

CertAlert

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This CertAlert pertains to:
14 CFR part 139 Airport Operators

Fuel Fire Safety Training Documentation

In accordance with 14 CFR part 139.321(b), each Airport Operating Certificate holder must establish and maintain standards for protecting against fire and explosions in storing, dispensing, and otherwise handling fuel on the airport. This includes:

- Training of fueling personnel as per FAA Advisory Circular 150/5230-4, Aircraft Fuel Storage, Handling, Training, and Dispensing on Airports.
- Maintaining records in accordance with Part 139.301(b)(4).

The Advisory Circular includes two distinct types of training for employees of agents handling aviation fuel:

- **Supervisory training.**
This training must be obtained by completing an approved fuel safety training course listed in the addendum to the Advisory Circular.
- **Line service fuel safety training.**
This training must be obtained from a trained supervisor or an approved fuel safety training course listed in the addendum to the Advisory Circular.

In order to assist airports in documenting these requirements, we encourage the use of the attached forms. *The use of these forms is voluntary.* The form labeled “**Supervisory Fuel Fire Safety Training**” is used to document fuel fire safety training for each supervisor. The form labeled “**Line Service Fuel Fire Safety Training**” is used to document fuel fire safety training for the other fueling employees.

In addition to these training requirements, each certificate holder must also obtain a written confirmation once every 12 consecutive calendar months from each airport tenant fueling agent that the required training has been accomplished. This should be documented separately, in a letter from the tenant fueling agent to the airport operator.

If you have any questions, please contact your assigned Airport Certification Safety Inspector.

Supervisory Fuel Fire Safety Training Form

14 CFR part 139

Training required by 139.321(e)(1)

In accordance with the requirements of 14 CFR part 139.321(e)(1) "At least one supervisor with each fueling agent must have completed an aviation fuel training course in fire safety that is authorized by the Administrator. Such an individual must be trained prior to initial performance of duties, or enrolled in an authorized aviation fuel training course that will be completed within 90 days of initiating duties, and receive recurrent instruction at least every 24 consecutive calendar months." Approved **supervisory** training courses are listed in an addendum to AC 150/5230-4.

Organization: _____

Individual Fueling Agent Supervisor: _____

Supervisory Training Course Attended: _____

Current Training Course Completion Date (within last 24 months): _____

Note: Attach a copy of the supervisory training course certificate.

Previous Training Course Completion Date: _____

Hire Date Into Supervisory Position: _____

Hands-On Hand Held Fire Extinguisher Training Date: _____

After attending an approved Supervisory Fuel Safety Training Course, the supervisor must obtain an initial briefing on "the fire code of the public body having jurisdiction over the airport" (if different from NFPA) from airport management, the local Fire Marshall, or the Authority Having Jurisdiction.

Date of Initial Local Fire Code Training Received: _____

Local Fire Code Training Provided By: _____

Supervisor Signature: _____ Date: _____

Line Service Fuel Fire Safety Training Form

14 CFR part 139

Training required by 139.321(e)(2)

In accordance with the requirements of *14 CFR Part 139.321(e)(2)*, "All other employees who fuel aircraft, accept fuel shipments, or otherwise handle fuel must receive at least initial on-the-job training and recurrent instruction every 24 consecutive calendar months in fire safety from the supervisor trained in accordance with paragraph (e)(1) of this section." If training was completed through an FAA approved course please attach a copy of the certificate.

Organization: _____

Individual Employee Name: _____

On-The-Job Training (OJT) Completion Date (within last 24 months): _____

Training Provided By: _____

Previous OJT Training Completion Date: _____

Hire Date into Position: _____

Hands-On Hand Held Fire Extinguisher Training Date: _____

Fire Extinguisher Training Provided By: _____