

CHANGE

U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION

FS 1100.1 CHG 29

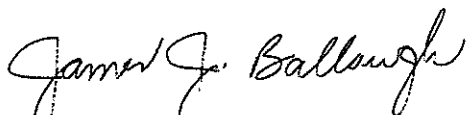
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SUBJ: FLIGHT STANDARDS SERVICE ORGANIZATIONAL HANDBOOK

1. **Purpose of This Order.** This change transmits revised pages for Chapter 1.
2. **Audience.** The audience for this order includes employees from the following services within the office of the Associate Administrator for Aviation Safety: the branch level in Washington headquarters Flight Standards Service, all regional Flight Standards divisions, and all supervisors in the Flight Standards field offices.
3. **Where You Can Find This Order.** You can access this order through the Flight Standards Information Management System (FSIMS) at <http://fsims.avr.faa.gov>.
4. **Explanation of Changes.**
 - a. The functional statement for the International Programs and Policy Division, AFS-50, is revised to reflect program changes.
 - b. The title of AFS-51 is changed from Regulatory Affairs and Technical Agreements Branch to International Affairs Branch, and the roles and responsibilities within the branch are revised.
 - c. The International Technical Support Branch, AFS-53, is established.
5. **Disposition of Transmittal.** This transmittal is to be RETAINED AND FILED IN THE BACK OF THIS HANDBOOK until it is superseded by a new basic order.

PAGE CONTROL CHART

Remove Pages	Dated	Insert Pages	Dated
iii	8/6/04	iii	9/20/07
iv	6/8/07	iv	9/20/07
v (and vi)	6/8/07	v (and vi)	9/20/07
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Director, Flight Standards Service

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(15) Satisfies the International Civil Aviation Organization (ICAO) requirements for quality assurance functions within Flight Standards Service.

23. INTERNATIONAL PROGRAMS AND POLICY DIVISION. The International Programs and Policy Division, AFS-50, is responsible for the management of international activities of the service.

24. INTERNATIONAL AFFAIRS BRANCH. The International Affairs Branch, AFS-51, is responsible for the following functions:

a. Serves as the primary contact and develops policy for AFS international regulatory affairs and technical agreements.

b. Serves as the point of contact for the Joint Aviation Authorities (JAA), Transport Canada (TC), ICAO, regional initiatives, North American Free Trade Agreement (NAFTA), Asia-Pacific Economic Co-operations, and other foreign Civil Aviation Authorities (CAA).

c. **WITHDRAWN—CHG 29.**

d. Develops, approves, and manages the ICAO endorsed Government Safety Inspector (GSI) training to reflect the ICAO program for training of other foreign CAA.

e. Develops and manages the ICAO model aviation regulatory documents consisting of civil aviation law, regulations, and implementing standards for personnel licensing, flight operations, and continuing airworthiness of aircraft and related technical guidance material.

f. Serves as the AFS primary point of contact for the ICAO's Universal Aviation Safety Oversight Audit Program (USOAP).

g. Initiates notification of U.S. differences to the ICAO (obligation in Article 38 of the Chicago Convention) for the ICAO Standards and Recommended Practices which relates to AFS responsibilities when identified by other appropriate AFS divisions with associated rulemaking responsibilities.

h. Aids in the development, presentation, and execution of technical assistance programs for foreign civil aviation authorities who have demonstrated deficiencies and have requested such assistance.

i. Coordinates with the Office of the Assistant Administrator for International Aviation on reimbursable technical assistance, and policy and operational issues, affecting international aviation operations. Also coordinates with regional international liaison officers and FAA international representatives.

j. Responsible for the AFS/AVS development and oversight of other government-to-government agreements.

k. Develops, coordinates, and monitors AFS policy regarding other ICAOs, such as the European Aviation Safety Agency (EASA).

l. **WITHDRAWN—CHG 29.**

m. Develops legislative proposals and rulemaking and provides policy on 14 CFR part 187 issues. Prepares Federal Register and advisory circular (AC) publications for annual adjustments in fees.

n. Responsible for the development and oversight of AFS-related Bilateral Aviation Safety Agreements (BASA) and associated implementation procedures.

o. Serves as the clearance point for the Inter-Agency Group on International Aviation (IGIA) for purposes of coordinating U.S. positions and strategies, normally for ICAO proposals and events.

p. Maintain records documenting AFS technical assistance and training activities.

25. INTERNATIONAL OPERATIONS AND STANDARDIZATION BRANCH. The International Operations and Standardization Branch, AFS-52, is responsible for the following functions:

a. Serves as primary contact and develops policy for the international aviation safety assessment (IASA) program.

b. Responsible for the regulations and policy recommendations governing certification and operations aspects of part 129 foreign air operators, including operations specifications (OpSpecs), rulemaking amendments, identification of resulting U.S. differences with ICAO Standards and Recommended Practices, exemption requests, development of guidance materials, and coordination of these activities with other FAA offices. Responsible for coordinating any National Transportation Safety Board (NTSB) recommendations and Runway Incursion Program initiatives with part 129 foreign air carriers.

c. Develops and implements agency policy on the International Code-share Safety Audit program for U.S. air carriers and part 129 foreign air operators. Responds to requests from foreign air carriers for part 129 authorization and/or economic authority under part 375. Coordinates with Office of the Secretary of Transportation regarding part 129 and other foreign air carrier operations.

d. **WITHDRAWN—CHG 29.**

e. Recommends changes to existing information systems such as National Program Guidelines (NPG), Vital Information Subsystem (VIS), Program Tracking and Reporting Subsystem (PTRS), Airman Certification Rating Application (ACRA), OPSS, etc.

f. Sets guidelines for monitoring foreign air carrier operations and practices, including airport use, establishment or use of dispatch, and meteorological facilities, maintenance programs, and minimum equipment lists (MEL).

g. Evaluates results of FAA foreign operator ramp inspections and interfaces with other CAA on safety inspection matters under the International Aviation Safety Data Exchange (IASDEx) system. Includes coordinating results of ramp inspections conducted by foreign CAA on U.S. carriers outside of the United States with other FAA offices.

26. INTERNATIONAL TECHNICAL SUPPORT BRANCH. The International Technical Support Branch, AFS-53, is responsible for the following functions:

a. Develops and maintains a pool of skilled AFS technical experts as primary resources for conducting assessments under the IASA Program, technical assistance activities, international training courses, and any other international functions requiring aviation safety technical expertise.

b. Monitors foreign air carrier operations and practices, including airport use, establishment or use of dispatch and meteorological facilities, maintenance programs, and MELs.

c. Performs supplemental inspections of foreign air carriers at airports nationwide with charter and/or scheduled service.

d. Acts as coordinator for requests for aviation safety inspector (ASI) resources from Washington headquarters and regional and field offices to support: technical assistance activities, international training, technical reviews, IASA, and consultations.

e. Prepares reports documenting AFS technical assistance and training activities.

27. thru 30. RESERVED.

31. NATIONAL FLIGHT PROGRAM OVERSIGHT OFFICE.

a. The National Flight Program Oversight Office, ASW-280, serves as the FAA centralized policy-setting and oversight organization for ensuring the safe, effective, and efficient use of FAA flight program resources. The office advises the Administrator, Associate Administrator for Regulation and Certification, and other principal officials on flight program matters and develops the policy and management directives for the operation of FAA aircraft. The functions of the office will be described in agency Order 1100.5C, FAA Organization – Field, Chapter 7, Southwest Region. This office is located in Oklahoma City, Oklahoma, and reports directly to the Manager, Flight Standards Division, ASW-200.

b. The Flight Program Policy Committee will be chaired by the Director, Flight Standards Service.

32. thru 35. RESERVED.

FIGURE 1-1. FLIGHT STANDARDS SERVICE FUNCTIONAL ORGANIZATIONAL CHART

