

# NOTICE

U.S. DEPARTMENT OF TRANSPORTATION  
FEDERAL AVIATION ADMINISTRATION

N 8900.81

National Policy

Effective Date:  
06/30/09

Cancellation Date:  
06/30/10

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**SUBJ:** Air Transportation Oversight System Random Inspections

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- 1. Purpose of This Notice.** New provisions for random inspections exist in Air Transportation Oversight System (ATOS) policy and automation. ATOS random inspections include the equivalents of cockpit en route inspections, cabin en route inspections, ramp inspections, and spot inspections. This notice instructs ATOS users on how and when qualified aviation safety inspectors (ASI) (as defined in this notice) should input random inspection data into ATOS automation; it also describes the methodology for processing such data.
- 2. Audience.** The primary audiences for this notice are ATOS Certificate Management Teams (CMT) and other ATOS-qualified Title 14 of the Code of Federal Regulations (14 CFR) part 121 ASIs located in Flight Standards divisions, branches, district offices, and in headquarters.
- 3. Where You Can Find This Notice.** Inspectors can access this notice through the Flight Standards Information Management System (FSIMS) at <http://fsims.avs.faa.gov>. Operators and the public may find this information at: <http://fsims.faa.gov>.
- 4. Background.** The Flight Standards Certification and Surveillance Division, AFS-900, is making these policy and automation changes to ATOS as a result of management direction and field input, including listening sessions, ATOS Problem Reporting and Feedback responses, and other feedback.
- 5. Definition of Random Inspections.** ATOS random inspections are unplanned cockpit en route inspections, cabin en route inspections, ramp inspections, or spot inspections. With management approval, ATOS-qualified part 121 air carrier inspectors may perform these inspections on any part 121 air carrier at any location, at any time. ATOS random inspections are not included in Comprehensive Assessment Plans or the National Flight Standards Work Program Guidelines.
- 6. ASIs Must Meet Baseline Training Requirements to Conduct ATOS Random Inspections.** Any ASI who is currently assigned to an ATOS CMT and who meets the baseline training requirements specified in FSIMS Order 8900.1, Volume 10, Chapter 2, Section 3, Design and Performance Assessment Resource Management, paragraph 10-144 may perform random inspections on any part 121 air carrier.

**a. Other Qualifications and Exceptions.** Any ASI who is not assigned to a specific ATOS CMT, but who meets the baseline training requirements specified in Volume 10, Chapter 2, Section 3, paragraph 10-144 except for air carrier-specific familiarization training, may perform random inspections on any part 121 air carrier. ASIs who have not received air carrier-specific familiarization training on the carrier being inspected should limit their observations to generic regulatory compliance issues.

**b. ASIs Must Have Completed Formal ATOS 1.2 Training.** ASIs must have completed formal training courses on ATOS version 1.2. Earlier ATOS training courses may not be substituted. Operations and Airworthiness inspectors must be qualified on an aircraft used in part 121 operations, but need not be qualified on the aircraft being inspected.

**7. When to Use the Program Tracking and Reporting System.** ASIs who do not meet the requirements in paragraph 6 will continue to conduct cockpit en route, cabin en route, ramp, and spot inspections in accordance with current policy and guidance found in Order 8900.1 and will enter inspection data in PTRS.

**8. Using ATOS Job Aids to Conduct Random Inspections.** ATOS job aids have been developed for cockpit en route, cabin en route, ramp, and spot inspections. These job aids supplement current guidance on these types of inspections (and in some cases replace existing job aids). The ATOS job aids can be accessed and printed from ATOS automation, as explained below.

## **9. Recording Random Inspection Data.**

**a. Imperative to Record Results of Random Inspections.** ASIs must record the results of ATOS random inspections in the ATOS database. On, or about July 15, 2009, a software release is scheduled to add a *Random Inspection* link to the *Quick Links* section on the ATOS home page. The link provides access to the data entry fields for each type of random inspection. ATOS users can access the ATOS random inspection job aids, and subsequently, print them from a link on the data entry page.

**b. Eliminating the Need for Element-Based or Other Dynamic Observation Report.** Use of the cockpit or cabin en route inspection job aid eliminates the requirement to record the results of these types of inspections using an element-based or other Dynamic Observation Report (DOR).

**c. Gaining Access to ATOS Automation to Record Random Inspections.** ASIs who are not assigned to a CMT will have access to the random inspection link on their ATOS home page to enter random inspection data. If inspectors do not have access to the ATOS Web site, they must request access from AFS-900 through their frontline managers. An application form is included in this notice (see Appendix A). Managers should send access requests to AFS-900, Continual Improvement Section, Automation Team Mailbox at: AVS-AFS900-ATOS-Automation Team@FAA. Managers must verify on the application form that inspectors meet the requirements of paragraph 6, above.

**10. Following Data Quality Guidelines.**

**a. Processing Random Inspections.** ATOS random inspections will be processed in the same manner as DORs.

**b. Guidelines for Data Quality.** Inspectors must follow the guidelines in Order 8900.1, Volume 10, Air Transportation Oversight System, regarding data quality. Inspection reports with negative findings require narrative comments to describe the finding.

**c. Reviewing Inspection Reports.** Data evaluation program managers/data reviewers for the air carrier being inspected will review inspection reports with negative findings and supporting comments in accordance with ATOS data quality guidelines. Data quality reviewers must apply national guidance to data submitted by inspectors who are not members of their CMT, not local CMT or regional requirements.

**11. Disposition.** We will permanently incorporate the information in this notice in FSIMS before this notice expires. Direct questions regarding this notice to Flight Standards Certification and Surveillance Division, AFS-900, at (703) 509-7209.

ORIGINAL SIGNED by  
Chester D. Dalbey for

John M. Allen  
Director, Flight Standards Service

**Appendix A. ATOS Automation Access Form****Figure A-1. ATOS Automation Access Form**

<b>First Name:</b>	
<b>Middle Initial:</b>	
<b>Last Name:</b>	
<b>Current AVS User ID:</b>	
<b>E-Mail:</b>	
<b>Telephone:</b>	
<b>Ext:</b>	
<b>Office Code:</b>	
<b>ATOS Air Carrier Affiliation</b>	
<b>Job Classification:</b>	
<b>Technical Discipline:</b>	
<b>Manager:</b>	
<b>Manager Phone Number:</b>	
<b>Supervisor:</b>	
<b>Completed ATOS Training? Y/N</b>	
<b>Brief Description of Need for Access:</b>	

**First Name, Middle Initial, and Last Name:**

If no middle initial, leave blank

**AVS User ID:**

Enter as: AVSXXXjs

**E-mail Address:**

Internet mail for (e.g., john.smith@faa.gov)

**Telephone:**

Primary work number

**Ext: (optional)**

Phone extension, if applicable

**Office Code:**

Entered as four characters: Two letters for the region and two numbers for the office (e.g., SW09).

For Regional Office: Use RO and the two letters for the region (e.g., ROEA for the Eastern Regional Office).

**Air Carrier Affiliation:**

1. XXXX—4-letter CMT ID
2. None—For no air carrier
3. ATOS—for AFS-900 ATOS CMO

**Manager Confirmation:** \_\_\_\_\_**Manager Confirmation Date:** \_\_\_\_\_**Job Classification:**

1. APO—ATOS Program Office
2. ASI—Aviation Safety Inspector
3. PI-PAI—Principal Avionics Inspector
4. PI-PMI—Principal Maintenance Inspector
5. PI-POI—Principal Operations Inspector
6. DEPM—Data Evaluation Program Manager
7. ORA—Operations Research Analyst
8. MGR—Manager
9. SPV—Supervisor
10. HQ—Any job classification not listed above

**Technical Discipline:**

1. OP—Operations
2. MA—Maintenance
3. AV—Avionics
4. CS—Cabin Safety
5. D—Dispatch
6. OT—Other\*\*

**\*\*Note:** Job Classification of APO and HQ only can have OT as technical discipline.