



## Aviation Rulemaking Advisory Committee Task Notice

April 28, 2020

**ACTION:** Notice of a new task assignment for the Aviation Rulemaking Advisory Committee (ARAC) and solicitation of members.

**SUMMARY:** The FAA assigned ARAC a new task to provide recommendations for standardized curricula for air carrier and operator training provided by part 142 training centers, as recommended by the Air Carrier Training Aviation Rulemaking Committee (ACT ARC). This notice informs the public of the new ARAC activity and solicits membership for the new Training Standardization Working Group.

**BACKGROUND:** ARAC is governed by the Federal Advisory Committee Act (5 U.S.C., Appendix 2). The FAA established the ARAC to provide information, advice, and recommendations on aviation related issues that could result in rulemaking to the FAA Administrator, through the Associate Administrator of Aviation Safety.

The FAA established the Air Carrier Training Aviation Rulemaking Committee (ACT ARC), separate from ARAC, to provide a forum for the U.S. aviation community to discuss, prioritize, and provide recommendations to the FAA about operations conducted under parts 121, 135, and 142, specifically addressing air carrier training. The ACT ARC produced several recommendations it believed would achieve standardization (where appropriate) and significant administrative efficiency in check pilot qualification, flight instructor qualification, and part 135 air carrier training curricula delivered by part 142 training centers.<sup>1</sup> The ACT ARC recommended the FAA establish a Standardized Curriculum Concept for part 135 training provided by part 142 training centers.

The Standardized Curriculum Concept provides a means to standardize curricula offered by part 142 training centers to part 135 operators. Under the Standardized Curriculum Concept, the Training Standardization Working Group will use formalized stakeholder input to develop and recommend to the ARAC standardized curricula for each aircraft fleet. The ARAC will recommend to the FAA, standardized curricula for each aircraft fleet. The FAA will review the recommendations and, if acceptable, the FAA will make draft standardized curricula available for public comment through published notices in the Federal Register. The FAA may task the ARAC, through the Training Standardization Working Group, to use the public comments to refine its recommendations to ARAC. The FAA will review the recommendations and, if acceptable, publish the standardized curricula at a national level.

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<sup>1</sup> The ACT ARC Recommendations are publically available on the FAA Web site at: [https://www.faa.gov/about/office\\_org/headquarters\\_offices/avs/offices/afx/afs/afs200/afs280/act\\_arc/](https://www.faa.gov/about/office_org/headquarters_offices/avs/offices/afx/afs/afs200/afs280/act_arc/).

Standardized curricula would provide a common method for quality training accessible to any operator that obtains approval to use the curriculum in its FAA-approved training program. The Standardized Curriculum Concept aims to provide an efficient means for approving training curricula offered by part 142 training centers while increasing the consistency of training, testing, and checking delivered to part 135 operators. The use of standardized curricula is strictly voluntary and is a means to comply – but not the sole means to comply – with the applicable regulatory requirements of part 135 and part 142. The standardized curriculum does not modify existing regulatory requirements for pilot training or qualification. The Standardized Curriculum Concept supports the overarching goals to enhance training and checking and promote safer operational practices in part 135 operations. This supports the National Transportation Safety Board Most Wanted List initiative to improve the safety of part 135 flight operations.

On March 19, 2020, the FAA assigned this task to ARAC, which ARAC designated to the Training Standardization Working Group. Participants of the newly established Training Standardization Working Group will serve as members of the group only, reporting to ARAC. The group will provide advice and recommendations on the assigned task. The group will submit the recommendation report to ARAC for consideration. ARAC must deliberate and discuss the report prior to voting on whether to submit the recommendation report to the FAA.

**THE TASK:** The Training Standardization Working Group will provide advice and recommendations to the ARAC on the most effective ways to standardize curricula provided by training centers. The group is tasked with the following:

1. Recommend a detailed master schedule for the development of part 135 standardized curricula for each aircraft or series of aircraft;
2. Develop and recommend a standardized curriculum to qualify training center instructors and evaluators (check pilots) to provide part 135 training, testing, and checking;
3. Develop and recommend part 135 standardized curricula for each aircraft or series of aircraft, including the maneuvers, procedures, and functions to be performed during training and checking;
4. Recommend continuous improvements to each part 135 standardized curriculum for a specific aircraft or series of aircraft; and
5. Develop reports containing recommendations for standardized curricula and results of the tasks listed here. The group should review any relevant materials to assist in achieving their objective, including FAA Advisory Circular 142-1,<sup>2</sup> Standardized Curricula Delivered by Part 142 Training Centers.

**SCHEDULE:** This tasking notice requires the following recommendation reports.

- The initial recommendation report including the proposed master schedule for standardized curriculum development must be submitted to the FAA for review and

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<sup>2</sup> See [https://www.faa.gov/regulations\\_policies/advisory\\_circulars/index.cfm/go/document.information/documentID/1037473](https://www.faa.gov/regulations_policies/advisory_circulars/index.cfm/go/document.information/documentID/1037473).

acceptance no later than six months from the first meeting of the Training Standardization Working Group.

- The addendum recommendation report, including a standardized curriculum to qualify training center instructors and check pilots to provide part 135 training, testing, and checking must be submitted to the FAA for review and acceptance no later than six months from the submission of the master schedule;
- The addendum recommendation reports, including proposed standardized curricula for each aircraft or series of aircraft, must be submitted to the FAA according to the master schedule;
- The Training Standardization Working Group can submit ad hoc recommendation reports, including continuous improvements, to standardized curricula to the FAA for review and acceptance at any time.

**WORKING GROUP ACTIVITY:** The Training Standardization Working Group must comply with the procedures adopted by the ARAC and as follows:

1. Conduct a review and analysis of the assigned tasks and any other related materials or documents.
2. Draft and submit a work plan for completion of the task, including the rationale supporting such a plan, for consideration by ARAC.
3. Provide a status report at each ARAC meeting.
4. Draft and submit the recommendation report based on the review and analysis of the assigned tasks.
5. Present the recommendation report at the ARAC meeting.

**PARTICIPATION IN THE WORKING GROUP:** The Training Standardization Working Group will be comprised of technical experts having an interest in the assigned task. A group member need not be a member representative of ARAC. The FAA would like a wide range of stakeholders to ensure all aspects of the tasks are considered in development of the recommendations.

The provisions of the August 13, 2014, Office of Management and Budget guidance, “Revised Guidance on Appointment of Lobbyists to Federal Advisory Committees, Boards, and Commissions” (79 FR 47482), continues the ban on registered lobbyists participating on Agency Boards and Commissions if participating in their “individual capacity.” The revised guidance now allows registered lobbyists to participate on Agency Boards and Commissions in a “representative capacity” for the “express purpose of providing a committee with the views of a nongovernmental entity, a recognizable group of persons or nongovernmental entities (an industry, sector, labor unions, or environmental groups, etc.) or state or local government.” (For further information see Lobbying Disclosure Act of 1995 (LDA) as amended, 2 U.S.C 1603, 1604, and 1605.)

**NOMINATION PROCESS:** Candidates are required to submit, in full, the following materials to be considered for membership. Failure to submit the required information may disqualify a candidate from the review process.

1. A résumé or curriculum vitae, detailing any aircraft-specific knowledge and experience.
2. A statement describing the specific expertise and contribution the candidate would bring to the task described above.
3. A statement describing the specific constituencies and stakeholders that the candidate would represent in completing the task described above.

Nominations must be submitted electronically (by E-mail) to [9-AVS-AFS200-STD-Curriculum-Contract-TRN@faa.gov](mailto:9-AVS-AFS200-STD-Curriculum-Contract-TRN@faa.gov). The subject line should state “ARAC Training Standardization Working Group Nomination.” The FAA must receive all requests by **Friday, May 22, 2020 at 5:00 pm Eastern Daylight Time**. ARAC and the FAA will review the requests and advise you whether or not your request is approved.

### Roles and Responsibilities

If you are chosen for membership on the working group, you must actively participate in the working group, attend all meetings, and provide written comments when requested. You must devote the resources necessary to support the working group in meeting any assigned deadlines. You must keep your management and those you may represent advised of group activities and decisions to ensure the proposed technical solutions do not conflict with the position of those you represent. Once the group has begun deliberations, members will not be added or substituted without the approval of the ARAC Chair, the FAA, including the Designated Federal Officer, and the Group Chair.

### Confidential Information

All final work products submitted to the ARAC are public documents. Therefore, it should not contain any nonpublic proprietary, privileged, business, commercial, and other sensitive information (collectively, Confidential Information) that the working group members would not want to be publicly available. With respect to working groups, there may be instances where members will share Commercial Information within the working group for purposes of completing an assigned task. Members must not disclose to any third party, or use for any purposes other than the assigned task, any and all Confidential Information disclosed to one party by the other party, without the prior written consent of the party whose Confidential information is being disclosed. All parties must treat the Confidential Information of the disclosing party as it would treat its own Confidential Information, but in no event shall it use less than a reasonable degree of care. If any Confidential Information is shared with the FAA representative on a working and/or task groups, it must be properly marked in accordance with the Office of Rulemaking Committee Manual, ARM-001-15.

The Secretary of Transportation determined the formation and use of the ARAC is necessary and in the public interest in connection with the performance of duties imposed on the FAA by law.

ARAC meetings are open to the public. However, working group meetings are not open to the public, except to the extent individuals with an interest and expertise are selected to participate. The FAA will make no public announcement of working group meetings.

**FOR FURTHER INFORMATION CONTACT:** Mary Thompson, Federal Aviation Administration; Telephone (404) 904-2995; Email [mary.thompson@faa.gov](mailto:mary.thompson@faa.gov).