

Federal Aviation Administration AFS-205 404.832.4700	National Simulator Program Flight Simulation Training Device Qualification Guidance	Guidance Bulletin Number: 99-01	Revision (1)
Title: Requesting Initial or Upgrade FSTD (Level 6 and above) Evaluations		Effective Date: April 5, 2011	Page 1 of 7

FSTD Guidance Bulletin 99-01

Requesting Initial or Upgrade FSTD (Level 6 and above) Evaluations

Purpose:

This bulletin provides guidance to sponsors requesting an initial or upgrade evaluation of a Level 6 or above Flight Simulation Training Device (FSTD). See Sponsor Qualification Requirements in 14 CFR Part 60.7 and, the applicable QPS Appendix, Section 6 (60.7) to see who can Sponsor an FSTD.

Scope:

This Guidance Bulletin provides an acceptable means, but not the only means of compliance with Title 14 Code of Federal Regulations (CFR) Part 60 pertaining to the Evaluation and Qualification of Flight Simulation Training Devices (FSTD) for use in FAA Approved Flight Training Programs. If an applicant chooses to utilize the approach described within this Guidance Bulletin, that applicant must adhere to all methods, procedures, and standards herein. Should an applicant desire to use another means, a proposal must be submitted to the National Simulator Program Manager (NSPM) for review and approval prior to implementation. This Guidance Bulletin does not change regulatory requirements or create additional ones, and does not authorize changes in, or deviations from, regulatory requirements.

Approval: Harlan G. Sparrow III
National Simulator Program Manager

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REVISION HISTORY		
Rev	Description of Change	Effective Date
0	Original	02/20/2010
1	Requirement for Sponsor Letter of Compliance changed to 5 days in accordance with 14 CFR Part 60. Clarify Instructions for T001A form. Update format.	04/5/2011

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1. **Background:** Sponsors should understand the scheduling limitations confronting the National Simulator Program staff. To date, the National Simulator Program is responsible for conducting initial, recurrent, upgrade/move and special evaluations for more than 750 active simulators in the United States and abroad. This number is ever increasing. The NSP generally accommodates requests for simulator evaluation dates in the order received. Therefore, it is strongly recommended that such requests be received at a minimum of three months prior to the desired evaluation date, but no more than six months in advance using the following guidelines.

2. **Initial/Upgrade Evaluation Request Procedure:** To initiate the evaluation request process, the Sponsor must submit a [Letter of Request \(NSP Form T025\)](#) and a completed [Preliminary Statement of Qualification FSTD Configuration List \(Form T001A\)](#), to the NSP scheduler at 9-ASO-AFS205-NSP-SIMULATOR-SCHEDULING@faa.gov. The FAA Training Program Approval Authority (TPAA) must also receive a copy of this request. In the request, the sponsor will acknowledge that his/her failure to meet the requirements stated in the letter may cause a significant delay, of perhaps 45 days or more, in the rescheduling and completion of the evaluation. Working with the sponsor, the NSP will establish a date for the evaluation and send the Sponsor notice to that effect. See item 6 for T001A instructions.

No later than 30 or 45 days prior to the evaluation date, the NSP must receive a complete QTG for review. If an additional QTG submittal is required, the NSP should receive the submittal no later than 5 days prior to the evaluation. See Item 4, "QTG Requirements" for complete details including the stated time requirements above. Also, no later than 5 days prior to the evaluation, the Sponsor will send a [Letter of Compliance \(NSP Form T024\)](#) to the TPAA and the National Simulator Program (9-ASO-AFS205-NSP-SIMULATOR-SCHEDULING@faa.gov) stating that a designated pilot(s) certified in the aircraft type being simulated, has flown the FSTD and determined in all aspects, that it is configured and performs equivalently to the aircraft as appropriate for the requested level of qualification. Any exceptions to the above must be noted [see Part 60.15(b)(1), (2), & (3)].

Finally, the NSP requires the Sponsor to obtain TPAA endorsement for the FSTD evaluation. The Sponsor must forward the endorsement to the NSP. The NSP cannot conduct the evaluation without endorsement from the TPAA.

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3. **QTG Requirements:** Current policy allows acceptance of requests for evaluation dates up to 180 days in advance of the planned, evaluation. This policy remains contingent upon the sponsor being able to submit an “essentially complete” QTG not later than 30 or 45 days prior to the proposed evaluation date.

The 45 day requirement presumes that the submission was obtained at the manufacturer’s facility. Once the simulator is assembled and functional at its final location, an “additional” submission must be provided no later than 14 days prior to the proposed evaluation date that consists of approximately 1/3 of the QTG. The additional “1/3 on-site” submission will be an evenly distributed cross-section of the entire QTG, and is provided to show that the original submission is unchanged and/or to verify changes that were requested by the NSP.

In the event that the initial submission of the QTG was obtained at the final location of the FSTD (on-site), the QTG may be submitted not later than 30 days prior to the proposed evaluation date. No further submission is required unless requested by the NSP. Final QTG review and acceptance will take place during the evaluation.

4. **Common QTG Errors:** Regrettably, the NSP continues to find irregularity in the QTGs submitted for review. Examples include inappropriate or missing reference data, inadequate annotation, missing tests, tests conducted in an inappropriate flight regime, and those with incorrect initial conditions relative to those in the aircraft flight test. QTGs often contain test results that are different from those required in the applicable standards, require additional rationale or often do not have manual test procedures stated adequately to ensure successful execution of the test. The list is extensive making the QTG review process extremely time consuming. The sponsor should make every attempt to correct such errors prior to submission to the NSP.
6. **NSP Form T001A Description/Instructions:** This form fulfills a two-fold purpose. Initially sponsors will provide preliminary FSTD information on the form when requesting the evaluation. Sponsors must complete sections 1 and 2 of the T001A in their entirety. Sponsors will additionally indicate any additional Maneuvers, Procedures, Tasks and Functions for which the FSTD should be evaluated using the check boxes in the “Requested” column that

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are found in sections 3a and 3b as applicable. The “Qualified” column is for NSP use only as is the “Preliminary” watermark. This form should be obtained from the NSP website. Do not use the sample forms provided in the QPS Appendices of Part 60.

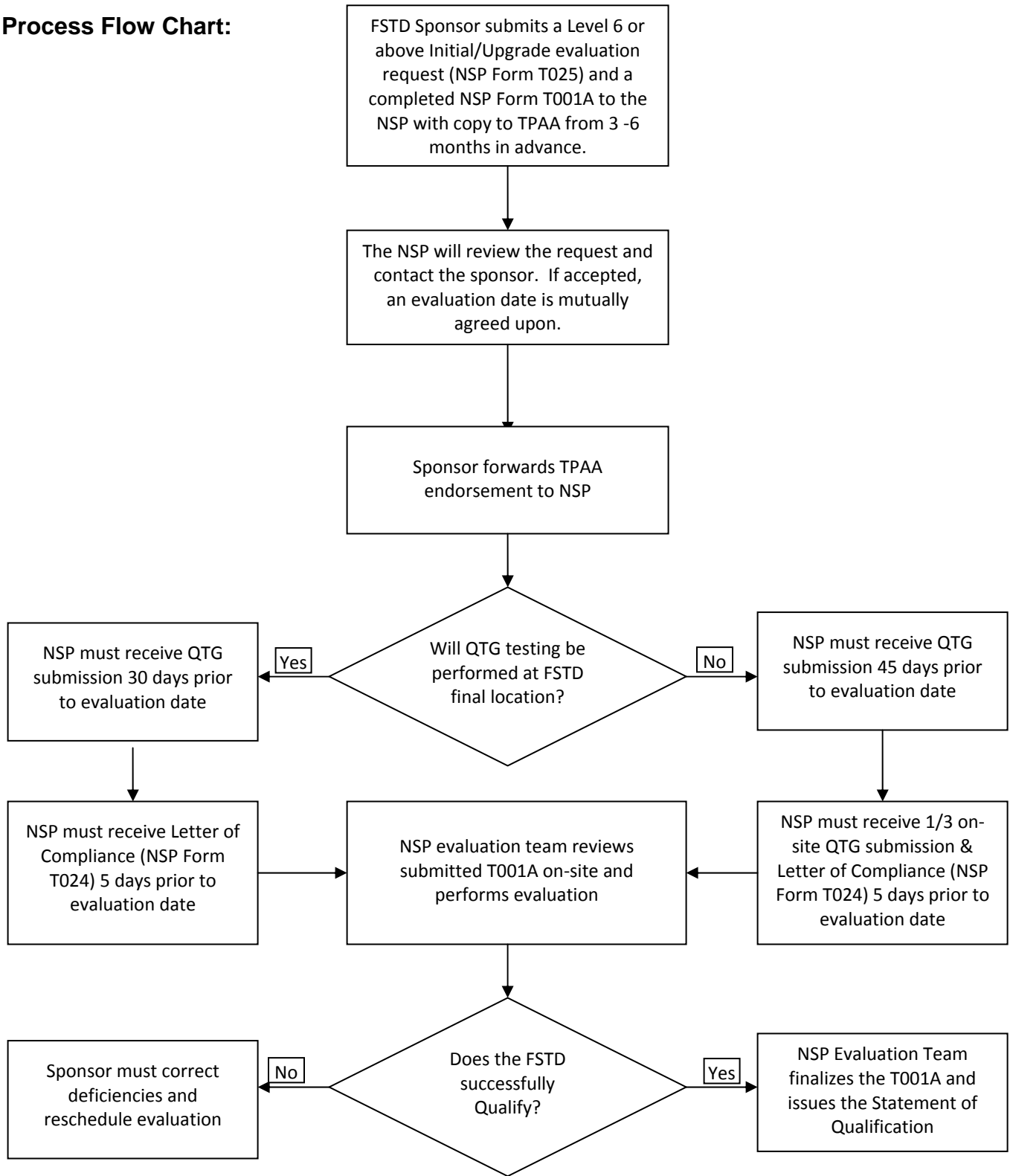
During the evaluation, the NSP evaluation team will review the information with the sponsor and perform the evaluation accordingly. If the FSTD Qualification is successful, the evaluation team will complete the form, qualifying additional tasks as appropriate where requested by the sponsor. Non-Qualified Tasks, if any, will be specifically noted. Once the FSTD is successfully qualified, the T001A form will become part of the multi-page Statement of Qualification (SOQ) required by Part 60. See §60.17(b) for a description of the Part 60 SOQ.

7. Factors Which May Jeopardize the Tentative Evaluation Date:

- Failure to receive on-time receipt of the QTG as outlined above
- Failure to receive on-time receipt of the Sponsor’s Letter of Compliance
- Failure to acquire TPAA endorsement
- Fundamental deficiencies in the QTG that are not resolved prior to the evaluation

8. **Forms:** Links to forms referenced in this document may be found at: <http://www.faa.gov/about/initiatives/nsp/forms/>

Process Flow Chart:



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Attachments:

None