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# InFO

Information for Operators

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*An InFO contains valuable information for operators that should help them meet certain administrative, regulatory, or operational requirements with relatively low urgency or impact on safety.*

**Subject:** Beta Release of the Pilot Records Database (PRD)

**Purpose:** This InFO provides an update to Title 14 of the Code of Federal Regulations (14 CFR) part 119 certificate holders conducting operations in accordance with parts 121, 125, and 135 as well as fractional ownership program managers conducting operations in accordance with part 91 subpart K (part 91K) on the availability of the PRD under a beta release. Additionally, this InFO provides information on eligibility requirements for individuals to access the PRD, records provided through the PRD, and continued inspections to fulfill the Pilot Records Improvement Act of 1996 (PRIA).

## **Background:**

- a. Public Law 111-216.** Section 203 of the Airline Safety and Federal Aviation Administration (FAA) Extension Act of 2010 (Public Law 111-216, 124 Stat. 2348) (the Act)<sup>1</sup>, codified in Title 49 of the United States Code (U.S.C) § 44703(i) amends the PRIA by requiring the FAA to establish an electronic database for pilot records. The Act requires air carriers to access the database and evaluate any relevant records maintained therein pertaining to an individual before allowing that individual to begin service as a pilot. In addition, the database must be populated with records maintained by the FAA as well as records maintained by air carriers and other employers of pilots. Until full implementation, the PRIA and the current edition of Advisory Circular (AC) 120-68G, Pilot Records Improvement Act of 1996, remain in effect.
- b. PRD Deployment Phases.** In order to implement this mandate, the FAA is deploying a web-based online application called the PRD. The PRD is being deployed in multiple phases while the FAA continues to conduct rulemaking and technological upgrades to implement other portions of the Act. The phased approach was developed to provide immediate and direct uninterrupted access to FAA pilot records to air carriers and operators required to comply with the PRIA. This phased approach provides a combination of PRIA guidance and information technology (IT) for an easier transition for part 119 certificate holders and fractional ownership program managers required to comply with the evaluation of records prior to hiring a pilot. The outlined phases include the following actions.

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<sup>1</sup> Public Law 111-216, § 203 may be viewed on the Government Printing Office (GPO) Web site:  
<http://www.gpo.gov/fdsys/pkg/PLAW-111publ216/pdf/PLAW-111publ216.pdf>

- 1) **Phase I (Beta Release).** The initial phase of the PRD includes the FAA records portion of the database. This phase automates the current PRIA process and may be used in lieu of completing the manual PRIA process for FAA records. The FAA records, such as pilot certification and failed practical tests that occurred on or after August 1, 2010, will be available in phase I so an air carrier or operator can make an informed hiring decision. Air carriers and operators will continue to be required to request records from an individual's current and/or previous employer(s). The beta release of the PRD was initially limited to carriers operating under 14 CFR Part 121 and participation is voluntary. The PRD is now available to air carriers and operators operating under 14 CFR Parts 121 and 135. The types of operators invited to participate will be expanded as the beta release matures.
- 2) **Phase II.** Air carriers and operators will be strongly encouraged to obtain an individual's records maintained by the FAA exclusively through accessing the PRD before making a hiring decision as opposed to using the manual PRIA process. Air carriers and operators would also continue to be required to request records from an individual's current and/or previous employer(s). Additionally, PRIA Designated Agents will be permitted to access the PRD on behalf of an air carrier or operator as a proxy. The FAA will notify air carriers and operators when this phase becomes available and is expected to begin when Phase I is completed.
- 3) **Phase III.** Air carriers and operators that employ pilots will eventually be required to comply with the requirements prescribed in the Pilot Records Database final rule.<sup>2</sup>

**Discussion:** Part 119 certificate holders and fractional ownership program managers are required to complete a PRIA safety background check prior to hiring an individual as a pilot; however, the PRD may be used in lieu of completing the manual PRIA process for participants in the PRD beta release for some types of records. Air carriers and operators who wish to participate in the PRD beta release should send email to [9-AMC-AVS-PrdSupport@faa.gov](mailto:9-AMC-AVS-PrdSupport@faa.gov) and requests to participate in the beta release. The PRD program office (AFS-620) will provide the information needed to participate. Air carriers and operators are asked to assign a single point-of-contact who will coordinate with the PRD program office.

All individuals accessing the PRD will have their identity verified electronically. The PRD program office anticipates that not every individual who wishes to register for access to the PRD during the beta release will be able to successfully complete the online identity verification. The FAA will be implementing an alternate identity verification system at a later date.

Once access is provided to the PRD, all part 119 certificate holders and fractional ownership program managers will be able to access certain FAA PRIA records for a consenting individual seeking employment with those employers. Additionally, the hiring air carrier will be provided with tailored consent pages to seek appropriate records from a pilot's current and/or previous employer. If the pilot was hired, the report provided through the PRD must be maintained by the part 119 certificate holder or fractional ownership program manager in order to demonstrate compliance with the PRIA in accordance with FAA Order 8000.88, PRIA Guidance for FAA Inspectors. To ensure compliance, principals or assigned inspectors may request to review records received in response to a PRIA and PRD request. Please keep in mind that the PRD beta release is limited to air carriers and operators operating under 14 CFR Part 121 and 135. Other operators who would like to participate in the PRD beta release are encouraged to contact the PRD program office at [9-AMC-AVS-PrdSupport@faa.gov](mailto:9-AMC-AVS-PrdSupport@faa.gov) for more information.

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<sup>2</sup> RIN 2120-AK31

**a. Individuals Eligible to Access the PRD.**

**1) Part 119 Certificate Holders and Fractional Ownerships.** In order to securely make the PRD available for use by air carriers, operators, and fractional ownership program managers, an eligible individual should be designated to apply for access to the PRD on behalf of the air carrier, operator, or fractional ownership program manager. An individual is eligible to be designated to apply for PRD access if the individual is serving in a required management position listed under § 119.65(a) or other prescribed operating rule part. These required positions are referred to as the responsible person at the air carrier, operators, or fractional ownership and may delegate their access to the PRD to employees within the same company. The following list is an example of individuals that are eligible to be designated as a responsible person in PRD:

- Chief Pilot;
- Director of Operations;
- Director of Safety;
- Chief Inspector;
- Director of Maintenance; or
- Chief Executive Officer (part 135 single pilot air carriers/operators, pre-cert and suspended only);

If the eligible, designated individual is not correctly identified within the FAA's electronic Vital Information Subsystem (eVID), the part 119 certificate holder or fractional ownership program manager may not be able to access the PRD without contacting their certificate management / field office.

NOTE: Only one of the individuals identified in eVID holding a position previously listed can be registered as the responsible person in the PRD at a time. However, employees of a part 119 certificate holder or fractional ownership can access the PRD after the responsible person delegates access.

**2) FAA Certificated Pilots.** An individual certificated by the FAA at the commercial or airline transport pilot (ATP) level may access the PRD after having their identity verified electronically. If an FAA certificated pilot discovers incorrect information within PRD, the individual must contact his/her jurisdictional field office or the office initiating an enforcement record or accident/incident event summary for correction. A pilot will be directed to contact the FAA's Civil Aviation Registry for any certification related discrepancies. During the PRD beta release, airman should not attempt to access the PRD unless instructed to do so by a participating air carrier.

**b. Records Provided Through the PRD.** In phase I, the PRD automates the current PRIA process and provides participating operators with immediate access to a consenting pilot's FAA records. The following information will be provided as part of the PRD Airman Record (PAR):

- pilot's consent to release records;
- previous employers that the individual served as a pilot as provided by the airman;
- current airman certificates, associated ratings, and any limitations to the certificate or ratings;

- date and certificate grade sought for any failed attempt to pass a practical test required to obtain a certificate or type rating under 14 CFR part 61 (on or after August 1, 2010);
- current medical certificate including its class and any limitations;
- closed enforcement information; and
- accident and/or incident event(s) summary.

Participating operators would continue to be required to obtain records from current and/or previous employer(s), as well as the National Drivers Register. However, the hiring employer should use the consent to release records form provided through the PRD to obtain records from current and/or previous employer(s).

**c. Continued PRIA Inspections and Support for the PRD.**

1) While the PRD is being fully implemented, the PRIA safety background checks are required to be completed by part 119 certificate holders and fractional ownership program managers prior to hiring an individual as a pilot. Therefore, the most recent edition of AC 120-68G, Order 8000.88, and inspections required through the national work program or applicable oversight safety tool remains in effect until FAA rulemaking has been completed. If an air carrier or operator reviews an airman's PAR via the PRD, the FAA-records review requirements of PRIA are satisfied.

2) The FAA will implement the remaining requirements of the Act through rulemaking. At a minimum, air carriers and operators employing pilots must report "records that are generated by the air carrier or other person after [August 1, 2010]" as well as "records that the air carrier or other person [was] maintaining, on [August 1, 2010]," pursuant to 49 U.S.C. § 44703(h)(4). The types of pilot records that must be reported by air carriers and other operators to the FAA for inclusion in the PRD, in accordance with the Act, include any records kept in accordance with 14 CFR part 120, §§ 120.111(a) and 120.219(a); part 121, § 121.683; part 125, § 125.401; and part 135, § 135.63(a)(4),<sup>5</sup> as well as any other records kept by an air carrier or other operator concerning "the training, qualifications, proficiency, or professional competence of the [pilots employed] including comments and evaluations made by a check airman..." Furthermore, the Act requires the reporting of records kept concerning "any disciplinary action taken with respect to [any individual employed as a pilot] that was not subsequently overturned" and records kept concerning "any release from employment or resignation, termination, or disqualification with respect to employment". The Act requires air carriers and others to report records created after August 1, 2005. Part 119 certificate holders and fractional ownerships are required to maintain a record documented on or after August 1, 2005 until the FAA has completed rulemaking.

**Recommended Action:** Each part 119 certificate holder operating under 14 CFR Parts 121 and 135 who wishes to participate in the PRD beta release should designate an eligible individual to register for access to the PRD. The designated individual should send email to [9-AMC-AVS-PrdSupport@faa.gov](mailto:9-AMC-AVS-PrdSupport@faa.gov) for more information.

**Contact:** Questions or comments regarding this InFO should be directed to the Regulatory Support Division's Data Systems Branch at [9-amc-avs-prdsupport@faa.gov](mailto:9-amc-avs-prdsupport@faa.gov).