

Element Performance Inspection (EPI)

4.2.10 Aircrew Designated Examiner (ADE) Program (OP)

Purpose of this Element (Air Carrier's responsibility):

To provide timely certification of the Air Carrier's flight crewmembers by an Aircrew Program Designee (APD), under the FAA oversight of an Aircrew Program Manager (APM).

Objective (FAA responsibility):

To determine if the Air Carrier adheres to its procedures and controls for the Aircrew Designated Examiner (ADE) Program. Also, to determine if the Aircrew Program Designee's (APD) performance meets the standards of the ADE Program and FAA Order 8400.10 and the applicable Memorandum of Understanding.

Specific Instructions for this EPI:

Aircrew Program Managers (APM) or their designees should accomplish this EPI.

Related EPIs:

- 4.2.3 Training of Flight Crewmembers (OP)
- 4.2.7 Training of Check Airmen and Instructors (OP)
- 4.2.8 Simulators / Training Devices (OP)
- 4.2.9 Outsource Crewmember Training (OP)
- 4.3.2 Appropriate Airmen / Crewmember Checks and Qualifications (OP)

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To meet this objective, the inspector will accomplish the following tasks (at the inspection locations where applicable):

1. Review the FAA Guidance and Specific Regulatory Requirements (SRR) included in the supplemental information section of this EPI.
2. Review the associated SAI, with emphasis on the Controls Attribute section.
3. Review the FAA guidance and the Memorandum of Understanding (MOU) relating to the Aircrew Designated Examiner (ADE) Program.
4. Evaluate and assess the ADE Program for its reliability, validity, and results with respect to the number of Aircrew Program Designees (APD).
5. Observe the APD conducting certification events.
6. Review and assess the observed APD records.

To meet this objective, the inspector will answer the following questions:

1. Were the following performance measures met:

<i>1.1 The Air Carrier has an acceptable number of APDs,</i>	<input type="checkbox"/> YES	If no, explain:
	<input type="checkbox"/> NO	
<i>1.2 The APD performed the appropriate number of certification events within the past twelve months. ¹</i>	<input type="checkbox"/> YES	If no, explain:
	<input type="checkbox"/> NO	
<i>1.3 The APD conducted the certification event in accordance with the Air Carrier's procedures.</i>	<input type="checkbox"/> YES	If no, explain:
	<input type="checkbox"/> NO	
<i>1.4 The APD conducted the certification event in accordance with Practical Test Standards.</i>	<input type="checkbox"/> YES	If no, explain:
	<input type="checkbox"/> NO	
2. Was the guidance contained in FAA Order 8400.10, Volume 5, Chapter 6 and the applicable Memorandum of Understanding followed?	<input type="checkbox"/> YES	If no, explain:
	<input type="checkbox"/> NO	
3. Were the ADE Program controls followed?	<input type="checkbox"/> YES	If no, explain:
	<input type="checkbox"/> NO	
4. Did the APD's records comply with FAA Order 8710.3, <i>Pilot Examiner's Handbook</i> ?	<input type="checkbox"/> YES	If no, explain:
	<input type="checkbox"/> NO	
5. <Deleted>		

¹ Refer to FAA Order 8400.10, Vol. 5, Chap. 6, Sect. 3, Par. 483D "RENEWAL OF APD DESIGNATIONS."

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SUPPLEMENTAL INFORMATION

SRRs:

- 14 CFR 183.15 (b), “Certification of Representatives, Duration of Certificates.”
- 14 CFR 183.17, “Certification of Representatives, Reports.”

Other CFRs and FAA Guidance:

- 14 CFR 121.400 (a), “Applicability and terms used.”
- FAA Order 8400.10, Vol. 5, Chap. 5, Sect. 2, Par. 391, “Renewal of Designations.”
- FAA Order 8400.10, Vol. 5, Chap. 6, “Aircrew Designee Examiner (ADE) Program.”
- FAA Order 8400.10, Vol. 5, Chap. 6, Sect. 1, Par. 417, “Guidelines for Establishing an ADE Program.”
- FAA Order 8400.10, Vol. 5, Chap. 6, Sect. 3, Par. 483D, “Renewal of APD Designations.”
- HBAT 97-01, “Revised Sample Memorandum of Understanding (MOU) for the Aircrew Designated Examiner (ADE) Program.”
- HBAT 97-10, “Guidance for Recording Observations and Evaluations of Authorized Air Carrier Flight Instructors and Check Airmen.”
- Refer to Advisory Circulars using a search engine (such as ATP Navigator or Summit).