

# Frequently Asked Questions

## 2023 - Engineering Designee Recurrent Training Program Frequently Asked Questions

### Recurrent Training

#### Q: Where are the recurrent training requirements defined?

Engineering Designee Recurrent Training Requirements are located in FAA Order 8100.8D, FAA Order 8100.15B and [Policy Memorandum AIR600-19-6F0-PM01 Dated May 3, 2019](#). All recurrent training is an annual requirement.

### Recurrent Training Overview

#### Q: What changes have been made to my training requirements?

- All recurrent training will be online and required annually.
- Registration for annual recurrent training will be based on a single flat fee.
- The DER General Session as a separate recurrent requirement has been eliminated.
- General Session subject matter will now be included within the online annual recurrent training program.
- Optional face-to-face supplemental training sessions will be offered at no additional charge to anyone registered and enrolled in their annual recurrent training.
- The optional in-person sessions will not fulfill any annual training requirements (more information on these sessions below).
- Registration and annual payment must be completed no later than March 31<sup>st</sup>.
- Late fees may be applied for anyone who has not registered within the time required.
- All recurrent training must be completed no later than September 30<sup>th</sup> of each year.
- Anyone who has not completed training by September 30<sup>th</sup> will be placed in suspended status until such time as they have completed their recurrent training.
- All online recurrent training will be deactivated on November 15<sup>th</sup> of each year in order to prepare the program for the following year.

2019 Policy Change		Technical Session		General Session	
Role	Policy Changed	Previous Requirement	New Requirement	Previous Requirement	New Requirement
DERs	8100.8D, Paragraph 803g	annually, every calendar year	annually by Sep 30th	In person every 2 calendar years	Online General Overview, annually by Sep 30 <sup>th</sup>
ODA Engineering UMs	8100.8D, Paragraph 803g	annually, every calendar year	annually by Sep 30th	N/A	Online General Overview, annually by Sep 30 <sup>th</sup>
FAA DER advisors	8100.8D, Paragraph 201b	annually, every calendar year	annually by Sep 30th	every 2 calendar years	Online General Overview, annually by Sep 30 <sup>th</sup>
Engineering Organization Management Team (OMT) members	8100.8D, Paragraph 201b	annually, every calendar year	annually by Sep 30th	N/A	Online General Overview, annually by Sep 30 <sup>th</sup>

# Frequently Asked Questions

---

## **Q: What happened to the in-person General Sessions?**

The DER General Session has been eliminated as a separate requirement. Information previously offered in the General Session will now be included in the Recurrent General Training Overview course, which is required prior to completion of elective courses. We will hold optional face-to-face supplemental training sessions at multiple locations every year. These optional sessions will not fulfill any training requirement but will be free to anyone who has registered and paid for online recurrent training. These sessions will include both subject specific presentations by FAA personnel as well as an open forum format to allow attendees to discuss issues of interest with FAA personnel.

**Update:** Due to the COVID-19 Global Pandemic the optional face-to-face supplemental training sessions have been suspended. As the vaccine becomes more widely available and COVID-19 case numbers drop, we hope to resume these sessions. Once able, we will post schedule information on the [Engineering Designee Training](#) web page. The information above is for reference only at this time.

## Benefits

### **Q: What Benefits Does the New Training Program Offer Designees?**

You will be able to satisfy your training requirements on your schedule. No longer will you have to wait on specific content to be released. Courses will remain in the engineering designee training library until the FAA determines that a particular course is no longer applicable or is in need of significant updates. Additionally, courses are updated on a regular basis to ensure that they remain accurate and applicable. As new courses are developed, they will be added to the training library. After paying for and completing the General Training Overview course you will be able to select your required courses for your specific discipline for completion online. Additionally, you will also have access to all engineering designee training regardless of your discipline.

## Fees

### **Q: What is the recurrent training fee for 2023?**

Annual recurrent training will now be based on a single flat fee. When you register for the General Training Overview course, you will pay your annual training fee. This flat fee will give you access to all recurrent training courses in our library. We will evaluate the fee on an annual basis and the flat fee may be adjusted each year to ensure program solvency. For 2023, the annual training fee will be \$50.

### **Q: Why do the fees change between some years?**

The Engineering Designee Training Program is completely funded by the course fees. All program fees are based on the actual cost of developing and delivering designee training. The registration fees reflect actual and projected costs to maintain the Engineering Designee Training Program. At the beginning of each calendar year The FAA Designee Training Organization will evaluate and make any necessary adjustments to the annual fee in order to ensure that the training program remains solvent.

### **Q: Do I have to pay multiple times if I have multiple authorizations?**

A: No. Once you have paid your annual fee, you will be able to register and complete training for all your disciplines.

### **Q: When Will I Pay My Annual Fee?**

You must register and pay your annual training fee no later than March 31<sup>st</sup> of each year. You must pay your fee before you will be able to access your required training.

## Designee Registration System (DRS) and Blackboard Changes

### **Q: All of this DRS and Blackboard stuff is a bit confusing. How do I navigate through it all?**

Detailed instructions on registration and completion of annual recurrent training will still be included in the Recurrent General Training Overview. This course will contain step by step instructions (including screenshots) on navigation within DRS and Blackboard. Additionally the course will contain documents that can be printed out so that you can use to follow the instructions.

# Frequently Asked Questions

---

## Registration and Courses Offered

### **Q: How will I know when new training is available?**

Within DRS you will be able to elect to be notified when new training in your discipline is available. Additionally we will be sending out mass emails when new courses are added to the library.

### **Q: How will I register for training?**

You will log into your account in DRS and register and pay for the Recurrent General Training Overview course. Once you have completed that course you will then be able to select the training appropriate to your discipline and choose the elective courses you want to take. If there are any required courses for your discipline in that calendar year, those will already be assigned.

### **Q: What courses are going to be offered?**

A course catalog is available on the [Engineering Designee Training Program](#) website. All available courses as well as course descriptions are included in the course catalog. Additional courses will be added throughout the year.

### **Q: Will I have access to courses in other disciplines?**

Yes, once you have registered and completed your recurrent training, you will have access to the entire library of technical training courses for all disciplines for that calendar year.

## Requirements for training currency

### **Q: What are required courses and how do they differ from Elective courses?**

Required courses are those that the FAA has determined are applicable to all designees within a certain discipline. Electives are those that designees are able to choose from a list. For example, within a particular discipline you may have one required course and then be asked to choose 1 or 2 elective courses from your discipline's electives library to fulfill your overall recurrent technical training requirement for that year. Elective courses will allow you to choose courses that are most relevant to the work you perform for the FAA. However, if your Advisor has specific elective courses that he/she wants you to take he/she can request that you take them.

### **Q: How many electives do I have to take?**

The number of electives that you will be required to take may change each year, but we expect it will be 1 or 2. If a required course (one which all designees within your discipline must complete) is identified then the number of electives required will likely be less, but always at least 1. Similarly, if the library for your specific discipline has fewer new courses to choose from, then the number of required electives may be less.

### **Q: How many required courses and elective courses do I have to take in 2023?**

For 2023, there are no required courses (with the exception of the Engineering Designee Recurrent General Training Overview course) and you will be required to choose 1 electives.

### **Q: Can I change my mind about what electives I want to take after I have registered?**

Yes, but not very easily. It is important that you choose the electives you wish to take for training credit carefully. Unfortunately, you will not be able to change your choices without intervention from the FAA's Delegation and Organizational Procedures Branch, AIR-6F0. All courses will be available to you once you complete your required recurrent training, in the event you would like to complete additional courses.

### **Q: Can I choose more than the minimum number of electives?**

Yes, but it is important to understand that **all** electives chosen during registration for your discipline specific training **must** be completed in order to receive credit for your annual training. We suggest that you just choose the required number of electives initially. Since you will have access to the entire recurrent course library once you complete your recurrent training, you can register for additional courses separately.