

NOTICE

U.S. DEPARTMENT OF TRANSPORTATION FEDERAL AVIATION ADMINISTRATION

N 8000.390

National Policy

Effective Date:
9/10/26

Cancellation Date:
9/10/27

SUBJ: Administrative Pilot Examiner with General Authorizations

1. Purpose of this Notice. This notice supplements Federal Aviation Administration (FAA) Order 8000.95, Designee Management Policy, Volume 3, DPE, SAE, and Admin PE Designee Policy, in the implementation of a new type of designation: Administrative Pilot Examiner with General Authorizations (Admin PE-GEN). Beginning in October 2026, the Designee Management System (DMS) will provide a new functionality to allow applicants to apply and receive designation as an Admin PE-GEN without holding flight authority designations. General authorizations include Foreign Pilot Examiner (FPE), Military Competency Examiner (MCE), Ground Instructor Examiner (GIE), Flight Instructor Recent Experience Examiner (FIRE), and Basic Administrative Examiner (BAE). This notice contains guidance to implement Admin PE-GEN in accordance with Title 14 of the Code of Federal Regulations (14 CFR) part 183.

2. Audience. The primary audience for this notice includes Designated Pilot Examiners (DPE), Specialty Aircraft Examiners (SAE), applicants for the Admin PE-GEN designation, FAA aviation safety inspectors (ASI) with managing specialist (MS) responsibilities, and FAA personnel with oversight responsibilities of designee programs, including management, operational employees, and administrative employees, as appropriate. The secondary audience includes the Safety Standards and Foundational Business offices.

3. Where You Can Find This Notice. You can find this notice on the MyFAA employee website at https://employees.faa.gov/tools_resources/orders_notices and the Dynamic Regulatory System (DRS) at <https://drs.faa.gov>. Operators and the public can find this notice on the FAA's website at https://www.faa.gov/regulations_policies/orders_notices and DRS.

4. Background. Prior to this notice, only DPEs and SAEs with flight authorizations testing/checking functions could hold FPE, MCE, GIE, FIRE, and BAE administrative authorizations. If a DPE or SAE was unable to meet medical requirements, they were permitted to hold administrative authorizations only. This notice allows applicants to apply for administrative authorizations as an Admin PE-GEN without needing to hold flight testing/checking functions, and expands the pool of eligible applicants.

5. Information.

a. Duties of an Admin PE-GEN. Admin PE-GENs must review applications, applicant records, knowledge test reports, and logbooks, as applicable; and issue pilot certificates at various certificate levels.

b. Administrative Authorizations of an Admin PE-GEN. Admin PE-GENs may be authorized to conduct the following testing/checking functions that are administrative in nature only:

- FPE,
- MCE,
- GIE,
- FIRE, and
- BAE.

c. Minimum Qualifications. All applicants applying for Admin PE-GEN must meet at least one of the following eligibility requirements:

(1) The applicant has served as a chief instructor, assistant chief instructor, or check instructor in a school certificated under 14 CFR part 141 for a minimum of 12 calendar months within the 3 years prior to the application.

(2) The applicant has served as a check airman authorized under 14 CFR part 121 or 135 for a minimum of 12 calendar months within the 3 years prior to the application.

(3) The applicant has served as an Aircrew Program Designee (APD) authorized under 14 CFR part 121 or 135 for a minimum of 12 calendar months within the 3 years prior to the application.

(4) The applicant has served as a Training Center Evaluator (TCE) authorized under 14 CFR part 142 for a minimum of 12 calendar months within the 3 years prior to the application.

(5) The applicant has served as a military instructor pilot or examiner with checking/testing responsibilities in an aircraft for a minimum of 12 calendar months within the 3 years prior to the application.

(6) The applicant has served as an FAA Operations ASI or Flight Oversight ASI for a minimum of 12 calendar months within the 3 years prior to the application.

(7) The applicant has served as an aviation safety technician (AST) for a minimum of 12 calendar months within the 3 years prior to the application, and completed on-the-job training (OJT) for the administrative functions covered by Admin PE-GEN during their tenure as an AST.

(8) The applicant has held an FAA pilot examiner designation (that was not terminated for cause) with authorization to conduct practical tests for at least 12 calendar months within the 3 years prior to the application.

(9) The applicant holds a current and valid FAA flight instructor certificate with category and class rating issued under 14 CFR part 61 subpart H for at least 12 calendar months.

(10) The applicant holds a valid FAA ground instructor certificate issued under 14 CFR part 61 subpart I for at least 12 calendar months and meets the recent experience requirements of 14 CFR § 61.217.

(11) The applicant is an employee of a 14 CFR part 121 or 135 air carrier or 14 CFR part 142 training center and holds a pilot certificate at the commercial level or higher, has completed training on the duties performed by an Admin PE-GEN, and has been determined by an ASI to be competent to perform those duties.

(a) The employing air carrier or training center must make a written request to the responsible Flight Standards office to authorize an Admin PE-GEN. The applicant must have been employed by the requesting air carrier or training center for at least 12 calendar months at the time the request is submitted.

(b) Title 14 CFR parts 121 and 135 applicants may perform Admin PE-GEN functions only for employees of their employing air carrier. Title 14 CFR part 142 applicants may perform Admin PE-GEN functions only for employees and students of their employing training center.

6. Changes to DPEs and SAEs Holding Flight and Administrative Authorizations When Not Meeting Medical Requirements.

a. Limitation to Administrative Authorizations. DPEs and SAEs that do not meet the medical requirements necessary to exercise flight testing/checking privileges may be limited to administrative authorizations only. In such cases, all flight testing/checking privileges must be removed from the Certificate Letter of Authority (CLOA) and the designee may continue to exercise only administrative privileges until the current designation expires.

b. Expiration of the CLOA. When the CLOA expires, an annual extension will not be granted and the DPE/SAE authorizations must be terminated as “not for cause.” After termination, the DPE/SAE may apply in DMS as an Admin PE-GEN.

7. Former Designees that Previously Held Flight Authorizations After “Not for Cause” Terminations.

a. Reinstatement. Reinstatement applies to former designees whose privileges were terminated as “not for cause” not more than 12 calendar months prior to application. The former designee may be reinstated with a recommendation from the managing office where they were last assigned, and only when the following provisions are met:

(1) The former designee meets the requirements and procedures for an original issuance of designation that was previously authorized in DMS.

(2) The former designee meets the recurrent training requirements for the designee type.

(3) The selecting office determines that the former designee is competent to perform the authorized activities.

Note: If the above provisions are met, the CLOA is reissued with the original designation number.

b. Application After More Than 12 Calendar Months. If more than 12 calendar months have elapsed, the former designee may not be reinstated and must apply as an initial applicant in DMS.

8. Disposition. We will incorporate the information in this notice into Order 8000.95 before this notice expires. Direct questions or comments concerning the information in this notice to the General Aviation and Commercial Division, Delegation Group (AFS-850) at 9-AVS-AFS-850@faa.gov.



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