

Please refer to the most current version of FAA Order 8000.95, Volume 3, Chapter 7, for Initial and Recurrent training requirements and intervals.

Initial Training.

- Before appointment, designee applicants must satisfactorily complete the initial training program for the designee type and authority for which they are being considered for appointment. The initial training will be conducted by online web-based training, face-to-face classroom training, or both depending on the authorized functions the prospective designees are seeking. Prospective designees can register for training through the Designee Registration System (DRS).

Recurrent Training.

- Once a designee is appointed, attendance and successful completion of a recurrent training seminar is due on an established seminar interval based on the completion date of the initial standardization seminar or the most recent recurrent seminar, required of that specific designation type or authorization.
- Completion of recurrent training is mandatory and must not exceed the maximum interval listed for each designee type and authorization held. For DPEs, Admin PEs, and SAEs, it should be noted that different authorizations may require different recurrent training, and those recurrent training intervals are not required to be on the same schedule.
- Designees must schedule themselves for a recurrent training seminar as required and notify the managing FAA office. The designee must forward a copy of the Certificate of Completion to the managing FAA office.