



U.S. Department  
of Transportation  
**Federal Aviation  
Administration**

# Advisory Circular

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**Subject:** Detecting and Reporting Suspected  
Unapproved Parts

**Date:** 09/28/07

**AC No:** 21-29C

**Initiated by:** AFS-350

**Change:**

**1. PURPOSE.** This advisory circular (AC) provides updated information and guidance to the aviation community for detecting suspected unapproved parts (SUP) and reporting them to the Federal Aviation Administration (FAA). Appendix 1 contains FAA Form 8120-11, Suspected Unapproved Parts Report that serves as a standardized means of reporting.

**2. CANCELLATION.** AC 21-29B, Detecting and Reporting Suspected Unapproved Parts, dated June 1, 2001 is canceled.

### **3. REGULATIONS AND GUIDANCE MATERIAL.**

**a.** Title 14 of the Code of Federal Regulations (CFR):

- (1) Part 1, Definitions and abbreviations.
- (2) Part 21, Certification procedures for products and parts.
- (3) Part 43, Maintenance, preventive maintenance, rebuilding, and alteration.
- (4) Part 45, Identification and registration marking.
- (5) Part 91, General operating and flight rules.
- (6) Part 145, Repair stations.

**b.** 49 CFR part 7, Public availability of information.

**c.** Title 49 of the United States Code (U.S.C.), §§ 44701, 44702 and 44704.

**4. DEFINITIONS.** Notwithstanding specific definitions in 14 CFR part 1, the following definitions apply to terms used in this AC:

**a. Administrator.** The FAA Administrator or any person to whom authority is delegated in the matter concerned.

**b. “Approved Parts.”** This AC uses the term “approved parts” in quotations throughout this AC in a colloquial sense. The term “approved parts” in quotations is not synonymous with

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“a part that has received a formal FAA approval.” “Approved parts” are identified as parts that have met one of the following requirements:

- (1) Produced in accordance with a Parts Manufacturer Approval (PMA) issued under part 21, subpart K.
- (2) Produced in accordance with a Technical Standard Order (TSO) Authorization issued by the Administrator under part 21, subpart O.
- (3) Produced during the type certificate (TC) application process under part 21, subpart B, or the Supplemental Type Certificate (STC) application process under part 21, subpart E, prior to the issuance of the certificate; subsequently determined to conform to the approved TC or STC data (refer to § 21.303 (b)(1)).
- (4) Produced under a TC without a separate production authorization, and an Approved Production Inspection System (APIS) in accordance with part 21, subpart F.
- (5) Produced under a Production Certificate (PC) in accordance with part 21, subpart G.

**NOTE: This includes parts produced by a licensee under a licensing agreement if produced under PC authority. The term “licensing agreement” refers to § 21.133(a)(2) which allows any person to apply for a PC if they hold or have rights to the benefit of a TC from the owner of the TC. The term “licensing agreement” does not imply or infer that a PC holder may grant production approval to any party on behalf of the FAA. It is not considered a licensing agreement if a PC holder grants authority to a supplier to ship parts directly to a customer of the PC holder.**

- (6) Produced in accordance with an approval under a bilateral airworthiness agreement under part 21, subpart N.
- (7) Approved in any other manner acceptable to the Administrator (§ 21.305(d)).

**NOTES:**

**1. Parts that have been inspected and/or tested by persons authorized to determine conformity to FAA-approved design data may also be found to be acceptable. Military surplus parts (defined as parts which have been originally released as surplus by the military, even if subsequently resold by manufacturers, owners/operators, repair facilities, or any other suppliers of parts), may fall under these conditions. AC 20-62, Eligibility, Quality, and Identification of Aeronautical Replacement Parts, should be referred to for information regarding eligibility and traceability of replacement parts.**

**2. Refer to current edition of AC 20-62, Eligibility, Quality, and Identification of Aeronautical Replacement Parts, for information regarding eligibility and traceability of replacement parts.**

(8) Produced as standard parts *that conform* to established industry or U.S. specifications (see definition in paragraph 4j).

**NOTE: Standard parts are not required to be produced under FAA approval; therefore, it is the responsibility of the installer (and the producer) to determine that the part conforms. The part must be identified as part of the approved type design or found to be acceptable for installation under part 43. Refer to AC 20-62, for additional guidance on this matter.**

(9) Produced by an owner or operator for the purpose of maintaining or altering their product.

(10) Fabricated by a qualified person in the course of a repair for returning a product or appliance to service (which is not for sale as a separate part) under part 43. Reference AC 43-18, "Fabrication of Aircraft Parts by Maintenance Personnel," for information regarding this provision.

**NOTE: In summary, "approved parts" are produced in accordance with the means outlined in part 21, maintained in accordance with parts 43 and 91, and meet applicable design standards.**

**c. Aviation Safety Hotline.** The Aviation Safety Hotline Office handles all SUP reporting to the FAA. Use this toll-free telephone number (1-800-255-1111) to report unsafe practices that affect aviation safety, including the manufacture, distribution, or use of a SUP. The caller's identification is kept confidential, if requested.

**d. Counterfeit Part.** A part made or altered to imitate or resemble an "approved part" without authority or right, and with the intent to mislead or defraud by passing the imitation as original or genuine.

**e. Distributors.** Brokers, dealers, resellers, or other persons or agencies engaged in the sale of parts for installation in TC aircraft, aircraft engines, propellers, and appliances.

**f. Part(s) Not Acceptable For Installation.** A part that is not acceptable for installation on an FAA TC product. (This also includes parts that are determined to be "approved parts," but are awaiting maintenance).

**g. Product.** An aircraft, aircraft engine, or propeller, as defined in part 21.

**h. Production Approval Holder (PAH).** The holder of a PC, APIS, PMA, or TSOA who controls the design and quality of a product or part thereof.

**i. Reporter.** Any person who furnishes information regarding a SUP.

**j. Standard Part.** A part manufactured in complete compliance with an established industry or U.S. government specification that includes design, manufacturing, test and acceptance criteria, and uniform identification requirements. It also includes a type of part that the Administrator has found demonstrates conformity based solely on meeting performance

criteria, is in complete compliance with an established industry or U.S. Government specification which contains performance criteria, test and acceptance criteria, and uniform identification requirements. The specification must include all information necessary to produce and conform to the part, and be published so that any party may manufacture the part. Examples include, but are not limited to, National Aerospace Standards (NAS), Army-Navy (AN) Aeronautical Standard, Military Standard (MS), Society of Automotive Engineers (SAE), SAE Sematec, Joint Electron Device Engineering Council, Joint Electron Tube Engineering Council, and American National Standards Institute (ANSI).

**k. Supplier.** Any person who furnishes aircraft parts or related services at any tier to the producer of a product or part thereof.

**l. Suspected Unapproved Part (SUP).** A suspected part, component, or material not meeting the requirements of an “approved part.” Reasons may include findings such as a different finish, size, color, improper (or lack of) identification, incomplete or altered paperwork.

**NOTE: Address an “approved part” that is used in an incorrect application as a potential part 43 violation; it is not, however, considered reportable as a SUP.**

**m. Unapproved Part.** A part that does not meet the requirements of an “approved part” (refer to definition of “Approved Parts” in paragraph 4b). This term also includes parts improperly returned to service and/or parts that may fall under one or more of the following categories:

(1) Parts shipped directly to the user by a manufacturer, supplier, or distributor, where the parts were not produced under the authority of (and in accordance with) an FAA production approval for the part, such as production overruns where the parts did not pass through an approved quality system.

**NOTE: This includes parts shipped to an end user by a PAH’s supplier who does not have direct ship authority from the PAH.**

(2) New parts that have passed through a PAH’s quality system which are found not to conform to the approved design/data.

**NOTE: Do not report as a SUP, parts damaged due to shipping or warranty issues.**

(3) Parts that have been maintained, rebuilt, altered, overhauled, or approved for return to service by persons or facilities not authorized to perform such services under parts 43 and/or 145.

(4) Parts that have been maintained, rebuilt, altered, overhauled, or approved for return to service which are subsequently found not to conform to approved data.

**NOTES:**

**1. This would include parts produced by an owner/operator for maintaining or altering their own product, which have been approved for return to service, and found not to conform to approved data.**

**2. This does not include parts currently in the inspection or repair process, such as, parts removed for maintenance. Consider parts in this status as probably not acceptable for installation.**

(5) Counterfeit parts.

**5. RELATED READING MATERIAL.** Obtain current copies of the following publications by accessing them on line at <http://rgl.faa.gov> or by sending a request to the U.S. Department of Transportation, Subsequent Distribution Office, Ardmore East Business Center, 3341 Q 75th Ave., Landover, Md. 20785.

- a. AC 00-56, Voluntary Industry Distributor Accreditation Program.
- b. AC 20-62, Eligibility, Quality, and Identification of Aeronautical Replacement Parts.
- c. AC 21-20, Supplier Surveillance Procedures.
- d. AC 43-18, Fabrication of Aircraft Parts by Maintenance Personnel.
- e. Notice N 8900.12, Processing Reports of Suspected Unapproved Parts.
- f. Order 8120.2, Production Approval and Certificate Management Procedures.

**6. BACKGROUND.**

a. In 1993, the SUP Program was established to coordinate efforts and address issues posed by the entry of “unapproved” parts into the U.S. aviation system.

b. In August 1995, the FAA convened a task force to conduct a thorough review of SUP issues and devise a program plan that would build on past initiatives and increase the existing program’s effectiveness. A vision for the Task Force and SUP Program was set forth as follows:

*To promote the highest level of aviation safety by eliminating the potential safety risk posed by the entry of “unapproved parts” in the U.S. aviation community.*

c. To achieve this vision, the Task Force developed a SUP Program Plan. The plan included several special emphasis areas, and specific recommendations. The recommendations identified the need for the FAA to establish an organizational structure capable of providing clear and consistent guidance, enhanced training, more timely SUP case processing, access to usable management information system data, and improved coordination with law enforcement authorities.

**d.** Following acceptance of the recommendations, the SUP Program Office was established effective November 13, 1995. Functions of the SUP Program Office include:

- (1) Providing a primary point of contact on SUP issues.
- (2) Providing technical support to FAA offices and industry.
- (3) Developing basic SUP Program policy and guidance material.
- (4) Developing and maintaining a parts reporting information system and analyzing data in that system.
- (5) Disseminating SUP information to FAA offices, other government agencies, and industry.
- (6) Identifying SUP related training requirements, overseeing training program development, and evaluating training.

**e.** Finally, on July 20, 2007, the SUP program office was shut down and its responsibilities, as outlined above, were aligned back into Flight Standards Service and the Aircraft Certification Service. Thereafter, the FAA will receive all SUP reports through the Aviation Safety Hotline Office and then they will be processed by the respective Services in accordance with established procedures.

## **7. DISCUSSION.**

**a.** A basic outline of the regulations may provide the necessary foundation to determine if a part should be suspected. The following overview illustrates the relationships between aircraft certification, airworthiness certificate issuance, and continued airworthiness. For simplifying this illustration, references herein pertain to Standard Category Aircraft.

(1) Pursuant to Title 49 of the U.S.C. §§ 44701, 44702 and 44704 , the Administrator must issue a TC for aircraft, aircraft engines, propellers, and certain appliances when they are found to be properly designed and manufactured, perform properly, and meet the regulations and minimum standards. Additionally, the Administrator must issue an Airworthiness Certificate when the aircraft is found to conform to its TC, and after inspection, is in condition for safe operation.

(2) Part 21 defines the procedural requirements for the issuance of TCs and changes to those certificates, PCs, Airworthiness Certificates, and the requirements for approval of certain materials, parts, processes, and appliances.

(a) Aircraft manufactured under a TC or PC are eligible for a Standard Airworthiness Certificate in accordance with § 21.183. This section further provides other circumstances in which a Standard Airworthiness Certificate may be issued to an aircraft that is proven to conform to a type design approved under a TC or STC.

**NOTE: Part 21 requires PAH establishing and maintaining a quality control or fabrication inspection system (depending upon the type of production approval authorized) which ensures that each part presented for approval conforms to its approved design, and is in a condition for safe operation.**

(b) As stated on the Standard Airworthiness Certificate, “this airworthiness certificate is effective as long as the maintenance, preventive maintenance, and alterations are performed in accordance with parts 21, 43 and 91.”

(3) Part 43 contains regulations for maintenance, preventive maintenance, rebuilding, and alteration.

(a) In accordance with the general performance rules in § 43.13(a), the person performing maintenance, preventive maintenance, or alteration must use the methods, techniques and practices prescribed in the current manufacturer’s maintenance manual, or instructions for continued airworthiness (ICA) prepared by its manufacturer; or other methods, techniques, and practices acceptable to the Administrator. The tools, equipment, and test apparatus necessary to assure completion of the work in accordance with accepted industry standards must be used, and special equipment or test apparatus recommended by the manufacturer (or an equivalent acceptable to the Administrator) must also be used.

(b) In accordance with § 43.13(b), the work must be done in such a manner, using material of such quality, that the condition of the aircraft, airframe, aircraft engine, propeller, or appliance worked on will be at least equal to its original or properly altered condition (with regard to aerodynamic function, structural strength, resistance to vibration, deterioration, and other qualities affecting airworthiness).

(4) Part 45 prescribes the requirements for identification of aircraft, aircraft engines, and propellers that are manufactured under the terms of a type or production certificate; identification of certain replacement and modified parts produced for installation on TC products; and nationality and registration marking of U.S.-registered aircraft.

(5) Subpart E of part 91, General Operating and Flight Rules, refers to maintenance, preventive maintenance, and alterations. This section includes the owner/operator’s responsibilities to maintain the aircraft in an airworthy condition, have it maintained and inspected in accordance with part 43, and ensure record entries are made approving the aircraft for return to service.

b. To determine that the installation of a part complies with the applicable regulations, the installer of the part is ultimately responsible for establishing that the part conforms to its type design and is in a condition for safe operation (“airworthy”).

c. To enable compliance with the regulations, and offer further guidance and clarification relevant to the eligibility of aeronautical replacement parts, AC 20-62, was published. This AC includes definitions of various terms (e.g., surplus, as is) and outlines a means by which the installer can make the required determinations.

**NOTE: Aircraft parts, which are for sale and are not represented as being “airworthy” or eligible for installation on a TC product, are not considered SUP. It is not contrary to the CFR, as such, to sell aircraft parts “as is” or for decorative purposes. It is imperative that the buyer request and receive the necessary documentation to substantiate the status of the part.**

**8. DETECTION.** The airworthiness of aeronautical products would be in question if the design and quality of the parts are unknown. Positive identification of unapproved parts can be difficult if the parts display characteristics similar to that of an “approved part.” The following guidelines offer a means by which “approved parts” (and their sources) may be assessed.

**a. Procurement Process.** Establish a procedure to ensure the procurement of “approved” parts *prior* to purchasing parts and material for installation in TC products. This procedure should include the following as a minimum:

(1) Methods of identifying distributors and/or suppliers who have a documentation system, and receiving inspection system that ensures the traceability of their parts to an FAA-approved source.

(2) Methods of screening unfamiliar distributors and/or suppliers to determine if the parts present a potential risk of being “unapproved.” The following are situations that may raise questions:

(a) A quoted or advertised price that is significantly lower than the price quoted by other distributors and/or suppliers of the same part.

(b) A delivery schedule that is significantly shorter than that of other distributors and/or suppliers (when the stock of a like item is exhausted)

(c) Sales quotes or discussions from unidentified distributors that create the perception that an unlimited supply of parts, components, or material is available to the end user.

(d) A distributor and/or supplier’s inability to provide substantiating documentation that the part was produced pursuant to an FAA approval, or inspected, repaired, overhauled, preserved, or altered in accordance with the CFR.

**NOTE: To assist in alleviating issues regarding “lack of documentation” and improve “traceability,” the FAA published AC 00-56. The AC describes a system for the voluntary accreditation of civil aircraft parts distributors based on voluntary industry oversight, and provides information that may be used for developing accreditation programs. Purchasers conducting business with participants in this program should not be discouraged from implementing their own procurement and acceptance procedures (as outlined in this AC. The Airline Suppliers Association maintains a listing of participants in the voluntary program on the Internet at the following address: <http://www.airlinesuppliers.com>.**

**b. Acceptance Procedures.** Procedures should include a means of identifying SUP during the receiving inspection and prevent their acceptance. Suggested areas to be addressed include the following:

(1) Confirm the packaging of the part identifies the supplier or distributor, and is free from alteration or damage.

(2) Verify that the actual part and delivery receipt reflect the same information as the purchase order regarding part number, serial number, and historical information (if applicable).

(3) Verify that the identification on the part has not been tampered with (e.g., serial number stamped over, label or part/serial numbers improper or missing, vibro-etch or serial numbers located at other than the normal location).

(4) Ensure that the shelf life and/or life limit has not expired, if applicable.

(5) Conduct a visual inspection of the part and supporting documents to the extent necessary to determine if the part is traceable to an FAA-approved source. For detailed guidelines on the identification of replacement parts, refer to AC 20-62. The following are examples of positive forms of identification:

(a) FAA Form 8130-3, Airworthiness Approval Tag.

(b) European Aviation Safety Agency (EASA) or Transport Canada Civil Aviation (TCCA) Authorized Release Certificate (equivalent to FAA Form 8130-3, Airworthiness Approval Tag).

(c) Maintenance records or release document with approval for return to service.

(d) FAA Technical Standard Order (TSO) markings.

(e) FAA PMA markings.

(f) Shipping ticket/invoice from PAH.

(g) Direct ship authority letter from PAH.

(6) Evaluate any visible irregularities (e.g., altered or unusual surface, absence of required plating, evidence of prior usage, scratches, new paint over old, attempted exterior repair, pitting, or corrosion).

(7) Conduct random sampling of standard hardware packaged in large quantities in a manner that corresponds to the type and quantity of the parts.

(8) Segregate parts of questionable nature and attempt to resolve issues regarding questionable status of part (e.g., obtain necessary documentation if inadvertently not provided, or determine if irregularities are a result of shipping damage and handle accordingly).

**c. Supplier Evaluations.** Part 21 requires the quality control system of a PAH to provide a means of determining that supplier-produced components (e.g., materials, parts, and subassemblies) or services (e.g., processes, calibration, etc.), conform to FAA-approved design data, and are in a condition for safe operation. Find detailed information and guidance on this subject in AC 21-20, Supplier Surveillance Procedures.

**9. REPORTING PROCEDURES.** Reports of SUP may originate from numerous sources such as incoming/receiving inspections, audits, facility surveillance, complaints, congressional inquiries, accident, or incident investigations, or various service difficulty reports.

**a.** It is the FAA's policy to encourage the disclosure of information regarding aviation safety. Reporters may be concerned with the potential repercussions of reporting the discovery of parts that are alleged to be unapproved, the term "suspected unapproved parts" is utilized in this AC and throughout the reporting form. Although reports may be made anonymously, request the submission of the reporter's name to enable the FAA to verify information, and provide confirmation and/or followup to the reporter.

**b.** FAA Form 8120-11, Suspected Unapproved Parts Report, includes instructions for completion, and identifies the information needed to initiate a SUP investigation. It is included in this AC and can be found at any FAA Office, or on the FAA Web site at the following address: <http://www.faa.gov/aircraft/safety/programs/sups>.

(1) Send the completed forms to the Aviation Safety Hotline Office via e-mail or mail it to the address listed below.

(2) If a reporter is not willing or able to complete FAA Form 8120-11, they may report a SUP by calling the Aviation Safety Hotline at (800) 255-1111.

Federal Aviation Administration  
Office of Accident Investigation  
Aviation Safety Hotline, Rm 840  
800 Independence Avenue, S.W.  
Washington, DC 20591

E-mail: 9-AWA-ASY-SafetyHotline@faa.gov

**c.** Direct questions or comments regarding this AC to AFS-350, General Aviation and Avionics Branch at (202) 267-7404.

ORIGINAL SIGNED by

James J. Ballough  
Director, Flight Standards Service

**APPENDIX 1. SUSPECTED UNAPPROVED PARTS REPORT**

OMB Approved 2120-0552  
06/30/2009

 <p>U.S. Department of Transportation <b>Federal Aviation Administration</b></p>		<p><b>SUSPECTED UNAPPROVED PARTS REPORT</b></p>	
Refer to page 2 for instructions on how to complete this form.			
1. Date the Part Was Discovered:		2. Part Name:	
3. Part Number:		4. Part Serial Number:	
5. Quantity:	6. Assembly Name: Assembly Number:	7. Aircraft Make & Model:	
8. Name, Address, and Description of the Company or Person Who Supplied or Repaired the Part:			
Name:		Street Address:	
City:	State:	ZIP Code:	
Country:		Phone Number:	
Check One of the Following Applicable to the Company or Person Who Supplied or Repaired the Part:			
<input type="checkbox"/> Air Carrier – Certificate #		<input type="checkbox"/> Supplier	
<input type="checkbox"/> Mechanic – Certificate #		<input type="checkbox"/> Production Approval Holder	
<input type="checkbox"/> Repair Station – Certificate #		<input type="checkbox"/> Manufacturer	
<input type="checkbox"/> Distributor		<input type="checkbox"/> Other	
<input type="checkbox"/> Owner/Operator		<input type="checkbox"/> Unknown	
9. Description of the Issue:			
10. Name and Address of (the Company or Person) Where the Part Was Discovered:			
Name:		Street Address:	
City:	State:	ZIP Code:	
Country:		Phone Number:	
Check One of the Following Applicable to the Company or Person Who Discovered the Part:			
<input type="checkbox"/> Air Carrier - Certificate #		<input type="checkbox"/> FAA Inspector	
<input type="checkbox"/> Mechanic - Certificate #		<input type="checkbox"/> DOT/Office of Inspector General	
<input type="checkbox"/> Repair Station - Certificate #		<input type="checkbox"/> Defense Criminal Investigation Service	
<input type="checkbox"/> Distributor		<input type="checkbox"/> Other Government Agency	
<input type="checkbox"/> Supplier		<input type="checkbox"/> Foreign Civil Aviation Authority	
<input type="checkbox"/> Production Approval Holder		<input type="checkbox"/> Owner/Operator	
<input type="checkbox"/> Unknown		<input type="checkbox"/> Other	
11. Date of This Report:			
12. <input type="checkbox"/> Check this box if you request anonymity - <i>Do not complete blocks 13-15.</i>			
13. Name and Address of the Reporter:			
Name:		Street Address:	
City:	State:	ZIP Code:	
Country:		Phone Number:	
14. <input type="checkbox"/> Check this box if you request confidentiality.			
15. <input type="checkbox"/> Check this box if you do not wish to receive an acknowledgment letter.			

16.  Check this box if you have attached additional information.

**Instructions for Completing FAA Form 8120-11, Suspected Unapproved Parts Report**

1. Record the date the part was discovered.
2. Record the part name (or a description of the part).
3. Record the part number or identification number of the part.
4. Record the serial number on the part, if applicable.
5. Record the quantity of parts.
6. Record the assembly name and assembly number (where the part was or could be installed).

**Example:** Part Name: Strut      Part Number: PN 12345      Serial Number: 678      Quantity: 1  
 Assembly Name: Main Landing Gear      Assembly Number: PN 90101112

**NOTE: Record additional part numbers on page 3 or a blank sheet of paper with the following column headers:**

Part Name — Part Number — Serial Number — Quantity — Assembly Name — Assembly Number

7. Record the type of aircraft the part was (or could be) installed on.
8. Record the complete name and address of the company or person who produced, repaired, and/or sold the part. Do not list a P.O. Box address unless a street address is not available.

Check the box that describes the company or person. Provide the certificate number, if known.

<b>Air Carrier</b> - A FAA-certificated company or person who undertakes directly by lease, or other arrangement, to engage in air transportation.	<b>Supplier</b> - A company or person who furnishes aircraft parts or related services, at any tier, to the producer of a product or part thereof.
<b>Mechanic</b> - A person holding an FAA mechanic certificate with airframe and/or powerplant ratings.	<b>Production Approval Holder</b> - A company or person holding one of the following four types of FAA production approvals: production certificate, approved production inspection system, parts manufacturer approval, or technical standard order authorization.
<b>Repair Station</b> - An FAA-certificated repair station.	<b>Manufacturer</b> - The original equipment manufacturer (OEM.)
<b>Distributor</b> - A broker, dealer, reseller or other person or agency engaged in the sale of parts.	<b>Other</b> -Record other type of business.
<b>Owner/Operator</b> - The owner or operator of an aircraft.	<b>Unknown</b>

9. Record a brief narrative stating why you believe the part is not approved. Include a description of the part (improper configuration, suspect marking, different material, etc.), where it was obtained, and what type of documentation was supplied with it.
10. Record the complete name and address of the location where the part was found. Check the appropriate block to reflect the affiliation of the company or person who discovered the part.
11. Record the date the FAA Form 8120-11 is being submitted.
12. Check this box if you request anonymity (do not wish to provide your identity), and do not complete 13, 14 or 15.
13. Record your name, address and phone number, if desired. This information will enable the FAA to contact you for additional information, if necessary.
14. Check this box if you request confidentiality of your personal information recorded in block 13.
15. Check this box if you do not wish to receive a letter acknowledging the FAA's receipt of FAA Form 8120-11.
16. Check this box if you have provided additional information (photos, invoices, certification statements, etc.)

**Forward the completed FAA Form 8120-11, Suspected Unapproved Parts Report, to:**

**Federal Aviation Administration  
 Office of Accident Investigation, Aviation Safety Hotline, Rm 840  
 800 Independence Avenue, SW, Washington, DC 20591**

**An electronic copy of FAA Form 8120-11, Suspected Unapproved Parts Report, is available on the FAA Web site at <http://www.faa.gov/aircraft/safety/programs/sups>. You may complete the electronic FAA Form 8120-11 and send it to the Aviation Safety Hotline e-mail: [9-AWA-ASY-SafetyHotline@faa.gov](mailto:9-AWA-ASY-SafetyHotline@faa.gov). The Hotline phone number is (800) 255-1111.**

**Privacy Act and Paperwork Reduction Act Statement:**

An agency may not conduct or sponsor, and a person is not required to respond, to a collection of information unless it displays a currently valid OMB control number. The OMB control number for this form is 2120-0552. This information is collected by the FAA, under the authority of 49 USC 44701. The information will be used to support SUP investigations and management reports. Submission of this information is voluntary, with questions limited to reduce any burden on the reporter. Completion of this form is estimated to take less than 9 minutes. Information collected is not available elsewhere and necessary to support the FAA's commitment to promote safety. Information is routinely shared with law enforcement agencies for use in civil and criminal investigations. Information developed from this form is covered under the Privacy Act system of records DOT/FAA 52 and the routine uses of that system will apply. A reporter may request confidentiality of personal information to the extent permitted by the Freedom of Information Act (5 USC 552) and the Privacy Act (5 USC 552a).

