NOTICE

U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION

National Policy

N 8900.88

Effective Date:
8/20/09

Cancellation Date:
8/20/10

SUBJ: Letter Certifying HAZMAT Training for Employees of Part 145 Repair Stations

1. Purpose of this Notice. This notice revises policy regarding the Hazardous Material (hazmat) requirements of Title 14 of the Code of Federal Regulations (14 CFR), part 145, §§ 145.53, 145.57, 145.165, and 145.206. This also provides guidance on obtaining a letter from repair stations certificated prior to November 7, 2005.

2. Audience. The primary audience for this notice is Flight Standards District Office (FSDO) and International Field Office (IFO) aviation safety inspectors (ASI). The secondary audience includes Flight Standards branches and divisions in the regions and in headquarters.

3. Where You Can Find This Notice. Inspectors can access this notice through the Flight Standards Information Management System (FSIMS) at http://fsims.avs.faa.gov. Operators may find this information on the Federal Aviation Administration (FAA) Web site at http://fsims.faa.gov/.

4. Background. Amendment #24 to 14 CFR part 145 introduced the requirement that before an ASI issues a repair station certificate, the applicant must provide the FAA with a letter certifying that the appropriate "hazmat employees" are trained as required in Title 49 CFR part 172 subpart H for domestic repair stations or the most current edition of the International Civil Aviation Organization (ICAO) Technical Instructions for the Safe Transport of Dangerous Goods by Air for repair stations located outside the United States.

5. New Policy.

a. Baseline Certifications. In response to inquires, AFS-300 determined the need to create a baseline of the repair stations certificated before November 7, 2005. The FAA principal maintenance inspector (PMI) or principal avionics inspector (PAI) must obtain a letter from these repair stations certifying training of their employees or employees of their contractors and subcontractors performing a job function concerning transportation of hazmat in accordance with:

(1) Title 49 CFR part 172 subpart H for domestic repair stations, and/or

(2) ICAO Technical Instructions for the Safe Transport of Dangerous Goods by Air for repair stations located outside the United States.

Note: This certification of training is required only for employees performing a job function concerning transportation of hazmat. A letter certifying training, already on file in the certification report, satisfies this requirement.

b. Deadline. The FAA must receive the certifying letter for:

- Domestic repair stations and repair stations located outside the United States under a Bilateral Aviation Safety Agreement/Maintenance Implementation Procedures (BASA/MIP), within 12 months from the issue date of this notice, and
- All other repair stations located outside the United States at the next renewal.

6. Action.

a. Required Documentation. After November 7, 2005, if the repair station and/or its contractors and subcontractors perform a job function concerning transportation of hazmat, the repair station must train its employees to the hazmat standards. The repair station must provide the FAA with a letter certifying training of the appropriate employees. This letter must remain with the certification report and file. Repair stations must supply this letter at the time of initial certification or when requesting a change to their certificate as defined in § 145.57, unless the letter is already in the repair station certification file.

b. Applicant Notification. The certification project manager (CPM), at the time of application, will notify the repair station applicant that the repair station must meet the requirements of § 145.53. The CPM should review the letter of compliance to assure the applicant has met the requirements of § 145.53 and 145.57. The FAA must have the certifying letter on file.

c. Surveillance. The burden of surveillance and qualifications of hazmat requirements falls on other organizations within and outside the FAA; for example, the FAA Office of Security and Hazardous Material (ASH) and/or the U.S. Department of Transportation (DOT).

d. FAA Acceptance. All FSDOs and IFOs will accept, without further showing, the letter certifying that the appropriate employees are trained.

7. Disposition. We will permanently incorporate the information in this notice into FSIMS before the notice expires. Direct questions regarding this change in policy to AFS-340, at (803) 765-5931, ext 131.

ORIGINAL SIGNED by
Chester D. Dalbey for

John M. Allen
Director, Flight Standards Service

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