

# NOTICE

U.S. DEPARTMENT OF TRANSPORTATION  
FEDERAL AVIATION ADMINISTRATION

N 8900.599

National Policy

Effective Date:  
9/27/21

Cancellation Date:  
9/27/22

**SUBJ:** Reexamination of Airmen Tested by Michael A. Puehler

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**1. Purpose of This Notice.** This notice provides current guidance to Federal Aviation Administration (FAA) aviation safety inspectors (ASI) on program policies and procedures for reexamining individuals holding pilot certificates with various ratings who were tested by Michael A. Puehler of Cincinnati, Ohio. Notice N 8900.555, Reexamination of Airmen Tested by Designated Pilot Examiner Michael A. Puehler, issued on July 15, 2020, described the purpose of the reexaminations were to ensure that the individuals meet the standards of Title 14 of the Code of Federal Regulations (14 CFR) part 61 to hold their certificates and/or ratings. N 8900.555 was canceled on July 15, 2021, and the reexamination program is not complete.

**Note:** This guidance is considered to be supplemental to FAA orders and Federal regulations.

**2. Audience.** The primary audience for this notice is Flight Standards District Office (FSDO) ASIs. The secondary audience includes Flight Standards Service divisions.

**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](https://employees.faa.gov/tools_resources/orders_notices), the Flight Standards Information Management System (FSIMS) at <https://fsims.faa.gov>, 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](https://www.faa.gov/regulations_policies/orders_notices), FSIMS at <https://fsims.faa.gov>, and the DRS.

**4. Authority.** Title 49 of the United State Code (49 U.S.C.) § 44709 is the authority for the reexamination of a certificated pilot. It states in part that, "The Administrator of the Federal Aviation Administration may...reexamine an airman holding a certificate issued under section 44703 of this title."

**5. Purpose of the Reexamination.** As a result of an investigation by the FAA of the certification activities of Mr. Puehler, the Administrator determined that there is reason to believe that the competency of the airmen examined by Mr. Puehler from the period of October 2008 through December 2019 is in doubt. As a result of the evidence obtained during the investigation, the FAA determined that these airmen will require reexamination of their competency pursuant with 49 U.S.C. § 44709 to ensure safety in air commerce.

## 6. Airmen to be Reexamined.

**a. Tested by Michael A. Puehler.** All airmen who were tested by and received certificates or ratings from Mr. Puehler during the cited time period (October 2008 through December 2019) will be reexamined by an FAA inspector. Airmen who renewed their Flight Instructor Certificates or reinstated their Flight Instructor Certificate with Mr. Puehler are also included in this reexamination notice. An airman may be exempted from the reexamination requirement only under the following specific conditions:

(1) After having received certificates or ratings from Mr. Puehler, the airman was subsequently tested and received from another Designated Pilot Examiner (DPE) or FAA inspector a higher-level U.S. certificate or rating in the same category and class as that previously issued by Mr. Puehler. This exemption is specifically limited to the following:

| <b>Certificate or Rating Issued by Mr. Puehler</b> | <b>Subsequent Certificate or Rating Issued that Would Exempt Airman from Reexamination Requirement (Same Category and Class)</b> |
|--|--|
| Recreational Pilot                                 | Private Pilot or Commercial Pilot  |
| Private Pilot                                      | Commercial Pilot (NOT Airline Transport Pilot)   |
| Commercial Pilot                                   | No Relief  |
| Instrument Rating                                  | Airline Transport Pilot  |
| Additional Class Rating at the Private Pilot Grade | Testing for that Same Class Rating at the Commercial Pilot Grade   |
| Airline Transport Pilot                            | No Relief  |
| Flight Instructor Initial Certification            | No Relief  |
| Flight Instructor Additional Ratings               | No Relief  |
| Flight Instructor Reinstatement                    | No Relief  |
| Flight Instructor Renewal                          | Flight Instructor Renewal  |

(2) Airmen in the process of taking an exam that meet the criteria set forth in this notice that would exclude them from a reexamination must contact the Cincinnati FSDO upon receipt of their letter. If the airman cannot complete the exam within 15 days of receipt of their letter, the airman must contact the Cincinnati FSDO and temporarily deposit his or her airman certificate at the FSDO in accordance with paragraph 8.

**b. Assigned Outside the United States and Its Trust Territories.** Relief from this reexamination requirement will be applied to U.S. military and civilian personnel who are assigned outside the United States and its trust territories in support of U.S. Armed Forces operations. The criteria for this relief will be the same as is offered in Special Federal Aviation Regulation (SFAR) 100-2; relief includes the opportunity to complete reexamination within 6 calendar-months after returning to the United States.

**c. Foreign Airmen.** Foreign airmen who were issued certificates or ratings by Mr. Puehler during the cited time period are to be reexamined in the same manner as airmen in the United States. In many instances, the foreign airmen will have been issued foreign licenses based on their U.S. certificates. This notice does not authorize reexamination activity outside the United States. In order to be reexamined, foreign airmen will have to appear in the United States at their own expense. A current verification letter will be required for either of the following actions:

(1) Downgrade to remove the certificate or rating issued by Mr. Puehler, if that certificate or rating states “U.S. Test Passed.” (The original certificate was foreign based.)

(2) The airman to be reexamined is in need of a replacement FAA certificate based on a foreign license (part 61, § 61.75).

**7. Title 49 U.S.C. § 44709 Reexamination Letter (See Appendix E).** Airmen requiring reexamination will be notified by mail sent to the airman’s address of record (obtained from the FAA’s Civil Aviation Registry Division, Airmen Certification Branch (AFB-720)). The Cincinnati FSDO point of contact (POC) will issue each notification letter. The letter will notify the airman of the decision to reexamine and require the airman to contact the Cincinnati FSDO POC (referenced in the letter) within 10 business-days of receipt of the letter to schedule a reexamination. The letter will specify each certificate or rating that is subject to reexamination. The Cincinnati FSDO will maintain the records of the notifications to the airmen and the records of the administration of the reexaminations.

**a. Domestic Addresses.** The Cincinnati FSDO will mail two copies of the notification letter to each airman via the U.S. Postal Service; one copy will be sent via certified mail with return receipt requested (proof of service), and the other by regular mail. Lack of a return of the regular mail letter raises a presumption that the airman received the letter; in such cases, the Cincinnati FSDO will document that the regular mail letter was not returned. The Cincinnati FSDO will keep copies of the mailing receipts and proof of receipt for the letter sent via certified mail. The Cincinnati FSDO will maintain any letters that are returned with the file.

**b. Foreign Addresses.** The Cincinnati FSDO will mail three copies of the notification letter to each airman; one copy will be sent via Federal Express International (proof of service), one copy via registered mail with return-receipt requested, and one copy will be sent by First-Class Mail International. The Cincinnati FSDO will keep copies of the mailing receipts and proof of receipt for the letter sent registered mail. The Cincinnati FSDO will maintain any letters that are returned with the file.

**8. Scheduling a Reexamination.** When the Cincinnati FSDO is contacted by the airman, they will allow the airman to choose from available dates and times to schedule the reexamination. The reexamination should normally take place within 15 days of receipt of the letter of notification; however, there may be exceptions that delay the reexamination in accordance with FAA Order 8900.1, Volume 5, Chapter 7, Section 1, Conduct a Reexamination Test of an Airman Under Title 49 of the United States Code, Subparagraph 5-1419C, Time Limits. The inspector should accommodate the airman as deemed necessary and appropriate to the situation, but may not allow the airman to postpone the reexamination indefinitely. If the airman does not intend to operate aircraft for a short period of time, or needs time to practice and cannot meet the

15-day deadline, the airman must temporarily deposit his or her airman certificate at the FSDO for a maximum of 30 days in accordance with the temporary deposit and reissue policy (refer to Order 8900.1 Volume 5, Chapter 2, Section 5, Miscellaneous Part 61 Certification Information). If the airman has made arrangements to have the reexamination administered at another FSDO, the same standards shall be applied.

**9. Test Procedure.** The inspector conducting the 49 U.S.C. § 44709 reexamination of the airman will request and review the airman's § 44709 letter. This letter will determine the applicable practical test standards (PTS) or Airman Certification Standards (ACS) to be used for the reexamination. The reexamination will consist of all Areas of Operation and Tasks for the applicable PTS or ACS, as appropriate. If more than one reexamination is required of a single airman, each reexamination will require a separate FAA Form 8710-1, Airman Certificate and/or Rating Application.

**10. Test Standard.** The reexamination will cover the highest grade of certificate and rating that the airman received from Mr. Puehler. In the event that Mr. Puehler conducted more than one test for that grade of certificate, the reexamination will cover all ratings conducted by Mr. Puehler at that certificate level.

**Example 1:** An applicant took both the Commercial Airplane Single-Engine Land (ASEL) and Commercial Airplane Multiengine Land (AMEL) practical tests with Mr. Puehler. The reexamination request would be for both ratings on his or her Commercial Pilot Certificate.

**Example 2:** An applicant received his or her initial Private Pilot ASEL Certificate with Mr. Puehler, and was subsequently also tested with Mr. Puehler for the Instrument Rating. The reexamination will consist of a complete practical test as set forth in the appropriate PTS or ACS for the Private Pilot ASEL, as well as the Instrument Rating Airplane (IRA) practical test. If this same airman subsequently also tested for the Commercial Pilot ASEL practical test with Mr. Puehler, the reexamination would consist of the Commercial Pilot (highest grade) ASEL, as well as the IRA practical test. The current PTS or ACS, as appropriate, will be used.

## 11. Test Outcomes.

**a. Successful Reexamination.** If the airman successfully completes the reexamination with an ASI:

(1) Review the front of FAA Form 8710-1 for accuracy, completeness, and signatures. Complete the backside of FAA Form 8710-1, indicating the successful outcome.

(2) Issue a letter of satisfactory results to the airman.

(3) Photocopy both the letter and FAA Form 8710-1 (front and back).

(4) Mail the original application and a copy of the letter of results to Mary Snyder in AFB-720, as outlined in paragraph 12. (Please note the additional documentation requirements outlined in that paragraph.)

(5) A copy of the entire package (letter and FAA Form 8710-1) must also be forwarded to the Cincinnati FSDO.

(6) The ASI completes a Safety Assurance System (SAS) Activity Recording (AR) entry using activity code 1534.

(a) Select the "Pass" check box in the "Exam Kind" field.

(b) In the "National Use" field, enter "Puehler".

(c) Enter the airman's name and certificate number.

(d) Enter the LOC (location of reexamination).

**b. Unsuccessful Reexamination.** If the airman is unsuccessful at completing the reexamination:

(1) The airman must be informed in detail of each deficiency. The individual should be offered the opportunity to surrender the applicable certificate(s) for cancellation or downgrade in lieu of a second reexamination. (See the procedures in subparagraph 11e.)

(2) If the airman accepts the offer to take a second reexamination, he or she must temporarily deposit his or her certificate at the FSDO.

(3) Review the front of FAA Form 8710-1 for accuracy, completeness, and signatures. Complete the back side of FAA Form 8710-1, indicating the unsuccessful outcome.

(4) Photocopy the front and back of FAA Form 8710-1.

(5) Prepare a Temporary Airman Certificate for student pilot privileges only. (Refer to the guidance in Order 8900.1, Volume 5, Chapter 7, Section 1, Subparagraph 5-1424B, Airman's Performance Unsatisfactory.)

(6) Collect the airman's certificate for a period not to exceed 30 days.

(7) Have the applicant complete and sign the surrender for temporary deposit form. See Appendix B, Letter of Temporary Deposit.

(8) Mail the original application, a copy of the surrender letter, and a copy of the Temporary Airman Certificate to Mary Snyder in AFB-720, as outlined in paragraph 12. (Please note the additional documentation requirements outlined in that paragraph.)

(9) A copy of the entire package must also be forwarded to the Cincinnati FSDO.

(10) The ASI completes the SAS AR entry using activity code 1534.

- (a) Select the “Fail” check box in the “Exam Kind” field.
- (b) In the “National Use” field, enter “Puehler”.
- (c) Enter the airman’s name and certificate number.
- (d) Enter the LOC (location of reexamination).

**c. Certificate Nearing Expiration.** If the temporary deposit certificate term is nearing expiration, a decision must be made to either suspend the certificate in accordance with FAA Order 2150.3, FAA Compliance and Enforcement Program, or extend the temporary deposit certificate for another 30 days.

**d. Second Reexamination.** If the airman attempts the reexamination for a second time:

(1) If the airman fails the second reexamination, he or she should be offered the opportunity to surrender for cancellation or downgrade. (Follow the procedures outlined in subparagraph 11e.) If the airman chooses not to surrender or exchange the certificate, forward all documentation to the Cincinnati FSDO, which will proceed with enforcement action to revoke the certificate or rating based on lack of qualifications.

(2) If the airman successfully completes the second reexamination, the airman’s certificate will be returned and the airman will be provided with an official letter of successful completion of reexamination, closing the matter. (Follow the procedures outlined in subparagraph 11a.)

**e. Voluntary Surrender or Exchange.** If an airman elects not to complete the reexamination (or fails a reexamination and chooses not to attempt the reexamination for the second time), he or she may elect to voluntarily surrender or exchange their certificate for cancellation or downgrade pursuant with § 61.27. The airman may surrender a certificate for downgrade only if the practical test for the lower grade of certificate was not administered by Mr. Puehler. For this reason, it is imperative that before processing a downgrade or surrender, the inspector contacts Mary Snyder or the Cincinnati FSDO. If the reexamination is for the purpose of demonstrating qualification for a rating (e.g., Instrument Airplane), the airman may surrender his or her certificate for the purpose of having it reissued without the rating. An airman who offers to voluntarily surrender their airman certificate for cancellation or exchange will be provided a statement to sign that record’s voluntary surrender. (See Appendix C, Voluntary Surrender for Cancellation, or Appendix D, Voluntary Downgrade, as applicable.)

(1) Contact the Cincinnati FSDO POC or Mary Snyder in AFB-720 to verify that the applicant is eligible to downgrade the certificate.

(2) Have the applicant surrender the certificate to an ASI.

(3) Have the applicant complete and sign the surrender for cancellation or surrender for downgrade form, as appropriate. (See Appendix C or D, as appropriate.)

(4) Have the applicant complete and sign FAA Form 8710-1, indicating “Downgrade to \_\_\_\_\_ level of certificate” or “Remove \_\_\_\_\_ rating” in the “Other Information/Requests” box of section I.

(5) Issue the applicant a Temporary Airman Certificate (if applicable) at the downgraded level (or omitting the rating, as appropriate).

(6) Photocopy the entire package (surrender letter, FAA Form 8710-1, and the Temporary Airman Certificate).

(7) Mail the original package (FAA Form 8710-1, downgrade/surrender letter, copy of Temporary Airman Certificate issued (if applicable), and the original pilot certificate) to Mary Snyder in AFB-720, as outlined in paragraph 12.

(8) Provide the Cincinnati FSDO POC a copy of the entire package.

(9) The ASI completes a SAS AR entry using activity code 1570.

(a) In the “National Use” field, enter “Puehler.”

(b) Enter the airman’s name and certificate number.

**12. Additional Documentation Requirements.** FAA Form 8710-1 must be used to document the reexamination, surrender, downgrade, etc. Order 8900.1, Volume 5, Chapter 1, Section 3, Phases of Certification, provides appropriate instructions to document the reexamination. Additionally, in the upper margin, print “Puehler Reexamination Under 49 U.S.C.”, and in the lower margin, print “REEXAMINATION UNDER 49 U.S.C.” (see Appendix A). It is important that the FSDOs mail the original documents to AFB-720 in two sealed envelopes.

**a. Mailing Address.** Both the inner sealed envelope and the outer mailing envelope should be addressed as follows:

For your eyes only:  
Mary Snyder (405-954-3794)  
FAA Airmen Certification Branch  
Mike Monroney Aeronautical Center  
Civil Aviation Registry  
Building 29  
PO Box 25082  
Oklahoma City, OK 73125

**b. Copies for the POC.** For project tracking purposes, the Cincinnati FSDO POC (Tim Pence) must be provided with copies of the packages sent to AFB-720. Please send to Tim Pence via one of the following:

- Fax: 513-842-9620
- Email: Timothy.A.Pence@faa.gov
- Mail: Tim Pence  
Cincinnati FSDO 4358 Ferguson Drive  
Cincinnati, OH 45245

**13. Legal Enforcement Action.** If the airman does not respond, or does not successfully complete reexamination and does not voluntarily surrender their certificate(s) and/or rating(s) for cancellation or downgrade, legal enforcement action must be taken in accordance with Order 2150.3. In accordance with that order, the enforcement investigative report (EIR) must reflect whether the legal enforcement action should be on an emergency basis; thus, evidence of the airman's current ability to operate is necessary, including current status of FAA medical certification.

**Note:** All supporting documentation will be forwarded to the Cincinnati FSDO, who will be responsible for processing all enforcement cases.

**a. No Response.** If the airman does not respond to the 49 U.S.C. § 44709 letter within 30 days of the date of receipt of the letter, the Cincinnati FSDO will compile an EIR, including the § 44709 letter, proof of service, certificate(s) and rating(s) held, which certificate(s) and/or rating(s) Mr. Puehler issued, and other evidence. The Cincinnati FSDO will forward the EIR to the FAA Office of Chief Counsel, Enforcement Division (AGC-300) for legal enforcement action to suspend the certificate(s) and/or rating(s) issued by Mr. Puehler.

**b. After Issuance of an Order of Suspension.** If the airman presents himself or herself to a FSDO after the issuance of an order suspending his or her certificate, and the airman successfully completes the reexamination, that FSDO will forward documentation of the success of the reexamination to AGC-300. If the airman fails the reexamination, the ASI will submit all required documentation to the Cincinnati FSDO, who will compile an EIR with a new EIR number for revocation of the applicable certificate(s) or rating(s) and forward the EIR to AGC-300. If the airman surrenders his or her certificate for cancellation or downgrade, the FSDO accepts the certificate and forwards the certificate to AFB-720, in accordance with paragraphs 11e and 12. A copy of the package must be scanned and emailed to the AGC-300 POC, Brian Khan.

**14. Michael A. Puehler Reexamination Program Team.** The Cincinnati FSDO will be responsible for sending the reexamination letters to the airmen who are subject to the reexamination process and for tracking the progress of each to its conclusion. The Cincinnati FSDO has overall responsibility for the coordination of all the activities being conducted as part of this program.

**a. Cincinnati FSDO POC.** The Cincinnati FSDO has identified the POC as Timothy Pence, ASI, as well as a team to oversee the reexamination program. This team will track the administration of the reexaminations and process the tracking records created for this program to record its progression toward completion of the requirements for the airman.

**b. AFS-650 POC.** The Regulatory Support Division, Delegation Program Branch (AFS-650) has identified the POC as Al Gil, ASI. The AFS-650 POC will assist the Cincinnati FSDO with coordination activities and will be available to answer questions pertaining to this notice.

**c. AGC-300 POC.** AGC-300 has identified the POC as Brian Khan, Attorney, Enforcement Division. The AGC-300 POC will be available to answer any legal questions pertaining to this notice. He will also be responsible for coordinating with attorneys in enforcement cases that may result from airmen failing to comply with reexamination requests or who demonstrate lack of qualifications.

**15. Disposition.** We will not incorporate the information in this notice into Order 8900.1. Direct questions or comments concerning the information in this notice to Timothy Pence, Cincinnati FSDO POC for this program, at 513-842-9600 or [Timothy.A.Pence@faa.gov](mailto:Timothy.A.Pence@faa.gov).



/s/ Robert C. Carty  
Deputy Executive Director, Flight Standards Service

### Appendix A. Puehler Reexamination Under 49 U.S.C.

#### Puehler Reexamination Under 49 U.S.C.

Form approved OMB No: 2120-0021  
Exp: 04/30/2022

TYPE OR PRINT ALL ENTRIES IN INK

**U.S. Department of Transportation  
Federal Aviation Administration**

### Airman Certificate and/or Rating Application

**I. APPLICATION INFORMATION** (Mark 'X' in all the blocks applicable to the certificate or rating for which you are applying):

|  |  |  |  |   |  |   |  |   |  |
|--|--|--|--|---|--|---|--|---|--|
| <b>Certificates</b>  |  | <b>Ratings</b>   |  | <b>Other Information/Requests</b>   |  |   |  |   |  |
| Pilot:<br><input type="checkbox"/> Student <input type="checkbox"/> Recreational <input type="checkbox"/> Flight<br><input type="checkbox"/> Private <input type="checkbox"/> Commercial <input type="checkbox"/> Ground<br><input type="checkbox"/> ATP-Restricted <input type="checkbox"/> ATP |  | Instructor:<br><input type="checkbox"/> Flight <input type="checkbox"/> Ground |  | Category and/or Class:<br><input type="checkbox"/> ASE <input type="checkbox"/> AME <input type="checkbox"/> Land <input type="checkbox"/> Sea<br><input type="checkbox"/> Helicopter <input type="checkbox"/> Balloon <input type="checkbox"/> Glider <input type="checkbox"/> Helicopter<br><input type="checkbox"/> Gyroplane <input type="checkbox"/> Airship <input type="checkbox"/> Powered-Lift <input type="checkbox"/> Powered-Lift<br>Type Rating: <input type="checkbox"/> Added Rating |  | Ground Instructor:<br><input type="checkbox"/> Basic <input type="checkbox"/> Advanced<br><input type="checkbox"/> Instrument |  | <input type="checkbox"/> Reexamination <input type="checkbox"/> Instrument Proficiency Check<br><input type="checkbox"/> Renewal <input type="checkbox"/> Reissuance <input type="checkbox"/> Medical Flight Test<br><input type="checkbox"/> Reinstatement <input type="checkbox"/> Flight Review <input type="checkbox"/> Limitation Removal<br>Specify other: <input type="checkbox"/> IPL |  |

A. Name (Last, First, Middle)    B. SSN (US Only)    C. Date of Birth (MM/DD/YYYY)    D. Place of Birth (City and State) or (City and Country)

E1. Residential Address (Including City, State, Zip Code, and Country)    E2. Mailing Address (This address will be printed on the permanent airman certificate, if different than block E1.)    F. Citizenship / Nationality (USA  Other  specific)    G. Do you read, speak, write, & understand the English language?  Yes  No

H. Height (inches)    I. Weight (pounds)    J. Hair Color    K. Eye Color    L. Sex  Male  Female

M. Do you hold, or have you ever held an FAA pilot certificate?  Yes  No    M1. Grade of Certificate    M2. Certificate Number    M3. Date Issued

N. Do you hold, or have you ever held a Medical Certificate?  Yes - FAA     Yes - Foreign     Yes - Military     No    N1. Class of Certificate    N2. Name of Medical Examiner    N3. Date Issued

O. Have you ever been convicted for violation of any Federal or State statutes relating to narcotic drugs, marijuana, or depressant or stimulant drugs or substances? Do not include alcohol offenses involving motor vehicle mode of transportation as those offenses are covered on the FAA Form 8500-8, Airman Medical Application Form.  Yes  No    O1. Date of Final Conviction

**II. CERTIFICATE OR RATING APPLIED FOR ON BASIS OF:**

A. Completion of Test or Activity    1. Aircraft to be used (if flight test required)    2. Total time in this aircraft and/or approved FFS or FTD (hours):    a. Flight Time    b. As Pilot-in-Command

B. U.S. Military Service    1. U.S. Military Service    2. Date Rated in U.S. Military    3. Rank or Grade

C. U.S. Military Competence or Experience    4. List Military aircraft for which you have:    a. logged pilot time or provided flight instruction (IP) (make and model)    b. passed an Instrument Proficiency Check (Pilot or CFI) - (make and model)

D. Graduate of an Approved Course    1. Training Agency or Training Center:    1a. Name    1b. Location (City and State)    1c. Certification Number    1d. Part 142?  Yes  No  
2. Curriculum From Which Graduated (Level, Category, and Class and/or Type Rating)    3. Date

E. Holder of Foreign License    1. Country that Issued the Foreign Pilot License    2. Grade of Foreign Pilot License    3. Foreign Pilot License Number  
4. Ratings Held on Foreign Pilot License (FAA equivalent only - e.g. ASEL, AMEL, Type rating, etc.)

F. Air Carrier Training Program    1. Name of Air Carrier    2. Date Training Began    3. Accomplished Training Program  Initial  Upgrade  Transition  Recurrent

**III. RECORD OF PILOT TIME (Do not write in the shaded areas)**

|                  | Total | Received | Solo | PIC<br>800,<br>SIC | Cross Country<br>Instruction<br>Received | Solo | PIC/SIC | Instrument | Night<br>Instruction<br>Received | Night<br>Take-Off /<br>Landing | PIC/SIC | Night<br>Take-Off/Landing<br>PIC/SIC | Number of        |            |                    |                     |     |
|------------------|-------|----------|------|--------------------|--|------|---------|------------|----------------------------------|--------------------------------|---------|--------------------------------------|------------------|------------|--------------------|---------------------|-----|
|                  |       |          |      |                    |  |      |         |            |                                  |                                |         |                                      | Flights          | Aero-Tows  | Ground<br>Launches | Powered<br>Launches |     |
| Airplanes        |       |          |      | PIC                |  |      | PIC     |            |                                  |                                | PIC     | PIC                                  | Glider           |            |                    |                     |     |
|                  |       |          |      | SIC                |  |      | SIC     |            |                                  |                                | SIC     | SIC                                  | Lighter-than-air |            |                    |                     |     |
| Rotorcraft       |       |          |      | PIC                |  |      | PIC     |            |                                  |                                | PIC     | PIC                                  | Class Totals     |            |                    |                     |     |
|                  |       |          |      | SIC                |  |      | SIC     |            |                                  |                                | SIC     | SIC                                  |                  |            |                    |                     |     |
| Powered Lift     |       |          |      | PIC                |  |      | PIC     |            |                                  |                                | PIC     | PIC                                  | Airplane         | SEL        | MEL                | SES                 | MES |
|                  |       |          |      | SIC                |  |      | SIC     |            |                                  |                                | SIC     | SIC                                  |                  |            |                    |                     |     |
| Glider           |       |          |      | PIC                |  |      | PIC     |            |                                  |                                | PIC     | PIC                                  | Rotorcraft       | Helicopter |                    | Gyroplane           |     |
|                  |       |          |      | SIC                |  |      | SIC     |            |                                  |                                | SIC     | SIC                                  |                  |            |                    |                     |     |
| Lighter-Than-Air |       |          |      | PIC                |  |      | PIC     |            |                                  |                                | PIC     | PIC                                  | Lighter-than-air | Balloon    |                    | Airship             |     |
|                  |       |          |      | SIC                |  |      | SIC     |            |                                  |                                | SIC     | SIC                                  |                  |            |                    |                     |     |
| FFS              |       |          |      |                    |  |      |         |            |                                  |                                |         |                                      | FFS              | SE         | ME                 | Helicopter          |     |
| FTD              |       |          |      |                    |  |      |         |            |                                  |                                |         |                                      | FTD              |            |                    |                     |     |
| ATD              |       |          |      |                    |  |      |         |            |                                  |                                |         |                                      | ATD              |            |                    |                     |     |

IV. Have you previously received a Notice of Disapproval or been denied for any reason for the certificate AND/OR rating for which you are applying?  Yes  No

V. **APPLICANT'S CERTIFICATION** I certify that all statements and answers provided by me on this application form are complete and true to the best of my knowledge and I agree that they are to be considered as part of the basis for issuance of any FAA certificate to me. I have received the Pilot's Bill of Rights Written Notification of Investigation that accompanies this form. I have also read and understand the Privacy Act statement that accompanies this form.

Signature of Applicant    Date (MM/DD/YYYY)

#### REEXAMINATION UNDER 49 U.S.C.

| Instructor Action   |  |   |   |
|---|--|---|---|
| <input type="checkbox"/> Accepted Student Pilot Application - I have personally reviewed the applicant's information and verified the person meets the eligibility requirements and verified applicants identification  |  | <input type="checkbox"/> Rejected Student Pilot Application   |   |
| <input type="checkbox"/> Flight Review <input type="checkbox"/> Instrument Proficiency Check <input type="checkbox"/> Recommendation - I have personally instructed the applicant and consider this person ready to take the test.  |  |   |   |
| Date  | Authorized Flight Instructor's Signature (Print Name and Sign) | Flight Instructor Certificate Number  | Certificate Expiration Date   |
| Air Agency's Recommendation   |  |   |   |
| The applicant has successfully completed our _____ course, and is recommended for certificate or rating without further practical test.   |  |   |   |
| Date  | Agency Name and Number   | Official Signature  |   |
| Designated Examiner or Airman Certification Representative Report   |  |   |   |
| <input type="checkbox"/> Accepted Student Pilot Application   |  | <input type="checkbox"/> Rejected Student Pilot Application   |   |
| <input type="checkbox"/> I have personally reviewed this applicant's pilot logbook and/or training record, and I certify that the individual meets the applicable requirements of 14 CFR Part 61 for the certificate or rating sought.  |  |   |   |
| <input type="checkbox"/> I have personally reviewed this applicant's graduation certificate, and found it to be appropriate and in order, and have returned the certificate. (Original ATP CTP graduation certificate must be attached)   |  |   |   |
| <input type="checkbox"/> I have personally tested and/or verified this applicant in accordance with pertinent procedures and standards with the result indicated below.   |  |   |   |
| <input type="checkbox"/> I have personally delivered the Written Notification under the Pilot's Bill of Rights to the applicant.  |  |   |   |
| <input type="checkbox"/> Approved - Temporary Certificate Issued (Original Attached)  |  | <input type="checkbox"/> Disapproved - Disapproval Notice Issued (Original Attached)  |   |
| Location of Test (Name of Facility or Airport, City, State)   |  | Duration of Test  |   |
|   |  | Ground / Oral   | FFS / FTD      Flight   |
| Certificate or Rating Being Applied For (Grade, Category, Class and/or Type Rating)   |  | Type(s) of Aircraft Used  | Registration Number(s)  |
| Date  | Examiner's Signature (Print Name & Sign)                       | Certificate Number  | Designation Number      Designation Expires   |
| Evaluator's Record (Use for All ATP Certificate(s) and/or Type Rating(s))   |  |   |   |
|   | Inspector  | Examiner  | Signature and Certificate Number  |
|   |  |   | Date  |
| Ground / Oral   | <input type="checkbox"/>                                       | <input type="checkbox"/>  | _____   |
| Approved FFS/FTD Check  | <input type="checkbox"/>                                       | <input type="checkbox"/>  | _____   |
| Aircraft Flight Check   | <input type="checkbox"/>                                       | <input type="checkbox"/>  | _____   |
| Advanced Qualification Program  | <input type="checkbox"/>                                       | <input type="checkbox"/>  | _____   |
| Aviation Safety Inspector or Technician Report  |  |   |   |
| I have personally tested this applicant in accordance with or have otherwise verified that this applicant complies with, pertinent procedures, standards, policies, and or necessary requirements with the result indicated below. (The approved box need only checked if the Inspector is the one that issued the temporary airman certificate)  |  |   |   |
| <input type="checkbox"/> I have personally delivered the Written Notification under the Pilot's Bill of Rights to the applicant.  |  |   |   |
| <input type="checkbox"/> Approved - Temporary Certificate Issued (Original Attached)  |  | <input type="checkbox"/> Disapproved - Disapproval Notice Issued (Original Attached)  |   |
| <input type="checkbox"/> Accepted - Student Pilot Application   |  | <input type="checkbox"/> Rejected - Student Pilot Application   |   |
| Location of Test (Name of Facility or Airport, City, State)   |  | Duration of Practical Test  |   |
|   |  | Ground / Oral   | FFS / FTD      Flight   |
| Certificate or Rating Being Applied For (Grade, Category, Class and/or Type Rating)   |  | Type(s) of Aircraft Used  | Registration No (s)   |
| Certification Activities:<br><input type="checkbox"/> Examiner's Recommendation Provided/Reviewed<br><input type="checkbox"/> Accepted <input type="checkbox"/> Rejected<br><input type="checkbox"/> Application for Student Pilot Certificate Accepted<br><input type="checkbox"/> Reissue or exchange of pilot, CFI, or G.I. certificate<br><input type="checkbox"/> Change of name, nationality, gender or date of birth<br><input type="checkbox"/> SIC Type Rating issued under § 61.55(b) (Part 91) |  | <input type="checkbox"/> Ground Instructor Certificate Issued<br><input type="checkbox"/> Basic<br><input type="checkbox"/> Advanced<br><input type="checkbox"/> Instrument   | <input type="checkbox"/> Flight Instructor Certificate Issued<br><input type="checkbox"/> Initial <input type="checkbox"/> Renewal <input type="checkbox"/> Reinstatement<br>Instructor Renewal Based On:<br><input type="checkbox"/> Activity <input type="checkbox"/> Training Course<br><input type="checkbox"/> Test <input type="checkbox"/> Duties and Responsibilities<br><input type="checkbox"/> Military Instructor Proficiency Check |
|   |  | Certificate or Rating Based on:<br><input type="checkbox"/> Approved FAA Qualification Criteria not Identified on Page 1<br><input type="checkbox"/> Military Competency <input type="checkbox"/> Foreign License<br><input type="checkbox"/> Special medical test conducted - report forwarded to issuing medical office or AAM-300<br><input type="checkbox"/> Special Test-Reexamination (44709) conducted<br><input type="checkbox"/> Approved <input type="checkbox"/> Disapproved |   |
| Training Course (FIRC) Name   |  | Graduation Certificate Number   | Date of FIRC Graduation Certificate   |
| Date  | Inspector's Signature (Print Name & Sign)                      | Certificate Number  | FAA Office (e.g. SO-15, WP-19)  |
| Attachments:  |  |   |   |
| <input type="checkbox"/> Certifying Statement<br><input type="checkbox"/> College Transcript (Official)<br><input type="checkbox"/> ATP CTP Graduation Certificate<br><input type="checkbox"/> Knowledge Test Report<br><input type="checkbox"/> Temporary Airman Certificate<br><input type="checkbox"/> Notice of Disapproval<br><input type="checkbox"/> Superseded Airman Certificate   |  |   |   |
|   |  | Airman's Identification (ID) (US driver's license or passport recommended)  |   |
|   |  | Form of ID  |   |
|   |  | ID Number (If issued by State, include State)   |   |
|   |  | Expiration Date (must be valid)   |   |
|   |  | Telephone Number  |   |
|   |  | Applicant Information (required if printed on 2 pages)  |   |
|   |  | Name  |   |
|   |  | Date of Birth   |   |
|   |  | Certificate Number  |   |
|   |  | E-Mail Address  |   |
|   |  | <input type="checkbox"/> Meets Aviation English Language Standard <input type="checkbox"/> Does Not Meet Aviation English Language Standard <input type="checkbox"/> Referred to FSO for Aviation English Language Standard Determination   |   |
| REMARKS.  |  |   |   |

**Appendix B. Letter of Temporary Deposit***Letter of Temporary Deposit*

UNITED STATES OF AMERICA  
 FEDERAL AVIATION ADMINISTRATION  
 \_\_\_\_\_ [Insert Name of FAA Office] \_\_\_\_\_  
 \_\_\_\_\_ [Insert Address] \_\_\_\_\_

Due to [ENTER EITHER “the unsatisfactory results of a reexamination on” OR “my inability to complete the requested reexamination by”] [*insert date*], I hereby voluntarily surrender my pilot certificate [*number*] for temporary deposit in the [*Name of FSDO*] Flight Standards District Office of the FAA until [*date+up to 30 days*]. If, by that date, I have not demonstrated the airman competence to hold that/those rating(s) to the FAA or received an extension of time within which to take the reexamination, I understand that legal enforcement action will be taken to suspend the privileges of my [*grade of*] certificate until I demonstrate the competence prescribed in the Federal aviation regulations for its original issuance.

Signed,

[*Printed and signed name*]

On this [*date*].

[*Address*]

[*Witness A, date*]

[*Witness B, date*]

Attach Certificate

**Appendix C. Voluntary Surrender for Cancellation**

**Voluntary Surrender for Cancellation**

**TO:**

\_\_\_\_\_  
XXX Flight Standards District Office  
FSDO Street Address  
FSDO City, State and ZIP Code

**FROM:**

Airman's Name  
Airman's Street Address  
Airman's City, State and ZIP Code

I hereby voluntarily surrender my \_\_\_\_\_ Certificate, number XXXXXXXX, for cancellation. I understand that this constitutes unequivocal abandonment of the \_\_\_\_\_ (Certificate or Rating) and that a Federal Aviation Administration (FAA) airman certificate or rating may not be reissued to me again unless I pass all the tests prescribed for its issue.

My rights to be heard as to why my certificate should not be amended, suspended, or revoked have been fully explained to me and by affixing my signature hereto are hereby waived.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**ACKNOWLEDGMENT OF ACCEPTANCE AND COORDINATION**

I, \_\_\_\_\_, an Aviation Safety Inspector, accept the specified certificate and acknowledge that Mr./Ms. \_\_\_\_\_ freely and voluntarily surrendered the specified FAA certificate to the FAA on \_\_\_\_\_ (Date). I further acknowledge that this certificate holder's request for this voluntary surrender has been coordinated and concurred with, by other FAA offices, as appropriate.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Appendix D. Voluntary Downgrade**

**Voluntary Downgrade**

**TO:**

\_\_\_\_\_  
XXX Flight Standards District Office  
FSDO Street Address  
FSDO City, State and ZIP Code

**FROM:**

Airman's Name  
Airman's Street Address  
Airman's City, State and ZIP Code

I, [pilot's name], holder of [grade/rating] certificate No. [number], freely and voluntarily surrender my specified Federal Aviation Administration (FAA) certificate to the FAA on [date of surrender], for downgrade to a [grade/rating] certificate. I understand that this constitutes unequivocal abandonment of the \_\_\_\_\_ (Certificate or Rating) and that an FAA airman certificate or rating may not be reissued to me again unless I pass all the tests prescribed for its issue.

My rights to be heard as to why my certificate should not be amended, suspended, or revoked have been fully explained to me and by affixing my signature hereto are hereby waived.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**ACKNOWLEDGMENT OF ACCEPTANCE AND COORDINATION**

I, \_\_\_\_\_, an Aviation Safety Inspector, accept the specified certificate and acknowledge that Mr./Ms. \_\_\_\_\_ freely and voluntarily surrendered the specified FAA certificate to the FAA on \_\_\_\_\_ (Date). I further acknowledge that this certificate holder's request for this voluntary surrender has been coordinated and concurred with, by other FAA offices, as appropriate.

\_\_\_\_\_  
[Inspector Name/Signature], Aviation Safety Inspector

\_\_\_\_\_  
Date

**Appendix E. Sample 49 U.S.C. § 44709 Reexamination Letter**

**Sample 49 U.S.C. § 44709 Reexamination Letter**

CERTIFIED MAIL—RETURN RECEIPT REQUESTED (OR DHL, if not a U.S. address)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Dear [Airman’s Name]:

The FAA has conducted an investigation of the practical tests administered by Michael A. Puehler between October 2008 and December 2019. Based on that investigation, the FAA has reason to believe that Mr. Puehler issued certificates and/or ratings to airmen when the airmen did not demonstrate the qualifications to hold the certificate and/or rating for which they were tested. Thus, the competence of the airmen tested by Mr. Puehler during that time period is in question, and reexamination of the airmen’s qualifications to hold their certificates and/or ratings is necessary in the interest of safety.

FAA records indicate that on XXXXXXXXXX, you took a XXXXXXXXXX test with Mr. Puehler and received a Temporary Airman Certificate.

Therefore, under the authority of 49 U.S.C. § 44709, the FAA requests that you call or appear at this office or a Flight Standards District Office (FSDO) more conveniently located near you, within 10 days of receipt of this letter, to make an appointment for a reexamination. The reexamination will be a complete practical test for XXXXXXXXXX. The current Airman Certification Standards (ACS) or applicable Practical Test Standards (PTS) will be used.

Please note that you must supply an appropriate, airworthy aircraft for the test.

If you make an appointment with a FSDO in another area, please advise this office.

If you do not accept the opportunity for reexamination by the date set forth above, we will begin proceedings to suspend your airman certificate until such time as you demonstrate your competence to exercise its privileges. If, for reasons beyond your control, you are unable to be reexamined at this time, please contact me prior to [add 15 days to date of letter] so that the FAA can determine whether to grant an extension of time to you.

*In accordance with the Pilot’s Bill of Rights, we also inform you that:*

*(1) The nature of this investigation is to reexamine your qualifications to be the holder of an airman certificate in the interest of air safety pursuant to the Administrator’s authority under 49 U.S.C. § 44709.*

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Appendix E

*(2) Any response to an inquiry made by a representative of the FAA Administrator by you in connection with the reexamination of your qualifications described above may be used as evidence against you.*

*(3) If the reexamination of your qualifications results in a legal enforcement action against your certificate, the releasable portions of the Administrator's investigative report will be made available to you upon your written request addressed to the FAA's legal counsel handling the enforcement action.*

We will be pleased to discuss this matter with you and provide any further information that may assist you. Our office is open from 7:00 a.m. to 4:00 p.m., and our telephone number is (513) 842-9600.

Your cooperation in this matter will be appreciated.

Sincerely,

Timothy Pence  
Cincinnati Flight Standards District Office  
(513) 842-9600