

Designee Management System (DMS) for DMIR & DAR-F

Request Additional Authorizations



Federal Aviation
Administration

When a designee believe that they are qualified to perform additional authorized tasks within their designee type, other than those that the FAA currently authorizes, they may request the change through DMS. To request additional authorizations, log in to DMS and select the “action” link shown below.

For additional information, review FAA Order 8000.95 Designee Management Policy

Home Update Personal Profile Change Designation Location Create Application Message Center (0) Change Password Logout

Welcome [Redacted]

FAA Order 8000.95

My Designations

Designation	Designation Status	Effective Date	Expiration Date	Termination Date	View	Designee Action(s)
DAR-F	Active	8/19/2005	12/31/2020		CLOA	Action

Action Required Items

Designation	Subject	Action Status	Due Date	Action(s)
No records found				

1 5

My Applications

Navigate to the activity links table below, and select the “request additional authorizations” link.

Welcome [Redacted]

FAA Order 8000.95

Designation Information

Designation Type	DAR-F
Function Code(s)	1, 2, 3, 22, 23, 24
Designation Status	Active
Effective Date	8/19/2005
Expiration Date	12/31/2020
Managing Specialist	[Redacted]
Activity Paperwork Status	Pre-Approval Active

Activity Links

Pre-Approval Request	Activity Paperwork
Voluntary Surrender Request	Training Record
Request Additional Authorizations	View Pre-Approval/Post Activity Report Setting(On/Off)

Activity History

Activity	DMS Tacking #	Activity Status	Modified Date
No records found			

1 10

Back Cancel

Requesting expansion of authority. The expansion request page will show the authorizations you currently hold, and available function codes to request the expansion. Select the function codes you are requesting, complete the supplemental information sheet, upload the information and include evidence you have completed the required training for the additional authorizations, and select the “continue” button at the bottom of the page.

Change/Expand Authority Request

Expand Request
Submit

Expand Authorization Request for DAR-F

FAA Form 8130-3/8130-4

1 2 3

Conformity

22 23 24

Please select additional Authorizations to expand authority. *

FAA Form 8130-3/8130-4 Select all

4 5 6 7 8 9

Conformity Select all

20 21 25 26 27 28

Airworthiness Certification Select all

30 31 32 33 34 35 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57

58 59 60 61 62 63 64 65 66 67 68 70 71 72 73 74

Comments * (Max length: 4000 / 4000 left)

Supporting documents

Please download the supplemental application information form from the link below. Save the document to your computer and fill in the required data. Once you save the completed form, you can select the choose button below and attach the supplemental information to this page. You may also upload additional documents to substantiate your designation request. For specific documentation required to qualify for your designation type, please refer to [FAA Order 8000.95](#) Designee Management System.

[Download Supplemental Information Sheet – DAR-F.doc](#)

+ Choose
Upload
x Cancel

Uploaded Files *

File Name	File Type	File Size	Delete?

Save
Continue
Cancel

Upload all documents

Please select additional Authorizations to expand authority. *

FAA Form 8130-3/8130-4 Select all

4 5 6 7 8 9

Conformity Select all

20 21 25 26 27 28

Airworthiness Certification Select all

30 31 32 33 34 35 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57
 58 59 60 61 62 63 64 65 66 67 68 70 71 72 73 74

Comments * (Max length: 4000 / 3992 left)

Testing

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[Download Supplemental Information Sheet - DAR-F.doc](#)

Uploaded Files *			
File Name	File Type	File Size	Delete?
DMIR - DARF conversion instructions.pdf	application/pdf	127 (Kb)	<input type="button" value="x"/>

Complete the Release of Information and Certification Statement, and electronically sign your request.

FAA Order 8000.95

Welcome

Change/Expand Authority Request

Expand Request **Submit**

* Indicates required field.

Expansion Signature > Designated Airworthiness Representative - Manufacturing (DAR-F)

Release of Information and Certification Statement

Read the following statements CAREFULLY. After you read each statement, you MUST acknowledge by clicking in the block. All statements must be acknowledged prior to continuing with the application process. I AGREE

*I understand that a false statement on any part of this application will be grounds for not approving this application, for rescinding my eligibility as a designee, for not designating me, or terminating any designation I may receive.

*I understand that any information given may be investigated.

*I consent to the release of information regarding my personal and technical qualifications for designation by employers, schools, law enforcement agencies, and other individuals and organizations, to Investigators, employees of the Federal government, and persons not employed by the Federal government to whom the FAA has delegated the authority to screen designee applicants.

*I understand that my FAA accident/incident/violation history will be evaluated, as appropriate, at each stage of the application process.

*I understand that designation as a designee is a privilege, not a right and that any designation received may be terminated or revoked at any time for any reason the FAA Administrator deems appropriate. Whoever in any matter within the jurisdiction of any department or agency of the United States knowingly and willfully falsifies, conceals, or covers up by any trick, scheme, or device a material fact, or who makes any false, fictitious, or fraudulent statements or representations, or entry, may be fined up to \$250,000 or imprisoned for not more than 5 years, or both. (18 U.S. Code Secs 1001:3571).

*I certify that, to the best of my knowledge and belief, all data and information that I entered in this application are true, correct, complete, and made in good faith.

Privacy Act Statement

Privacy Act Statement: The information on this form is solicited under authority of the Federal Aviation Regulations Part 183. The purpose of this information is to establish your qualifications as a designee. Submission of the data is mandatory. Incomplete submission may result in delay or denial of your request. The data will be used to determine your eligibility as a designee, and for statistical purposes. In addition, the data also becomes part of the Privacy Act system of records DOT/FAA 830. Representatives of the Administrator, and is subject to the additional conditions of that published system.

Please enter your DMS password as your electronic signature.

Signature: *

Submit **Cancel**

Welcome [Redacted] FAA Order 8000.95

Change/Expand Authority Request

Expand Request

* Indicates required field.

Expansion Signature > Designated Airworthiness Representative - Manufacturing (DAR-F)

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Please enter your DMS password as your electronic signature.

Signature: *

Submission Acknowledgement Statement. ✕

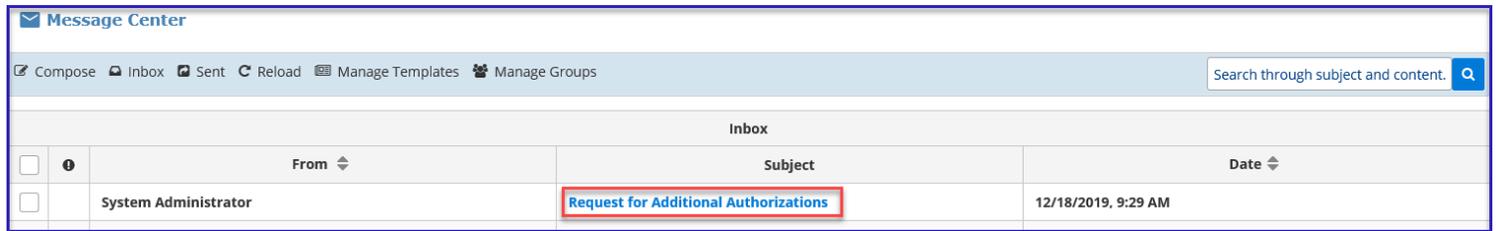
Expand Authority Submission.

Thank you for submitting your Expand Authority request. You will be contacted by your managing specialist indicating whether or not your authorization will be changed to meet your request. Please check Message Center for any updates and next steps.

The activity history in your designee record is updated with the activity status of submitted.

Activity History			
Activity	DMS Tacking #	Activity Status	Modified Date
Request Additional Authorizations	EA-225967528-2019-0001	Submitted	12/18/2019

You will also receive a message in the message center.



The screenshot shows a web interface for a Message Center. At the top, there is a navigation bar with links for Compose, Inbox, Sent, Reload, Manage Templates, and Manage Groups. A search bar on the right allows searching through subject and content. Below this is an 'Inbox' section with a table of messages. The table has columns for From, Subject, and Date. One message is listed, from 'System Administrator' with the subject 'Request for Additional Authorizations' and a date of '12/18/2019, 9:29 AM'. The subject text is highlighted with a red box.

Inbox			
	From	Subject	Date
<input type="checkbox"/>	System Administrator	Request for Additional Authorizations	12/18/2019, 9:29 AM

For log-in ID or password reset, contact the helpdesk.

Resources



(844) FAA-MYIT
(844) (322-6948)
helpdesk@FAA.gov
MyIT.faa.gov

