

# NOTICE

U.S. DEPARTMENT OF TRANSPORTATION  
FEDERAL AVIATION ADMINISTRATION

N 8900.132

National Policy

Effective Date:  
08/12/10

Cancellation Date:  
08/12/11

**SUBJ:** Work Program Development for 14 CFR Part 135 Certificate Holders

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- 1. Purpose of This Notice.** This notice provides guidance to aviation safety inspectors (ASI) with oversight responsibility for one or more Title 14 of the Code of Federal Regulations (14 CFR) part 135 certificate holders.
- 2. Audience.** The primary audience is Flight Standards District Office (FSDO) ASIs with oversight responsibility for one or more part 135 certificate holders. The secondary audience includes Flight Standards Service (AFS) regional and headquarters staff and management.
- 3. Where You Can Find This Notice.** You can find this notice on the MyFAA Web site at [https://employees.faa.gov/tools\\_resources/orders\\_notices/](https://employees.faa.gov/tools_resources/orders_notices/). 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.** Over the past several years, National Transportation Safety Board (NTSB) recommendations and statistics, Department of Transportation (DOT), Office of the Inspector General (OIG) audit findings and recommendations, and other sources voiced concerns regarding oversight of part 135 certificate holders. Based on analysis of these data and recommendations, the Director, AFS-1, determined that the FAA provide additional guidance—in the form of this notice—to ASIs with oversight responsibility for part 135 certificate holders for the dual purposes of enhancing aviation safety and more efficient use of resources through improved development of data-driven program scheduling.
- 5. Action.** When developing an annual work program, or during reassessment of an existing work program, principal inspectors (PI) with oversight responsibility for one or more part 135 certificate holders, must use the Surveillance Priority Index (SPI) in the Safety Performance Analysis System (SPAS). The SPI will allow inspectors to prioritize work functions based upon the SPI ranked score. A higher SPI score provides a preliminary indication of higher inspection priority. When using the SPI, it is important to remember that a part 135 certificate holder's calculated index value is not an absolute measure of safety risk, but rather a tool to assist users in prioritizing certificate holders when considering future surveillance. A definitive assessment of individual safety risk(s) can only be determined after conducting surveillance and then analyzing the subsequent surveillance results along with other relevant data. PIs can use the SPI, as part of a safety analysis to identify increased risk of a particular certificate holder and allow the PI to

increase or redirect surveillance, based on priority. The SPI allows the FAA to leverage resources more efficiently by focusing attention and surveillance where it is most needed.

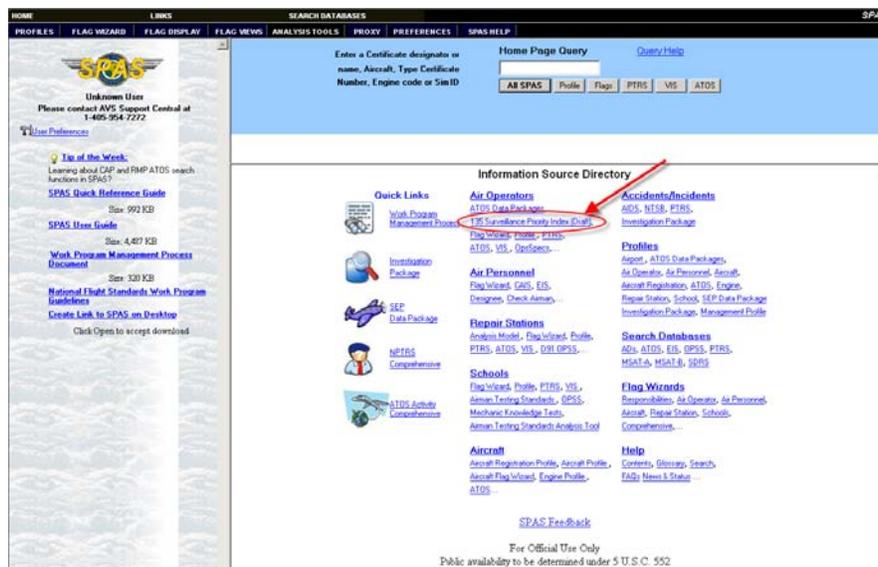
**Note:** PIs must use the SPI to help prioritize surveillance, and must evaluate the results of the model carefully. While the SPI results must be a factor in the PI's decisionmaking process, the SPI results should not serve as an overall substitute for other data and information, including the PI's judgment in prioritizing surveillance needs.

**6. Guidance.** Order 8900.1, Volume 6, Chapter 2, Section 1, General Policies and Procedures for Parts 121, 135, and 91 Subpart K, contains detailed guidance on the use and application of the SPI. PIs should review it thoroughly.

## 7. Supplemental Information.

**a. Access the SPI.** To access the SPI, select the following link, titled 135 Surveillance Priority Index at <http://home.spas.faa.gov/spas.asp>, as illustrated in Figure 1, SPAS Home Page.

**Figure 1. SPAS Home Page**



**b. Learn About the SPI.** Once the SPI link is selected, the SPI query page appears. To learn more about the SPI, select the movie camera icon as illustrated in Figure 2, SPI Tutorial. A 20-minute audiovisual tutorial will describe the functionality of the SPI and how PIs can use this tool to enhance surveillance activities. Inspectors who have not recently reviewed the tutorial should complete the review.

Figure 2. SPI Tutorial

HOME LINKS SEARCH DATABASES SPAS

PROFILES FLAG WIZARD FLAG DISPLAY FLAG VIEWS ANALYSIS TOOLS SPAS HELP

[Need Help?](#) 135 Surveillance Priority Index Query (Draft) [Reset all fields... RESET](#)

Select one of the following options:

My Responsibilities - Unknown User - Please contact AVS Support Central at 1-405-954-7272

Region/Office  Unit

Principal Inspector Code:  Principal Inspector Name:

National

Enter desired Designators

Additionally, restrict designators according to the following 135 SPAS Operator Groups:

<input type="checkbox"/> <a href="#">121/135</a>	<input type="checkbox"/> <a href="#">Small 135 Commuter</a>
<input type="checkbox"/> <a href="#">Large 135</a>	<input type="checkbox"/> <a href="#">Small 135 On-demand PAX10</a>
<input type="checkbox"/> <a href="#">135 Cargo Only</a>	<input type="checkbox"/> <a href="#">Small 135 On-demand PAX9</a>
<input type="checkbox"/> <a href="#">135 Basic</a>	<input type="checkbox"/> <a href="#">135 Pilot in Command</a>
<input type="checkbox"/> <a href="#">135 Single Pilot Operator</a>	<input type="checkbox"/> <a href="#">Rotorcraft</a>

Run Model ...

Review/Revise Index Factors and Point Assignments (i.e. "My Points") ...

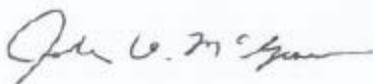
Review/Revise Principal Inspector Assessments for your Responsibilities ...

[SPAS Feedback](#)

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Public availability to be determined under 5 U.S.C. 552

**8. Tracking.** SPAS automatically tracks SPI completion. At the national level, no further tracking action for PIs is required. An SPI status report (current, due, or incomplete), at PI, office, regional, or national levels is readily available for review by selecting the appropriate option seen in Figure 2. On at least a quarterly basis, office and regional management will review the status of each part 135 certificate held within the office or region, as appropriate, to ensure the SPI status shows “current.”

**9. Disposition.** We will incorporate the information in this notice in Order 1800.56, National Flight Standards Work Program Guidelines, before this notice expires. Direct questions concerning this notice to the Flight Standards Certification and Surveillance Division, AFS-900, Brenda Carr, (703) 509-6928. Flight Standards will conduct a review of the current SPI for enhanced capability and use.

 for

John M. Allen  
Director, Flight Standards Service