ORDER

U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION

8240.32K

10/01/04

SUBJ: REQUEST FOR FLIGHT INSPECTION SERVICES

1. **PURPOSE.** This order establishes a point of contact for requesting flight inspection services and is directed to all offices and facilities with a requirement for these services.

2. **DISTRIBUTION.** This order is distributed to the division level in NAS Operations, Operational Support, ATC Spectrum Engineering Services, Aviation System Standards, Office of Accident Investigation, Air Traffic Organization, Flight Standards Service, and the Office of International Aviation in the Federal Aviation Administration (FAA) headquarters; to the division level at the William J. Hughes Technical Center; to the International Liaison Officer of the International Area Offices; to the National Operations Control Center, Maintenance Control Centers, and Operational Control Centers; to the Regional Airway Facilities and Air Traffic Divisions Offices; to the Flight Standards District Offices; and to the Flight Inspection Field Offices, International Flight Inspection Field Office, the Air Force Flight Inspection Center, and the First Aviation Standards Flight Reservists Unit.

3. **CANCELLATION.** FAA Order 8240.32J, Request for Flight Inspection Services, dated March 3, 2002, is canceled.

4. **EXPLANATION OF CHANGES.** This order is to advise of the requirement to request flight inspection services through the Airway Facilities Control Center (AFCC) to the Flight Inspection Central Operations (FICO) Office.

5. **FLIGHT INSPECTION REQUESTS.** Requests for flight inspection services **within the 48 contiguous states, Alaska, Hawaii, and all international locations** should be directed to the following office.

Aviation System Standards (AVN)
Flight Inspection Central Operations (FICO) Office
Commercial Phone Number: (405) 954-0306 or 1-888-358-2435
DSN: 940-2832 or 940-2830
FAX: (405) 954-2834 or 1-888-286-2739
E-Mail Address: 9-AMC-AVN-FLC@faa.gov

These numbers are operational 24 hours per day, 7 days per week.

6. **SCHEDULING FLIGHT INSPECTION SERVICES.** To maximize resources and reduce inefficiencies, a request for flight inspection services should be directed through the AFCC to the FICO as soon as the flight inspection requirements are known, but no later than Wednesday of the week before the requested date services are required. Exceptions for high profile or emergency conditions will be handled on a case-by-case basis. Military and international customers may request inspections directly through the FICO.

7. **CHANGING/ CANCELING A FLIGHT INSPECTION REQUEST.** The requesting AFCC or office should promptly notify the FICO of delay, deferment, or cancellation of a previously requested inspection so unnecessary expense and use of resources can be avoided.

8. **INFORMATION UPDATE.** Any deficiencies found, clarifications needed, or suggested improvements regarding the contents of this order should be noted on FAA Form 1320-19, Directive Feedback Information, and mailed to the originator of the order. If an interpretation is needed, call the originating office for guidance; however, you should also complete and mail FAA Form 1320-19 as a follow-up to the verbal conversation.

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