

NOTICE

U.S. DEPARTMENT OF TRANSPORTATION FEDERAL AVIATION ADMINISTRATION

N 8000.382

Policy

Effective Date:
September 29, 2023

Cancellation Date:
September 28, 2024

SUBJ: Aircraft Certification Service Use of the Dynamic Regulatory System (DRS)

1. Purpose of this Notice. This notice informs Aircraft Certification Service (AIR) employees of the ongoing implementation of the Dynamic Regulatory System (DRS). Additionally, it updates AIR-300 as the AIR product owner and AIR divisions that are responsible for uploading, publishing, and maintaining each document type in DRS.

2. Audience. The primary audience for this notice is AIR employees.

3. Where can I Find This Notice? You can find this notice on the [FAA website](#) and on the [DRS website](#).

4. Background. The FAA Office of Quality, Integration, and Executive Services (AQS) effectively decommissioned the use of the Regulatory and Guidance Library (RGL) and the Flight Standards Information Management System (FSIMS) and implemented the use of the DRS. DRS will further support:

- Information management changes in our web-based workplace.
- Establishment of a common library for AIR and Flight Standards documents

a. Initiation of DRS. The DRS project was initiated on March 10, 2014 at the request of the Office of Information and Technology (AIT) to explore alternatives to replace the aging platforms that support FSIMS and the RGL. The DRS also addresses the following requirements and recommendations:

- (1) The FAA Modernization and Standardization Act of 2014 included the requirement to determine the root-cause of inconsistencies in regulatory interpretation.
- (2) Aviation Rulemaking Committee (ARC) 313 recommended the FAA provide “a single source for regulatory research and guidance.” The recommendation was adopted by Congress and became a requirement when added to Public Law (PL) 115-254, FAA Reauthorization Act of 2018.

- (3) DRS continues to undergo significant operational testing, and improved operational capability as change requests and enhancements are continuously being developed.

- b. Objective.** The continued objective is to present information to our workforce and stakeholders in a meaningful, modern manner and to further enhance DRS to become a robust document library and information repository. DRS is designed to provide a central location for all regulatory and guidance material from Aviation Safety (AVS). DRS is not an official system of record; the official record will continue to reside with the originating office for each document.
- c. Training.** Web-based training is available for DRS through the electronic Learning Management System (eLMS), and FAA course 2700052, *Overview of DRS*, and is now a mandatory course. The other courses are 27100341, *Overview of Office of Primary Responsibility (OPR)*, *Librarian*, *Feedback Manager*, and *Administrator User Roles for DRS*. This training is updated periodically to capture new documents types and enhancements to current document types.

5. Advantages of DRS. The advantages of DRS include:

- Improvement of the availability and presentation of guidance material
- Creation of a single source repository for AVS regulatory guidance
- Resources that can be found with a few clicks in a matter of minutes
- An enterprise platform that can be expanded to include additional information and document types
- Full functionality of an array of reports both for internal and external customers.

6. RGL Decommissioning Process. All historical documents previously found in RGL were transferred to DRS. Effective October 01, 2022, all new documents are processed and published in DRS by the responsible product owners.

7. Roles and Responsibilities. Previously, the Policy and Standards Division (AIR-600) had primary responsibility for posting documents to DRS, regardless of whether the document originated from AIR-600 or another division. The accessibility and ease of use of DRS allows organizations with specialized document types to take ownership of the publication and maintenance of their documents within DRS, without relying on a resource from another division.

- a. The Safety and Performance Integration Division (AIR-300) is the DRS product owner for AIR. They are responsible for managing requested changes to the application, and overall coordination of responsibilities for uploading, publishing, and maintaining documents in DRS.

- b. Each AIR division is responsible for identifying the necessary resources to upload, publish, and maintain documents in DRS which originate from that division. These include one or more “OPR Users” to upload documents, and one or more “Librarian Users” to publish and maintain documents. The AIR-300 DRS Coordinator will perform “Feedback Manager” functions.
- c. All AIR personnel involved in uploading, publishing, and maintaining documents in DRS must complete eLMS training 27100341, *Overview of OPR, Librarian, Feedback Manager, and Administrator User Roles for DRS* prior to being granted permissions in DRS for the assigned role. General DRS training via eLMS course will be required after each update to the training module to ensure all AIR personnel understand new enhancements to the DRS program. Approval of new users and role changes is managed by the AIR-300 DRS Coordinator in conjunction with the Office of Safety Standards (AFS) lead.
- d. Within 12 months of publication of this notice, AIR-500, AIR-600, AIR-700, and AIR-800 should release new, or update existing formally recognized procedure documentation that covers how they upload, publish, and maintain documents in DRS. They should provide initial and recurrent training to their respective DRS OPRs and Librarians.
- e. Table 1 identifies the types of documents that must be uploaded, published, and maintained in DRS, along with the division responsible for each.

Table 1. AIR DRS Document Types and Offices of Responsibility

Document Type	Responsible AIR Division
Advisory Circulars	AIR-600
AIR Policy (Deviation Memoranda, General Memoranda, Policy Memoranda, Policy Statements)	AIR-600, AIR-300
Airworthiness Directives (Notices of Proposed Rulemaking and Final Rules)	AIR-700
Civil Air Regulations (CARs)	AIR-600
Code of Federal Regulations Final Rules	AIR-600
Directives (Notices, Orders)	AIR-600
Emergency Airworthiness Directives (type of Final Rule)	AIR-700
Equivalent Levels of Safety Memoranda	AIR-700, AIR-500
Exemptions (currently only a link to Automated Exemption System (AES))	AIR-600*
Notices of Proposed Rulemaking for Code of Federal Regulations (CFR) rules	AIR-600
Parts Manufacturer Approval Supplements	AIR-800, AIR-500
Special Airworthiness Information Bulletins	AIR-700

Document Type	Responsible AIR Division
Special Conditions (Notice, Final)	AIR-600
Special Federal Aviation Regulations	AIR-600, AIR-700
Supplemental Type Certificates	AIR-700
Technical Standard Orders	AIR-600
Technical Standard Order Authorizations, Letters of Design Approval	AIR-700, AIR-500
Type Certificate Data Sheets	AIR-700, AIR-500
Continued Airworthiness Notification to the International Community (CANIC)	AIR-700

*Future state would be direct feed from Rulemaking Information Management System (RIMS)

8. Questions and Answers.

- a. **What Do I Need to Do to Get Access to DRS?** Navigate to the [DRS website](#). DRS is mobile-friendly, and users will have the best experience using Chrome, Edge, or Safari. DRS does not support Internet Explorer. FAA users must log into MyAccess for access to the internal-only documents.
- b. **Whom Do I Contact If I Have Questions About DRS?** Submit your question using the DRS feedback button in the application. For specific document questions, open document and submit feedback.
- c. **Where Can I Find Additional Information About Using DRS?** Click on the “Help” icon in DRS. There are several short videos and other resources to help guide you through the different components associated with DRS.
- d. **Where Can I Find More Information About DRS?** More information is available at [DRS FAQs](#).

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Aircraft Certification Service