NOTICE

U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION

N 8900.502

National Policy

Effective Date:
2/13/19

Cancellation Date:
2/13/20

SUBJ: Approval of Training Equipment for Part 121 Training Programs

1. Purpose of This Notice. This notice provides policy, information, and direction regarding Title 14 of the Code of Federal Regulations (14 CFR) part 121, § 121.408 requirements for training equipment approval.

2. Audience. The primary audience for this notice is Principal Operations Inspectors (POI) responsible for the oversight and approval of crewmember training and qualification programs conducted in accordance with part 121 subparts N and O or subpart Y. The secondary audience includes other Certificate Management Team (CMT) and certificate management office (CMO) aviation safety inspectors (ASI)–Operations (ASI-OP) and ASI–Cabin Safety (ASI-CS), and other Flight Standards Service (FS) personnel.

3. Where You Can Find This Notice. You can find this notice on the MyFAA employee website at https://employees.faa.gov/tools_resources/orders_notices. Inspectors can access this notice through the Flight Standards Information Management System (FSIMS) at http://fsims.avs.faa.gov. Operators can find this notice on the Federal Aviation Administration's (FAA) website at http://fsims.faa.gov. This notice is available to the public at http://www.faa.gov/regulations_policies/orders_notices.

4. Applicability. The information and policy contained in this notice is applicable to POIs responsible for the oversight and approval of crewmember training and qualification programs for the following:

- Part 121 air carriers that train and qualify crewmembers in accordance with part 121 subparts N and O.
- Part 121 air carriers that train and qualify crewmembers in accordance with part 121 subpart Y.
- Part 135 air carriers/operators that are required by § 135.3(b) to train and qualify crewmembers in accordance with part 121 subparts N and O.
- Part 135 air carriers/operators authorized in accordance with § 135.3(c) to train and qualify crewmembers in accordance with part 121 subparts N and O.

5. Background. On November 13, 2013, the FAA issued the Qualification, Service, and Use of Crewmembers and Aircraft Dispatchers Final Rule, which revised the training and qualification requirements of part 121 subparts N and O. Section 121.408 requires that the FAA approve

training equipment used in a part 121 training program that functionally replicates aircraft equipment. The Final Rule required compliance with § 121.408 no later than March 12, 2019.

6. Related Policy and Guidance. Additional policy, information, and direction regarding approval of training equipment is available in FAA Order 8900.1, Volume 3, Chapter 23, Section 7.

7. Action.

a. Certificate Holder Notification. POIs should discuss the requirements of § 121.408 with their assigned certificate holders.

(1) All training equipment used in a curriculum should be approved by March 12, 2019. This approval requires the certificate holder to demonstrate to the FAA that the training equipment meets the criteria of § 121.408(b).

(2) The certificate holder must have a documenting system for training equipment discrepancies by March 12, 2019. Certificate holders must ensure instructors, check pilots, check Flight Engineers (FE), supervisors, and persons inspecting training equipment are trained on their responsibilities related to the documenting system, such as recording discrepancies, reviewing discrepancies, and correcting discrepancies.

(3) In accordance with § 121.403, all applicable curriculums should be revised, as necessary, by March 12, 2019 to include a list of approved training equipment.

(4) In accordance with part 121 subpart Y, certificate holders with an approved Advanced Qualification Program (AQP) must submit a revised qualification standards document.

b. Evaluation.

(1) The POI or an assigned ASI will evaluate the training equipment as described in Volume 3, Chapter 23, Section 7.

(2) The temporary government shutdown has impacted Flight Standards certificate management activities, including the evaluation of training equipment and approval of training program revisions. Therefore, the POI and CMT/CMO management should determine if there are sufficient ASI resources to complete the required evaluation by March 12, 2019.

(3) If there are insufficient ASI resources to complete evaluation of all training equipment by March 12, 2019, the POI may accept a written statement from the certificate holder attesting that its training equipment meets the criteria of § 121.408(b).

(4) The POI and CMT/CMO management should then develop a plan to complete the evaluations (and approval of training program revisions, if applicable) as soon as reasonably possible using appropriate risk management. The POI should document the plan in the Safety Assurance System (SAS).

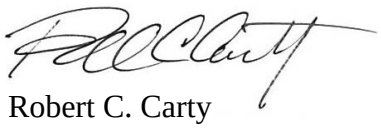
c. Data Collection Tools (DCT). SAS Elements 2.1.1 (OP) Training of Flight Crewmembers, and 5.1.1 (OP) Training of Flight Attendants, contain design and performance questions related to § 121.408. POIs may develop a Custom DCT (C DCT) using these questions.

d. Approval. POI actions for approval will vary depending on the outcome of the evaluation.

(1) If all training equipment currently listed in the applicable curriculums meets the criteria of § 121.408, the POI will document in SAS. A new approval letter is not required.

(2) If all training equipment is not listed in the applicable curriculums or does not meet the criteria of § 121.408, then a revision to the applicable curriculums is required. The POI must issue a new approval letter to approve the revision.

8. Disposition. We will incorporate the information in this notice into Order 8900.1 before this notice expires. Direct questions concerning the information in this notice to the Air Transportation Division at 202-267-8166.



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