

ORDER

U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION

8000.61

7/13/85

Aviation Safety Investigator's Badge and Credential, FAA
SUBJ: Form 8000-36

1. PURPOSE. This Order establishes policies and procedures for the issuance of credentials to Aviation Safety Investigators.
2. DISTRIBUTION. This Order is distributed to division level in Washington, regions, and centers, and Metropolitan Washington Airports; branch level in the Offices of Aviation Safety, Civil Aviation Security, Flight Operations, Airworthiness; and limited distribution to all field offices and facilities.
3. BACKGROUND.
 - a. The Director of the Office of Aviation Safety (ASF) now reports directly to the Administrator as a result of the expanded role of ASF in the promotion of safety in air commerce. Because of these enlarged responsibilities and the more independent status of this office, it is considered that separate credentials now should be furnished to ASF investigators to assist them in the efficient performance of their duties. The credentials are intended to provide ready identification of these investigators, permitting them to gain immediate access to aircraft accident sites, airport facilities, and aircraft on the ground and disabled as a result of an accident or incident, for example, in connection with their official duties.
 - b. The credentials consist of two parts. The first part is a paper document consisting of a photograph, title, and signature of the holder. This document is signed by the Administrator, as the approving authority, and is laminated before issuance. The second part consists of a serially numbered badge, with wallet clip. The two parts are to be used together in a credential case.
 - c. These credentials will replace the Air Safety Investigator's credential issued under FAA Order 8000.38C.
4. APPROVAL AUTHORITY. The Administrator, FAA, is the approving authority for issuance of aviation safety investigators credentials.

Distribution: A-W-2(except SF/CS/FO/WS); A-W(SF/CS/FO/WS)-3;
A-XYZ-2; A-FOF-0 (LTD)

Initiated By: ASF-3

5. RESPONSIBILITY.

a. ASF is responsible for establishing the criteria for eligibility, issuance, and accountability of FAA Form 8000-36, Aviation Safety Investigator's Credential and Badge, designed for use exclusively by ASF personnel.

b. The Office of Civil Aviation Security (ACS) will monitor the procedures for the issuance and control of the credentials as required by Order 1600.25C, FAA Identification Media.

c. Employees to whom these credentials are issued shall use them solely as identification in the conduct of FAA investigations and evaluations made pursuant to the Federal Aviation Act of 1958, as amended, and the applicable Federal Aviation Regulations (FAR). These employees shall be responsible for safeguarding the credentials and must promptly report any loss, theft, or mutilation of these credentials to their division managers in accord with Paragraph 9, below.

6. CRITERIA FOR ELIGIBILITY. Credentials are issued to the following persons in the Office of Aviation Safety:

a. Air Safety Investigators in the Accident Investigation Division, ASF-100, currently assigned to a GS-1815 position.

b. Technical specialists in the Safety Programs Division, ASF-300, currently assigned to the airport, air traffic control, airway facilities, or aviation standards duties.

c. Division managers, assistant division managers, branch managers, or other appropriate staff personnel, in ASF.

NOTE: The employee must engage in official duties which require the individual to conduct investigations and evaluations for FAA pursuant to the FA Act of 1958 as amended and applicable FAR's.

7. APPLICATIONS FOR CREDENTIALS.

a. Applications for credentials shall be made on Form 1600-14, Identification Card/Credential Application, through the appropriate division manager in ASF. All blocks on the front side of the form will be completed. The applicant's office symbol is to be entered in the "DOT Comp" block. The division manager will sign as authorizing official. On the reverse side, the applicant will enter the words: "Aviation Safety Investigator."

b. A blank Aviation Safety Investigator's Credential form (FAA Form 8000-36), should also be signed by the applicant and forwarded with the FAA Form 1600-14. The applicant must provide two 1-3/8 x 1-3/4 inch full face, color photographs which accurately portray his or her appearance.

c. FAA Form 1600-14, Identification Card/Credential Application, can be obtained through normal distribution, whereas the agency stockage and control point for FAA Form 8000-36 is ASF.

8. ISSUANCE OF CREDENTIALS.

a. The Director, ASF-1, is responsible for the issuance and control of Aviation Safety Investigator's credentials.

b. Following preparation of the documents and approval by the Administrator, ASF-1 will forward the credentials to the applicant via registered mail or hand-carry if in close proximity. Upon delivery of the credentials, a receipt signed by the applicant will be obtained and returned to ASF-1 for filing. ASF-1 will maintain an up-to-date record of all current and past credential holders. ASF-1 will also maintain an up-to-date record of all credentials reported to be lost, stolen, or mutilated, such reports to include original applications (FAA Form 1600-14), receipts, and employee written reports (attesting to the loss, theft, or mutilation). A file of all other original applications (FAA Form 1600-14) will also be maintained in ASF-1.

9. LOST, STOLEN, OR DAMAGED CREDENTIALS.

a. The Aviation Safety Investigator's credential is accountable Government property. If any part of the credentials are lost or stolen, the holder's division manager shall be notified immediately. This shall be confirmed in writing to the division manager, citing the circumstances surrounding the loss within 5 work days.

b. Following the notification of lost or stolen credentials, the credential holder's division manager shall initiate action to notify in writing the supporting Civil Aviation Security Division and other appropriate authorities detailing the circumstances surrounding the loss. In the event the credentials are recovered, these individuals and authorities shall be so advised. Application for a replacement may be made through normal channels.

c. Suspected or actual security discrepancies or irregularities will be reported immediately to the servicing security element for the appropriate action.

10. SURRENDER OF CREDENTIALS.

Aviation Safety Investigator's credentials shall be surrendered to the holder's division manager under any of the following circumstances:

a. Termination of employment;

- b. Reassignment to a position which does not meet the eligibility requirements as specified in paragraph 6;
- c. Issuance of a revised credential;
- d. Extended leave or absence.

11. DESTRUCTION.

Aviation Safety Investigator's credentials which become damaged or are surrendered pursuant to Paragraph 10, above, shall be forwarded to ASF-1 for disposition or destruction.



Donald D. Engen
Administrator

U.S. Department of Transportation
Federal Aviation Administration

800 Independence Ave. S W
Washington, D C 20591

Official Business
Penalty for Private Use \$300

Postage and Fees Paid
Federal Aviation Administration
DOT 515



POSTMASTER: Return to:
DIRECTOR, OFFICE OF AVIATION SAFETY
FEDERAL AVIATION ADMINISTRATION
WASHINGTON, D.C. 20591

IF FOUND—Drop in any U.S. Mailbox, as unauthorized possession or use make offender liable to severe penalties. Title 18, U.S.C. Sec. 499.

UNITED STATES OF AMERICA
Department of Transportation
Federal Aviation Administration
This is to certify that

_____ photo

Whose signature and photograph appear herein is a duly designated
AVIATION SAFETY INVESTIGATOR
and is authorized to perform duties imposed by law and regulations
BY DIRECTION OF THE ADMINISTRATOR

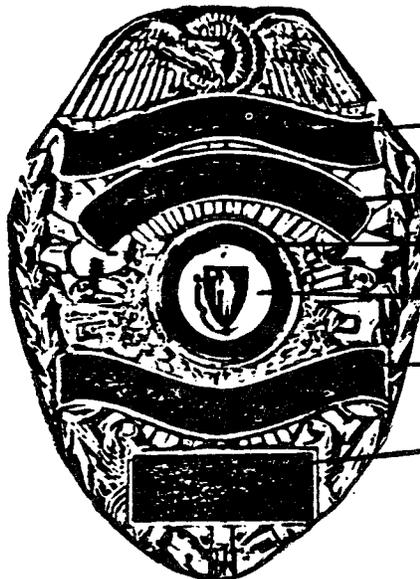
The investigator identified on this credential is an accredited representative of the Federal Aviation Administration (FAA) and must be given free and uninterrupted access to aircraft accident sites, property of the FAA, air navigation facilities, airports and civil aircraft in the performance of official duties as specified in the Federal Aviation Act of 1958, as amended, and the Federal Aviation Regulations.

S A M P L E

ISSUED: _____

_____ The Administrator
Form 8000-36 (6-85)

_____ BEARER



- UNITED STATES
- OF AMERICA
- FEDERAL AVIATION ADMINISTRATION
- DOT LOGO
- INVESTIGATOR
- 100 (Badge number)

