



U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION
National Policy

**NOTICE
N 8000.361**

Effective Date:
4/19/2007
Cancellation Date:
4/19/2008

SUBJ: OPSS Numbering for Nonstandard, Data Collection, and Time-Limited Templates

- 1. Purpose of This Notice.** This notice contains changes to Federal Aviation Administration (FAA) Order 8400.10, Air Transportation Operations Inspector's Handbook, Volume 3, Chapter 1, Section 2, Paragraph 39C, Nonstandard, Data Collection, and Time-Limited Templates.
- 2. Audience.** We will distribute this notice to the division level in the Flight Standards Service in Washington headquarters, including the Regulatory Support Division at the Mike Monroney Aeronautical Center; to the branch level in the regional Flight Standards divisions; and to all Flight Standards District Offices.
- 3. Where Can I Find This Notice.** Inspectors can access this notice through the Flight Standards Information Management System (FSIMS) at <http://fsims.avr.faa.gov>. Operators may find this information on the FAA's Web site at:
http://www.faa.gov/library/manuals/examiners_inspectors/8000/.
- 4. Background.** Flight Standards Service, Technical Programs Branch, AFS-260 has clarified the description in Order 8400.10 of template headquarters (HQ) revision designations with regard to nonstandard, temporary data collection, and time-limited templates in the automated Operations Safety System (OPSS).
- 5. Action.** The information contained in Appendix A replaces and cancels the information in Order 8400.10, vol. 3, ch. 1, sec. 2, par 39C. Aviation safety inspectors (ASI) will use the policy and guidance contained in Appendix 1 to accomplish nonstandard, temporary data collection, and time-limited template processing in the OPSS.
- 6. Disposition.** We will permanently incorporate the information in this notice in FSIMS before this notice expires. Questions concerning this notice should be directed to Dave Burr, Manager, AFS-260 at (202) 267-8166.

James J. Ballough
Director, Flight Standards Service

Appendix A. Order 8400.10, Vol. 3, Ch. 1, Sec. 2, Par 39C*C. Nonstandard, Data Collection, and Time-Limited Templates.*

(1) *Three Hundred (300) Series are Nonstandard Authorizations.* There are cases where an operator or a principal inspector requests a nonstandard authorization that is unique. When approved by headquarters, these are entered into the automated Operations Safety System (OPSS) as a “300” series. Nonstandard authorizations can be proposed by the certificate holder, program manager, operator, certificate-holding district office (CHDO), region, or headquarters. There are cases where it is necessary to provide a unique authorization for an air carrier. For example, for emerging technologies where complete guidance has not been developed, a nonstandard authorization can be proposed, approved, and made available in the appropriate OPSS database. All nonstandard authorizations are approved by the appropriate headquarters policy division. Title 14 of the Code of Federal Regulations (14 CFR) parts 91, 91 subpart K, 125, 125 subpart M, and 141 operators’ nonstandard operational requests must be approved by the General Aviation and Commercial Division, AFS-800; 14 CFR parts 121, 135, and 142 nonstandard operational requests must be approved for issuance by the Air Transportation Division, AFS-200; all airworthiness nonstandard requests must be approved by the Aircraft Maintenance Division, AFS-300; and all weather operations relating to instrument procedures must be approved by the Flight Technologies and Procedures Division, AFS-400. Once approved, these nonstandard templates are put into the appropriate OPSS database part with a “300” series number (e.g., A312, B302, C315, D371), and the template type will be an “N” for “nonstandard.” If the nonstandard template were to be approved as a standard authorization, it would then be assigned a new number in the standard sequencing. The new standard template must be issued in its place and the nonstandard template and issued authorizations will be archived and no longer available. A request for a nonstandard authorization must follow the procedures outlined in paragraph 41 below.

(2) *Additional Text (also known as optional text or “Text 99”).* Adding additional text as extra subparagraphs to a standard template authorization that is less restrictive is not allowed unless the procedures for requesting a nonstandard authorization, outlined in paragraph 41 below, are followed and approved by the appropriate headquarters policy division. A request for a nonstandard authorization and additional nonstandard text in a standard template must follow the procedures outlined in paragraph 41 below.

(3) *Four Hundred (400) Series are Data Collection.* There are cases where it is necessary to provide a unique temporary data collection template. For example, when the Administrator asks for continuous progress reports on the status of the installation for the cockpit door requirement, a specific template can be developed and made available in the appropriate OPSS database. These data-collecting templates are put into the appropriate OPSS database and part with a “400” series number (e.g., A412, B402, C415, D471). As such, these do not result in an “authorization” but are considered to be official “documents” and are handled using the same processes as described for issuing authorizations.

(4) *Five Hundred (500) Series are Time-Limited.* Certain nonstandard authorizations may have predetermined time limits in which the authorization expires. An example of this is specific deviation authorizations for 14 CFR part 119 certificate holders in support of military operations operating under parts 121 or 135 (part 119, §§ 119.55 and 119.57). These temporary authorizations will be put into the appropriate template part (e.g., general, en route, terminal, or airworthiness, etc.) with a "500" series number (e.g., A501, B511, C515, D521). These templates may be either standard (type "S") or nonstandard (type "N"). If a nonstandard time-limited template becomes a standard authorization with no automatic time limit, it will be assigned a new number in the standard template sequencing and Part, and the nonstandard template will be archived. If the template is a nonstandard authorization, the processes and procedures for nonstandard authorization or deviations for military operations would apply.