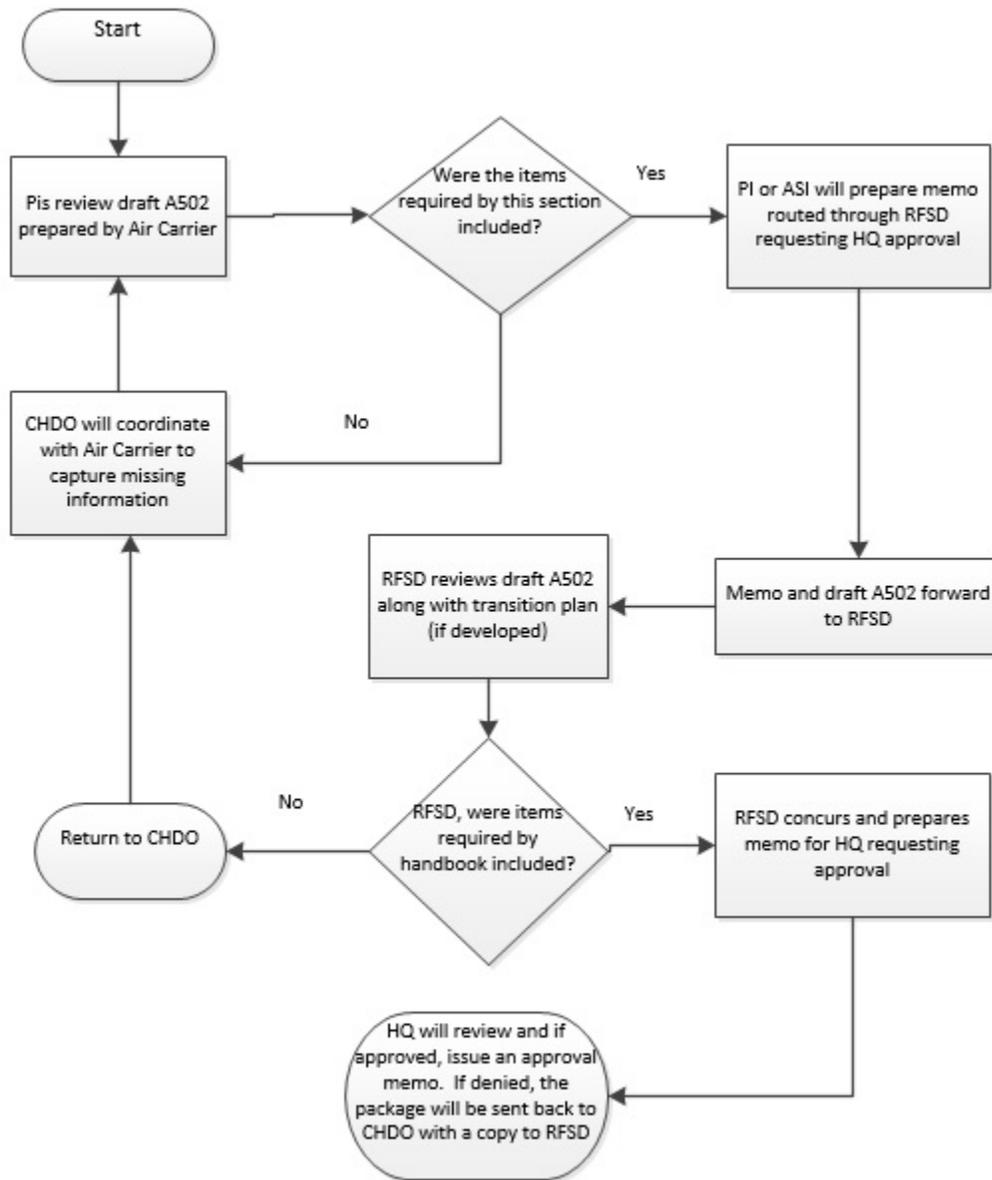
5) The principal inspector must review the recency requirements of § 119.63 for the air carrier certificate holder and reexamine as necessary prior to the start of the seasonal operations.

OPSPEC A502—AIR CARRIER MERGER AND/OR ACQUISITION.

A. General. OpSpec A502 is a nonstandard, time-limited OpSpec that requires coordination with, and approval from, the appropriate headquarters (HQ) policy division. Upon receiving approval from HQ, principal inspectors (PI) will issue A502 to each certificate holder involved in a merger and/or acquisition as a means of authorizing the plans for transition during the merger or acquisition process. Certificate holders involved in a merger or acquisition will lay out their plan for the transition that will occur throughout the merger or acquisition process by entering information in the appropriate sections of A502.

B. Surviving Certificate Holder Responsibility. FAA approval of a merger and/or acquisition transition plan occurs at the regional Flight Standards division (RFSD) of the certificate-holding district office (CHDO) who will have oversight responsibility of the surviving certificate holder in the merger/acquisition. The surviving certificate number (the certificate designator followed by four additional characters, e.g. TWRA118A) identifies the surviving certificate holder, regardless of the surviving name chosen. Typically, the RFSD will form a Joint Transition Team (JTT) to manage the merger/acquisition. The RFSD of the surviving certificate holder will contact the Air Transportation Division (AFS-200) as soon as practicable upon the knowledge of the pending merger or acquisition, and ultimate selection of the JTT. The RFSD will provide AFS-200 with a point of contact (POC) for the merger or acquisition at this time. Although the overall merger/acquisition transition plan is approved at the RFSD level, OpSpec A502 must be approved by AFS-200 in coordination with the Aircraft Maintenance Division (AFS-300). Upon receiving an approval memo from HQ, PIs will issue OpSpec A502. OpSpec A502 is dynamic and should be updated as significant events in the merger or acquisition process occur. Each update of A502 must also be approved by AFS-200, in coordination with AFS-300. The approval process flow is diagrammed in Figure 3-82, Approval Process Flow Diagram for OpSpec A502.

NOTE: Each certificate holder involved in a merger or acquisition will be issued an A502. This means that A502 will be issued to the intended surviving certificate holder, as well as each intended merged or acquired certificate holder. Additional guidance regarding the merger and/or acquisition process is located in Volume 3, Chapter 34. The OpSpec is currently only available to parts 121 and 135.

Figure 3-82. Approval Process Flow Diagram for OpSpec A502

C. OpSpec A502, Paragraph A. Paragraph A contains three fields in which a PI or certificate holder will enter the following information.

NOTE: The name of the certificate holder will be automatically populated into paragraph A of the A502 template by WebOPSS.

1) The PI will enter the name of the other certificate holder involved in the merger or acquisition in the first text box in paragraph A.

2) The PI will enter the date the merger or acquisition process will begin in the second text box in paragraph A. This date will indicate the commencement of the transition phase.

3) The PI will enter the description of the estimated time period within which the merger and/or acquisition will be accomplished and completed in the third text box of paragraph A (e.g., 12 months). It is also acceptable if a PI or certificate holder wishes to enter an actual date as opposed to a time period (e.g., 10/26/2011).

D. OpSpec A502, Paragraph B. Paragraph B contains specific sections, General, Operations, and Airworthiness, that provide an outline of certain conditions that certificate holders must meet while operating during the merger and/or acquisition transition period. PIs responsible for the subject of each field must review and agree to all of the information contained therein if a field is populated by the certificate holder, otherwise the PI responsible for each field will enter the information.

1) The “General” Section. PIs of both specialties (Operations or Airworthiness) will use this section to identify conditions that do not belong specifically to operations or airworthiness. Examples of key items that must be entered into the “General” section include, but are not limited to:

a) Estimated Single Operating Certificate Date. This is the date when the certificate holder operates as a single air carrier and has a singular system for operational control.

b) OpSpecs Requiring HQ Approval. List all OpSpecs that require HQ approval (e.g., 300-series, nonstandard 500-series, and OpSpecs containing optional/nonstandard text (“Text 99”). All HQ-approved OpSpecs and nonstandard text authorizations for each certificate holder must be reapproved by HQ for continued use by the surviving certificate holder. In other words, nonstandard OpSpecs and text authorizations for one certificate holder may not be applied to another without the express permission of the appropriate HQ policy division.

c) Pilot Records Improvement Act of 1996 (PRIA). A502 must contain a statement of how the surviving certificate holder intends to comply with PRIA.

d) Demonstration of Emergency Evacuation Procedures. A502 must contain a statement or plan of how the surviving certificate holder intends to meet the regulatory requirements of 14 CFR part 121, § 121.291 for demonstration of emergency evacuation procedures. The plan must address demonstration of aircraft newly introduced to the surviving certificate holder, as well as a change in the number, location, or emergency evacuation duties or procedures of the certificate holder’s flight attendants (F/A).

e) Training of Station Personnel. A502 must contain a statement as to how the surviving certificate holder intends to train station personnel to a single standard of operation.

f) Surviving Certificate Holder Name. The name of the surviving certificate holder and certificate designation.

g) Flight Call Signs. Each A502 must contain information regarding flight call signs and numbering, specific to each certificate holder involved in the merger or acquisition process. Call signs, especially with livery changes, must be coordinated with the appropriate Air Traffic Organization (ATO).

h) Hazardous Material (hazmat) Training. A502 must contain a statement of how the surviving certificate holder intends to comply with the hazmat training requirements of part 121, Appendix O, for employees acquired during the merger or acquisition.

i) Drug and Alcohol Testing. A502 must contain a statement of how the surviving certificate holder intends to comply with the drug and alcohol testing requirements of 14 CFR part 120, for employees acquired during the merger or acquisition.

j) Recordkeeping. A502 must contain a statement of how the each certificate holder intends to comply with recordkeeping requirements such as those listed in part 121 subpart V.

2) The “Operations” Section. The principal operations inspector (POI) is responsible for this section. The key areas that should be addressed in the “Operations” section include, but are not limited to:

a) Operational Control. Identify which air carrier will assume operational control responsibility over the merged or acquired operation and the date that transfer is planned to take place. This date should coincide with the “Estimated Single Operating Certificate” date entered into the “General” section of A502. If the changeover is to be phased in over a period of time, such as by fleet, enter appropriate milestones here. Milestones listed in this field must correlate with the same milestones in the transition plan.

b) Training and Qualification. Identify the planned dates that flightcrew member, aircraft dispatcher (14 CFR part 121 domestic and flag), and F/A training and qualification will be completed. If two or more fleets will be phased-in over different time periods, enter the fleet types and their associated training and qualification date milestones in the free text fields provided. Include training for flight following and operational control personnel in this section, as appropriate. Milestones listed in this field must correlate with the same milestones in the transition plan.

c) Proving Tests. Identify the requirements and the plan of action regarding the proving tests required to add a new type of aircraft, operation, and/or route (area of operation).

d) Operational Authorizations. Identify operational authorizations, such as Extended Operations (ETOPS), exemptions, deviations, etc., and list the plan of action for merging and/or acquiring each of the authorizations.

NOTE: POIs of certificate holders with large varied fleets must be aware that merging ETOPS authorizations may be a lengthy process.

e) Other. Identify any other operational milestones such as manual revisions, computer systems, and computer system support.

3) The “Airworthiness” Section. The principal maintenance inspector (PMI) and principal avionics inspector (PAI) are responsible for this section. The key areas that must be addressed in the “Airworthiness” section include, but are not limited to:

a) Maintenance Program Manuals. List maintenance program manual milestones in this field.

b) Training and Qualification of Maintenance Personnel. Identify the training and qualification requirements of the mechanics and inspectors, and list the plan of action for accomplishing the necessary training.

c) Minimum Equipment List (MEL) Management Program and Maintenance Control System. Identify the transition plan for MEL management programs and the associated maintenance personnel and maintenance control systems.

d) Other. Identify any other appropriate maintenance milestones such as manual revisions, computer systems, and computer system support.

OPSPEC/TSPEC A504—INITIAL APPROVAL OF AN AIRLINE TRANSPORT PILOT CERTIFICATION TRAINING PROGRAM.

A. General. A504 is issued only with concurrence from the Air Transportation Division (AFS-200) or the General Aviation and Commercial Division (AFS-800), as applicable, for 14 CFR parts 121, 135, 141, and 142 certificate holders. The authorization indicates initial approval to conduct the Airline Transport Pilot (ATP) Certification Training Program (CTP).

B. Purpose. Completion of the ATP CTP is required by 14 CFR part 61, § 61.156 after July 31, 2014, for those applicants seeking an ATP Certificate with airplane category and multiengine rating prior to taking the knowledge test.

C. Process to Obtain Authorization. The current edition of Advisory Circular (AC) 61-138, Airline Transport Pilot Certification Training Program, provides guidance on the minimum curriculum requirements and the process by which the FAA will approve an ATP CTP as required by § 61.156. Volume 3, Chapter 62, Sections 1 and 2, provide detailed instructions on reviewing and approving an ATP CTP.

D. Issuing OpSpec/TSpec A504. OpSpec/TSpec A504 may only be issued after receiving approval from AFS-200 for part 121 or 135 air carriers and part 142 training centers and from AFS-800 for part 141 pilot schools. Based on the information provided in the program, complete the information required by the tables in Template A504.

OPSPEC A545—AUTHORIZED AIRPORTS FOR DOMESTIC OR FLAG

SUBSTITUTE SCHEDULED OPERATIONS. OpSpec A545 is an optional, standard, and time limited OpSpec that can be issued to a certificate holder to temporarily authorize airports for use in 14 CFR part 121 substitute scheduled operations. Each substitute scheduled operation is limited to 5 consecutive calendar-days and may only be conducted once in any 30-day period using the same airports. A certificate holder may conduct a substitute scheduled operation on behalf of another certificate holder in accordance with 14 CFR part 119, § 119.53(e). For the purposes of A545, a single substitute scheduled operation on the behalf of another certificate holder may consist of more than one flight.

A. A545 is Not Always Required. The following substitute operations do not require A545:

1) A545 is not required for a substitute scheduled operation conducted by a certificate holder who holds the same OpSpec authority for a kind of operation; area of operation; and airports for scheduled operations, as the certificate holder for whom the substitute operation is being conducted.

a) The certificate holder conducting the substitute operation has the identical authority in OpSpec A001 to conduct domestic or flag operations, as applicable to the substitute operation.

b) The certificate holder conducting the substitute operation has all of the required authorized areas of operation in OpSpec B050, through which, and in which the substitute operation will be conducted.

c) The certificate holder conducting the substitute scheduled operation has the authority in OpSpec C070 to conduct scheduled operations to the airports involved in the substitute operation.

2) A545 is not required for a substitute supplemental operation.

B. When to Issue A545. A principal operations inspector (POI) may issue A545 to a certificate holder with the appropriate domestic and/or flag authority who desires to conduct a substitute scheduled operation on behalf of another certificate holder, but does not have the airports involved in the substitute operation listed as airports for scheduled operations in OpSpec C070.

1) **OpSpec C070.** OpSpec C070, Airports Authorized for Scheduled Operations, is where a POI authorizes the list of airports that a certificate holder uses in schedule operations. Certificate holders who conduct regular scheduled operations must ensure that each scheduled airport ground station has the appropriate personnel and facilities to ensure adequate passenger and/or cargo handling, as well as the aircraft ground servicing and maintenance support required by § 121.105. Prior to allowing a certificate holder to list airports in C070, POIs need to consider environmental impacts to each airport. Environmental impact considerations are outlined in FAA Order 8900.1 Volume 11, Chapter 6 and the current edition of FAA Order 1050.1, Environmental Impacts: Policies and Procedures.

2) **OpSpec A545.** If a certificate holder does not have the airports involved in a substitute scheduled operation listed in C070, POIs may authorize a certificate holder to temporarily list airports in A545. Using A545 as an alternative to C070 is permissible, provided the certificate holder for whom the substitute operation is being conducted has the appropriate airport ground station personnel and facilities to support the substitute aircraft. These personnel and facilities must be available and used by the certificate holder conducting the substitute scheduled operation.

C. Regulatory Requirements for Substitute Operations. Section 119.53(e) allows a certificate holder who is authorized to conduct part 121 or 14 CFR 135 operations, to conduct a substitute operation on behalf of another certificate holder, under the following conditions:

1) The certificate holder conducting the substitute operation must hold the same Department of Transportation (DOT) Economic Authority as the certificate holder arranging for the substitute operation.

2) The certificate holder conducting the substitute operation must hold the same authority in OpSpec A001 to conduct a kind of operation as the certificate holder arranging for the substitute operation. “Kind of operation” is defined in 14 CFR § 110.2, (e.g., domestic, flag, or supplemental).

3) The certificate holder conducting the substitute operation must conduct that operation in accordance with the same operations authority (scheduled airports and authorized areas of en route operations) held by the certificate holder arranging for the substitute operation.

D. List Airports in A545. Section 119.49(a)(4)(ii) prohibits a certificate holder from conducting domestic or flag operations using any airport not listed in its OpSpecs. If an airport is not listed in C070 of a certificate holder’s OpSpecs, a POI may authorize a certificate holder to temporarily list an airport in A545 to comply with this regulation. The ability to use A545 as an alternative to C070 is based on the assumption that the certificate holder for whom the substitute scheduled operation is being conducted will provide all of the necessary ground station facilities, as well as passenger and aircraft service and support. When using A545, the certificate holder conducting the substitute scheduled operation is not required to establish its own ground stations. However, the certificate holder conducting the substitute operation is responsible to ensure all aircraft maintenance and performance requirements and limitations are met. List all airports for use in the substitute scheduled operation in Table 1 of A545. Include the origin and destination airports and any alternate or refueling airports necessary to conduct the substitute operation. Any airports already listed in the C070 issued to the certificate holder conducting the substitute operation, do not need to be listed in A545. When listing the origin and destination airports in A545, designate them as “Regular” airports by selecting “Yes” in “Regular Airport” field of A545. Airports not designated as “Regular” are considered interchangeable for use as provisional, refueling, and alternate airports while conducting the substitute scheduled operation.

E. Conditions and Limitations of A545. OpSpec A545 contains the following conditions and limitations. POIs may not issue A545 unless the certificate holder is able to meet all of the requirements of the OpSpec.

1) The certificate holder must have authority to conduct domestic or flag operations, as appropriate, listed in A001 of its operations specifications.

2) The certificate holder must comply with all regulations applicable to domestic or flag operations, as applicable, when conducting the substitute scheduled operation.

3) The airports listed in Table 1 of A545 are in addition to the regular, provisional refueling, and alternate airports listed in the certificate holder’s C070 and are for use in the temporary substitute operation only.

a) All origin and destination airports must be listed and designated as regular airports in Table 1 of A545.

b) Any airports for use as provisional, refueling, or alternate airports that are not listed in the certificate holder's C070 must be listed in Table 1 of A545.

c) All airports not designated as regular airports are considered to be interchangeable as provisional, refueling, and alternate airports and satisfy the requirements of § 119.49(a)(4)(ii).

4) Airports located in the United States, the District of Columbia, or any territory or possession of the United States must meet the requirements of § 121.590. Airports located outside of the United States, the District of Columbia, or any territory or possession of the United States, must meet requirements equivalent to those contained in § 121.590.

5) The certificate holder must ensure compliance with § 121.549(a) and provide the pilot in command with the appropriate aeronautical charts to conduct the substitute operation.

6) Prior to conducting the substitute operation, the certificate holder must ensure the following:

a) All station facilities are available to sustain adequate ground handling for arrival and departure of the aircraft involved in the substitute operation.

b) Competent personnel, adequate facilities, and adequate equipment (including spare parts, supplies and materials) are available for the proper servicing, maintenance, and preventive maintenance of aircraft and auxiliary equipment.

7) The substitute scheduled operation is limited to 5 consecutive calendar-days.

8) The A545 authorization expires upon conclusion of the substitute scheduled operation, or at the end of the fifth calendar-day from the start date of the operation, whichever is less.

9) Substitute scheduled operations using the regular airports listed in Table 1 of A545 are not permitted more than once in 30 calendar-days.

F. Recency of Operation in Accordance with § 119.63. If a certificate holder has not conducted the kind of scheduled operation (domestic or flag) within the preceding 30 consecutive calendar-days before conducting a substitute scheduled operation, the certificate holder must provide the POI with prior notification at least 5 consecutive calendar-days before commencing the substitute scheduled operation.

1) A POI may accept a certificate holder's request for A545 as prior notification, provided it is made at least 5 consecutive calendar-days before the certificate holder intends to conduct the operations.

2) The certificate holder must make itself available and accessible during the 5 consecutive calendar-day period preceding the operation in the event that the POI decides to conduct a full inspection reexamination to determine whether the certificate holder remains properly and adequately equipped to conduct a safe operation.

G. Archive A545 at the Conclusion of the Operation. POIs will archive A545 at the conclusion of the substitute operation authorized therein, or at the end of 5 consecutive calendar-days, whichever is less.

OPSPEC A570—ONE YEAR EXTENSION OF COMPLIANCE TIMES IN SECTIONS 121.1117(E) AND 129.117.

A. Applicability.

1) Except as provided in paragraph C below, OpSpec A570 can only be issued to part 121 certificate holders or part 129 foreign air carriers/foreign persons with U.S.-registered airplanes who notified their PI or CHDO of their intention to use the relief specified in §§ 121.1117(k) or 129.117(k) before March 29, 2009 and who then applied for OpSpec A570 before June 24, 2009. OpSpec A570 is time-limited and will expire on December 26, 2018.

2) OpSpec A570 applies to transport category turbine-powered airplanes with a TC issued after January 1, 1958, that, as a result of original type certification or later increase in capacity have a maximum TC'd passenger capacity of 30 or more, or a maximum payload capacity of 7,500 pounds or more. This authorization does not apply to the airplanes listed in §§ 121.1117(m) and 129.117(k). Specifically, it applies to the airplanes listed in Table 3-23A.

Table 3-23A. Airplanes Which Require Ground Air Conditioning Systems

Boeing	Airbus
737 series	A318, A319, A320, A321 series
747 series	A300, A310 series
757 series	A330, A340 series
767 series	
777 series	

3) OpSpec A570 is used to extend the compliance dates in §§ 121.1117(e) and 129.117(e) by 1 year. In order to be eligible for the extension, a certificate holder or foreign air carrier/ person must have notified their PI or CHDO before March 29, 2009, of its intention to use ground air conditioning systems on its applicable airplanes in accordance with §§ 121.1117(k)(2) and (3) and 129.117(k)(2) and (3), and the certificate holder or foreign air carrier/person must have applied for OpSpec A570 by June 24, 2009. With the issuance of this OpSpec, the compliance date specified in §§ 121.1117(e)(1) and 129.117(e)(1) is extended to December 26, 2015 and the final compliance date is extended to December 26, 2018.

B. Issuing OpSpec A570. OpSpec A570 is the joint responsibility of the POI and the PMI. Before issuing OpSpec A570. The office manager of all affected CHDOs, CMOs, IFOs, and IFUs should bring this guidance to the attention of the principal inspectors of any operator who has applied for this OpSpec and ensure that it is properly issued.

1) The PMI must ensure that the certificate holder's manual required by § 121.133 (for part 121) or maintenance program (for part 129) includes a listing, by N-registration number and fleet type, of those airplanes in the certificate holder's fleet that ground conditioned air systems applies to. That listing should be identical to the operator's Flammability Reduction Means (FRM)/Ignition Mitigation Means (IMM) retrofit listing that is provided to the CHDO. As airplanes are retrofitted they should be removed from the list.

2) The POI must ensure that the certificate holder's manual required by § 121.133 (for part 121) or equivalent manual for part 129 includes a requirement for the airplanes in this listing to use ground air conditioning systems for actual gate times of more than 30 minutes, when available at the gate and operational, whenever the ambient temperature exceeds 60 degrees Fahrenheit.

3) The office manager will determine which principal inspector will sign OpSpec A570 and ensure that it is issued.

C. Certificate Holders Certificated After December 26, 2008. A certificate holder or foreign air carrier/person for which an operating certificate is issued after December 26, 2008, and that has notified their PI or CHDO of its intention to use ground air conditioning systems on its applicable airplanes (see Table 3-23A above), the compliance date specified in § 121.1117(e) may be extended by one year, provided that the certificate holder meets the requirements of §§ 121.1117(k)(2) or 129.117(k)(2) when its initial OpSpecs are issued and, thereafter, uses ground air conditioning systems as described in § 129.117(k)(2) on each airplane subject to the extension. OpSpec A570 must be approved by the PMI, using the guidance above, concurrent with the initial OpSpecs.

TEMPLATE A999—AIR OPERATOR CERTIFICATE (AOC) IN THE INTERNATIONAL CIVIL AVIATION ORGANIZATION (ICAO) FORMAT.

A. Annex 6 Requirements. Annex 6 to the Chicago Convention requires air operators to carry onboard their aircraft a standardized, certified true copy of their AOCs when operating internationally. See the following ICAO Web site for more information:
http://www.icao.int/fsix/_Library/Annex%206-Part%20I%20-%20AOC%20Template%20en.pdf
. Template A999 is applicable to part 121 and 135 air carriers.

B. Federal Aviation Administration (FAA) Role. To enable certificate holders to fulfill this ICAO requirement, the FAA made an ICAO standardized AOC available as Template A999 in the Web-based Operations Safety System (WebOPSS). (See Figure 2-9A in Volume 2, Chapter 1, Section 4 for a sample of Template A999.) Much of the data contained in the AOC will be preloaded from WebOPSS. The principal operations inspector (POI) or the certificate holder must enter some of the data. This standardized ICAO AOC is in addition to the FAA

Operating Certificate or Air Carrier Certificate. For compliance with Annex 6, certificate holders must carry this ICAO AOC onboard their aircraft when operating internationally.

C. Specific Guidance for Issuing Template A999. For specific guidance on issuing Template A999, see Volume 2, Chapter 1, Section 4, Preparation of Federal Aviation Administration Operating Certificates, paragraph 2-74.

RESERVED. Paragraphs 3-738 through 3-815.

VOLUME 3 GENERAL TECHNICAL ADMINISTRATION

CHAPTER 18 OPERATIONS SPECIFICATIONS

Section 6 Parts D and E Maintenance OpSpecs/MSpecs/LOAs

3-921 GENERAL.

NOTE: All 300-series and nonstandard 500-series OpSpecs/MSpecs/training specifications (TSpecs)/letters of authorization (LOA) (Parts A, B, C, D, E, and H) require approval by the appropriate headquarters (HQ) policy division. Title 14 of the Code of Federal Regulations (14 CFR) parts 61, 91, 91 subpart K (part 91K), 125 (including part 125 Letter of Deviation Authority (LODA) holders), 133, 137, and 141 operators' nonstandard operational requests must be approved by the General Aviation and Commercial Division (AFS-800). Title 14 CFR part 121, 135, and 142 nonstandard operational requests must be approved for issuance by the Air Transportation Division (AFS-200). Parts 121, 135, and 14 CFR part 145 repair stations and all airworthiness nonstandard requests must be approved by the Aircraft Maintenance Division (AFS-300). All Weather Operations (AWO) relating to instrument procedures must be approved by the Flight Technologies and Procedures Division (AFS-400) and AFS-50, AFS-200, or AFS-800, as appropriate. Nonstandard authorizations for 14 CFR part 129 foreign operators require approval from the International Programs and Policy Division (AFS-50).

NOTE: All text added to an OpSpec/MSpec/TSpec or LOA through the use of nonstandard text entered in the nonstandard text block (sometimes referred to as "Text 99") must also be approved by the appropriate HQ policy division. For detailed guidance on the process for obtaining HQ approval for nonstandard authorizations, principal inspectors (PI) must read the guidance contained in Volume 3, Chapter 18, Section 2.

NOTE: A revision of a listed document within a table does not require reissuance of the OpSpec/MSpec unless the manual title or document number changes, or when a table requires the most current revision to be identified.

OPSPEC/MSPEC D070—INTEGRATION OF AIRCRAFT FUEL TANK MAINTENANCE AND INSPECTION INSTRUCTIONS INTO A CAMP.

DECOMMISSIONED. For certificate holders/foreign persons/foreign air carriers; OpSpec/MSpec D070 was superseded by OpSpec/MSpec/LOA D097.

OPSPEC/MSPEC D072—AIRCRAFT MAINTENANCE—CONTINUOUS AIRWORTHINESS MAINTENANCE PROGRAM (CAMP) AUTHORIZATION.

A. OpSpec/MSpec D072. This OpSpec/MSpec is issued to operators subject to a Continuous Airworthiness Maintenance Program (CAMP) under 14 CFR part 91, § 91.1109; 14 CFR part 121; and 14 CFR part 135, § 135.411(a)(2). OpSpec/MSpec D072 contains the

conditions that must be met for a certificate holder to operate their aircraft and lists the reference documents that contain the details of the operator's program.

B. Certificate Holder/Program Manager. The certificate holder/program manager is authorized to conduct operations using identified aircraft maintained in accordance with the CAMP and the limitations specified in these OpSpecs/MSpecs.

C. OpSpec/MSpec D072 CAMP Authorization. Table 1 must contain the following:

1) Each of the aircraft authorized to be maintained in accordance with the CAMP by make, model, and series (M/M/S).

2) The document(s) that encompasses all 10 elements of a CAMP. The certificate holder/program manager may have multiple manuals that encompass the CAMP. The principal inspector (PI) may elect to list all the manuals encompassing the CAMP or if one manual references all the other manuals, then preferably he or she may list only that particular manual.

3) The certificate holder/program manager's assigned number(s) of the CAMP document(s).

NOTE: Title 14 CFR part 125 operators are required to have an inspection program and are not subject to the requirements of a CAMP (refer to part 125, § 125.247). OpSpec/MSpec D072 is issued to parts 91 subpart K (part 91K), 121, and 135 operators with a CAMP requirement.

OPSPEC/MSPEC/LOA D073—APPROVED INSPECTION PROGRAM. Issue D073 to an operator, certificate holder, or A125 LODA holder (125M) who is required to use, or chooses to use, an inspection program approved by the FAA. There are four different applications of OpSpec/MSpec/LOA D073. Each D073 is worded differently to reflect the requirements of the applicable regulation.

A. Different Applications of D073.

1) Title 14 CFR part 91 subpart K (part 91K) – Issue MSpec D073 to authorize an operator to use an Approved Aircraft Inspection Program (AAIP) under § 91.1109(b).

2) Title 14 CFR part 135 – Issue OpSpec D073 to authorize a certificate holder to use an AAIP under § 135.419.

NOTE: You will also issue OpSpec/MSpec D101 through D104 as applicable.

3) Title 14 CFR part 125 – Issue OpSpec D073 to authorize a certificate holder to use an AAIP under § 125.247(a)(3).

4) Title 14 CFR part 125 – Issue LOA D073 to authorize a Letter of Deviation Authority (LODA) holder (125M) to use an approved airplane inspection under § 125.247(a)(3).

B. Inspection Program Requirements. Parts 91K, 135, and 125 (including 125M) require a certificate holder, operator, or A125 LODA holder to include the approved inspection program in its required manual (refer to § 91.1025(L), § 135.419(e), § 135.23(o), and § 125.249(a)(3)). To comply with the regulations and have control of the inspection program, the operator, certificate holder, or A125 LODA holder must either control the section of their manual that contains the inspection program as an approved section, or include the program in a separate manual or document which is part of the certificated holder's manual. Either way, the certificate holder or operator must have a control in place to prevent any changes to the inspection program without prior FAA approval.

OPSPEC D074—RELIABILITY PROGRAM AUTHORIZATION: ENTIRE AIRCRAFT.

A. OpSpec D074 Authorization. OpSpec D074 is authorized for operators subject to a Continuous Airworthiness Maintenance Program (CAMP) under 14 CFR part 121 and 14 CFR part 135, § 135.411(a)(2). This OpSpec authorizes the use of a maintenance reliability program that contains standards for determining maintenance intervals and processes. This program controls the inspection, check, overhaul, or restoration times for the entire aircraft and is the sole control as far as OpSpecs are concerned. Each make, model, and series (M/M/S) of aircraft controlled by reliability and its approved reliability document shall be identified in this OpSpec. Guidance for approving a reliability program is found in Volume 3, Chapter 40.

B. Reliability Program Authorization. OpSpec D074, Table 1 must contain the following:

- 1) The M/M/S of each aircraft controlled by a reliability program; the level of detail in specifying the series of aircraft should match the detail in the operator's program.
- 2) The document name that encompasses the reliability program and the certificate holder's assigned number(s) of the reliability document.
- 3) The current revision date of the reliability document, placed in the "Document Date" block.

OPSPEC D075—RELIABILITY PROGRAM AUTHORIZATION: AIRFRAME, POWERPLANT, SYSTEMS, OR SELECTED ITEMS. OpSpec D075 is authorized for operators subject to a Continuous Airworthiness Maintenance Program (CAMP) under 14 CFR part 121 and 14 CFR part 135, § 135.411(a)(2). This OpSpec authorizes the use of a maintenance reliability program containing the standards for determining maintenance intervals and processes. The program controls the inspection, check, overhaul, or restoration time for airframe, powerplant, systems, or individually selected items within a system (hydraulic system, pumps, valves, actuators, etc.) and must be identified in the OpSpecs.

A. Maintenance Time Limitations Section. Airframe, powerplant, systems, or items controlled by reliability will be identified in the "Maintenance Time Limitations" section by an asterisk or other identifier and a note.

B. Referenced Document. If preferred, a certificate holder may reference in the “Maintenance Time Limitations” section a document approved by the Administrator. The referenced document will contain at least that information required by the “Maintenance Time Limitations” section.

C. Program Approval. Guidance for approving this program is found in Volume 3, Chapters 40 and 43.

1) Components not subject to the certificate holder’s partial reliability program must be controlled by a time limitations manual or document. This manual or document must be listed in OpSpec D088, Table 1.

2) Table 1 must contain the following:

- The make, model, and series (M/M/S) of each aircraft controlled by a reliability program; the level of detail in specifying the series of aircraft should match the detail in the operator’s program;
- The document name that encompasses the partial reliability program, and the certificate holder’s assigned number(s) of the partial reliability document; and
- The current revision date of the partial reliability document.

NOTE: Operators authorized OpSpec D075 must be issued OpSpec D088.

NOTE: This OpSpec does not apply to 14 CFR part 125 operators.

OPSPEC/MSPEC D076—SHORT-TERM ESCALATION AUTHORIZATION.

A. OpSpec/MSpec D076. This OpSpec/MSpec is authorized for operators subject to a Continuous Airworthiness Maintenance Program (CAMP) under 14 CFR part 91, § 91.1109; 14 CFR part 121; and 14 CFR part 135, § 135.411(a)(2). OpSpec/MSpec D076 authorizes a certificate holder/program manager to use short-term escalation procedures with aircraft, powerplant, systems, or selected items without preapproval by the principal inspector (PI).

B. Short-Term Escalations. Certificate holders who have short-term escalation procedures incorporated into their reliability program (OpSpec D074) or partial reliability program (OpSpec D075) do not need an OpSpec/MSpec D076 authorization for items covered in those programs. Items not subject to a partial reliability program must have OpSpec/MSpec D076 authorization to use short-term escalations.

NOTE: See Volume 3, Chapter 37.

C. Limitations. Table 1 references the aircraft by make, model, and series (M/M/S) and the limitations (if applicable) placed on that particular M/M/S. The limitations in Table 1 are primarily for airframe check and inspection intervals. Engines and their components, as well as airframe components and appliances, are generally not limited—except for the 10 percent, not to exceed 500 hours.

1) The limitations section of this table is used to restrict a particular M/M/S task below the maximum allowable 10 percent, not to exceed 500 hours. An example would be if an aircraft “A” check has an interval of 200 hours (200 x 10 percent = 20 hours), and the PI limited the “A” check short-term escalation to not exceed 20 hours.

2) It can also be used to eliminate certain tasks from being eligible for short-term escalation. An example would be if the operator was not permitted short-term escalations on a particular M/M/S aircraft “B” check.

3) If the limitations section of this table is left blank, then the operator is authorized to short-term escalate all items to the maximum interval described in their manual.

NOTE: If restrictions and eliminations are requested for engine, engine components, airframe components, and appliances, then they may be listed in the limitations for that particular M/M/S as well.

OPSPEC D077—MAINTENANCE CONTRACTUAL ARRANGEMENT AUTHORIZATION: FOR AN ENTIRE AIRCRAFT.

A. OpSpec D077 Authorization. OpSpec D077 is authorized for operators subject to a Continuous Airworthiness Maintenance Program (CAMP) under 14 CFR part 121 and 14 CFR part 135, § 135.411(a)(2). This OpSpec authorizes a certificate holder to use a part 121 or § 135.411(a)(2) certificate holder’s approved maintenance program for the maintenance of its entire aircraft. If applicable, this includes participation in the contractor’s reliability program (see Volume 3, Chapters 40 and 42). Title 14 CFR part 125, §§ 125.245 and 125.247 authorize the operator subject to an Approved Aircraft Inspection Program (AAIP) under part 125 to enter into a contractual agreement for the accomplishment of maintenance, preventive maintenance (PM), alterations, or required item inspections as identified in the operator’s manual.

B. OpSpec D077. Table 1 must contain the following information:

1) **Contractor Name and Address.** This field must list the contractor with whom the certificate holder has entered into an agreement for the specific maintenance function listed.

2) **Contract Date.** Self-explanatory.

3) **Aircraft Make, Model, and Series (M/M/S).** Self-explanatory.

4) **Powerplant M/M/S.** Self-explanatory.

5) **Maintenance Function.** List the maintenance function(s) performed per the contract.

**OPSPEC D078—MAINTENANCE CONTRACTUAL ARRANGEMENT
AUTHORIZATION: FOR SPECIFIC MAINTENANCE.**

A. OpSpec D078 Authorization. OpSpec D078 is authorized for operators subject to a Continuous Airworthiness Maintenance Program (CAMP) under 14 CFR part 121 and 14 CFR part 135, § 135.411(a)(2). This OpSpec authorizes a certificate holder to use another part 121 or § 135.411(a)(2) certificate holder's approved maintenance program for specific maintenance functions. This OpSpec identifies the functions to be performed by the contractor on the certificate holder(s) aircraft listed in the table. This OpSpec may be used for one or more contracts, aircraft/engine makes and models, or components (see Volume 3, Chapter 42).

B. OpSpec D078. OpSpec D078 authorizes and identifies the functions to be performed by the contractor on the certificate holder's aircraft listed in the table. Table 1 must contain the following information:

- 1) **Contractor.** This field must list the contractor with whom the certificate holder has entered into agreement for the specific maintenance function listed.
- 2) **Contract Number and Contract Date.** Self-explanatory.
- 3) **Aircraft Make, Model, and Series (M/M/S).** Self-explanatory.
- 4) **Specific Maintenance Function.** This field can be as general as stating "All" for the entire aircraft and engines, or it can list specific inspections or checks.

NOTE: This OpSpec only applies to the performance of maintenance and inspections.

**OPSPEC D079—RELIABILITY PROGRAM CONTRACTUAL ARRANGEMENT
AUTHORIZATION.**

A. OpSpec D079 Authorization. This OpSpec authorizes operators subject to a Continuous Airworthiness Maintenance Program (CAMP) under 14 CFR part 121 and 14 CFR part 135, § 135.411(a)(2) to participate in another part 121 or § 135.411(a)(2) contractor's FAA-approved reliability program for its aircraft, powerplant, systems, or selected components (see Volume 3, Chapter 41).

NOTE: Operators authorized under OpSpec D079 will be automatically issued OpSpec D088.

B. OpSpec D079. Table 1 must contain the following information:

- 1) **Contractor.** This field must list the contractor with whom the certificate holder has entered into agreement for the specific reliability function listed.
- 2) **Contract Number and Contract Date.** Identifying number from contract (if applicable) and date signed.

- 3) **Aircraft Make, Model, and Series (M/M/S).** Self-explanatory.
- 4) **Reliability Program Name and Number.** Name of program and number assigned by contractor.
- 5) **Reliability Program Date.** Date of current revision.

OPSPEC D080—LEASED AIRCRAFT MAINTENANCE PROGRAM AUTHORIZATIONS: U.S.-REGISTERED AIRCRAFT.

A. OpSpec D080 Authorization. This OpSpec authorizes operators subject to a Continuous Airworthiness Maintenance Program (CAMP) under 14 CFR part 121 and 14 CFR part 135, § 135.411(a)(2) to use a lessor's approved maintenance program for the leased aircraft. OpSpec D080 applies only to leases of aircraft intended to return to the lessor at a time specified in the lease.

B. Leased Aircraft Maintenance Program Authorizations. The certificate holder is authorized to maintain the aircraft listed in Table 1 in accordance with the lessor's approved maintenance program for the specific make, model, and series (M/M/S) of aircraft and lease agreements identified in Table 1, except as provided in Table 2.

NOTE: Table 2 identifies specific items that will be maintained in accordance with the certificate holder's approved maintenance program.

NOTE: Specific maintenance program requirements of the certificate holder that are different than the lessor's program will be listed in Table 2.

OPSPEC D081—PARTS POOL AGREEMENT AUTHORIZATION.

A. OpSpec D081 Authorization. This OpSpec authorizes a 14 CFR part 121 certificate holder operating outside the United States under the provisions of part 121, § 121.361(b) to enter into a parts pooling agreement with foreign air carriers or agencies whose employees do not hold U.S. airman certificates (see Volume 3, Chapter 39).

B. Parts Pool Agreement Authorization. Table 1 must list the participants, along with their location, who are eligible to provide parts to the certificate holder.

OPSPEC D082—PRORATED TIME AUTHORIZATION.

A. OpSpec D082 Authorization. This OpSpec authorizes operators subject to a Continuous Airworthiness Maintenance Program (CAMP) under 14 CFR part 121 and 14 CFR part 135, § 135.411(a)(2) to use aircraft for which inspection and overhaul times have been established using the prorating process.

B. Prorated Time Authorization. Table 1 lists each aircraft by registration, serial number, and make, model, and series (M/M/S) that shall be maintained in accordance with the adjusted times identified in the certificate holder's proration document. The table must list the individual proration document number assigned by the air carrier and current effective date.

OPSPEC D083—SHORT-TERM ESCALATION AUTHORIZATION FOR BORROWED PARTS SUBJECT TO OVERHAUL REQUIREMENTS.

A. OpSpec D083 Authorization. This OpSpec authorizes operators subject to a Continuous Airworthiness Maintenance Program (CAMP) under 14 CFR part 121 and 14 CFR part 135, § 135.411(a)(2) relief from approved overhaul time limits when borrowing parts from another certificate holder.

B. A Certificate Holder's Authorization to Use a Borrowed Part. Provided that all of the conditions listed in the OpSpec are met, the certificate holder is authorized to use a borrowed part (overhauled) from another operator when time in service of the available part exceeds the certificate holder's approved overhaul time limit.

OPSPEC D084—SPECIAL FLIGHT PERMIT WITH CONTINUOUS AUTHORIZATION TO CONDUCT FERRY FLIGHTS. This OpSpec authorizes 14 CFR part 119 certificate holders with an approved continuing flight authorization program to issue a special flight permit with continuing authorization to conduct ferry flights. This permit can only be issued under the guidelines set forth in 14 CFR part 21, § 21.197(c).

NOTE: Table 1 must reference the certificate holder's manual(s) that contains the approved continuing flight authorization program.

NOTE: The issuance/authorization of OpSpec D084 does not approve the continuing authorization to conduct a ferry flight program (CAFP) but simply authorizes the use of the procedures listed in Table 1 of OpSpec D084. The certificate holder should have a separate control in place for an acceptance/approval process of their manuals and/or sections of their manual system relating to the CAFP by the FAA.

MSPEC D084—SPECIAL FLIGHT PERMIT WITH CONTINUOUS AUTHORIZATION TO CONDUCT FERRY FLIGHTS. This MSPEC authorizes 14 CFR part 91 subpart K (part 91K) program managers subject to a Continuous Airworthiness Maintenance Program (CAMP) under part 91, § 91.1411 to issue a special flight permit with continuing authorization to conduct ferry flights. This permit can only be issued under the guidelines as set forth in 14 CFR part 21, § 21.197(c).

NOTE: Table 1 must reference the certificate holder's manual(s) that contains the policies, procedures, conditions, and limitations necessary to conduct the ferry flight.

NOTE: The issuance/authorization of MSPEC D084 does not approve the continuing authorization to conduct a ferry flight program (CAFP) but simply authorizes the use of the procedures listed in Table 1 of MSPEC D084. The certificate holder should have a separate control in place for an acceptance/approval process of their manuals and/or sections of their manual system relating to the CAFP by the FAA.

OPSPEC/MSPEC D085—AIRCRAFT LISTING. Title 14 CFR part 119 certificate holders conducting operations under 14 CFR part 121, 125, or 135 who are required to maintain liability insurance coverage under Title 49 of the United States Code (49 U.S.C.) § 41112 and its implementing regulation, 14 CFR part 205, § 205.4(b), must list their authorized aircraft in these OpSpecs/MSpecs. Program managers are required to list all aircraft in MSpec D085.

A. Liability Insurance Coverage. Section 205.4(b) states, in part, that “aircraft shall not be listed in the carrier’s operations specifications with the FAA and shall not be operated unless liability insurance coverage is in force.” All part 119 certificate holders conducting operations noted above are required to have continuous, effective liability insurance coverage that is in effect to ensure that the public is protected in the event of an accident. Effective liability insurance coverage is a condition for them to hold Office of the Secretary of Transportation (OST) economic authority.

B. Non-Use Suspension. For air carrier certificate holders who request to hold the liability insurance coverage in suspension on aircraft for specific periods of non-use, refer to OpSpec A501 and OpSpec D106.

C. Certificate Holders Operating Aircraft Under 14 CFR Part 125. These certificate holders are not required to maintain liability insurance; although, they are required to list authorized airplanes by type and registration number on their OpSpecs, per part 125, § 125.31(b)(2).

D. Aircraft Not in Revenue Service. The aircraft listing may also contain the certificate holder’s aircraft that are not in revenue service. These aircraft include, but are not limited to, those that are undergoing heavy maintenance, in storage, awaiting parts, newly purchased, or being altered. However, the certificate holder must have procedures specifying how these aircraft are handled while they are conformed to regulatory requirements for operations in air transportation and before they are released for operations in air transportation. This applies to part 119 certificate holders conducting operations under 14 CFR part 121, 125, or 135, regardless of the kind of operations conducted.

NOTE: Aircraft that the certificate holder newly acquires may be placed on the aircraft listing, without a conformity inspection, to permit the certificate holder to operate the aircraft under 14 CFR part 91 and to conduct those maintenance, preventive maintenance (PM), or alteration activities necessary to conform the aircraft to regulatory requirements for operations in common carriage. Under no circumstance should an air carrier certificate holder who is authorized to conduct operations under either part 121 or 135 be issued a deviation under § 125.3. The prohibitive language of part 119, § 119.5(h) does not permit any aviation safety inspector (ASI) to issue such a deviation to an Air Carrier Certificate holder authorized to conduct common carriage operations under part 121 or 135.

E. Aircraft Used Under an Interchange Agreement.

1) Due to compatibility problems with the Web-based Operations Safety System (WebOPSS), the use of the asterisk to identify aircraft used under an interchange agreement must

be discontinued. Other methods are under study and will be incorporated into WebOPSS and this chapter when completed. Until that time, the FAA asks that the interchange aircraft be placed at the end of the OpSpec D085 aircraft listing for ease of identification.

2) The table(s) must list the aircraft registration number, serial number, nose number (if applicable), and aircraft make, model, and series (M/M/S).

OPSPEC D086—MAINTENANCE PROGRAM AUTHORIZATION FOR TWO-ENGINE AIRPLANES USED IN EXTENDED RANGE OPERATION.

A. OpSpec D086 Authorization. This OpSpec authorizes operators subject to a Continuous Airworthiness Maintenance Program (CAMP) under 14 CFR parts 121 and 135, as applicable, to use certain approved aircraft in Extended Operations (ETOPS). Airworthiness aviation safety inspectors (ASI) must be familiar with OpSpec B342 and shall coordinate with the principal operations instructor (POI) before approving OpSpec D086 (see Volume 4, Chapter 6).

B. Maintenance Program Authorization for Two-Engine Airplanes Used in ETOPS. Complete the following tables as described below:

1) Table 1 must include the approved aircraft registration number, airplane make, model, and series (M/M/S), and the maximum diversion time in minutes.

2) Table 2 identifies the reliability program, which continually assesses the propulsion and airframe systems with the extended-range fleet. The following must be included:

- a) Airplane M/M/S. Self-explanatory.
- b) Powerplant M/M/S. Self-explanatory.
- c) Program Name. Enter the name of the reliability program.
- d) Program Number. Assigned number of the program by the air carrier.
- e) Program Date. Enter date of approval.

3) Table 3 identifies the Configuration, Maintenance, and Procedures (CMP) document for ETOPS and must include the following:

- a) Airplane M/M/S. Self-explanatory.
- b) Powerplant M/M/S. Self-explanatory.
- c) FAA-Approved CMP Document Name/Number. Enter document name and assigned number for which the CMP is contained.

d) Document Date. Enter the date that the above document was originally approved.

e) FAA-Approved Amendment No. Enter the current amendment number and date, if applicable, for the above approved document.

OPSPEC D087—MAINTENANCE PROGRAM AUTHORIZATION FOR LEASED FOREIGN-REGISTERED AIRCRAFT OPERATED BY U.S. AIR CARRIERS. This OpSpec authorizes operators subject to a Continuous Airworthiness Maintenance Program (CAMP) under 14 CFR part 121 and 14 CFR part 135, § 135.411(a)(2) to maintain leased, foreign-registered aircraft by adopting the foreign air carrier’s maintenance program.

NOTE: If a principal inspector (PI) approves a revision to an adopted foreign maintenance program, that approval must be done on an individual basis by amending this OpSpec.

NOTE: Any aircraft make, model, and series (M/M/S) listed on this OpSpec must also be listed in OpSpec/MSpec D072.

A. OpSpec D087 Authorization. Table 1 must be completed as follows:

- 1) **Foreign Air Carrier.** Enter the name of the foreign air carrier.
- 2) **Aircraft M/M/S.** Self-explanatory.
- 3) **Identification/Registration Number.** Self-explanatory.
- 4) **Lease Date.** Self-explanatory.
- 5) **Maintenance Program Revision Number/Date.** Revision number and date of the foreign air carrier’s leased maintenance program—original approval of the maintenance program must be identified with “ORIG.”

NOTE: If during the lease period a U.S. air carrier operating a foreign aircraft has accepted the foreign air carrier’s maintenance inspection program as its own, all parties are reminded that the foreign aircraft is still subject to the country of origin’s rules and regulations. If the Foreign Airworthiness Certificate is enforcing the maintenance inspection, program and time limitations cannot be altered by the U.S. lessee without prior approval of the country of origin’s Civil Aviation Authority (CAA). If a change is requested, it must be through the foreign air carrier who will request the change. If the foreign CAA agrees to the changes, the approval is forwarded to the U.S. air carrier via the foreign air carrier. The U.S. air carrier will make a request for any changes through the FAA certificate-holding district office (CHDO). If all parties agree, the PIs may amend the inspection time and this OpSpec.

B. Differences Between the Certificate Holder’s Adopted and Approved Programs. Table 2 identifies differences between the certificate holder’s adopted maintenance programs for

leased, foreign-registered aircraft and the certificate holder's approved program (if applicable). Each item or system that is considered a difference or exception must be listed in Table 2 as follows:

- 1) **Air Transportation Association of America (ATA) Chapter.** Enter the ATA code for the applicable item or system.
- 2) **Primary Maintenance Process.** List maintenance requirements for the item or system (overhaul, inspect, replace, etc.).
- 3) **Inspection and Check Period.** List inspection and/or check frequency/interval.
- 4) **Other.** This field can be used for general comments.

NOTE: Do not combine items into one row of this table. Each item must be broken down into ATA chapters and listed individually in this table.

OPSPEC D088—MAINTENANCE TIME LIMITATIONS AUTHORIZATION.

A. OpSpec D088 Authorization. This OpSpec authorizes operators subject to a Continuous Airworthiness Maintenance Program (CAMP) under 14 CFR parts 91 subpart K (part 91K) and 121, and operators subject to an inspection program under 14 CFR part 125, § 125.247 (as well as operators under 14 CFR part 135, § 135.411(a)(2) and those who have an Approved Aircraft Inspection Program (AAIP) requiring a maintenance time limitations manual) to use a separate approved document or approved section in the certificate holder/operator's manual. This OpSpec is issued to approve the time limitations of each maintenance task not covered under the partial reliability or Continuing Analysis and Surveillance System (CASS) program (part 125 is not included in the reliability statement) (see Volume 3, Chapters 40 and 43 for further information).

NOTE: This OpSpec may be issued in conjunction with OpSpec D075, as necessary.

B. Parts 91K, 121, and 135 Maintenance Time Limitations Authorization. Table 1 must include the following:

- 1) **Aircraft Make, Model, and Series (M/M/S).** Self-explanatory.
- 2) **Manual/Document Name and Number.** Manual name and air carrier assigned number for that manual that houses the FAA-approved time limitations for maintenance tasks not covered under the partial reliability program.
- 3) **Manual/Document Date.** List the date of the current revision of the manual.

C. Part 125 and 125M (A125 LODA) Maintenance Time Limitations

Authorization: Aircraft Engine Maintenance/Overhaul Program. Table 1 must include the following:

- Registration Number,
- Serial Number,
- Approved Engine Overhaul Period, and
- Support Manual or Document.

OPSPEC/MSPEC D089—MAINTENANCE TIME LIMITATIONS SECTION.

A. Operators Subject to a Continuous Airworthiness Maintenance Program (CAMP). This OpSpec authorizes operators subject to a CAMP under 14 CFR part 91, § 91.1109; 14 CFR part 121; and 14 CFR part 135, § 135.411(a)(2) requiring a maintenance time limitations manual to use a separate approved document or approved section in the certificate holder/program manager's manual (see Volume 3, Chapter 43).

NOTE: In compliance with 14 CFR part 119, § 119.49(a)(8), Time Limitations OpSpecs issued to part 135 certificate holders conducting commuter operations with aircraft not maintained under a CAMP will be issued OpSpec D073, D101, D102, D103, D104, and D105, as applicable.

B. Referenced Document(s). The referenced documents must be approved by the Administrator and must have procedures for affecting revisions and revision control acceptable to the Airworthiness principal inspector (PI) (refer to § 119.49(a)(8)).

NOTE: Each certificate holder conducting domestic, flag, or commuter operations must obtain OpSpecs containing all of the following: time limitations, or standards for determining time limitations, for overhauling, inspecting, and checking airframes, engines, propellers, rotors, appliances, and emergency equipment.

C. Maintenance Time Limitations Section. Table 1 must include the following:

- 1) **Aircraft Make, Model, and Series (M/M/S).** Self-explanatory.
- 2) **Manual/Document Name and Number.** Manual name and assigned air carrier number for that manual that houses the FAA-approved time limitations for maintenance tasks.
- 3) **Manual/Document Date.** List the date of the current revision of the manual.

NOTE: This OpSpec is to be issued only if the operator is not issued OpSpec D074 or D075.

OPSPEC D090—COORDINATING AGENCIES FOR SUPPLIER’S EVALUATION (C.A.S.E.).

A. OpSpec D090 Authorization. This OpSpec authorizes operators subject to a Continuous Airworthiness Maintenance Program (CAMP) under 14 CFR part 121 and 14 CFR part 135, § 135.411(a)(2) to become a member of the Coordinating Agencies for Supplier’s Evaluation (C.A.S.E.) program.

B. Authorizing Certificate Holders to Use C.A.S.E. This OpSpec authorizes certificate holders to use C.A.S.E. as a means of qualifying a vendor for services, parts, and materials to satisfy the requirements of part 121, § 121.373 and/or § 135.431, as applicable.

OPSPEC D091—REQUIREMENTS: AIR CARRIER MAINTENANCE PROVIDERS.

The new term “essential maintenance” has replaced “substantial maintenance.” The newly revised version of OpSpec D091, which has two tables, has replaced the former three-table addition. The new design specifically addresses the Required Inspection Items (RII). This OpSpec is issued to air carriers certificated under 14 CFR part 119 conducting operations under 14 CFR part 121.

A. Essential Maintenance. Essential maintenance encompasses any RII onwing accomplishment after any maintenance or alteration. This maintenance, if done improperly or if improper parts or materials were used, would result in a failure effect that would endanger the continued safe flight and landing of the airplane. Essential maintenance is the accomplishment of the designated air carrier inspection item onwing. Essential maintenance does not encompass any offwing maintenance.

B. Guidance.

1) Before issuing an initial OpSpec D091, or when the certificate holder adds an essential maintenance provider to the certificate holder’s maintenance provider listing required by part 121, § 121.369(a), ensure that the certificate holder has conducted an onsite audit of each essential maintenance provider or the added essential maintenance provider, as appropriate. The certificate holder’s onsite audit should, at least, determine that the essential maintenance provider has:

- An organization that is adequate to perform essential maintenance, and
- Competent personnel and adequate facilities and equipment for the proper performance of essential maintenance.

2) In addition, ensure that the certificate holder has provisions within its Continuing Analysis and Surveillance System (CASS) to determine that each essential maintenance provider listed in its maintenance provider listing performs essential maintenance in accordance with the certificate holder’s maintenance program and manual.

C. Further Information. See Volume 6, Chapter 2, Section 40 for information about the meaning of essential maintenance and for additional, more detailed guidance for issuing this OpSpec.

D. Accomplishing Maintenance with Other Maintenance Providers. The certificate holder is authorized to make arrangements with other persons (maintenance providers) to accomplish maintenance, preventive maintenance (PM), or alterations on its behalf.

E. Listing Maintenance Providers. The certificate holder shall list in their manual system (not in this OpSpec) the maintenance providers required by § 121.369(a). Each maintenance provider shall be listed by corporate or company name, business address and location, and a general description of the contracted work, using the following categories:

1) Aircraft Maintenance.

a) **Heavy Maintenance.** An example of heavy maintenance is the inspection and repair of the aircraft airframe performed at specified time intervals. These intervals are based upon the guidelines of the aircraft manufacturer, National Aviation Authority (NAA), FAA, or European Aviation Safety Agency (EASA), as further refined by the airline/operator. Scheduled inspections are typically based on a fixed number of flight hours. There are four levels of inspection for commercial jet aircraft, usually termed “A,” “B,” “C,” and “D” checks. “A” and “B” checks are normally considered part of line maintenance. “C” and “D” checks are classified as “heavy maintenance.”

b) **Line Maintenance.** Line maintenance includes light regular checks that ensure the aircraft is fit for flight, troubleshooting, defect rectification, and component replacement. Aviation Maintenance Technicians (AMT) diagnose and correct issues on the aircraft and carry out these checks on an ad hoc basis or scheduled interval. Line maintenance consists of three primary activity categories: transit checks, daily/weekly checks, and “A” checks. Historically, line maintenance included “B” checks, which rarely exist these days.

2) Aircraft Engine Work. This includes off airplane maintenance of aircraft engines.

3) Propeller Work. This includes off airplane maintenance of propellers and propeller control components.

4) Component Work. This includes off airplane maintenance of individual components.

5) Specialized Service. This includes services such as x-ray, plating, eddy current, painting, shot peening, plasma spray, composite structures maintenance, weighing, welding, etc.

F. Table 1. The certificate holder shall provide its assigned principal maintenance inspector (PMI) with the maintenance provider listing referenced in § 121.369(a). Additionally, if this listing is incorporated within a larger manual or series of manuals, the certificate holder shall provide the appropriate volume and section number to indicate where the maintenance provider listing can be found (refer to the Table 1 sample below).

Table 1

Document Name and Number	Volume/Chapter/Section

G. Table 2. The certificate holder shall make the location and name(s) of the individual(s) responsible for the listing referenced in subparagraph E1)b) available to the assigned PMI. The phone number, email address, and physical mailing address must be provided for the named individual(s).

Table 2

Name of Individual	Phone	E-Mail Address	Mailing Address	Date Updated

OPSPEC/MSPEC D092—AIRPLANES AUTHORIZED FOR OPERATIONS IN DESIGNATED REDUCED VERTICAL SEPARATION MINIMUM AIRSPACE.

A. OpSpec/MSpec D092 Authorization. This OpSpec/MSpec authorizes operators under 14 CFR parts 91 subpart K (part 91K), 121, 125, and 135 to allow certain approved aircraft to operate in Reduced Vertical Separation Minimum (RVSM) airspace.

B. Authorization for Airplanes Used for Operations in RVSM Airspace. Table 1 must include the registration number and the make, model, and series (M/M/S) of the aircraft approved for RVSM airspace.

OPSPEC D093—HELICOPTER NIGHT VISION GOGGLE OPERATIONS (HNVGO) MAINTENANCE PROGRAM.

A. OpSpec D093 Authorization. This OpSpec is issued to operators authorized to conduct Helicopter Night Vision Goggle Operations (HNVGO) under the limitations and provisions of 14 CFR part 135 and current OpSpec A050 using specific approved aircraft.

B. HNVGO Maintenance Program. OpSpec D093, Table 1 must include the aircraft registration number, serial number, and make, model, and series (M/M/S), and the name of the maintenance document with the current revision number/letter for the Night Vision Imaging System (NVIS). Additionally, the maintenance document(s) for the night vision goggles (NVG) with the current revision number/letter must be listed in the table.

Table 1 – Authorized NVIS and NVG Maintenance Documents

Aircraft Registration Number	Aircraft Serial Number	Aircraft M/M/S	STC Number	Maintenance Document for Aircraft NVIS w/ Revision Number	Maintenance Document for NVG w/ Revision Number

OPSPEC/MSPEC/TSPEC/LOA D095—MINIMUM EQUIPMENT LIST (MEL) AUTHORIZATION.

A. OpSpec/MSpec/TSpec/LOA D095 Authorization. This OpSpec/MSpec/TSpec/LOA is issued to operators under 14 CFR parts 91, part 91 subpart K (part 91K), 121, 125, 125 Letter of Deviation Authority (A125 LODA) holders, 135, and 142 authorized to use an approved minimum equipment list (MEL).

B. MEL Authorization. This table must list the make, model, and series (M/M/S) of the aircraft authorized to use an MEL. Table 1 is found on authorized D095 for those operators under parts 91, 91K, 121, 125, A125 LODA holders, 135, and 142.

1) **Aircraft M/M/S.** Must be filled in. Add multiple M/M/S aircraft as required.

2) **Limitations and Conditions.** Use if appropriate, but not required. One of the uses of this column is to allow for differentiating aircraft by registration number and/or serial number in cases where just the aircraft M/M/S may not be sufficient to specify particular aircraft affected by the D095.

Table 1 – Parts 91K, 121, 125, A125 LODA Holders, 135, and 142

Aircraft M/M/S	Limitations and Conditions

OPSPEC/MSPEC/LOA D097—AGING AIRCRAFT PROGRAMS. For aging aircraft programs for 14 CFR parts 91 subpart K (part 91K), 121, and 125, and 14 CFR part 129, § 129.14 that include approval sections for each of the aging aircraft CFRs, OpSpec/MSpec/LOA D097 is the means by which the principal inspector (PI) will approve the operator’s incorporation of the applicable aging aircraft regulations, as well as any revisions that he or she needs to incorporate into the Continuous Airworthiness Maintenance Program (CAMP). It allows the PI to select the applicable CFR and to accomplish individual approvals for each, including the approval date. The PI should select the regulatory references applicable to the operator and insert the approval dates into the operator’s CAMP.

A. Fuel Tank System Maintenance Program. When issuing the Fuel Tank System Maintenance Program, the PI must ensure that the free text area of OpSpec/MSpec/LOA D097 is used for the following:

1) To identify and record the document(s)—by document number, revision number, and date—that are used as the source of the FAA Oversight Office-approved electrical wiring interconnected system (EWIS)/fuel tank safety (FTS) instructions for continued airworthiness (ICA), or

2) If this information is contained in the operator’s manual system, a reference to that location in their manual system must be recorded in the free text area.

NOTE: The PI must ensure that the operator has procedures in their manual that track any changes and approvals made to the FAA Oversight Office-approved EWIS/FTS ICA.

B. Fuel Tank Flammability Reduction (FTFR) Program. When issuing the Fuel Tank Flammability Reduction Program, the PI must ensure that the free text area of OpSpec/MSpec/LOA D097 is used for the following:

1) To identify and record the document(s)—by document number, revision number, and date—that are used as the source of the FAA Oversight Office-approved FTFR airworthiness limitations (AL).

2) If this information is contained in the operator’s manual system, a reference to that location in their manual system must be recorded in the free text area.

NOTE: The PI must ensure that the operator has procedures in their manual that track any changes and approvals made to the FAA Oversight Office-approved FTFR AL.

OPSPEC/MSPEC D101—ADDITIONAL MAINTENANCE REQUIREMENTS— AIRCRAFT ENGINE, PROPELLER, AND PROPELLER CONTROL (GOVERNOR).

A. OpSpec/MSpec D101 Authorization. This OpSpec applies to all certificate holders and program managers who maintain aircraft under 14 CFR part 91, § 91.1109 and 14 CFR part 135, § 135.411(a)(1). This includes aircraft subject to an Approved Aircraft Inspection Program (AAIP) under § 135.419 (see Volume 3, Chapter 38 or Volume 2, Chapter 4).

B. Additional Maintenance Requirements. Table 1 must include the following:

- Airplane make, model, and series (M/M/S);
- Engine, propeller, and governor make and model;
- Engine, propeller, and governor maintenance document that contains the additional maintenance requirements;
- Engine, propeller, and governor time in service interval; and
- Limitations and conditions (if applicable).

**OPSPEC/MSPEC D102—ADDITIONAL MAINTENANCE REQUIREMENTS—
ROTORCRAFT.**

A. OpSpec/MSpec D102 Authorization. This OpSpec/MSpec applies to all certificate holders/program managers who maintain aircraft under 14 CFR parts 91, § 91.1109 and 14 CFR part 135, § 135.411(a)(1). This includes aircraft subject to an Approved Aircraft Inspection Program (AAIP) under § 135.419 (see Volume 3, Chapter 38 or Volume 2, Chapter 4).

B. Additional Rotorcraft Maintenance Requirements. Table 1 must include the following:

- Rotorcraft type;
- Engine make and model;
- Engine, rotor main, and auxiliary maintenance document that contains the additional maintenance requirements; and
- Engine time in service interval.

**OPSPEC D103—ADDITIONAL MAINTENANCE REQUIREMENTS—SINGLE
ENGINE INSTRUMENT FLIGHT RULES (IFR).**

A. OpSpec D103 Authorization. This OpSpec applies to all certificate holders maintaining aircraft under 14 CFR part 135, § 135.411(a)(1). This includes aircraft subject to an Approved Aircraft Inspection Program (AAIP) under § 135.419 (see Volume 3, Chapter 38 or Volume 2, Chapter 4).

B. Additional Single Engine IFR (SEIFR) Maintenance Requirements. Table 1 must include the following:

- Registration number;
- Serial number;
- Aircraft make, model, and series (M/M/S);
- Maintenance instructions/document that contains the additional maintenance requirements; and
- Other limitations as necessary (engine trend monitoring, oil analysis program, etc.).

**OPSPEC/MSPEC D104—ADDITIONAL MAINTENANCE REQUIREMENTS—
EMERGENCY EQUIPMENT.**

A. OpSpec/MSpec D104 Authorization. This OpSpec/MSpec applies to all certificate holders/program managers maintaining aircraft under 14 CFR part 135, § 135.411(a)(1). This includes aircraft subject to an Approved Aircraft Inspection Program (AAIP) under § 135.419 (see Volume 3, Chapter 38 or Volume 2, Chapter 4).

B. Additional Emergency Equipment Maintenance Requirements. Table 1 must include the following:

- Emergency equipment items;
- Maintenance document that contains the additional maintenance requirements; and
- “Limitations and Provisions” field contains the intervals/frequency of the additional maintenance requirements (in hours, cycles, calendar-time, etc.).

OPSPEC D105—AIR CARRIER EMERGENCY EVACUATION SYSTEMS (EES) MAINTENANCE PROGRAM REQUIREMENTS.

A. OpSpec D105 Authorization. This OpSpec applies to all 14 CFR part 119 certificate holders conducting operations under 14 CFR part 121. The OpSpec must be issued to all air carriers and if their aircraft are not equipped per the Type Certificate Data Sheet (TCDS), then place “NA” in the applicable section of the table. OpSpec D105 contains the conditions and requirements for emergency evacuation systems (EES) that must be met on a continuing basis for all airplanes operated under part 121. This OpSpec is one of the required OpSpecs issued to all certificate holders conducting operations under part 121.

B. Review the Operator’s Program. Review the operator’s program to ensure that all conditions of this OpSpec are met. If the review is satisfactory, issue the OpSpec.

OPSPEC D106—AIRCRAFT IN LONG-TERM MAINTENANCE OR STORAGE.

A. OpSpec D106 Authorization. This OpSpec applies to all certificate holders maintaining aircraft in accordance with 14 CFR part 121 or 135 who request to hold the liability insurance coverage (required by their economic authority) in suspension on aircraft for specific periods of non-use, such as long-term maintenance or long-term storage (refer to OpSpec A501 and OpSpec D106).

B. Long Term Maintenance or Storage. Table 1 must contain the following:

- 1) **End of Operation.** Enter the day on which the air carrier elects to cease operating the aircraft.
- 2) **Registration Number.** Enter the aircraft registration number.
- 3) **Serial Number.** Enter the aircraft serial number.

OPSPEC D301—AIRCRAFT NETWORK SECURITY PROGRAM (ANSP) AUTHORIZATION.

A. OpSpec D301. OpSpec D301 is issued to operators who use aircraft with special conditions for electronic information security that requires operator action under 14 CFR parts 121 (includes combined 121/135), 125 (including part 125 Letter of Deviation Authority (A125 LODA) holders), and 129 (only operators with U.S.-registered aircraft). This OpSpec

contains the conditions that must be met for a certificate holder to operate their aircraft and lists the reference documents that contain the details of the operator's program.

NOTE: A description of aircraft requiring a special condition can be found in Volume 3, Chapter 61, Section 1.

NOTE: The Aircraft Maintenance Division, Avionics Branch (AFS-360) will proactively assist the principal avionics inspector (PAI) to evaluate the ANSP.

B. Certificate Holder. The certificate holder is authorized to conduct operations using identified aircraft maintained in accordance with the ANSP and the limitations specified in these OpSpecs.

C. OpSpec D301 ANSP Authorization. Table 1 must contain the following:

1) Each of the aircraft authorized to be maintained in accordance with the ANSP by make, model, and series (M/M/S).

2) The manufacturer's aircraft security document name, number, revision number, and date of revision.

NOTE: The certificate holder's ANSP requires revision within 30 days to incorporate changes when the manufacturer's aircraft security document changes. Reissuance of this OpSpec is required each time the manufacturer's aircraft security document is revised.

3) The document(s) that encompasses all elements of an ANSP. The certificate holder may have multiple manuals that encompass the ANSP. The PAI may elect to list all the manuals encompassing the ANSP or, if one manual references all the other manuals, preferably list only that particular manual.

Figure 3-194. Sample D301 Table 1 – Aircraft Authorized ANSP

Aircraft M/M/S	Manufacturer's Aircraft Security Document Name and Number	Certificate Holder's ANSP
B-787-8	Boeing Doc. No. D615Z008-04, Rev. A, November 25, 2009	ABC Airlines Company Manual XYZ, Chapter 46, Section 1
B-747-8	Boeing Doc. No. D925U723-01, Original, November 11, 2011	ABC Airlines Company Manual XYZ, Chapter 46, Section 2
A350-900	A350 XWB Security Handbook, D11040869, V3.1, December 4, 2014	ABC Airlines Company Manual XYZ, Chapter 46, Section 3

NOTE: Document revision levels and dates are examples only and do not reflect the current status of manufacturers' documents.

OPSPEC D485. DECOMMISSIONED.

OPSPEC E096—WEIGHT AND BALANCE (W&B) CONTROL PROCEDURES. This OpSpec authorizes certificate holders operating aircraft under 14 CFR parts 91 subpart K (part 91K), 121, 125, and 135 to use one of two aircraft Weight and Balance (W&B) control programs.

A. Individual Aircraft Weights. The certificate holder is authorized under part 91K; part 121, § 121.135; part 125, § 125.91(b); and 135, § 135.185(a) to use individual aircraft weights outlined in the operator's empty W&B program.

B. Average Fleet Aircraft Weights. The certificate holder is authorized under part 91K, § 121.153(b), or § 135.185(b)(2) to use average fleet aircraft weights outlined in the operator's W&B control program.

NOTE: This OpSpec does not authorize the use of average fleet aircraft weights for a part 135 reciprocating-powered aircraft of nine or less passenger seats. For further information see E096 and the current edition of Advisory Circular (AC) 120-27, Aircraft Weight and Balance Control.

C. Procedures. Conduct final review of this OpSpec per the guidance in Volume 3, Chapter 47, Section 1.

D. Empty W&B Program. Individual aircraft weights outlined in the certificate holder's empty W&B program in Table 1 must include the following:

- Aircraft by make, model, and series (M/M/S),
- Weighing interval, and
- W&B control procedures.

E. Fleet Aircraft Weight Requirements. Fleet aircraft weights outlined in the certificate holder's W&B control program in Table 2 must include the following:

- Aircraft by M/M/S,
- Fleet weighing sample interval, and
- Fleet W&B control program.

NOTE: Parts D and E OpSpecs may be approved only by the assigned Airworthiness principal inspectors (PI) or by aviation safety inspectors (ASI) authorized by the unit supervisor to sign for the PIs in their absence. Specific paragraphs within Part A of the OpSpecs are the joint responsibility of Operations and Airworthiness PIs. Approval of Part A OpSpecs may be indicated by the signature of any one of the three assigned PIs.

RESERVED. Paragraphs 3-922 through 3-985.

VOLUME 3 GENERAL TECHNICAL ADMINISTRATION**CHAPTER 18 OPERATIONS SPECIFICATIONS****Section 8 Amendment, Surrender, and Suspension of OpSpecs**

3-1026 APPLICABILITY. Title 14 of the Code of Federal Regulations (14 CFR) part 119, § 119.51, specifies that operations specifications (OpSpecs) can be amended as a result of a certificate holder or operator's request or because the Federal Aviation Administration (FAA) determines that safety in air transportation or air commerce (in the case of a commercial operator) is affected and the change is in the public interest. In addition, a certificate holder or operator's OpSpecs may be amended by the FAA due to a change in the certificate holder or operator's operating environment. This section contains direction and guidance to be used by principal inspectors (PI) for the amendment, surrender, and suspension of OpSpecs for 14 CFR parts 121, 125, and 135 certificate holders (see Volume 2, Chapter 5 for information on the processing of 14 CFR part 129 foreign air carrier OpSpecs).

3-1027 AMENDMENT PROCESS USING WEB-BASED OPERATIONS SAFETY SYSTEM (WebOPSS). Regardless of who initiates the amendment of a certificate holder or operator's OpSpecs, the automation process involves the same basic procedures. The amendment of the OpSpecs may involve the PI doing any of the following: entering new data for the OpSpecs amendment, changing the OpSpec A004 checklist, or changing only an OpSpec paragraph.

3-1028 AMENDMENT OF OPSPECS. When amending OpSpecs, the PIs should take into account the extent and complexity of the amendment. If the amendment is uncomplicated and involves only one or two paragraphs, then it may be practical to print only the affected paragraphs. If the amendment is extensive, such as when a certificate holder or operator upgrades from part 135 operations to part 121 operations, then the PIs must generate a complete set of OpSpecs in the part 121 database. The PIs should review the draft set of OpSpecs with the certificate holder or operator and, if necessary, make any corrections and resolve any conflicts. After the final corrections are made, the PIs should print and issue two sets of the amended OpSpecs to the applicant; one set for the applicant's review and files, and one set for receipt and return. An amendment may be initiated either at the certificate holder or operator's request or by FAA initiation. The procedures for these two methods of initiating an amendment are as follows:

A. Amendment of OpSpecs at Operator's Request. An operator may, in accordance with part 119, § 119.51, initiate an application to amend its OpSpecs by submitting a letter or electronic proposal to the appropriate FAA office. The certificate holder or operator's request should include: a formal request for the desired changes, an explanation of the reasons for those changes, and any supporting information. In accordance with § 119.51, the certificate holder or operator must file the application for amendment at least 15 days before the proposed effective date of the amendment.

1) Incomplete Application. If the application is incomplete, the FAA should inform the applicant that the application is not acceptable in its present form but will be considered upon the receipt of additional, specified supporting documents and/or information.

2) Unacceptable Application. The FAA may determine that the application is not acceptable because: the certificate holder or operator's request does not provide for an adequate level of safety in air transportation or air commerce; it would not be in the best interest of the public; or it is in conflict with FAA policy or 14 CFR. In such a case, the applicant should be informed, in writing, that the application is unacceptable and include a statement explaining why it is not acceptable. The certificate holder or operator will have certain rights of appeal which are discussed in paragraph 3-1030.

B. FAA-Initiated Amendment of OpSpecs. If the FAA determines that an amendment to the certificate holder or operator's OpSpecs is justified, the FAA should amend the OpSpecs in accordance with the procedures discussed in Volume 3, Chapter 18, Section 2. In the case of a change in a certificate holder or operator's operating environment or when the FAA has specific safety concerns, the following procedures apply:

1) Change in the Certificate Holder or Operator's Operating Environment. In some cases, the FAA may decide to amend a certificate holder or operator's OpSpecs due to a change in the operator's operational environment. For example, the FAA may create a new OpSpec paragraph to ensure uniform compliance with a certain aspect of 14 CFR. In such cases, the principal operations inspector (POI) may initiate and amend an operator's OpSpecs due to the change, without the operator having to apply for the change. Once the operator has demonstrated compliance with all appropriate parts of 14 CFR and operational and airworthiness requirements, the OpSpecs may be issued in accordance with the procedures discussed in Volume 3, Chapter 18, Section 2.

2) Safety Concerns. Section 119.51 provides the authority for the FAA to unilaterally amend a certificate holder or operator's OpSpecs when the FAA has determined that safety in air transportation and the public interest necessitates such an amendment. When amending a certificate holder or operator's OpSpecs under these regulations, the FAA is required to notify the certificate holder or operator in writing and then allow a minimum of seven days for comments regarding the proposal. The seven-day period provides the certificate holder or operator with an opportunity to submit written information, views, and arguments on the proposal. After reviewing the comments, the FAA either rescinds or adopts the amendment. If the FAA decides to amend the OpSpecs, the final amended OpSpecs should have an effective date of not less than 30 days after receipt by the operator. The operator has certain appeal rights which are discussed in paragraph 3-1030. Examples of the types of FAA-initiated amendments due to safety concerns are as follows:

a) The FAA will propose to amend a certificate holder or operator's OpSpecs when it is determined that the certificate holder or operator's operating environment or its operational capability is no longer consistent with the operating authorizations, conditions, and limitations contained in its OpSpecs. Examples of such cases are when the certificate holder or operator:

- Terminates operations with a specific make/model/series of aircraft that is authorized in its OpSpecs.

- Has a series of accidents or incidents involving a particular type of operation (such as low visibility takeoffs and/or landings at a time when the OpSpecs authorize lower than standard weather minimums).
- Terminates a particular type or kind of operation or area of operation (such as when the operator no longer conducts flag or North Atlantic High Level Airspace (NAT HLA) operations).

b) The FAA also amends a certificate holder or operator's OpSpecs when the standard automated OpSpecs have been revised on a national basis and Washington Headquarters (HQ) has requested that the PIs amend all of their operator's OpSpecs. In this case, the OpSpecs should be amended in accordance with guidelines and procedures that have been established by Washington HQ.

3-1029 EMERGENCY AMENDMENT OF OPSPECS. Section 119.51 provides that the FAA may amend a certificate holder or operator's OpSpecs without a stay and also that the amendment will become effective immediately upon receipt by the operator. This case applies only when an emergency exists which requires immediate action with respect to safety in air transportation and when the other procedures to amend OpSpecs found in § 119.51 are impractical or contrary to the public interest. One example of when an emergency amendment to a certificate holder or operator's OpSpecs would be justified would be when the certificate holder or operator is knowingly operating a make/model/series of aircraft that is authorized in OpSpec paragraph A003 of its OpSpecs, but is doing so either with unqualified crewmembers or with the aircraft not in an Airworthy condition (OpSpec D085). Another example would be when the operator is continuing to operate flights into an airport or area that has been shown to be unsafe due to inadequate or unavailable facilities either because of a natural disaster or civil strife.

A. Contents of Emergency Notice of OpSpecs Amendment. In accordance with § 119.51(e), if an emergency amendment is made to a certificate holder or operator's OpSpecs, the amendment must contain the finding of the emergency action and the reasons for the action. The emergency notice must also contain a statement that, within 30 days, the Regional Flight Standards Division (RFSD) manager will consider any facts presented by the operator which show that the emergency order is unwarranted or that the deficiencies in question have been corrected.

B. Further Guidance. An emergency amendment to a certificate holder or operator's OpSpecs does not constitute a certificate action within the meaning of Title 49 of the United States Code (49 U.S.C.) § 44709 (formerly section 609 of the Federal Aviation Act (FA Act)) but is a certificate action within the meaning of 49 U.S.C. § 46105 (formerly section 1005 of the FA Act) and 14 CFR part 13, § 13.20. An emergency amendment to a certificate holder or operator's OpSpecs requires close coordination with the POI, the RFSD, and the office of Regional Counsel.

3-1030 CERTIFICATE HOLDER OR OPERATOR APPEAL RIGHTS. In all situations involving OpSpec amendments or FAA-initiated, non-emergency amendments, a certificate holder or operator has certain appeal rights. These appeal rights are provided in § 119.51, and are exercised according to the way in which the amendment was initiated, as follows:

A. Operator-Requested Amendments. If the FAA has determined that a certificate holder or operator's request for an amendment to its OpSpecs is unacceptable, the operator may, within 30 days after receipt of the certificate-holding district office's (CHDO) notice of disapproval, petition the Director of Flight Standards Service (AFS-1) to reconsider the CHDO's refusal to amend the OpSpecs (see subparagraph 3-1028A). During the course of the reconsideration time period, no amendments to the OpSpec paragraph(s) will be made. A petition made by a certificate holder or operator more than 30 days after receiving the notice of disapproval will not be considered by FAA. If AFS-1 determines that an amendment to a certificate holder or operator's OpSpecs is justified, the appropriate RFSO office will be notified and instructed to amend the OpSpecs either as requested by the certificate holder or operator or as amended by FAA. If AFS-1 determines, after considering the certificate holder or operator's petition, that an amendment is not appropriate, the operator and the RFSO will be notified accordingly. In the case of disapproval, 14 CFR does not provide any additional appeal rights for the operator.

B. FAA-Initiated Amendments. When FAA determines that an amendment to a certificate holder or operator's OpSpecs is necessary (see subparagraph 3-1028B), a notice of the proposed amendment must be provided, in writing, to the operator. The notice provides for not less than a seven-day period within which the operator may submit to the CHDO any written data, views, and arguments concerning the proposed amendment. If, after considering any objections the operator may have, the CHDO determines that the proposed amendment should be made, the CHDO will notify the operator, and send the amended OpSpec. The OpSpec will have an effective date of not less than 30 days after the date that the certificate holder or operator received the notice. The operator may, within the 30-day period, appeal the proposed amendment to AFS-1. If the operator elects to petition AFS-1 for reconsideration of the proposed amendment, the effective date of the amendment is stayed until a decision has been made by AFS-1 as to the final disposition of the proposed amendment. If AFS-1 determines that the proposed amendment to the certificate holder or operator's OpSpecs is justified, the appropriate RFSO office will be notified to amend the OpSpecs. If AFS-1 determines, after considering the operator's petition, that the proposed amendment is not appropriate, the operator and the RFSO will be notified that there will be no amendment.

NOTE: If AFS-1 denies the appeal, 14 CFR does not provide any additional appeal rights for the operator.

C. Emergency Amendments. As stated in paragraph 3-1029, an emergency order amending a certificate holder or operator's OpSpecs must contain a statement that the operator has 30 days to reply in writing to the order or to request a hearing in accordance with subpart D of part 13. The emergency amendment to the OpSpecs remains effective until the matter is finally adjudicated.

3-1031 SURRENDER OF OPSPECS. Upon a change in its operating environment, a certificate holder or operator should exchange the appropriate paragraphs of its OpSpecs for the amended paragraphs that reflect the new operating environment. The PIs are responsible for updating WebOPSS to reflect the certificate holder or operator's certificate status and date of a change in the operating environment, as applicable.

A. Criteria. The criteria to hold a particular OpSpec authorization is no less than that necessary for its original issuance. For example, if a certificate holder or operator was issued an authorization to conduct operations in NAT HLA, but no longer has aircraft equipped to conduct that kind of operation, the certificate holder or operator must surrender the NAT HLA authorization.

1) If a certificate holder or operator ceases all operations and is no longer equipped, or able to conduct any kind of operation, the CHDO shall request that the certificate holder or operator voluntarily surrender all of the OpSpecs. Depending upon the circumstances, the CHDO may also request that the certificate holder or operator voluntarily surrender the certificate (see Volume 3, Chapter 18, Section 8 for information on the surrender of certificates).

2) Seasonal operators who are equipped to resume operations are not required to surrender OpSpecs during the inactive season.

B. Refusal to Surrender. If an operator does not meet the requirement to hold an OpSpec paragraph, but refuses to surrender the paragraph, the POI shall amend the OpSpec as discussed in paragraph 3-1030 of this section. If safety is affected in air commerce, then an emergency amendment is appropriate.

C. Voluntary Surrender. If a certificate holder or operator voluntarily surrenders a part of its OpSpecs, the PI must archive the affected OpSpecs in WebOPSS. If a certificate holder or operator surrenders its operating certificate, the PI must change the certificate status to “voluntary surrender” by editing the operator details in WebOPSS.

3-1032 SUSPENSION OF OPSPECS. The suspension of a certificate holder or operator’s OpSpecs generally occurs after legal enforcement action. Volume 14 and the current edition of FAA Order 2150.3, FAA Compliance and Enforcement Program, contain the information, policies, guidelines, and procedures to be followed by PIs when taking legal enforcement action against a certificate holder or operator and when taking actions that would result in the suspension of the certificate holder or operator’s OpSpecs. The PIs are responsible for updating the OPSS of the certificate holder or operator’s certificate status and date of a change in the operating environment, as applicable.

RESERVED. Paragraphs 3-1033 through 3-1050.

VOLUME 5 AIRMAN CERTIFICATION**CHAPTER 3 AIRLINE TRANSPORT PILOT (ATP) CERTIFICATION UNDER
TITLE 14 CFR PART 121, 135, OR 91 SUBPART K****Section 3 Conduct of Flight Tests in Airplane Flight Simulation Training Devices for ATP
Applicants Engaged in Operations Under Part 121, 135, or 91 Subpart K**

5-856 ACCEPTABLE METHODS FOR ACCOMPLISHING AN AIRPLANE FLIGHT TEST. There are three acceptable methods for accomplishing an airplane flight test. Flight tests may always be conducted entirely in an airplane. Under certain circumstances, flight tests may be conducted entirely in a full flight simulator (FFS). Flight tests may also be conducted in two segments in which certain specific events may be tested in a flight simulation training device (FSTD), while other events must be tested in an airplane. The method used depends on the qualification level of the FSTD, the Title 14 Code of Federal Regulations (14 CFR) part under which the operations are conducted, and the category of training the applicant completed. Explanations of these methods are as follows:

A. Level D FFS.

1) Parts 135 and 91 Subpart K (Part 91K). All applicants employed by a program manager conducting part 91K operations, or by a certificate holder conducting operations under 14 CFR part 135, are eligible for the entire flight test in a level D FFS without a subsequent airplane segment.

2) Part 121 With an Approved Advanced Simulation Training Program. For certificate holders conducting operations under part 121 with an advanced simulation training program approved in accordance with part 121 appendix H, all applicants are eligible for the entire flight test in a level D FFS without a subsequent airplane segment.

3) Part 121 Without an Approved Advanced Simulation Training Program. When a level D FFS is used for a flight test at a certificate holder conducting operations under part 121 without an advanced simulation training program, all applicants are required to complete a subsequent airplane flight test segment. Applicants must be tested in the airplane on the events specified in part 121 appendix F as “Inflight.”

4) Title 14 CFR Part 61, § 61.64 Limitation. All applicants that complete the entire flight test in a level D FFS without a subsequent airplane segment must also meet the experience requirements of § 61.64 or the Airline Transport Pilot (ATP) Certificate must be issued with the limitation specified in § 61.64(f)(2).

B. Level C FFS.

1) Parts 135 and 91K. All applicants employed by a program manager conducting part 91K operations, or by a certificate holder conducting operations under part 135, are eligible for the entire flight test in a level C FFS.

2) Part 121 With an Approved Advanced Simulation Training Program. For certificate holders conducting operations under part 121 with an advanced simulation training program approved in accordance with part 121 appendix H, the method that may be used depends on the flightcrew member duty position of the applicant and the category of training that the applicant completed prior to the flight test.

a) **Second in Command (SIC).** For all training categories, SIC applicants who meet the aeronautical experience requirements of § 61.159 are eligible to complete the entire flight test in a level C FFS. For all training categories, SIC applicants who do not meet the aeronautical experience requirements of § 61.159 must be tested in the airplane on the events specified in part 121 appendix F as “Inflight.”

b) **Pilot in Command (PIC).**

1. PIC applicants who have completed transition training are eligible to complete the entire flight test in a level C FFS.

2. PIC applicants who have completed upgrade training must meet the following criteria to be eligible to complete the entire flight test in a level C FFS. PIC applicants who do not meet the following criteria must be tested in the airplane on the events specified in part 121 appendix F as “Inflight.”

- The applicant must have been previously qualified as an SIC in the airplane type;
- The applicant must have acquired 500 hours as an SIC in an airplane of the same group; and
- The applicant must currently be serving as an SIC in an airplane of the same group.

3. PIC applicants who have completed initial training must meet the following criteria to be eligible to complete the entire flight test in a level C FFS. PIC applicants who do not meet the following criteria must be tested in the airplane on the events specified in part 121 appendix F as “Inflight.”

- The applicant must currently be serving as an SIC in an airplane of the same group;
- The applicant must have a minimum of 2,500 flight hours as an SIC in airplanes of the same group; and
- The applicant must have served as an SIC on at least two airplanes of the same group.

3) Part 121 Without an Approved Advanced Simulation Training Program. When a level C FFS is used for a flight test at a certificate holder conducting operations under part 121 without an advanced simulation training program, all applicants are required to complete a subsequent airplane flight test segment. Applicants must be tested in the airplane on the events specified in part 121 appendix F as “Inflight.”

4) Part 61, § 61.64 Limitation. All applicants that complete the entire flight test in a level C FFS without a subsequent airplane segment must also meet the experience requirements of § 61.64 or the ATP Certificate must be issued with the limitation specified in § 61.64(f)(2).

C. Levels A and B FFS. When a level A or level B FFS is used for a flight test, events the device is qualified and approved for may be evaluated in the FFS. However, the evaluation of certain specified events in a subsequent airplane flight test segment is required for all applicants. For applicants at a certificate holder conducting operations under part 121, part 121 appendix F specifies the events that must be conducted in an airplane.

D. Level 4 and Higher Flight Training Devices (FTD). When a level 4 or higher FTD is used for a flight test, all applicants are required to take a subsequent airplane flight test segment. When a level 4 or higher FTD is used for a flight test, events the device is qualified and approved for may be evaluated in the FTD. For applicants at a certificate holder conducting operations under part 121, part 121 appendix F specifies the events that must be conducted in an airplane.

5-857 SELECTION OF FLIGHT TEST JOB AIDS. When conducting a flight test, inspectors and examiners must comply with the applicable regulatory requirements. Job aids have been prepared to assist inspectors and examiners in accomplishing the specific requirements of the three methods for conducting flight tests.

A. Single-Segment Flight Tests. When a flight test is conducted entirely in an airplane, or entirely in an FFS, inspectors and examiners should use the checklist titled, ATP/Type Rating Single-Segment Flight Test Job Aid—FFS or Airplane (Figure 5-113).

B. Two-Segment Flight Tests—FFS and Airplane. When a flight test is conducted in two segments (the first segment in a level A or higher FFS and the second segment in an airplane), there is a standard set of events that must be evaluated on the airplane segment. All remaining events are usually evaluated in the FFS segment. If an event normally evaluated in the FFS segment is not accomplished in that segment, it must subsequently be evaluated in the airplane segment. The events are listed on the checklist titled, ATP/Type Rating Two-Segment Flight Test Job Aid—FFS and Airplane (Figure 5-114).

C. Two-Segment Flight Tests—FTD and Airplane. When a flight test is conducted in two segments (the first segment in a level 4 or higher FTD and the second segment in an airplane), inspectors and examiners should use the checklist titled, ATP/Type Rating Two-Segment Flight Test Job Aid—FTD and Airplane (Figure 5-115).

5-858 PLANNING AN FFS OR FTD FLIGHT TEST SEGMENT. The most important factor in conducting an efficient and effective flight test is proper planning. Principal operations inspectors (POI) shall develop briefing guides for inspectors and examiners to use in planning flight tests. The events that may be accomplished in each device should be specified in the briefing guide. Also specified should be the takeoff and landing minimums that the operator is authorized to use and whether training has been conducted on circling approaches. If Category (CAT) II or CAT III operations are authorized, the additional approaches required for

pilot qualification in those operations should be specified. The following recommended planning sequence is presented for guidance to inspectors and examiners.

A. Determine the Method of the Flight Test. Whether a flight test may be conducted entirely in an FFS depends on the level of the FFS to be used and the category of training that the applicant has completed. If the applicant or FFS does not qualify for the complete test to be conducted in an FFS, the flight test must be conducted in two segments. The first segment must be conducted in an FSTD and the second segment in an airplane (see paragraph 5-856).

B. Select the Appropriate Job Aid. A job aid has been prepared for each acceptable method of conducting a flight test (see paragraph 5-857 and Figures 5-113 through 5-115).

C. Determine FFS and FTD Capabilities. Inspectors and examiners should familiarize themselves with the capabilities of the specific FSTD to be used.

1) Inspectors and examiners should determine what airport visual models the particular FFS is capable of generating.

2) Inspectors and examiners should review the approaches and departures that are available at these airports. It may be necessary and desirable for inspectors or examiners to conduct the flight test at multiple airports.

3) The problems and malfunctions to be programmed into the FSTD should be planned before beginning the flight test.

D. Review Operations Specifications (OpSpecs)/Management Specifications (MSpecs) Authorizations. Inspectors must acquaint themselves with the certificate holder or program manager's OpSpecs/MSpecs to determine the following:

- The types of authorized approaches,
- The authorized minimums for takeoffs and landings, and
- Any authorized special operations.

E. Determine CAT II or CAT III Approach Requirements. If CAT II or CAT III procedures are to be evaluated in conjunction with the certification, the inspector or examiner must coordinate with the POI or aircrew program manager (APM) to determine the number and type of additional approaches that must be evaluated.

F. Review the Operator's Manual. The inspector must become acquainted with the operator's manual, particularly the sections on authorized minimums, flight maneuvers, crew coordination, and procedures.

G. Issuance of an ATP Certificate or Type Rating to an SIC. Air carriers employing SICs without an ATP Certificate or aircraft type rating may choose to provide the training and checking required for the issuance of the certificate or rating. Carriers wishing to conduct certification utilizing a recurrent training program may be required to submit a revision to their SIC recurrent training curriculum or continuing qualification curriculum for Advanced

Qualification Programs (AQP) to accommodate the additional training and evaluation requirements. The revised curriculum(s) must include training on any tasks and maneuvers required for ATP certification for which the SIC has not previously received flight training in new-hire, initial, transition, or recurrent training, or indoctrination (AQP), qualification (AQP), or continuing qualification (AQP) training for that carrier. Air carriers may continue to use their approved recurrent/continuing qualification (AQP) training curriculum for SICs who already hold an ATP Certificate with airplane category and multiengine class rating or type rating.

H. Seat/Duty Position Considerations. This subparagraph outlines some considerations for training programs that lead to ATP certification and/or a type rating. The principal inspector (PI) is best suited to evaluate the operator's environment, procedures, and operational requirements to ensure the approved flightcrew member training program functionally supports the proposed operation. Although the guidance below provides some flexibility, training efficiencies should not supersede the objective of providing the most applicable training for the position to which the crewmember will be assigned.

1) Certificate holders can effectively train pilot crewmembers for a duty position without designating a specific time period for training in a particular seat position. The qualification/checking module in a traditional program or evaluation strategy in an AQP, in addition to the operational experience curriculum segment, will validate the training received.

2) Duty positions are defined by specific job tasks knowledge and skills. The PIC and SIC duty positions' knowledge and skills may be demonstrated from either pilot seat. Training programs which include a qualification curriculum with a checking/evaluation module for the PIC duty position when the crewmember will be assigned the SIC duty position must also include a training module which trains to proficiency all the SIC duty position knowledge and skills not covered in the PIC curriculum, if any.

3) Additionally, certificate holders should be cognizant of unique aircraft configuration differences that may require seat-dependent tasks. Seat-dependent tasks may be identified by the manufacturer, the Aircraft Evaluation Group (AEG) in the aircraft's Flight Standardization Board (FSB) report, the operator's Certificate Management Team (CMT)/certificate management office (CMO), or the AQP extended review team. Consequently, any certificate holder allowing pilot crewmembers to occupy either pilot seat must include a training module that trains to proficiency the identified seat-dependent tasks, if any. This module must also ensure the crewmember has sufficient time to develop the psychomotor acuity required to fly the aircraft from a seating position differing from the seat used in the qualification module.

I. Plan a Scenario. From the information learned in the previous steps, inspectors or examiners should be able to plan a scenario that permits efficient use of time. The scenario should present test events in a realistic sequence. The environmental conditions in which the events are presented must be planned before the flight test. It is recommended that inspectors and examiners use the job aid when planning the flight test. For example, the sequence for which events will be presented may be numbered in the blocks provided. When planning flight tests, the events and the environmental conditions should be varied from one flight test to another flight test. This variety ensures that applicants are presented with new problems and that the

flight testing includes a sampling of the operator's entire pilot training program over a period of time.

J. Determine FSTD Operation. Either the inspector or an operator's employee may operate the FSTD's control panel during the flight test. Before an inspector operates an FSTD control panel, he or she must receive instruction and clearance from an authorized representative of the operator. When an operator's employee operates the FSTD control panel, that employee must be briefed on the sequence of events and signals to be used during the flight test. The inspector may not delegate the flight test planning function to an operator's employee but must plan the sequencing of events and the conditions under which events are to be conducted. The inspector should act as the air traffic controller and issue all clearances.

5-859 APPLICANT BRIEFING. Before beginning the flight test, the inspector or examiner must brief an applicant on how the flight test is to be conducted and what is to be required of the applicant on the flight test. A briefing outline is included on applicable job aids. Inspectors and examiners are encouraged to develop their own expanded, individual supplements to the outline on the job aid.

5-860 SUPPORTING CREWMEMBERS. All crew positions required by the Airplane Flight Manual (AFM) must be occupied by qualified personnel during flight tests that are conducted in an FSTD. It is recommended that the supporting crewmember not be an applicant for a certificate or rating. These individuals do not have to be current. The inspector or examiner may not occupy a crew position during a flight test conducted in an FSTD.

A. Supporting Crewmember Preparation and Conduct. Inspectors and examiners must brief supporting crewmembers that they are to perform their duties as specified by the operator's manual. Supporting crewmembers must provide normal crew coordination support; however, they are not permitted to lead the applicant when the applicant is expected to take the initiative.

B. Takeoff and Approach Data Evaluation. The inspector or examiner must evaluate the applicant's ability to compute takeoff and approach data on the oral test. Unless data computation is specifically the PIC's duty, it is not required during the flight test segment. Inspectors and examiners should coordinate with a supporting crewmember to provide the data required during the flight test.

5-861 CONDUCTING A FLIGHT TEST IN AN FSTD. Conducting a flight test in an FSTD is a skill requiring study and practice. Inspectors and examiners must endeavor to conduct flight tests in a manner that reproduces actual flight conditions as accurately as possible. Prior planning is an essential element. (See paragraph 5-858.)

A. Inspector/Examiner Conduct. Inspectors and examiners should avoid asking unnecessary questions and making comments, and must discourage conversations not specifically concerning the conduct of the flight test. Inspectors and examiners should take notes during the flight test for use during debriefing.

B. Flight Test Preparation. When possible, the inspector or examiner should program the initial flight test parameters into the FSTD before an applicant arrives. When this is not possible, the inspector or examiner should arrange to have someone else program the parameters. The inspector or examiner should focus their attention on the actions of the applicant and crew during the flight deck preparation phase of the flight test.

C. Flight Test Authenticity. Inspectors and examiners must use correct air traffic control (ATC) terminology. Clearances should be issued as they would be issued in actual flight.

D. Repositioning and Freeze. Inspectors and examiners should usually avoid use of the repositioning and freeze features of the FFS during the flight test to ensure realism and to avoid disorienting the applicant. However, if an inspector or examiner chooses to include a high-altitude stall, altitude repositioning and freeze may be used to set up the event.

E. Pacing. The inspector or examiner must pace the flight test so that the applicant is not rushed. The inspector or examiner should present events in an orderly and efficient manner. Inspectors and examiners who regularly conduct flight tests usually require less time to conduct an adequate flight test than less experienced inspectors and examiners. Experience has shown that proficient inspectors and examiners can conduct a complete ATP or type rating FFS flight test in a multiengine transport category airplane in approximately 2 hours. A flight test lasting more than 2½ hours (assuming no FFS malfunctions occur) may indicate poor performance on the part of the applicant or poor technique on the part of the inspector or examiner.

1) Waiving events can reduce the time; however, events must not be waived for the purpose of completing a flight test within a time schedule. It is not an acceptable practice for an operator to place a maximum on the time allotted for a certification flight test.

2) Inspectors and examiners are required to evaluate those normal, abnormal, and emergency procedures that are published in the operator's aircraft operating manual and qualification segment. It is not practical or necessary to evaluate the applicant in every event in which the applicant has received training. Two or three of these events is a reasonable number per flight test and should accomplish the purpose of ensuring that the applicant is proficient throughout the range of events in which training was conducted. The flight test is a test of proficiency and not of endurance. The inspector or examiner should not extend a flight test when the applicant's proficiency is in question. If the inspector or examiner is not convinced of the applicant's basic proficiency from observing the required events, the applicant's level of proficiency is usually not acceptable.

F. FSTD Malfunction. When an FSTD malfunctions, it may appear to the applicant to be a problem with an aircraft system. When this or any other problem occurs, the applicant should not assume that the problem is an FSTD malfunction, but should deal with it as though it has been encountered in an airplane. If a malfunction affects handling qualities, the inspector or examiner should suspend the flight test until maintenance can be conducted. Inspectors and examiners must exercise judgment in such cases. It is undesirable to cause unnecessary delays, but it is unacceptable to conduct a flight test in an FSTD that does not accurately represent the airplane's handling qualities. When the FSTD's handling quality is in doubt, it is appropriate for the inspector or examiner to fly the FSTD to assess the state of its handling qualities.

G. Flight Test Interruptions. Occasionally, a flight test will be delayed or interrupted due to malfunctions or power failures. When such interruptions occur, the inspector or examiner should be aware of the nervous and fatigue state of the applicant. In fairness to the applicant, it may become necessary for the inspector or examiner to reschedule the remaining portion of the flight test segment.

5-862 DEBRIEFING. The inspector or examiner must inform the applicant of the results of the flight test segment during the debriefing (see Volume 5, Chapter 1, Section 3, paragraph 5-58, Flight Test Phase for Parts 121 and 135).

Figure 5-113. ATP/Type Rating Single-Segment Flight Test Job Aid—FFS or Airplane**GROUND OPERATIONS**

Preflight Inspection	[]
Taxiing or Sailing	[]
Powerplant Checks	[]

TAKEOFFS

Normal	[]
Instrument	[]
Crosswind	[]
With Powerplant Failure	[]
Rejected Takeoff	[]

INSTRUMENT PROCEDURES

Area Departure	[]* 1, But not both
Area Arrival	[]* May be waived
Holding	[]*
Normal Instrument Landing System (ILS) Approach	[] With F/D
Autopilot Coupled ILS	[] If equipped
Engine-Out ILS	[]
Nonprecision Approach	[]
Second Nonprecision Approach	[]
Circling Approach (Not required if the operator does not train for the event.)	[]
Missed Approach from an ILS	[]
Engine-Out Missed Approach	[]

IN-FLIGHT MANEUVERS

Steep Turns	[]*
Approaches to Stalls	[]* 2 May be waived
Specific Flight Characteristics	[]* If required
Powerplant Failure	[]

VISUAL APPROACHES

No-Flap/Partial-Flap Approach	[] If required
With 50% Powerplants Inoperative	[]

LANDINGS

(Landings may be combined – minimum of 3 required)

Normal Landing	[]
Landing from an ILS	[]
Crosswind Landing	[]
Landing with 50% Powerplants Inoperative	[]
From Circling Approach	[] If required
Rejected Landing	[]
Accuracy Landings, Single-Engine Only (3)	[] If no commercial

Events annotated with * may be waived, if appropriate conditions are met.

**Figure 5-113. ATP/Type Rating Single-Segment Flight Test Job Aid—FFS or Airplane
(Continued)**

NORMAL, ABNORMAL, AND EMERGENCY PROCEDURES—SAMPLES

[] Anti-Icing and Deicing; Hydraulic, Electrical, Pneumatic, and Other Systems Failures; Gear, Flaps, Control Systems; Navigation and Communications Equipment; Fire in Flight, Smoke Control; Decompression, Emergency Descent, Emergency Landing, and Evacuation.

NOTE: Inspectors should refer to the appropriate section of the current edition of FAA-S-8081-5, Airline Transport Pilot and Type Rating Practice Test Standards, for maneuver tolerances.

BRIEFINGS

- [] A. Brief Applicant:
1. Departure point, destination, route, weather.
 2. Aircraft weight and fuel load.
 3. Role of inspector.
 4. Use of crewmembers and autopilot (applicant is in command and must perform command duties successfully).
 5. Review minimums to be used on test.
- [] B. Brief Supporting Crewmembers:
1. Crew will perform normal duties of their positions.
 2. Will act in support role and not initiate – may be asked to delete calls, altitude alerts, etc.
 3. Duties of safety pilot.
- [] C. Safety Pilot Briefing:
1. Touch-and-go procedures.
 2. Use of hood.
 3. Transfer of controls.
 4. Simulated emergencies.
 5. Response to an actual emergency.
 6. V_1 cut.
 7. Other specific events.

Figure 5-114. ATP/Type Rating Two-Segment Flight Test Job Aid—FFS and Airplane

APPLICANT NAME: _____

	SIMULATOR	AIRPLANE
INSPECTOR OR EXAMINER NAME:	_____	_____
OFFICE:	_____	_____
DATE:	_____	_____

Events annotated with * may be waived, if appropriate conditions are met. Indicate those events not evaluated in the simulator with an “NE” in the [] for the event.

GROUND OPERATIONS	SIMULATOR	AIRPLANE
Preflight Inspection	[] <cockpit	[] * <exterior
Taxiing or Sailing		[]
Powerplant Checks	[]	

TAKEOFFS	SIMULATOR	AIRPLANE
Normal		[]
Instrument	[]	
Crosswind	[]	[]
With Powerplant Failure	[]	
Rejected Takeoff	[]	

INSTRUMENT PROCEDURES	SIMULATOR	AIRPLANE
Area Departure	[] * 1, But not both	
Area Arrival	[] * May be waived	
Holding	[] *	
Normal Instrument Landing System (ILS) Approach	[] With F/D	
Autopilot Coupled ILS	[] If equipped	
Engine-Out ILS	[]	
Nonprecision Approach	[]	
Second Nonprecision Approach	[]	
Circling Approach (Not required if the operator does not train for the event.)	[]	
Missed Approach from an ILS	[]	
Engine-Out Missed Approach	[]	
Missed Approach in Airplane		[]

IN-FLIGHT MANEUVERS	SIMULATOR	AIRPLANE
Steep Turns	[] *	
Approaches to Stalls	[] * 2 May be waived	
Specific Flight Characteristics	[] * If required by FSB	
Powerplant Failure	[]	

VISUAL APPROACHES	SIMULATOR	AIRPLANE
No-Flap	[] If required	
With 2 Engines Inoperative	[] 3- & 4-engine airplanes	

**Figure 5-114. ATP/Type Rating Two-Segment Flight Test Job Aid—FFS and Airplane
(Continued)**

LANDINGS	SIMULATOR	AIRPLANE
Normal Landing		[]
Landing from an ILS	[]	
Crosswind Landing	[]	[]
Landing with 2 Engines Inoperative	[] 3- & 4-engine airplanes	
Engine-Out Landing		[]
From Circling Approach	[]	[] If required
Rejected Landing	[]	
Accuracy Landings (3) Single Engine only		[] If no commercial

NOTE: Landings may be combined. A minimum of 3 must be accomplished in the airplane; however, if the landing from an ILS is completed in the simulator, only two landings need to be accomplished in the airplane.

NORMAL, ABNORMAL, AND EMERGENCY PROCEDURES—SAMPLE

[] Anti-Icing and Deicing; Hydraulic, Electrical, Pneumatic, and Other Systems Failures; Gear, Flaps, Control Systems; Navigation and Communications Equipment; Fire in Flight, Smoke Control; Decompression, Emergency Descent, Emergency Landing, and Evacuation.

NOTE: Inspectors should refer to the appropriate section of the current edition of FAA-S-8081-5, Airline Transport Pilot and Type Rating Practice Test Standards, for maneuver tolerances.

BRIEFINGS

- [] A. Brief Applicant:
 1. Departure point, destination, route, weather.
 2. Aircraft weight and fuel load.
 3. Role of inspector.
 4. Use of crewmembers and autopilot (applicant is in command and must perform command duties successfully).
 5. Review minimums to be used on test.
- [] B. Brief Supporting Crewmembers:
 1. Crew will perform normal duties of their positions.
 2. Will act in support role and not initiate – may be asked to delete calls, altitude alerts, etc.
 3. Duties of safety pilot.
- [] C. Safety Pilot Briefing:
 1. Touch-and-go procedures.
 2. Use of hood.
 3. Transfer of controls.
 4. Simulated emergencies.
 5. Response to an actual emergency.
 6. V₁ cut.
 7. Other specific events.

Figure 5-115. ATP/Type Rating Two-Segment Flight Test Job Aid—FTD and Airplane

APPLICANT NAME: _____

	TRAINING DEVICE	AIRPLANE
INSPECTOR OR EXAMINER NAME:	_____	_____
OFFICE:	_____	_____
DATE:	_____	_____

Events annotated with * may be waived, if appropriate conditions are met. Indicate those events not evaluated in the FTD with an “NE” in the [] for the event.

GROUND OPERATIONS	FTD	AIRPLANE
Preflight Inspection	[] <cockpit	[] * <exterior
Taxiing or Sailing	[]	[]
Powerplant Checks	[]	[]
TAKEOFFS		
Normal		[]
Instrument		[]
Crosswind		[]
With Powerplant Failure		[]
Rejected Takeoff		[]
INSTRUMENT PROCEDURES		
Area Departure	[] *	[] * 1, But not both
Area Arrival	[] *	[] * May be waived
Holding	[] *	[] *
Normal Instrument Landing System (ILS)		[] With F/D
Approach		
Autopilot Coupled ILS	[]	[] If equipped
Engine-Out ILS	[]	[]
Nonprecision Approach	[]	[]
Second Nonprecision Approach	[] *	[]
Circling Approach (Not required if the operator does not train for the event.)	[]	
Missed Approach from an ILS	[]	[]
Engine-Out Missed Approach	[]	[]
Missed Approach in Airplane		[]
IN-FLIGHT MANEUVERS		
Steep Turns	[] *	[] *
Approaches to Stalls	[] *	[] * 2 may be waived
Specific Flight Characteristics	[] *	[] * If required by FSB
Powerplant Failure	[]	

**Figure 5-115. ATP/Type Rating Two-Segment Flight Test Job Aid—FTD and Airplane
(Continued)**

VISUAL APPROACHES	FTD	AIRPLANE
No-Flap		[] If required
With 2 Engines Inoperative		[] 3- &4- engine airplanes
 LANDINGS		
Normal Landing		[]
Landing from an ILS		[]
Crosswind Landing		[]
Landing with 50% Powerplants Inoperative		[]
From Circling Approach		[] If required
Rejected Landing		[]
Accuracy Landings (3) Single Engine only		[] If no commercial

NOTE: Landings may be combined; however, a minimum of 3 must be accomplished.

NORMAL, ABNORMAL, AND EMERGENCY PROCEDURES—SAMPLE

[] Anti-Icing and Deicing; Hydraulic, Electrical, Pneumatic, and Other Systems Failures; Gear, Flaps, Control Systems; Navigation and Communications Equipment; Fire in Flight, Smoke Control; Decompression, Emergency Descent, Emergency Landing, and Evacuation.

NOTE: Inspectors should refer to the appropriate section of the current edition of FAA-S-8081-5, Airline Transport Pilot and Type Rating Practice Test Standards, for maneuver tolerances.

BRIEFINGS

- [] A. Brief Applicant:
1. Departure point, destination, route, weather.
 2. Aircraft weight and fuel load.
 3. Role of inspector.
 4. Use of crewmembers and autopilot (applicant is in command and must perform command duties successfully).
 5. Review minimums to be used on test.
- [] B. Brief Supporting Crewmembers:
1. Crew will perform normal duties of their position.
 2. Will act in support role and not initiate – may be asked to delete calls, altitude alerts, etc.
 3. Duties of safety pilot.
- [] C. Safety Pilot Briefing:
1. Touch-and-go procedures.
 2. Use of hood.
 3. Transfer of controls.
 4. Simulated emergencies.
 5. Response to an actual emergency.
 6. V₁ cut.
 7. Other specific events.

RESERVED. Paragraphs 5-863 through 5-880.

VOLUME 6 SURVEILLANCE**CHAPTER 1 PART 91 INSPECTIONS****Section 4 Conduct a Part 91 Ramp Inspection****6-87 PROGRAM TRACKING AND REPORTING SUBSYSTEM (PTRS) ACTIVITY CODES.**

A. Operations: 1661.

B. Maintenance: 3627.

C. Avionics: 5627.

6-88 OBJECTIVE. The objective of this task is to determine that an airman, operator, and/or aircraft is in continuing compliance with Title 14 of the Code of Federal Regulations (14 CFR). Completion of this task results in an indication in district office files and the national PTRS of either a satisfactory or an unsatisfactory inspection.

6-89 GENERAL. Title 14 CFR part 91 ramp inspections are numerous; however, it is important that the aviation safety inspector (ASI) become familiar with the aircraft he or she is inspecting. Ramp inspections involving other 14 CFR parts are available in the appropriate related task heading. This section covers ramp inspections for part 91 operators only.

NOTE: Airworthiness and Operations inspectors conduct ramp inspections on airmen and aircraft operating under various 14 CFR parts. The information provided may be applicable to either discipline, depending on the conditions observed by the inspector and the 14 CFR part under which the aircraft is operated.

A. Definitions.

1) Operator. For the purposes of this section, an operator may be an owner, pilot, executive/corporate operator, etc.

2) Ramp Inspection. A ramp inspection is defined as surveillance of an airman, operator, air agency, or aircraft, which may include conducting maintenance record inspections (PTRS code 3694/5694) sufficient to show compliance with 14 CFR during actual operations at an airport or heliport.

B. Inspector Conduct. The inspector must always have his or her Federal Aviation Administration (FAA) credentials available, since an airman or operator may or may not know an inspector.

NOTE: For special considerations concerning surveillance at fly-ins, airshows, and other gatherings of General Aviation (GA) aircraft and airmen, see Volume 6, Chapter 11, Section 10, Surveillance of an Aviation Event, subparagraphs

6-2373A1) through 5). The inspector during a ramp inspection at a glider race or similar aviation event (where a waiver or authorization is not required) should not interrupt or distract a pilot during his or her pre-race routine within 1 hour of his or her race unless there is a safety-related issue. Should the inspector need to address an issue, he or she will do it as professionally as possible.

- 1) An inspector must not open or board any aircraft without the knowledge and consent of the crew or owner/operator. Some operators may prefer to have a company representative present to answer questions.
- 2) If the surveillance will delay a flight, the inspector should use prudent judgment whether or not to continue an inspection that may affect an operator's busy schedule.
- 3) The inspector should also bear in mind that he or she may not be able to complete all items on every ramp inspection, but the operator should provide the inspector with enough information that he or she is confident that the aircraft is in compliance with the regulations.

C. Common Reasons for a Ramp Inspection. Ramp inspections may result when the inspector:

- 1) Observes an unsafe operation in the traffic pattern or in the ramp.
- 2) Receives notification from air traffic control (ATC) of an unsafe operation.
- 3) Observes obvious discrepancies that may affect the airworthiness of the aircraft.
- 4) Conducts routine surveillance activities.
- 5) Receives a task from the current edition of FAA Order 1800.56, National Flight Standards Work Program Guidelines.

D. Ramp Inspections Planned for a Specific Operator. When an ASI plans an inspection for a specific operator, the inspector should review the office files. Some of the reasons the ASI might plan a ramp inspection include:

- Recurring complaints.
- Suspected violations of 14 CFR.
- A special emphasis program required by the Regional Office (RO) or headquarters (HQ).

E. Title 14 CFR Parts 91K, 121, 125, 129 (§ 129.14), 133, 135, and 137. Procedures and details for these 14 CFR parts appear in their appropriate chapter of this volume.

F. Additional Background. When conducting a ramp inspection of a part 91 executive/corporate operator or a part 125 deviation holder, see Volume 6, Chapter 1, Section 1, Inspect an Executive/Corporate Operator.

6-90 RAMP INSPECTION JOB AIDS. The Part 91 Ramp Inspection Job Aid (Figure 6-5) is a job aid provided for the inspector's use in accomplishing this task. He or she uses this job aid when conducting a ramp inspection of a single pilot, a flight instructor, an air agency, or other, less complex ramp inspections. You may also refer to Job Task Analysis (JTA), GA JTA 2.2.1 (Operations) and 2.2.4 (Airworthiness).

6-91 AIRWORTHINESS COORDINATION. Although it is advisable to accomplish a ramp inspection with another inspector, inspectors may perform ramp inspections individually, without the presence of both an Airworthiness and Operations inspector. If either an Airworthiness or Operations inspector is not available during the inspection, and the inspector performing the ramp inspection discovers airworthiness discrepancies, he or she must coordinate with the appropriate inspector at the district office to determine the disposition of the discrepancy. He or she should accomplish this before completing the inspection.

6-92 DISCREPANCIES FOUND DURING INSPECTION. The inspection should continue unless the inspector discovers a discrepancy that would affect the safety of flight or dispatch of the aircraft that may result in a violation of 14 CFR. In those cases the inspector should take action appropriate to the discrepancy. He or she must note all discrepancies on the job aid and discuss them with the owner/operator. The inspector may explain how to correct discrepancies found during the inspection, but the inspector should keep in mind that it is the operator's responsibility to ensure that items are in compliance with 14 CFR.

A. Responsibility for Airworthiness. The airworthiness of the aircraft is the responsibility of the pilot (refer to part 91, § 91.7) and monitored by Airworthiness inspectors. However, if an inspector finds an obviously unairworthy aircraft, it is the responsibility of the inspector to see that an FAA Form 8620-1, Aircraft Condition Notice (Figure 6-6) is issued. However, an inspector may need to contact the nearest Flight Standards Service (AFS) office to coordinate issuance of the notice.

B. FAA Form 8620-1. The Aircraft Condition Notice form (Figure 6-6) is in triplicate. The top and middle sheet (both white) go to the airworthiness unit, which mails the original to the owner/lessee and retains the second. The buff-colored card must be on the aircraft where the operator can easily see it. (See Volume 8, Chapter 5, Section 5, Issue Aircraft Condition Notice.)

6-93 PILOT DOCUMENTS. When asked to present airman and medical certificates, a pilot may present a radio license formerly required by the Federal Communications Commission (FCC), or make a statement that he or she does not have one. The FCC has determined that pilots are no longer required to have this license unless flying internationally.

6-94 PILOT CONDITION. If an inspector has reason to suspect a pilot or other required crewmember is under the influence of drugs or alcohol, see Volume 6, Chapter 1, Section 6, Alcohol or Drug Testing of Flight Crewmembers.

6-95 AIRCRAFT DOCUMENTS. The following are considerations when examining aircraft documents, including registration and airworthiness certificates and approved Airplane Flight Manuals (AFM). The inspector will bring discrepancies found concerning the airworthiness or

registration certificates to the attention of the owner/operator, document them, and give them to the airworthiness unit for action.

A. Aircraft Identification. The N-number and serial number on the registration certificate must match the N-number and serial number on the airworthiness certificate.

B. Registration Certificate. If the registered owner changes, the owner may display a temporary registration (pink slip), which is good for 90 days (refer to 14 CFR part 47, § 47.31). If the ownership has changed without a pink slip or the N-numbers do not match, the registration is not valid.

C. Flight Manual. An AFM may be required onboard the aircraft if required by 14 CFR part 21, § 21.5, or the appropriate markings and placards in accordance with § 91.9.

D. Weight and Balance (W&B) Information. W&B documents, including a list of equipment, as appropriately revised, should be available for the inspector's review. Some multiengine operators have minimum equipment lists (MEL) with a letter of authorization (LOA) issued by a district office. These constitute required documentation for the aircraft and must be on board. The inspector should compare inoperative equipment to the MEL to ensure compliance.

E. Aircraft Logbooks. Inspectors should check aircraft maintenance logbooks, when available, for currency and compliance with 14 CFR part 43, §§ 43.9(a) and 43.11(a). Aircraft maintenance records come in many styles. There is no standard form or format as long as the regulatory requirements (§§ 43.9 and 43.11) for maintenance entries are provided.

F. Airworthiness Certificate.

1) There are two different classifications of FAA airworthiness certificates: standard airworthiness certificates and special airworthiness certificates. The certificate most often seen by an inspector is a standard airworthiness certificate, which is issued for normal, utility, acrobatic, and transport category aircraft. Special airworthiness certificates are issued in the following categories:

- Primary,
- Restricted,
- Multiple,
- Limited,
- Light-sport,
- Experimental,
- Special flight permit, and
- Provisional.

2) A list of limitations and conditions (part 21, §§ 21.183–21.191) necessary for safe operation must accompany a restricted, limited, or experimental certificate. Special flight permits (ferry permits) are issued to aircraft that may not be Airworthy but are capable of safe flight under certain conditions, which are listed and issued with the permit (part 21, § 21.197 and

part 91, §§ 91.203 and 91.213). Review the list of limitations and conditions to assure a valid airworthiness certificate. The N-number on the certificate must match the N-number on the fuselage to be valid.

G. LOAs. Some operations (e.g., Reduced Vertical Separation Minimum (RVSM), North American Free Trade Agreement (NAFTA), and Category (CAT) II) require approved LOAs, which may include additional operational and maintenance requirements. Inspectors should verify an operator's authorization based on observed or anticipated activity. Inspectors should search the Web-based Operations Safety System (WebOPSS) database for an operator's most current authorization(s).

6-96 FOREIGN PILOTS OR AIRCRAFT. An operator with a foreign pilot certificate and an aircraft registered in the same foreign country (e.g., Canadian pilot, Canadian-registered aircraft) may operate in the United States; however, the holder of a foreign pilot certificate may not operate a U.S.-registered aircraft in the United States without first receiving a U.S. pilot certificate. The foreign pilot may show a current medical of his or her country or a U.S. medical.

6-97 INSTRUMENT FLIGHT RULES (IFR) HELICOPTER OPERATIONS. Most rotorcraft are certificated visual flight rules (VFR) only. Under Special Federal Aviation Regulation (SFAR) No. 29-4, some rotorcraft have been approved for IFR. Operators holding approval issued before March 2, 1983, under SFAR No. 29 through SFAR No. 29-4 may continue to use that approval until it is surrendered, revoked, or otherwise terminated, or there is a change in aircraft ownership. After March 2, 1983, the new applicant must meet all certification requirements of 14 CFR part 27 (Airworthiness Standard: Normal Category Rotorcraft) or part 29 (Airworthiness Standard: Transport Category Rotorcraft).

A. Helicopter Documents. A letter of approval (Figure 6-7, Instrument Flight Rules Helicopter Letter of Approval) with a list of limitations is issued for the helicopter. This letter, list of limitations, and a copy of SFAR No. 29-4 combine to become a Supplemental Type Certificate (STC) for the rotorcraft and must be on board in the Rotorcraft Flight Manual (RFM).

B. Pilot Documents. The operator may be approved for a one-pilot or a two-pilot crew as listed in the letter of approval.

- 1) Each pilot must have an instrument-helicopter rating on his or her pilot certificate.
- 2) Each pilot must have a current instrument proficiency check (IPC) accomplished in one of the rotorcraft listed on the letter of approval. The initial IPC must include a check in each type rotorcraft authorized. Subsequent 6-month checks must be in at least one type of rotorcraft in rotation.
- 3) A single-pilot operation must have demonstrated ability using a Stability Augmentation System (SAS) or an autopilot.
- 4) The pilot may produce an FAA Form 8410-3, Airman Competence/Proficiency Check, if the check was done under part 135 or a logbook endorsement (or copy of one). If a pilot took this check in the calendar-month before or after the month in which it was due, the check is considered to have been done when due.

6-98 CAT II/III AUTHORIZATIONS. CAT II/III operators under part 91 are issued an LOA.

A. Aircraft Documents. The authorization or a facsimile must be on board. The operator must comply with a CAT II/III manual, which must also be on board. Operations specifications (OpSpecs) authorize CAT II/III authorizations other than part 91.

B. Pilot Documents. CAT II/III operators must use a pilot in command (PIC) and, in some cases, a second in command (SIC). Initially, the ASI must check the PIC in each type of airplane authorized. Every 6 months thereafter, the ASI must check the PIC in at least one type to renew all types. The flightcrew must meet regulatory pilot training and currency requirements, including those specified in the operator's FAA-approved CAT II/III manual. There is no grace month as in part 125 or 135. The PIC may substitute a part 135 Airman Competence/Proficiency Check, Form 8410-3, endorsed for CAT II or III or a logbook endorsement (or facsimile of one) to meet currency requirements.

6-99 PREREQUISITES AND COORDINATION REQUIREMENTS.

A. Prerequisites. This task requires knowledge of the regulatory requirements of 14 CFR parts 61 and 91, as well as part 43 for Airworthiness inspectors, and FAA policies and qualification as an ASI—Operations.

B. Coordination. This task requires coordination between operations and airworthiness units and with the airman records section of the Airmen Certification Branch (AFS-760).

6-100 REFERENCES, FORMS, AND JOB AIDS.

A. References (current editions):

- Title 14 CFR Parts 1, 43, 61, 65, 67, 91, and 125.
- Title 47 of the Code of Federal Regulations (47 CFR) Part 87.
- CAT II/III Authorization and Manual, if Applicable.
- PTRS Procedures Manual (PPM).

B. Forms:

- FAA Form 8000-36, Program Tracking & Reporting Subsystem Data Sheet.
- FAA Form 8620-1, Aircraft Condition Notice.

C. Job Aids. Sample letters and figures, including applicable JTAs.

6-101 PROCEDURES.

A. PTRS. Open PTRS file.

B. Pre-Inspection Activities.

1) Review the district office file, if applicable, on the operator to determine if any prior violations of 14 CFR, past complaints, or inspection reports exist.

2) Note the review findings and any areas of emphasis on the part 91 job aid.

C. Location of Inspection. Proceed to the airport where the inspector will conduct the ramp inspection. Determine whether or not it is necessary to identify FAA presence to the airport operator or other operators on the airport (see Figure 6-8, Ramp Inspection Flowchart). Use the part 91 job aid to conduct the ramp inspection.

D. Inspect Airman Documents.

1) Inspect Airman Certificates to determine appropriate ratings and limitations for the type of operations they are conducting.

2) Determine if certificates are genuine and legible.

3) Inspect airman medical certificates to determine if they are current and of the appropriate class. In the case of an airman exercising the privileges of a sport pilot certificate, the airman may not possess an airman medical certificate; however, they may present a U.S. driver's license or neither (in certain cases); please refer to part 61, § 61.303 for sport pilot requirements. Check for a Statement of Demonstrated Ability (SODA), if required, on the medical certificate.

4) If available, examine pilot logbooks (or other reliable records) to determine recency of experience and qualifications, such as:

- Flight review.
- IPC.
- PIC proficiency check.

NOTE: Sport pilots have a requirement for endorsements authorizing use of specific category and class of light-sport aircraft (LSA) and also for certain privileges; please refer to part 61 subpart J, Sport Pilots.

5) If applicable, inspect pilot CAT II and/or CAT III authorization letters for currency (refer to § 91.189).

6) Note any discrepancies on the job aid.

E. Record Aircraft Information. Record the N-number, make and model, and whether leased or owned on the job aid.

F. Inspect Aircraft Documents.

1) Determine that the operator displays the proper airworthiness certificate at the cabin or cockpit entrance.

- 2) Examine the registration certificate to ensure that it is issued for that specific aircraft. Determine that the N-number on the certificate matches the N-number on the aircraft. Check that the certificate is issued to the present owner of the aircraft.
- 3) Determine that there is a current, approved AFM on board the aircraft, if required by § 91.9.
- 4) Determine if an AFM is required and if current W&B information is available for review. Compare equipment listed on the W&B form and the aircraft equipment list to the actual equipment installed.
- 5) If applicable, check the MEL to determine that it has:
 - a) Been issued by N-number and serial number to the aircraft operator.
 - b) An LOA from a district office; check deferred items for placards and dates.
- 6) If a Letter of Deviation (for part 125 aircraft) has been issued, ensure that a true copy is in the aircraft.
- 7) If the operator is leasing the aircraft, determine that the aircraft is carrying a copy of the lease agreement or contract. Note the expiration date on the lease and determine if the lease is still valid.
- 8) If applicable, determine that copies of the approved CAT II or CAT III authorization and manual are in the aircraft.
 - a) Review the CAT II/III authorization and provisions.
 - b) Check that the authorization and manual list the aircraft make, model, and N-number.
 - c) Consider any instrument, airport, or weather requirements listed in the authorization or in the manual.
- 9) If the aircraft operates under an LOA for special-use airspace (e.g., North Atlantic High Level Airspace (NAT HLA) or RVSM), determine if the authorization is carried on board the aircraft, or is available upon the Administrator's request.
- 10) Determine if pertinent and current aeronautical charts are available.
- 11) Ask the operator what type of instrument operations he or she conducts (e.g., instrument landing system (ILS), distance measuring equipment (DME), Area Navigation (RNAV), Global Positioning System (GPS), and Required Navigation Performance (RNP)). Determine if the required radio and navigational equipment is installed for the specific operations conducted.

G. Inspect Aircraft.

1) Determine the general airworthiness of the aircraft by inspecting for items such as cracks, damage, loose or missing fasteners, or other deficiencies that may affect the safety of the flight.

2) Inspect seats and safety belts for proper installation and condition.

3) If applicable, determine if the operator has performed a current Very high frequency Omnidirectional Range (VOR) equipment check.

4) Determine if an emergency locator transmitter (ELT) is installed. Check the expiration date of the battery.

5) Determine that the aircraft identification plate exists and is secured to the aircraft fuselage exterior (refer to 14 CFR part 45, § 45.11(a)).

6) Inspect to determine that all required placards are present and legible.

H. Inspection Items for Large and Turbine-Powered Multiengine Airplanes Only.

In addition to the items in subparagraphs 6-101F1) through F11) and 6-101G1) through G4), inspect the following items, if applicable:

1) Determine if the aircraft has an emergency checklist available to the flightcrew.

2) Determine if the aircraft has one engine inoperative climb performance data available to the flightcrew.

3) Determine if pertinent and current aeronautical charts are available.

4) Determine if a flashlight having two D-sized cell batteries, or equivalent, is accessible from the pilot station and in good working order.

5) If the operator conducts overwater operations, determine that the required radio equipment is installed (refer to § 91.511).

6) If the operator conducts overwater operations, inspect the following survival equipment for installation and condition:

- Life preservers with approved survivor locator light (for each occupant).
- Life rafts with approved survivor locator light (number should accommodate the number of occupants of the aircraft).
- Pyrotechnic signaling devices (for each life raft).
- Emergency radio signaling device.
- Lifeline.
- Appropriately equipped survival kit.

7) For transport category aircraft only, have the operator demonstrate that the aural speed warning device is in operating condition.

8) Have the operator activate the smoking and safety belt signs. Determine if they are in operable condition. Check operation from the cockpit and the cabin. If applicable, at this time, conduct the altitude alerting system or device check.

9) Determine if the operator provides the fire extinguishers in accordance with part 91 subpart L and § 91.513, and if the fire extinguishers are in compliance with Department of Transportation (DOT) inspection requirements.

10) Note whether the operator uses passenger briefing cards to supplement oral briefings. If so, inspect the cards for location and correct information (refer to § 91.519).

11) Determine if appropriate emergency equipment is on board the aircraft (refer to § 91.513).

I. Inspection Items for Turbojet-Powered Civil Airplanes Only. In addition to the items in subparagraphs 6-101F1) through F11), 6-101G1) through G4), and 6-101H1) through H11), inspect the altitude alerting system or device for installation and operation. Conduct this test at the same time as the smoking/safety belt sign and aural speed warning device test.

J. Inspection Discrepancies. If the inspector discovers a discrepancy during the inspection, he or she enters it on the appropriate job aid in the remarks section.

1) Advise the operator that if he or she operates the aircraft without correcting the discrepancy, he or she may be in violation of 14 CFR.

2) If necessary, issue FAA Form 8620-1 (Figure 6-6).

a) Attach the bottom card (buff) on the aircraft by using the string provided or any other acceptable means. Place it so that the operator will easily see it.

b) Retain the top and middle portions of FAA Form 8620-1 for return to the Flight Standards District Office (FSDO) airworthiness unit.

K. Review Job Aid. Upon completion of the inspection, review the job aid to determine if an enforcement investigation is necessary.

L. Conclude Inspection.

1) Discuss any pertinent safety information with the pilot(s) or operator.

2) Return any documentation.

3) Advise the pilot(s) or operator of any upcoming accident prevention or other safety meetings.

4) If no discrepancies are evident, compliment the pilot(s) or operator.

M. PTRS Report. Send a followup Letter of Correction (Figure 6-9) with the Privacy Act Notice required by the Pilot's Bill of Rights (PBR) (see Volume 7, Chapter 8, Section 1) with suspense date to remind the pilot or operator of noted discrepancies. Enter the report status in the PTRS. If the pilot's aircraft are not based in the inspector's district, forward a copy of the PTRS report and the job aid to the appropriate district office.

N. District Office File. File the job aids in accordance with normal office procedures.

6-102 TASK OUTCOMES. Completion of this task results in one or more of the following:

- An indication in the district office files of a satisfactory inspection.
- An indication in the district office files of an unsatisfactory inspection.
- A Letter of Correction.
- An Aircraft Condition Notice.
- An information package sent to another district office.

6-103 FUTURE ACTIVITIES:

- A pilot or operator may be subject to a compliance investigation if the inspection reveals a possible violation of 14 CFR.
- A followup inspection may be conducted to determine if any noted discrepancies have been corrected.

Figure 6-5. Part 91 Ramp Inspection Job Aid

PILOT NAME/ADDRESS		INSPECTION LOCATION			DATE OF INSPECTION	
		INSPECTOR NAME				
AIRCREW INFORMATION						
CERTIFICATES		AIRMAN			MEDICAL	
Name		Grade	Ratings	Number	Class	Date
1.						
2.						
3.						
4.						
5.						
INSPECTION ITEMS		S	U	REMARKS		
Pilot Certificates						
Pilot experience/qual.						
Biennial Flight Review						
AIRCRAFT DOCUMENTS						
Airworthiness Certificate						
Registration Certificate						
Radio Station License						
Operating Limitations						
Weight/Balance Information						
Minimum Equipment List						
Issued by N-Number						
Issued by Serial Number						
Letter of Authorization						
Inoperative Equipment						
Aeronautical Charts						

Figure 6-5. Part 91 Ramp Inspection Job Aid (Continued)

BASIC AIRCRAFT DATA			PAGE TWO	
N-Number	Make/Model		Owned/Leased (91.54)	
INSPECT AIRCRAFT	S	U	REMARKS	
General Airworthiness				
ELT Battery				
VOR Check				
Seats/Safety Belts				
INSPECTION RESULTS				
REMARKS				
REGION	DISTRICT OFFICE		INSPECTOR'S SIGNATURE	

Figure 6-7. Instrument Flight Rules Helicopter Letter of Approval

ABC Construction, Inc.
1234 Any Street
USA

To Whom It May Concern:

ABC Construction, Inc., is authorized by this approval to conduct helicopter operations under instrument flight rules (IFR) in accordance with Special Federal Aviation Regulation (SFAR) No. 29, and the limitations contained herein. A copy of this approval and a copy of SFAR No. 29-4 will be set forth as a supplement to the Rotorcraft Flight Manual (RFM), along with those operating limitations considered necessary for the safe operation of the rotorcraft in IFR operations, as incorporated in the operating limitations section. This letter of approval, the operating limitations, and a copy of SFAR No. 29-4, constitute a Supplemental Type Certificate (STC) and must be on board the aircraft.

LIMITATIONS:

1. Only those helicopters listed, as follows, will be operated under this approval: (e.g., Bell Model 206, Serial No. 123245, Registration No. N54321).
2. For single-pilot operation, an approved and operable Stability Augmentation System (SAS)/autopilot may be used in lieu of a second in command (SIC). Otherwise, the minimum flightcrew must include a pilot in command (PIC) and an SIC (e.g., SAS/autopilot, make (XYZ), and model (123)).
3. Each pilot must hold a rotorcraft-helicopter rating and an instrument-helicopter rating (except as specified in paragraph 4).
4. For the purpose of instrument instruction, each PIC must hold a flight instructor certificate with rotorcraft-helicopter and instrument-helicopter ratings. The SIC must hold a pilot's certificate with a rotorcraft-helicopter rating. The second pilot need not comply with paragraph 5 of this letter while undergoing the formal training program leading toward an instrument-helicopter rating.
5. Each PIC authorized single-pilot approval must have satisfactorily accomplished an instrument proficiency check (IPC) utilizing an SAS or autopilot in lieu of an SIC within the preceding 6 calendar-months.
6. Each pilot crewmember must have in his or her personal possession evidence of proficiency issued by an FAA inspector or authorized check pilot within the previous 6 calendar-months.
7. Each helicopter operated under IFR shall meet the instrument and equipment requirements of Title 14 of the Code of Federal Regulations (14 CFR) part 91, § 91.205 and the following additional equipment:

- a. An independently powered standby attitude indicator.
- b. A heated pitot tube and static port, or equivalent means of preventing airspeed and static system malfunction due to icing.
- c. The required instruments per 14 CFR part 27, §§ 27.771 and 27.1321, or 14 CFR part 29, §§ 29.771 and 29.1321, as appropriate.
- d. The PIC must use a boom mike. The transmitter must be capable of being activated through a device located on the flight controls.

The instruments and equipment must be operable. A complete set of flight controls shall be installed and operable at each pilot station, except that single pilot approval will require a set of flight controls only at the PIC station.

8. In accordance with paragraph 4 of SFAR No. 29-4, fuel reserve required by part 91, § 91.23(a)(3) may be reduced to 30 minutes.

9. ABC Construction, Inc., will provide immediate notification to the Flight Standards District Office (FSDO) issuing this approval of any “hazardous” flight conditions encountered during IFR operations under SFAR No. 29-4.

This approval will remain in effect until such time as it is surrendered, revoked, or otherwise terminated, or a change in the aircraft ownership takes place.

John P. Brown,
Manager

Figure 6-8. Ramp Inspection Flowchart

Figure 6-8 – Ramp Inspection Flowchart

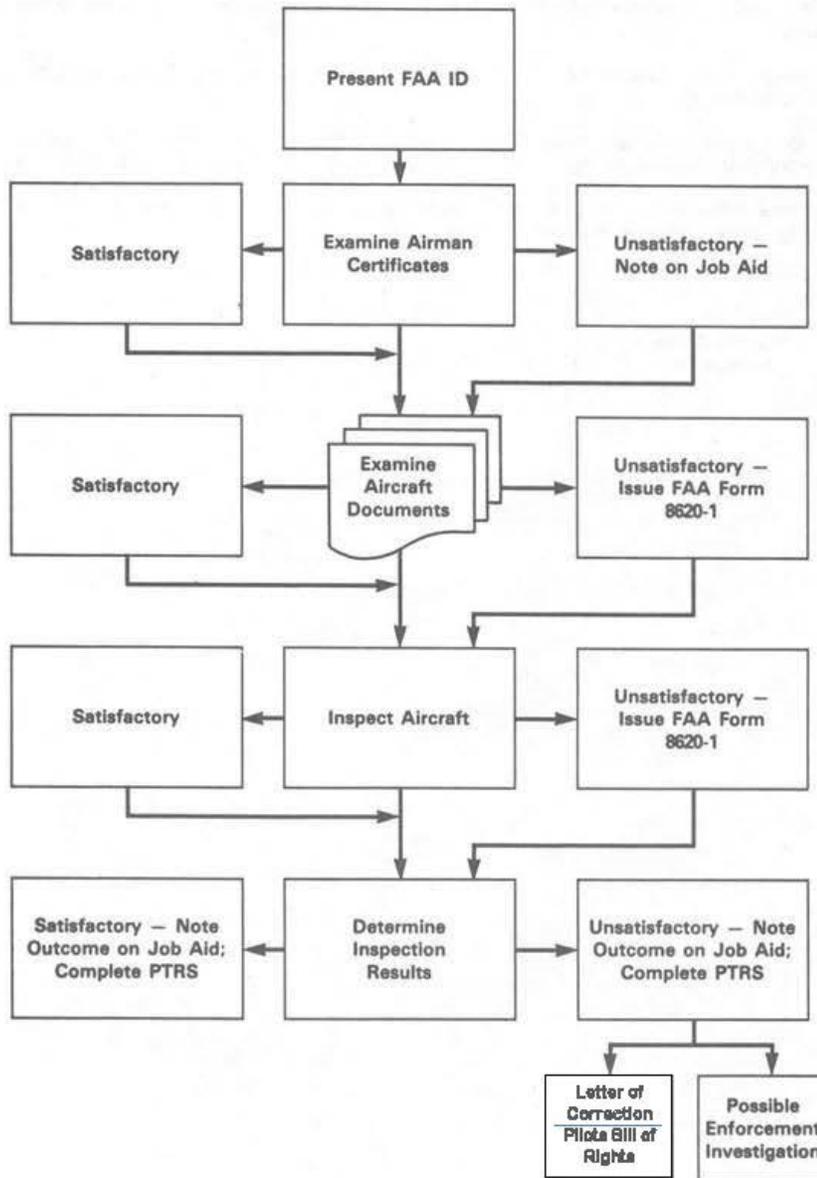


Figure 6-9. Letter of Correction

FAA LETTERHEAD

Addressed to pilot/operator

Dear _____:

This letter is to notify you that an inspection of your [insert either documents or aircraft; if aircraft, indicate the make, model, and N-Number] on [insert date of the inspection] at [insert location] revealed deficiencies in the following:

List specific items and the related Title 14 of the Code of Federal Regulations (14 CFR) (e.g., minimum equipment list (MEL) letter of authorization (LOA) not carried on board the aircraft, refer to 14 CFR part 91, § 91.213).

Your prompt attention to correcting these items is appreciated. Please respond to this office within 10 days to indicate your corrective action. If we may be of assistance, please call [include telephone number and operating hours of the district office].

Sincerely,

Signed by the inspector conducting the inspection

RESERVED. Paragraphs 6-104 through 6-118.

VOLUME 6 SURVEILLANCE**CHAPTER 3 PART 125 INSPECTIONS****Section 7 Evaluate Part 125 Operator's Maintenance Records****6-1321 PROGRAM TRACKING AND REPORTING SUBSYSTEM (PTRS) ACTIVITY CODES.**

A. Maintenance: 3634.

B. Avionics: 5634.

6-1322 OBJECTIVE. This section describes the process used to evaluate an applicant's procedures for utilizing, preserving, and retrieving the maintenance records required by Title 14 of the Code of Federal Regulations (14 CFR) part 125.

6-1323 GENERAL. To comply with the maintenance recording requirements of 14 CFR, the applicant's company manual, as defined in part 125, §§ 125.71, 125.73, and 125.249, must identify and contain procedures to complete all applicable documents as specified in 14 CFR part 91, § 91.417 and §§ 125.249(b), 125.407, 125.409, and 125.411.

A. Current Airworthiness Directive (AD) Status. The applicant must keep a record showing the current status of applicable ADs, including the method of compliance.

- 1) This record must include the following:
 - A list of ADs with revision dates applicable to the type of airplane;
 - The method of compliance; and
 - The time in service, or the cycles, and/or the calendar date when the next action is required for a recurring AD.
- 2) An acceptable method of compliance should include a reference to one of the following:
 - A specific portion of the AD;
 - A manufacturer's Service Bulletin (SB), if the bulletin is referenced in the AD; or
 - Another document generated by the person performing the maintenance that shows compliance with the AD, such as an Engineering Change Order (EO) or Engineering Change Authorization (EA).

NOTE: Alternative methods of compliance (AMOC) must be approved by the appropriate Federal Aviation Administration (FAA) Engineering Directorate and will apply only to the applicant making the application.

3) The document that contains the current status of ADs/method of compliance may be the same as the record of AD accomplishment. Both the record of AD accomplishment and the record of AD method of compliance must be retained with the airplane records.

B. Total Time in Service Records.

1) Part 125, through the applicable requirements of § 91.417, requires the total time in service records for airframes, engines, and when applicable, propellers. Total time in service records may consist of the following:

- Airplane maintenance record pages,
- Designated cards or pages,
- A computer listing, and/or
- Other methods as described in the applicant's company manual.

2) Required total time in service records must be retained with the airplane records. If the airplane is sold, the records must be transferred to the purchaser.

C. Life-Limited Parts Status Records. Records must be kept for components of the airframe, engine, propellers, and appliances that are identified to be removed from service when their life limit has been reached.

1) The current life-limited status of the part is a record indicating the life limit remaining before the required retirement time of the component is reached. This record must include any modification of the part as directed by ADs, SBs, or manufacturer/applicant-initiated product improvements.

2) The following are not considered a current life-limited status record:

- Work orders,
- Maintenance installation records,
- Purchase requests,
- Sales receipts,
- Manufacturer's documentation of original certification, and
- Other historical data.

3) Whenever the current status of life-limited parts records cannot be established and the historical records are not available, the airworthiness of that product cannot be determined and it must be removed from service.

4) The current status of life-limited parts records must be retained with the airplane indefinitely. If the airplane is sold, the records must be transferred to the purchaser.

D. Airworthiness Release/Approval for Return to Service. After performance of maintenance, preventive maintenance, or alterations on an airplane, an airworthiness release or an approval for return to service must be completed before the airplane is operated.

1) Using the procedures described in the company manual, the applicant must be able to retain all the records necessary to show that all requirements for approving the airplane for return to service have been met.

2) As applicable, the applicant must identify the following:

- Those persons authorized to perform inspections, and
- Those persons authorized to sign an airworthiness release.

3) These personnel must be appropriately certificated as required by 14 CFR part 43.

E. Overhaul Records.

1) A record must be made whenever an item of airplane equipment is overhauled and must include the following:

- A description of the work performed or reference to data acceptable to the Administrator,
- The name of the person performing the work,
- The date of completion of the work performed, and
- The signature and certificate number of the individual approving the airplane for return to service.

NOTE: A return to service tag does not constitute an overhaul record, although it may be used to reference the overhaul records.

2) The owner must retain the record and be able to make it available to the Administrator upon demand. The overhaul records must be retained until the work is repeated or superseded by work of equal scope and detail.

F. Current Airplane Inspection Status. The applicant must retain a record identifying the current inspection status of each airplane.

1) This record shall show the time in service since the last inspection required by the inspection program under which the airplane, engines, emergency equipment, propellers, and appliances are maintained.

2) Records of inspection work packages or routine and nonroutine items generated while performing any part of the inspection program must be retained until the work is repeated or superseded by work of equal scope and detail.

G. Major Repair and Major Alteration Records. Applicants must retain the records for each major repair/alteration made to an aircraft, including work done on the following:

- Airframe,
- Engine,
- Propeller, and
- Appliance.

1) Major repair records must be retained until the work is repeated or superseded by other work, or for 1 year after the work is accomplished.

2) Major alteration records must be retained with the airplane indefinitely. If the airplane is sold, the records must be transferred to the purchaser.

6-1324 PREREQUISITES AND COORDINATION REQUIREMENTS.

A. Prerequisites.

- Knowledge of the regulatory requirements of parts 91 and 125, and
- Successful completion of the Airworthiness Inspector Indoctrination String Course or equivalent.

B. Coordination. This task requires coordination with the applicant and may require regional coordination.

6-1325 REFERENCES, FORMS, AND JOB AIDS.

A. References:

- Title 14 CFR Parts 43, 91, and 125.
- Applicant's company manual.

B. Forms. None.

C. Job Aids. AT & GA JTA 2.3.50, Inspect a 14 CFR Part 125 Operator's Maintenance Records.

6-1326 PROCEDURES.

A. Review Recordkeeping Procedures in the Applicant's Maintenance Manual.

1) Ensure that procedures exist in the applicant's manual that create a suitable system for initiating, preserving, and retrieving the required records.

2) Ensure that all records will contain the following information, as applicable:

- A description of the work performed (or reference to data acceptable to the Administrator),
- The name of the person performing the work with that person's certificate type and number, and
- The name of the person approving the work with that person's certificate type and number.

B. Review the Applicant's Recordkeeping System. Review the applicant's recordkeeping system to ensure that the requirements of § 91.417 and part 125 will be met for the following:

1) **Airworthiness Releases/Approval for Return to Service Records.** Ensure the following:

- a) Record requirements of § 125.411 will be met.
- b) Approval for return to service records will be retained for 1 year after the work is performed or until repeated or superseded by other work.
- c) Airworthiness releases will be retained for at least 60 days.

2) **Total Time in Service Records.**

- a) Evaluate the method of recording total time in service of the airframe, engine, and propeller.
- b) Ensure that procedures are in place to retain the records with the airplane indefinitely. If the airplane is sold, the records must be transferred to the purchaser.

3) **Life-Limited Parts Status.**

a) Ensure that the applicant has procedures for tracking the current status of life-limited parts for each airframe, engine, propeller, and appliance, to include the following information:

- Total operating hours (including calendar-time)/cycles accumulated,
- Life limit (total service life),
- Remaining time/cycles, and
- Modifications.

b) Ensure that procedures are in place to retain the records with the airplane indefinitely. If the airplane is sold, the records must be transferred to the purchaser.

4) **Time Since Last Overhaul Records.** Ensure that procedures exist for updating this document from the overhaul records and for ensuring that this document accompanies the airplane upon sale.

5) **Overhaul Records.**

a) Ensure that the manual describes how the applicant will document the last complete overhaul of each airframe, engine, propeller, and appliance. The overhaul record should include the following information:

- Disassembly data,
- Dimensional check data,
- Replacement parts list,
- Repair data,
- Reassembly/test data, and
- Reference to data including overhaul specifications.

b) Ensure that these records will be retained until the work is repeated or superseded by work of equivalent scope and detail.

6) Current Airplane Inspection Status.

a) Evaluate the method the applicant will use to record the time in service since the last inspection.

b) Ensure that procedures are in place to retain the records with the airplane indefinitely. If the airplane is sold, the records must be transferred to the purchaser.

7) AD Compliance. Evaluate how the applicant will comply with the recordkeeping requirements of the ADs, including emergency Airworthiness Directives (EAD). The procedures must generate a record that contains the following data:

a) Current Status. Ensure that the current status data will include the following:

- A complete list of ADs applicable to the airplane,
- The date and time of compliance, and
- The time and/or date of the next required action (if a recurring AD).

b) Method of Compliance. Ensure that this data will include either a record of the work performed or a reference to the applicable section of the AD.

NOTE: Ensure that the records will be retained with the airplane indefinitely. If the airplane is sold, the records must be transferred to the purchaser.

8) Major Repair Records. Ensure that the applicant will prepare and maintain a record for each major repair to an airframe, engine, propeller, or appliance.

a) Ensure that this record will include the following information:

- A description of the work performed,
- The FAA-approved data used to perform the work,
- The date of completion of the work performed, and
- The signature and certificate number of the person approving the airplane for return to service.

b) Ensure that these records will be retained until the work is repeated or superseded, or for 1 year after the work is performed.

9) Major Alteration Records. Ensure that the applicant will prepare and maintain a record for each major alteration to an airframe, engine, propeller, or appliance.

a) Ensure that this record will include the following information:

- A description of the work performed or data acceptable to the Administrator,
- The date of completion of the work performed; and
- The signature, type of certificate, and certificate number of the person approving the airplane for return to service.

b) Ensure that these records will be retained with the airplane indefinitely. If the airplane is sold, the records must be transferred to the purchaser.

C. Analyze the Findings. Evaluate all deficiencies to determine if corrective actions will be required.

6-1327 TASK OUTCOMES.

A. Complete the PTRS Record.

B. Complete the Task. Successful completion of this task will result in the following:

- A letter to the applicant confirming the results of inspection, and
- Continuation of the certification process.

C. Document the Task. File all supporting paperwork in the applicant's office file.

6-1328 FUTURE ACTIVITIES. Schedule follow-up inspections as required.

RESERVED. Paragraphs 6-1329 through 6-1345.

VOLUME 6 SURVEILLANCE**CHAPTER 7 PART 141 INSPECTIONS****Section 1 Conduct Facility Inspection of a Part 141 Pilot School****6-1551 PROGRAM TRACKING AND REPORTING SUBSYSTEM (PTRS) ACTIVITY CODES.**

A. Initial Certification. Use activity code: 1371 TECH/ADMN/AGNC/EVAL TNG FACIL.

B. Surveillance. Use activity codes:

- 1640 SURVL/AGNCY/FACILITY INSP.
- 1646 SURVL/AGNCY/AMN TNG/CURRICULUM.
- 1647 SURVL/AGNCY/TNG FACILITY/EQUIP.
- 1648 SURVL/AGNCY/PROF CHIEF/ASST FI.
- 1649 SURVL/AGNCY/STUDENT RECORDS.
- 1650 SURVL/AGNCY/PERSONNEL RECORDS.
- 1651 SURVL/AGNCY/PHASE CHECKS.
- 1652 SURVL/AGNCY/RAMP.
- 1653 SURVL/AGNCY/ACFT/DOCUMENTS.
- 1654 SURV/AGNCY/SIMLTR-TNG DEV DOC.

6-1552 OBJECTIVE. Determine whether an applicant for a Title 14 of the Code of Federal Regulations (14 CFR) part 141 certificate meets the certification requirements, or an existing school continues to comply with the regulations. Successful completion of this task results in an indication of a satisfactory or an unsatisfactory inspection.

6-1553 GENERAL. The initiative for this task comes from either the Flight Standards District Office (FSDO) work program schedule or the Regional Office (RO). Facility inspections are always conducted during the initial certification of a pilot school and at 24-month intervals during the certification renewal. They also may be conducted during spot checks initiated for quality control purposes. A facility inspection generally covers all areas pertinent to the certificate.

6-1554 GUIDELINES FOR CONDUCTING FACILITY INSPECTIONS.

A. Coordination. When an Airworthiness aviation safety inspector (ASI) cannot attend the facility inspection, the Operations ASI should tailor the inspection to examine the aspects that an Airworthiness ASI would normally examine. For example:

- 1) The ASI should be prepared to examine any available aircraft.
- 2) The ASI should coordinate with the principal maintenance inspector (PMI) and the principal avionics inspector (PAI) to ensure followup inspections of any items outside of the Operations ASI's expertise.

B. Levels of Deficiency and Appropriate Corrective Action. Following are some examples of various deficiencies that might occur in an inspection, and the appropriate action to take for each situation. The actions described are based on two assumptions.

1) Even if a discrepancy is found, the ASI continues the facility inspection for all items. After inspection, all the deficiencies and recommended corrective actions are summarized in a note to the file and/or in remarks in the PTRS.

2) An unsatisfactory report may initiate an enforcement investigation. Unsatisfactory reports are based usually on obvious violations found during the inspection. There are intermediate stages between satisfactory and unsatisfactory results, any of which may result in a satisfactory inspection with corrective action.

a) A spot correction involves a discrepancy that was not a violation and was noted and corrected during the inspection. Because it was corrected on-the-spot, it may require no further action. An example of a spot correction is as follows: The ASI finds a student record that does not contain the student's date of graduation in the appropriate box. However, a photocopy of the student's graduation certification with the date is included with the record. The corrective action consists of the ASI verbally notifying the school of this discrepancy. During the remainder of the inspection, the chief instructor enters the record according to the school's procedures. Additional corrective action is not necessary. The ASI will note the discrepancy and the spot correction in PTRS and/or the job aid.

b) A followup action involves a deficiency or a lack of pilot knowledge or skill that does not involve a violation, but does require action other than a spot correction. For example, during an inspection the ASI notes that the pretakeoff and prelanding checklists were not in the aircraft and those copies of the checklists were not readily available. There was no evidence that the aircraft had been operated for student instruction without the checklists. The corrective action consists of the ASI verbally advising the operator that the checklists must be in place before the aircraft is operated again for instruction in a Federal Aviation Administration (FAA)-approved course. At the office, the ASI confirms this in writing to the operator and schedules a followup inspection to determine if the checklists were replaced. The ASI will note the discrepancy by marking the PTRS and/or the job aid with an "F" as a reminder that followup action is required.

c) A blatant violation is cause for a finding of "unsatisfactory" for the facility inspection. For example, during the inspection an ASI finds that training was conducted for more than 60 days without a chief instructor. The ASI marks the PTRS with an "E" indicating that the inspection resulted in an enforcement investigation (see Volume 7, Chapter 6, Conduct an Investigation of FAA Flight Operations to Determine Compliance, and the current edition of FAA Order 2150.3, FAA Compliance and Enforcement Program).

C. Spot Checks on Chief Instructor and Other Instructors During an Inspection.

Spot check the knowledge and skill of the instructors that a school uses. Spot checks of instructors are necessary to verify continuing compliance and to ensure that the chief instructors are fulfilling their responsibilities in standardizing instruction.

D. Discrepancies Between FSDO Files and Operator Files. When a discrepancy is found between office records kept on the operator and records maintained by the operator, the ASI determines which set of records is current, approved, and correct. The outdated records must be brought up to date. For example, if the operator's records indicate a change in address of the base of operations that the FAA was not aware of, FSDO records must be altered to reflect the correct address. The ASI determines whether an enforcement action is necessary and updates the enhanced Vital Information Database (eVID) files.

6-1555 INITIAL CERTIFICATION VS. LATER SURVEILLANCE. When this task is performed as the facility inspection for an original certification during the demonstration and inspection phase of the certification process, some items cannot be inspected. For example, an applicant for an application will not have complete student records for the ASI to examine. For an original certification, the ASI marks the "N/A" column on the job aid (see Figure 6-87, Part 141 Facility Inspection Job Aid, for items that cannot be evaluated).

6-1556 PREREQUISITES AND COORDINATION REQUIREMENTS.

A. Prerequisites. This task requires:

- Knowledge of the regulatory requirements of part 141 and FAA policies.
- Qualification as an ASI (Operations).

B. Coordination. This task requires coordination with the principal operations inspector (POI) and the airworthiness unit.

6-1557 REFERENCES, FORMS, AND JOB AIDS.

A. References (current editions):

- Title 14 CFR Parts 1, 61, 91, and 141.
- FAA Order 2150.3, FAA Compliance and Enforcement Program.

B. Forms. None.

C. Job Aids:

- Part 141 Facility Inspection Job Aid (Figure 6-87).
- Sample letters and figures.
- Job Task Analyses (JTA): 2.4.1 (OP), 2.4.6 (OP), 2.4.7 (OP), 3.4.9 (OP), 3.4.11 (OP), 3.4.12 (OP), 3.4.18 (OP), 3.4.19 (OP), and 3.4.20 (OP).

6-1558 PROCEDURES.**A. Conduct Pre-Inspection Activities.**

- 1) Determine the need for the inspection.
 - a) Is the inspection scheduled on the FSDO work program?
 - b) Is the inspection a request of the RO or of headquarters (HQ)?
 - c) Is the inspection the result of complaints?
 - d) Is the inspection part of the certification process?
- 2) Determine if the inspection is to be conducted with or without notice to the school. Conduct initial certification inspections according to the submitted Schedule of Events.
 - a) If the inspection is to be conducted with notice to the school, notify the school in writing of the day, time, and nature of the inspection (see Figure 6-85, Letter Informing School of Facility Inspection).
 - b) If the inspection is to be conducted without notice to the school, schedule the day and time.
- 3) Review the school's FSDO file for complaints, previous enforcement history, accident/incident history, previous facility inspections and surveillance reports, and previous regional or national work program actions.
- 4) Review the school's FSDO file with the airworthiness or the avionics units for a plan of action and for any specific problem areas.

B. Open the PTRS Record.**C. Conduct Facility Inspection.**

- 1) Determine if the following documents are current, complete, and accurate (for a certificated air agency, a sampling may be sufficient):
 - School certificates (part 141, § 141.19).
 - List of approved courses.
 - Facility use agreement.
 - Type of advertisement (§ 141.23).
 - Chief/assistant instructor records.
 - Flight instructor records.
 - Student records (§§ 141.95 and 141.101).
 - Enrollment certificates (§ 141.93).
 - Graduation certificates (§ 141.95).
 - Aircraft records (including aircraft checklist).

- Practical test standards (PTS).
- Training course outline (TCO) revisions (must match revisions in FSDO file).

2) Inspect the following physical facilities and equipment for compliance:

- Airports (§ 141.38).
- Aircraft (airworthiness).
- Full flight simulators (FFS), flight training devices (FTD), aviation training devices (ATD), and training aids (§ 141.41).
- Pilot briefing areas (§ 141.43).
- Ground training facilities (§ 141.45).

3) Check these additional points:

- Compliance with provisions or limitations (§ 141.77).
- Flight training (§ 141.79).
- Quality of training (§ 141.83).
- Chief instructor responsibilities (§ 141.85).

D. Follow Procedures for a Satisfactory Facility Inspection. If the facility inspection is satisfactory, indicate the outcome on the job aid (Figure 6-87).

- 1) For an initial certification, ensure that the job aid becomes part of the certification report.
- 2) For post certification surveillance, place the job aid in the FSDO file on the school.

E. Follow Procedures for an Unsatisfactory Facility Inspection.

1) If the facility inspection was unsatisfactory when conducted as part of an initial certification, inform the applicant immediately of the discrepancies.

- a) Advise how to correct any deficiencies or discrepancies.
- b) Confirm the findings in writing (see Figure 6-86, Letter Confirming Results of Inspection), including a suspension date for correction of deficiencies.
- c) Note the outcome on the job aid.
- d) Ensure that the job aid is included in the certification report.

2) If the facility inspection was unsatisfactory when conducted as part of post certification surveillance, note the outcome on the job aid.

- a) Place the job aid in the FSDO file on the school.

b) Determine if an enforcement investigation is required (see Volume 7, Chapter 6).

F. Conduct Post Inspection Actions. Discuss any findings discovered during the inspection with the school. Bring areas that need improvement to the attention of the school. Compliment the areas that exceed certification or inspection requirements.

G. Close the PTRS Record.

6-1559 TASK OUTCOMES. Completion of this task results in either of the following:

- An indication of a satisfactory facility inspection in the FSDO file on the school.
- A letter indicating an unsatisfactory inspection and indicating areas of deficiency or discrepancy.

6-1560 FUTURE ACTIVITIES:

- Schedule followup inspections for any deficiencies.
- Possible enforcement investigation on items not in compliance.

Figure 6-84. Reserved

Figure 6-85. Letter Informing School of Facility Inspection

FAA Letterhead

[Date]

[School name and address]

Dear [name]:

Inspectors from this office will conduct an inspection of your pilot school at [time] on [date]. The purpose of this inspection is to determine whether your school is operating in accordance with 14 CFR part 141.

Enclosed is a copy of the inspection job aid for your review. This job aid will be used to assist us in conducting the inspection. If you have any questions, please contact this office [telephone number].

Sincerely,

[Principal operations inspector's signature]

Figure 6-86. Letter Confirming Results of Inspection

FAA Letterhead

[Date]

[School name and address]

Dear [name]:

The results of the inspection of your pilot school conducted on [date] are as follows:

List the discrepancies and the specific 14 CFR requirement.

Note any corrective action that was taken or needs to be taken.

Note date of followup inspections, if necessary.

Indicate that any items not corrected by a specific date may result in enforcement action, if already certificated.

If all discrepancies were resolved by the date of this letter, indicate that no enforcement action is pending.

Sincerely,

[Principal operations inspector's signature]

Figure 6-87. Part 141 Facility Inspection Job Aid

NAME OF SCHOOL:	INSPECTION TEAM				
	Name		Specialty		
ADDRESS:	INSP. INI-TIAL	DATE	SAT	UNS	N/A
1. TCOs					
a. Current					
b. Conforms to copy from district office file					
c. All changes FAA-approved					
2. Verification of flight instructor’s qualifications					
3. Chief instructor/assistant for each course					
4. Enrollment procedures conform to § 141.93					
5. Copies of enrollments sent to district office					
6. Safety procedures/practices as per § 141.93					
7. Graduation certificates as per § 141.95					
8. Recordkeeping as per § 141.101					
9. Minimum equipment lists (MEL) current (if applicable)					
10. Aircraft meet requirements of § 141.39/141.75					
11. Chief instructor standardization of all instructors					
12. Pilot briefing areas (§ 141.43)					
13. Ground training facilities (§ 141.45)					
14. Airports (§ 141.38)					
15. Flight Simulators/Flight Training Devices (§ 141.41(a) and (b))					
16. Training aids (§ 141.41(c))					
17. Air Agency Certificate matches one on file					
18. List of current approved courses					
19. Other					
REMARKS:					

RESERVED. Paragraphs 6-1561 through 6-1575.

VOLUME 7 INVESTIGATIONS

CHAPTER 2 INSTRUCTIONS FOR INVESTIGATING A VEHICLE/PEDESTRIAN DEVIATION (V/PD) BY A MECHANIC TAXIING AN AIRCRAFT ON AN AIRPORT'S MOVEMENT AREA

Section 1 General

7-61 PURPOSE. This section provides Federal Aviation Administration (FAA) aviation safety inspectors (ASI) with guidance on how to investigate a Vehicle/Pedestrian Deviation (V/PD) by a certificated mechanic who was taxiing an aircraft on an airport's movement area.

7-62 BACKGROUND. On December 6, 2001, James Ballough, Director of Flight Standards Service (AFS-1), and David Bennett, Director of Airport Safety and Standards (AAS-1), signed a Memorandum of Understanding (MOU) that delegates the responsibilities for investigating V/PDs.

A. AFS Jurisdiction. If the aircraft is being taxied by certificated mechanics on an airport's movement area and becomes involved in a V/PD, then AFS has jurisdiction and will perform the investigation.

B. AAS Jurisdiction/Towing by Certificated Mechanics. If the aircraft is being towed by certificated mechanics and is involved in a V/PD, then AAS has jurisdiction and will conduct the investigation.

C. AAS Jurisdiction/Towing by Other Individuals. If the aircraft was being taxied or towed by a certificated repairman or by a noncertificated individual and is involved in a V/PD, then AAS has jurisdiction and will conduct the investigation.

7-63 DEFINITIONS. For the purposes of this section, the following definitions apply:

A. Airport. An area of land that is used or intended to be used for the landing and takeoff of an aircraft and whose ground operations are controlled by the Air Traffic Organization (ATO) or an FAA certified contract tower.

B. Movement Area. Runways, taxiways, and other areas of an airport that are used for taxiing, takeoffs, and landings of an aircraft.

C. Non-Movement Area. Ramps, gates, loading areas, run-up areas, and aircraft parking areas.

D. FAA Form 8020-24, Preliminary Vehicle or Pedestrian Deviation Report. This form is completed by ATO personnel when a V/PD has been observed.

E. FAA Form 8020-25, Investigation of Vehicle or Pedestrian Deviation Report. This form is filled out by the local Flight Standards District Office (FSDO).

F. Taxiing. As used in this section, taxiing is when an aircraft is being operated under its own engine power on an airport's movement area.

7-64 DISCUSSION.

A. FSDO Responsibilities. FSDOs now have the responsibility to investigate V/PD incidents that occurred on a movement area of an airport if the incident involved a certificated mechanic who was taxiing an aircraft using its own engine power.

B. FSDO Inspector. The FSDO inspector who is investigating a V/PD must be aware of the following:

1) When a mechanic is taxiing an aircraft on a movement area, even if the taxiing is related to a maintenance job function, such as returning from performing an engine run-up or repositioning the aircraft from the gate to the hangar, the mechanic is not exercising a privilege of his or her mechanic's certificate under Title 14 of the Code of Federal Regulations (14 CFR) part 65. Therefore, no enforcement action shall be taken against the individual's mechanic certificate or Inspection Authorization (IA) when the individual is found responsible for a V/PD incident.

2) No enforcement action shall be taken against any other FAA certificate held by the mechanic, such as pilot, Flight Engineer (FE), flight instructor, or pilot examiner, because at the time of the incident there was no intent to fly.

3) Since certificate action is not an option for a V/PD incident involving a mechanic, the only other option is to issue a Letter of Correction (LOC).

4) For a V/PD incident involving a mechanic who is employed by a part 121 certificate holder, the Letter of Investigation (LOI) will be sent to the mechanic's employer. The LOI should cite 14 CFR part 121, § 121.135(b)(2).

5) For V/PD incidents involving mechanics who are employed by a part 135 or 145 certificate holder, the LOI should be sent to the certificated organization and cite 14 CFR part 91, § 91.13(b).

6) For a V/PD incident involving a mechanic who is working under the privileges of his or her own certificate, the LOI should be sent to the certificated mechanic and cite § 91.13(b).

7) Enforcement investigation should focus on the root cause of the V/PD problem. For V/PD incidents involving a mechanic employed by a part(s) 121/135/145 operator(s), ensure that the mechanic has been retrained and the necessary revisions have been made to the organization's manual and training program. The investigation should be closed out with an LOC to the certificate-holding organization.

8) For a mechanic who is working under the privileges of his or her certificate only and is involved in a V/PD incident at an airport, the mechanic responsible for a V/PD incident will be required to take training required per 14 CFR part 139, § 139.303. With the training completed, the FAA investigating inspector can issue an LOC to the mechanic.

9) The LOC should be developed in accordance with the current edition of FAA Order 2150.3, Compliance and Enforcement Program.

7-65 ACTION.

A. FAA Form 8020-24. When a V/PD incident involving a mechanic on a movement area occurs at an airport, the ATO will fill out FAA Form 8020-24 and send it to the airport operator and to the local FSDO.

B. FAA Form 8020-25. Upon receipt of the form, the local FSDO will start an investigation into the incident using FAA Form 8020-25 as a checklist. Instructions on how to complete FAA Form 8020-25 are found in the current edition of FAA Order 5200.10, Procedures for Conducting Investigations of Vehicle/Pedestrian Deviations. Order 5200.10 can be accessed on the FAA Web site at https://www.faa.gov/regulations_policies/orders_notices.

C. LOI and LOC Issuance. If a preliminary investigation determined that the mechanic did commit a V/PD incident, issue an LOI directly to the part 121, 135, or 145 certificate holder the mechanic works for or to the individual mechanic, as applicable. Once the causes for the incident have been resolved and steps are taken to prevent a reoccurrence, issue an LOC to the certificate holder or to the individual mechanic, as applicable. Upon finishing the investigation, the FSDO inspector will send a completed FAA Form 8020-25 to only the two FAA organizations listed below:

ATO-A (IT Directorate)
470 L'Enfant Plaza, Suite 7105
Washington, DC 20591

Airport Safety and Operations Division (AAS-300)
Room 618
800 Independence Ave., SW
Washington, DC 20591
202-267-8731
202-267-5383 Fax

D. Investigation Timeframe. The investigation must be completed within 90 calendar-days from the date of notification of the incident from the ATO.

E. Investigation Findings. If the investigation found that the mechanic was not responsible for the V/PD incident, then the investigating inspector will send a letter explaining the findings of the investigation to the above addresses.

RESERVED. Paragraphs 7-66 through 7-80.

VOLUME 8 GENERAL TECHNICAL FUNCTIONS**CHAPTER 3 MISCELLANEOUS TECHNICAL FUNCTIONS****Section 4 Conduct Inspections/Evaluate Aircraft Operations at an Airport or Air Traffic Control Facility****8-234 PROGRAM TRACKING AND REPORTING SUBSYSTEM (PTRS) ACTIVITY CODE. 1845**

8-235 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.

8-236 GENERAL.

A. Authority. Title 49 of the United States Code (49 U.S.C.) 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 section covers evaluation of aircraft operations for the following types of airports:

- Certificated, publicly owned airports and heliports;
- Noncertificated, publicly owned airports, heliports, and seaplane bases;
- Joint military/civilian airports;
- 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 Federal Security Director (FSD) of security problems. Thorough security checks are monitored by the FSD or other responsible offices.

E. Work Site Access. The following guidance applies to any task requiring access to an aircraft or airport secure area. To gain unescorted access to restricted and secured areas, aviation safety inspectors (ASI) and air carrier cabin safety specialists (ACCSS) should utilize FAA Form 110A, Aviation Safety Inspector's Credential. 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 Air Carrier

Evaluation Program (ACEP) inspections, the inspector must attempt to obtain a temporary identification (ID) card. At airports where inspectors are normally assigned, they should continue to obtain and wear that airport's ID 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 five threat levels used by security at airports in the United States. The five levels are:

- Severe – color coded red,
- High – color coded orange,
- Elevated – color coded yellow,
- Guarded – color coded blue, and
- Low – color coded green.

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 (HQ). 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 FSD or Assistant FSD for that airport so that the problem can be addressed.

5) There are no provisions for the use of FAA Form 110A at foreign airports. Procedures are dictated by the individual states, therefore, inspectors must determine and follow these procedures on a case-by-case basis.

8-237 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 Volume 6 of this order. 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 HQ (Hangar 6), the FAA Technical Center, and the Flight Program Division (AFS-60). Each organization functions as a separate entity with its own operations manual and training program. The fleet includes both owned and leased aircraft.

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 ID.

2) When conducting surveillance, the inspector should use tact and discretion when dealing with the flightcrews, 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 organization's 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 6, Chapter 1, Section 4, Conduct a Part 91 Ramp Inspection, should be aware that the following paragraphs of that section do not apply to inspections of FAA aircraft:

- Subparagraphs 6-89B1), D, E, and F.
- Subparagraph 6-101J2).

NOTE: Inspectors may find some of the information in Volume 6 both useful and necessary to accomplishing the inspections, particularly en route inspections.

D. PTRS Input. Work activities involving FAA aircraft are recorded on FAA Form 8000-36, PTRS Data Sheet.

8-238 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 FSD.

8-239 REFERENCES, FORMS, AND JOB AIDS.

A. References (current editions):

- Title 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 91-36, Visual Flight Rules (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.

C. Job Aids. None.

8-240 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 ID (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 followup action needed according to the type of airport.

a) For accidents, see Volume 7, Chapter 1, Section 1, Accident Investigations.

b) For incidents, see Volume 7, Chapter 1, Section 2, Incident Investigations and Occurrences.

c) For violations and criminal investigations, see Volume 7, Chapter 6, Conduct an Investigation of FAA Flight Operations to Determine Compliance. For criminal activities, immediately notify local law enforcement officials, the FBI, and/or the Drug Enforcement Agency (DEA), as appropriate.

d) For complaints, see Volume 7, Chapter 5, 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 FSD 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.

8-241 TASK OUTCOMES. Completion of this task results in one or more of the following:

- Telephone call or memo to the FSD reporting possible discrepancies observed in airport security.
- Telephone call or memo to the airport manager regarding possible airport safety hazards.
- Telephone call or memo to the certificate-holding district office (CHDO) in the case of an air carrier or air agency violation.
- An indication of satisfactory performance to the PTRS.

8-242 FUTURE ACTIVITIES.

- Possible increased surveillance and/or inspection.
- Possible enforcement action.

RESERVED. Paragraphs 8-243 through 8-257.

VOLUME 11 FLIGHT STANDARDS PROGRAMS**CHAPTER 11 FLIGHT STANDARDS GEOGRAPHIC PROGRAM****Section 1 Flight Standards Geographic Program**

11-293 BACKGROUND. The Flight Standards Service (AFS) is organized into regional and field offices, each of which has discrete geographic responsibilities. These geographic responsibilities apply to the accomplishment of activities specified in the current edition of Federal Aviation Administration (FAA) Order 1800.56, National Flight Standards Work Program Guidelines, and a variety of investigative activities prescribed by other orders such as those covering responsibilities for accidents, incidents, and enforcement investigations.

A. Work Program Exclusions. Work programs not specified in Order 1800.56 are executed in accordance with other directives and guidance material and are not necessarily governed by regional or field office geographic boundaries. For example, the accomplishment of Safety Assurance System (SAS) work programs is the responsibility of the certificate-holding district office (CHDO) regardless of regional, national, or international geographic boundaries. SAS work programs, however, do not include investigations of accidents, incidents, and enforcement events.

B. Geographic Responsibilities. Geographic responsibilities are usually defined by field office geographic boundaries, but may also be unique assignments of program responsibilities to a field office. For example:

1) If a field office does not have Title 14 of the Code of Federal Regulations (14 CFR) part 121 qualified inspectors, then investigations of accidents, incidents, and noncompliance involving part 121 air carriers may be assigned to an adjacent office with qualified personnel.

2) Investigations of accidents, incidents, and enforcement events are prescribed in other orders, and are generally the geographic responsibilities of local field offices unless regions have made explicit arrangements to the contrary.

11-294 GENERAL GEOGRAPHIC PROGRAM POLICY.

A. Regional Division Manager Responsibilities. Regional division managers have authority and are responsible for establishing an infrastructure within their regions to execute work programs and perform investigations as prescribed by national directives and guidance material. This responsibility includes establishing field offices and assigning geographic responsibilities to those offices. When appropriate, division managers will establish discrete geographic boundaries for field offices. Division managers are also responsible for distributing funds and staff to field offices to accomplish work programs and investigations.

B. Office Manager and Supervisor Responsibilities. Managers and supervisors of field offices are responsible for accomplishing work programs and investigations in accordance with national directives and guidance material and in accordance with division-level direction.

1) Office managers have authority and are accountable for using allocated funds and personnel under their supervision to meet these responsibilities. With the exception of task-specific qualification requirements (e.g., airman certification), national directives and guidance material that prescribe work programs are not intended to restrict the use of personnel to accomplish geographic responsibilities. In other words, any qualified employee can do any work within the scope of his or her position description as long as the employee's supervisor assigns the work. For example, a supervisor who assigns work for a SAS Certificate Management Team (CMT) member may assign that team member to perform geographic investigative functions (e.g., accidents, incidents, and enforcements) that are geographic responsibilities of that office, or any field office.

2) Office managers should rely on their own personnel and funds to the greatest possible extent.

3) Office managers have authority to set priorities for accomplishing work activities when resources within their control are not adequate. When external assistance is required, coordination may occur at the office level. Disagreements between field office managers over work program priorities should be elevated to respective Regional Offices (RO).

11-295 AIRMAN CERTIFICATION. CHDOs are responsible for airman certification in conjunction with their certificates. All other requests for airman certification are the responsibility of the district office in whose geographic area the activity will take place. Office managers should rely on their own personnel and funds to the greatest possible extent. When external assistance is required, coordination may occur at the office level. Disagreements between field office managers over work program priorities should be elevated to respective ROs. Use of designees and AFS national resources will be in accordance with national directives and guidance material.

11-296 ENVIRONMENTAL DATA. The enhanced Vital Information Database (eVID) is the data entry portal for the National Vital Information Subsystem (NVIS). The FAA maintains data in the NVIS regarding air carriers, air agencies, and air personnel. The CHDO, certificate management office (CMO), or International Field Office (IFO), as applicable, is responsible for the maintenance of eVID environmental data for their assigned part 121 or 14 CFR part 135 air carriers, or 14 CFR part 129 foreign air carriers.

A. CHDO and CMO Responsibilities. CHDOs/CMOs are responsible for the accurate and timely entry of environmental data into the eVID for all certificate holders operating at domestic and foreign airports. A CHDO/CMO may request that another field office maintain an air carrier environmental record. This request and coordination will be at the office manager level.

B. IFO Responsibilities. IFOs that issue operations specifications (OpSpecs) and/or holders of OpSpecs are responsible for maintaining environmental data in the eVID for part 129 air carriers conducting scheduled operations at U.S. airports. An IFO may request that another field office maintain the foreign air carrier environmental record. This request and coordination will be at the office manager level.

RESERVED. Paragraphs 11-297 through 11-311.

VOLUME 11 FLIGHT STANDARDS PROGRAMS**CHAPTER 13 FLIGHT STANDARDS CERTIFICATION SERVICES OVERSIGHT
PROCESS****Section 1 Flight Standards Certification Services Oversight Process**

11-362 BACKGROUND. The Certification Services Oversight Process (CSOP) is an information resource to assist Flight Standards Service (AFS) decisionmakers in the management of certification applications. CSOP provides guidance to AFS field and regional offices in accepting, sequencing, tracking, and reporting certification activities.

A. Audience. The audience includes AFS field offices, branches and divisions in the regions, and in headquarters (HQ).

B. Scope. CSOP covers certification activities associated with Title 14 of the Code of Federal Regulations (14 CFR) parts 91 subpart K (part 91K), 121, 125, 133, 135, 137, 141, 142, 145, and 147.

11-363 INTRODUCTION.

A. Certification Process. Certification is one of the most important responsibilities of AFS. The Federal Aviation Administration (FAA) uses the certification process to determine that an applicant is qualified to hold a certificate and operate in a safe manner. The process also verifies that the FAA has the ability to provide the required oversight.

B. Oversight Tools. In order to fulfill these obligations, AFS developed CSOP. CSOP provides a standard set of tools for communication, resource management, and certification workload determination. It allows management to share information for analysis and sequencing of initial certifications. CSOP worksheets and guidelines are necessary and useful in the decisionmaking process, but it is important to recognize that they are only tools. Decisions cannot always follow the same path, because no two situations are exactly the same. In order to provide the best possible outcome for each discrete pattern of facts and circumstances, it is essential to apply the critical thinking and sound judgment that arises from the safety professional's experience.

C. AFS Responsibility. From the start of the application phase through Continued Operational Safety (COS) oversight, the FAA in general and AFS in particular are responsible for the certification process. While the field office is the focal point for all phases of the certification process, the success and effectiveness of this critical function require the active engagement of management at the field office, region, and HQ levels. Constant communication and collaborative commitment are necessary and expected, both vertically and laterally throughout AFS, if the organization is to fulfill its obligations to the FAA and the flying public.

D. Use of Resources. This policy incorporates the collaborative "One Flight Standards Service" philosophy and vision into the decisionmaking process by applying the "shared resources" and "work program accomplishment" policies to CSOP decisionmaking and resourcing. Specifically, this policy promotes and enables the best use of resources through

a common-sense approach to sequencing certification projects. While a “first-in, first-out” approach to sequencing certification projects may be a good starting point, it is not necessarily and not always the best way to administer CSOP. Managers may sort their office certification projects by 14 CFR type and determine if applicants in other 14 CFR types may be certificated because resources exist for that certification project. There also could be a situation where an applicant’s operation may be vital to the area and, for those documented reasons, the situation would justify advancing the applicant’s request ahead of applications received earlier. Also, while COS is important, critical, and necessary, managers must not use it in isolation or as a rationale for halting or delaying certification projects. Instead, managers must conduct an effective and accurate analysis of available resources in order to produce the best results in determining prioritization of the CSOP work flow. This analysis must include resources that may not reside at the field office or even in the region where the certification application is made.

11-364 RESPONSIBILITIES. To assure standardization and consistency, the Director of AFS expects every employee at every level to embrace this philosophy, support the program, and adhere to this national policy. The use of separate regional/local procedures is not authorized.

A. Director, Flight Standards Service (AFS-1). The Director, a deputy director, or any individual acting for AFS-1 may approve all policy and guidance changes to the CSOP. AFS-1’s responsibilities include:

- 1) Assuring aviation safety while at the same time enabling aviation commerce and service, which includes the certification activities covered by CSOP.
- 2) Responsible for the policy and guidance that enables the development, coordination, and execution of CSOP.
- 3) Fostering a culture within AFS that supports these objectives.
- 4) Reviewing the CSOP program as necessary to assure that it is functioning correctly, and reviewing specific certification projects identified by division managers.

B. Flight Standards National Field Office (FSNFO) (AFS-900). Responsibilities include:

- 1) The AFS-900 Continual Improvement Program Office (CIPO) is responsible for the operation and continual improvement of the CSOP.
- 2) The division manager of AFS-900 reports to AFS-1 on CSOP matters.
- 3) Responsibilities of the CIPO manager include, but are not limited to:
 - Establishing CSOP policy and automation to support AFS certification services.
 - Producing CSOP reports as requested by AFS-1.
 - Serving as an information resource for all AFS managers.

- Reporting system changes and enhancements to all AFS managers.
- Appointing a point of contact (POC) to administer the CSOP information system.

C. Regional Division Manager. Responsibilities include:

- Designating Regional CSOP POC.
- Providing CSOP support to field offices, as necessary.

D. AFS Management. Responsibilities include:

- Assuring adherence to established CSOP procedures.
- Assessment and justification of personnel required for each certification project.
- Accuracy of submitted data.
- Assuring adherence to established Quality Management System (QMS) procedures.
- Timely completion of the CSOP Preapplication Statement of Intent (PASI) Summary in the CSOP PASI Summary Form on the CSOP SharePoint site.

NOTE: CSOP data will be used to support AFS initiatives.

11-365 CSOP PROCEDURES. AFS personnel must follow the guidance contained in AFS-002-900-S1, CSOP Standard Operating Procedure. AFS-002-900-S1 is located in the Flight Standards Information Management System (FSIMS) (<http://fsims.avs.faa.gov>) under the Publications tab, "Other Documents." This guidance is for AFS management to use in accepting, sequencing, and reporting organizational certification activities using the CSOP SharePoint Web site.

11-366 ACCESS TO CSOP PROGRAM SHAREPOINT SITE.

A. Field Office Access. Field office management will approve access to the regional CSOP SharePoint site for each authorized employee by submitting the names and Aviation Safety (AVS) user names to the regional CSOP POC.

B. Regional Division Access. Regional division management will approve access to the CSOP SharePoint site for each authorized employee by submitting the names to the regional CSOP POC.

C. HQ Access. HQ division management will approve access to the CSOP SharePoint site for each authorized employee by submitting the names to the AFS-900 CSOP POC.

D. Delegation of Authority. Managers and supervisors may delegate this authority to personnel in accordance with standard procedures.

RESERVED. Paragraphs 11-367 through 11-382.