

NOTICE

U.S. DEPARTMENT OF TRANSPORTATION FEDERAL AVIATION ADMINISTRATION

N 8900.787

National Policy

Effective Date:
9/10/26

Cancellation Date:
9/10/27

SUBJ: Nonmandatory Revision of 14 CFR Part 91 LOA A001 Affecting the Responsible Person

1. Purpose of This Notice. This notice announces a nonmandatory revision to Title 14 of the Code of Federal Regulations (14 CFR) part 91 Letter of Authorization (LOA) A001, Issuance and Applicability. This notice also announces minor changes to inspector guidance in Federal Aviation Administration (FAA) Order 8900.1 related to 14 CFR part 91 LOAs.

2. Audience. The primary audience for this notice is the Flight Standards (FS) Safety Assurance offices' aviation safety inspectors (ASI) assigned to provide oversight of 14 CFR part 91 operators, including non-14 CFR part 129 foreign operators. 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.

a. In September 2021, 14 CFR part 91 LOA A001 was revised to add the operator's Responsible Person information to the new Table 1. In August 2024, LOA A001 was revised again to update the language regarding the Responsible Person table to clarify that, moving forward, the Responsible Person would only be listed in Table 1 of LOA A001 and would not be listed on each individual LOA, Letter of Deviation Authority (LODA), or Certificate of Waiver (CoW). As optional 14 CFR part 91 LOAs are revised, the Responsible Person information will be removed and replaced with the statement, "The Responsible Person for this authorization is listed in Table 1 of LOA A001 (revision 02c or later)." Eventually, the Responsible Person information will be removed from all optional 14 CFR part 91 LOAs and only listed within LOA A001. As a result, if the Responsible Person changes, only LOA A001 will need to be updated.

b. To further this transition, the title of the Responsible Person listed in the Safety Assurance System (SAS) Operations Safety System (OPSS) is being changed from "Responsible Person – Operations" to "Responsible Person – LOA."

5. Guidance.

a. LOA A001. This notice contains the sample LOA A001 template in Appendix A, which applies to 14 CFR part 91.

b. Order 8900.1. Order 8900.1, Volume 3, Chapter 2, Section 2, Responsibility for 14 CFR Part 91 Letters of Authorization (LOA), Certificates of Waiver (CoW), and Letters of Deviation Authority (LODA), has been revised to reflect the changes outlined in this notice.

6. Action.

a. Nonmandatory Revision. This is a nonmandatory revision to the 14 CFR part 91 LOA A001. Although no action is required at this time, A001 is required to be updated to the latest revision if:

(1) The 14 CFR part 91 operator changes its Responsible Person; or

(2) A 14 CFR part 91 operator is issued or reissued an authorization that includes the statement: “The Responsible Person for this authorization is listed in Table 1 of LOA A001 (revision 02c or later).”

b. SAS. The name of the person serving in the role of the FAA Recognized Position Title of “Responsible Person – LOA” should be entered under “Operator Details—Personnel” in OPSS. This person will be listed in LOA A001, Table 1, Responsible Person, and will serve as the Responsible Person for the individual LOAs that do not list a Responsible Person.

7. Disposition. The information in this notice has been incorporated into Order 8900.1, Volume 3, Chapter 2, Section 2. Direct questions or comments concerning the information in this notice to the General Aviation and Commercial Division (AFS-800) at 202-267-1100.



Leisha Bell for
Hugh J. Thomas
Executive Director, Flight Standards Service

Appendix A. Sample LOA A001, Issuance and Applicability: 14 CFR Part 91

1. These authorizing documents are issued to [operator name], whose principal base of operations is located at:

Principal Base of Operations

Mailing Address

2. A change in the principal base of operations location constitutes an administrative change only to this Letter of Authorization (LOA) A001 and would not require nor preclude a new inspection.

a. The existing authorizing documents issued to the operator are still valid and not intended to be reissued due to a change in the operator's principal base of operations location.

b. If the operator relocates its principal base of operations listed in subparagraph 1 above, it must notify, in writing, the losing Flight Standards office of its new location and mailing address within 30 calendar days following relocation and, if applicable, advise the losing Flight Standards office of the receiving responsible Flight Standards office to which the operator has relocated.

3. The attached waiver, authorization, and/or deviation documents are effective as of the "Date Approval is Effective" listed in each document, and those issued without an expiration date shall remain in effect as long as the operator listed in subparagraph 1 above continues to comply with all applicable regulations and the requirements, limitations, or provisions of each authorizing document, or until any of the following:

a. It is voluntarily surrendered by the operator for cancellation;

b. The operator ceases to be the operator of the aircraft listed in the applicable authorization;

c. It is canceled, rescinded, or revoked by the FAA;

d. The Responsible Person signing the authorizing document relinquishes responsibility, unless the specific authorizing document designates the person listed in Table 1 of this LOA as the Responsible Person, and that information is kept current;

e. The aircraft or listed equipment is no longer used for that operation and should be removed from the authorization;

f. The aircraft listed on the authorization change(s) registration number(s); or

g. The aircraft listed on the authorization is issued an experimental Special Airworthiness Certificate for research and development (R&D) or changes projects associated with an experimental Special Airworthiness Certificate for the purpose of R&D.

4. Responsible Person. The Responsible Person should have ongoing knowledge of the operations of the aircraft and may be the individual who acts as operator or, if the operator is a legal entity, an officer, employee, or person duly designated to sign on behalf of the operator.

a. The name, email address, and/or telephone number of the Responsible Person signing this LOA are listed in Table 1 below.

b. If the Responsible Person listed in Table 1 below changes, the Responsible Person or the operator must notify the issuing office within 30 calendar days of the change, identify the Responsible Person replacement, and request an update to this LOA.

Table 1 – Responsible Person

Name	Email Address	Telephone No.