



FAA

Aviation Safety

Memorandum

Date:

To: Gary Powell, Director, Aeronautical Information Services

From: Mark Steinbicker, Manager, Flight Technologies and Procedures Division

Subject: Approval for changes to Aeronautical Information Services Training and Certification Standards

FAA Order 1100.161, Air Traffic Safety Oversight, chapter 4, paragraph 4-5 requires personnel that design or certify instrument flight procedures be trained and certified in accordance with standards approved by the Executive Director, Flight Standards Services and that changes to these standards be approved by Flight Standards Service and accepted by Air Traffic Safety Oversight Service. This authority was delegated to the Flight Technologies and Procedures Division by the March 3, 2020 memorandum subject: Delegation of Signature Authority.

At your request, Flight Technologies and Procedures Division subject matter experts have reviewed proposed changes to the courses listed below and find them acceptable.

- Introduction to Flight Procedures
- Departure Procedures
- Principles of PBN Instrument Approach Procedure Design

Additionally, we recognize there will be criteria updates that require course content to be updated. Aeronautical Information Services must establish a tracking methodology for criteria updates to the courses listed above. In consideration of the TERPS expertise within Aeronautical Information Services, Flight Standards recognizes there may be minor changes requiring course material updates and Aeronautical Information Services may make minor changes without additional review/approval from the Flight Technologies and Procedures Division. At any time if there is a major revision to the course material, Flight Standards is responsible to review and approve the course changes.

Examples of a major course revision necessitating Flight Standards approval are described below and can generally be characterized as materiel that (if improperly trained) may have adverse impact on the safety of instrument flight procedures.

- 1) Significant changes to criteria/orders and resources.
- 2) Change to obstacle evaluation areas.
- 3) Change of minimums calculations.
- 4) Change of required obstacle clearance.

Course content changes should be informally coordinated with the Flight Technologies and Procedures Division to ensure compliance with this memo.

This memo supersedes previous memo titled Approval for changes to Aeronautical Information Services Training and Certification Standards dated March 11, 2020.

For questions or comments, please contact Thomas J. Nichols, Manager, Flight Procedures and Airspace Group, Section S, at 405-954-1171 or thomas.j.nichols@faa.gov.