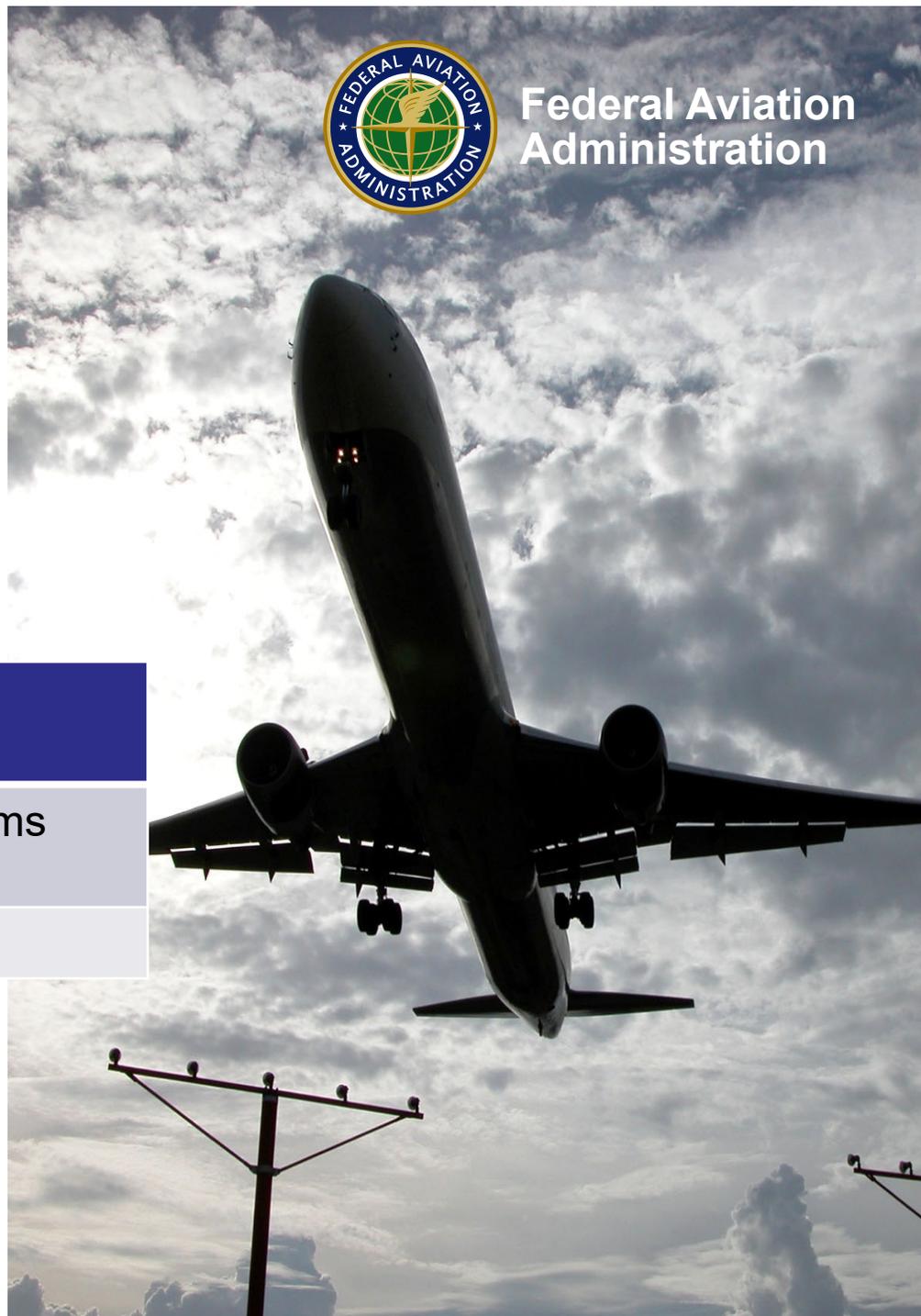


# Pilot Records Database

## PRD Functions for Pilots



Federal Aviation  
Administration



<b>Presented to:</b>	<b>Pilots</b>
<b>By:</b>	FAA, Aviation Data Systems Branch
<b>Date:</b>	July 28, 2022

# PRD Program Office

- **FAA, Aviation Data Systems Branch, Oklahoma City, Oklahoma**
- **Chris Morris – PRD Program Manager**
- **Stacey Smith – Assistant PRD PM**
- **PRD Support Team ([prdsupport@faa.gov](mailto:prdsupport@faa.gov))**



# Questions?

- **Please submit questions via the Q/A Box.**
- **We will either reply via the Q/A box, reply at the end of the presentation, or email you a reply soon after.**
- **This presentation will be available at [PRD.FAA.GOV](http://PRD.FAA.GOV) in the resources section.**



# Overview

- **How to Access the PRD**
- **Reporting Previous Employers**
- **Reviewing your Records**
- **Missing Records and Corrections**
- **Disputing Records**
- **Granting Consent**
- **Questions**



# How to Access the PRD

- **Pilots will need a MyAccess account to access the PRD**
- **Pilots will also need to register in the PRD system**



# Registering in MyAccess

- **Every person who wants a role in PRD must 1<sup>st</sup> create a MyAccess account**
- **Tip: Use a personal email address, not a work email address**
- **If you add more PRD roles later, you still only need one MyAccess account; never create multiple MyAccess accounts**



# Registering in MyAccess

- **MyAccess is used with other FAA websites, not just PRD**
- **NEW: [MyAccess Self-Service Web Site](https://myaccessreg.faa.gov/profile/)**
  - Change your email
  - Change your password
  - Change your MFA settings
  - Even change your name (requires new ID verification)
  - <https://myaccessreg.faa.gov/profile/>
- **PRD Support Team ≠ MyAccess Support Team**
- **If you have trouble with the MyAccess, grant consent via FAA Form 8060-14**



# Special Note About May 12, 2022

- **MyAccess login page changed**
- **Multi-Factor authentication was added**
- **Did you access PRD before 5/12 but not since?**
- **If so, you need to reset your password and add a MFA**
- **Don't create a new MyAccess account**



### Sign in using MyAccess

Email Address

 This field cannot be left blank

Remember me

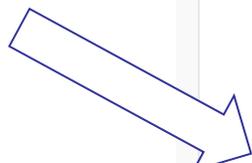
Next

OR

Continue with DOT/FAA PIV

Continue with Federal CAC/PIV

Don't have an account? Sign up



Need help signing in?

Forgot password?



Unlock account?

Help

Technical Support:

1 (844) FAA-MYIT or 1 (844) 322-6948



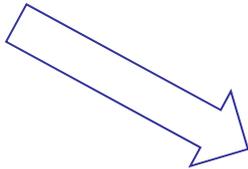
# Registering in the PRD

- **Creating your Pilot Role after you have the MyAccess account**
- **Start from PRD.FAA.GOV**

## Pilots (Commercial, ATP, or Remote Only)

- Register for access (You must hold a Commercial, ATP, or Remote pilot certificate and a valid FAA medical to register)
- View your records
- Grant consent for others to view your records

[Pilot Access](#)



# Registering in the PRD

- **Login via MyAccess**
- **Remember, never create more than one MyAccess account even if you have multiple roles in PRD**



Welcome to the FAA's new MyAccess login  
Federal PIV/CAC Holder? Proceed to sign-in below  
First Time Here? [Activate an existing external account](#)  
New User? [Register for an external account](#)



Sign in using MyAccess

Email Address

**!** This field cannot be left blank

Remember me

Next



# Pilot Registration Page

Federal Aviation Administration

User Guide | Help | Sign Out

Terry Royal

## Pilot Records Database

### First-Time User Registration for Pilots

ATP or Commercial Pilots who have a current medical certificate and are eligible for hiring or Remote Pilots can register for PRD access.

\*Please enter data EXACTLY as it appears on your most recent PILOT certificate.

Holders of Temporary Airman Certificates may need to enter the superseded Certificate Date of Issue or register in PRD after receiving their Permanent Airman Certificate card in the mail from the Airman Registry.

\*First Name:

Middle Name:

\*Last Name:

\*Pilot Certificate Number:

\*Pilot Certificate Date Of Issue:

U.S. Department of Transportation  
Federal Aviation Administration  
800 Independence Avenue, SW  
Washington, DC 20591  
1-866-TELL-FAA (1-866-835-5322)

**Web Policies**  
[Web Policies & Notices](#)  
[Privacy Policy](#)  
[Accessibility](#)

**Government Sites**  
[USA.gov](#)  
[Plainlanguage.gov](#)  
[Regulations.gov](#)  
[Data.gov](#)

**Contact Us**  
[Email](#)  
Updated: 07/11/2022  
Version: 2.0.1.0

You can only register in PRD if you:

- Hold an FAA Airline Transport Pilot, Commercial, or Remote Pilot Certificate
- Hold a valid FAA Medical
- Allow up to 120 days for newly issued pilot certificates or medicals to be reflected in PRD



# Pilot Registration Page

**First-Time User Registration for Pilots**

ATP or Commercial Pilots who have a current medical certificate and are eligible for hiring or Remote Pilots can register for PRD access.

\*Please enter data EXACTLY as it appears on your most recent PILOT certificate.

Holders of Temporary Airman Certificates may need to enter the superseded Certificate Date of Issue or register in PRD after receiving a Permanent Airman Certificate card in the mail from the Airman Registering Office.

\*First Name:

Middle Name:

\*Last Name:

\*Pilot Certificate Number:

\*Pilot Certificate Date Of Issue:

- 1) Enter first name exactly as printed on your plastic card
- 2) Your last name is prefilled from your MyAccess account
  - a. Doesn't match your pilot certificate? You will need to update your last name with MyAccess to exactly match the pilot certificate in order to register.
- 3) Enter your ATP, CAX, or Remote pilot certificate number (Not your CFI)
- 4) Enter the date printed on your most recent ATP, CAX, or Remote pilot certificate; plastic card only, not temporary certificates.



# Pilot Registration Page

## Still can't register?

- Email [prdsupport@faa.gov](mailto:prdsupport@faa.gov) for information
- They may be able to determine why you can't register
- There will be a small number of pilots who, for various reasons, can't register in the PRD. This could include MyAccess or the PRD application.
- **Alternate Process for those who can't register:**
  - Use FAA Form 8060-14 to grant consent to employers or request your records from the PRD
  - Use FAA Form 8060-15 to request corrections to records or mark records as disputed
  - [www.faa.gov/forms/](http://www.faa.gov/forms/)



# Reporting Previous Employers

- You only need to do this if you are granting consent to new employers
- Part 111 requires you enter at least the previous 5 years of pilot employment
- You can use the preloaded list or add your own entry if you can't find your previous employer or the details are not correct



The screenshot displays the 'Pilot Records Database' interface. At the top, the title 'Pilot Records Database' is visible. Below it is a navigation menu with the following items: Pilot Inbox, Pilot Info, Disapprovals, Enforcement, Accidents/Incidents, Experience, Consent, Notifications, Correction, Help, and User Profile. The 'Pilot Inbox' item is highlighted. Below the navigation menu, the user's information is displayed: First Name: CHRISTOPHER REED, Last Name: MORRIS, Certificate No. [REDACTED], and Last Visited On: 7/15/2022. A blue arrow points from the 'Experience' menu item to the 'Certificate No.' field.



# Reporting Previous Employers

**Pilot Records Database**

Pilot Inbox Pilot Info Disapprovals Enforcement Accidents/Incidents **Experience** Consent Notifications Correction Help User Profile

**Employment History** Add Employer Training Drug and Alcohol Disciplinary Actions

First Name: MORRIS REED Last Name: MORRIS Certificate No.: [REDACTED] Last Visited On: 7/15/2022 [View/Print PAR](#)

The following records have been provided by air carriers in compliance with Public Law 111-216 Airline Safety and Federal Aviation Administration Extension Act of 2010.

**Employer Records** [Export To Excel](#) [Export To PDF](#)

Employer	Contact	Title	Address	Phone	Email	Current
			OK 73008			
Test Manual Employer	John Doe	Boss		(405) 954-4646		No
Test Manual Employer 2	Bigger Boss	Mgr		(559) 251-7501		No
TEST APPLICANT 121 FOR SAS (915A)						No

1 20 items per page 1 - 4 of 4 items



# Reporting Previous Employers

## Pilot Records Database

Pilot Inbox
Pilot Info
Disapprovals
Enforcement
Accidents/Incidents
Experience
Consent
Notifications
Correction
Help
User Profile

Employment History
Add Employer
Training
Drug and Alcohol
Disciplinary Actions

First Name: HER REED
Last Name: MORRIS
Certificate No.: [REDACTED]
Last Visited On: 7/15/2022

[View/Print PAR](#)

Employer data is used to Generate the Release to Consent authorization to current or former employers.

Enter your current and/or former employers for which you were employed as a pilot within the previous five years, at a minimum. It is considered a falsification and subject to enforcement action if current and/or former employers are omitted.

Add Employer

\*Please select an employer from the Employer list and if not found, click the 'Add New Employer' button to manually enter the employer.

\*Employer:

Is Current Employer:

Add Selected
Clear

---

If you cannot find an employer by searching above, or if the contact information is incorrect, you may add a new employer yourself.

Add New Employer

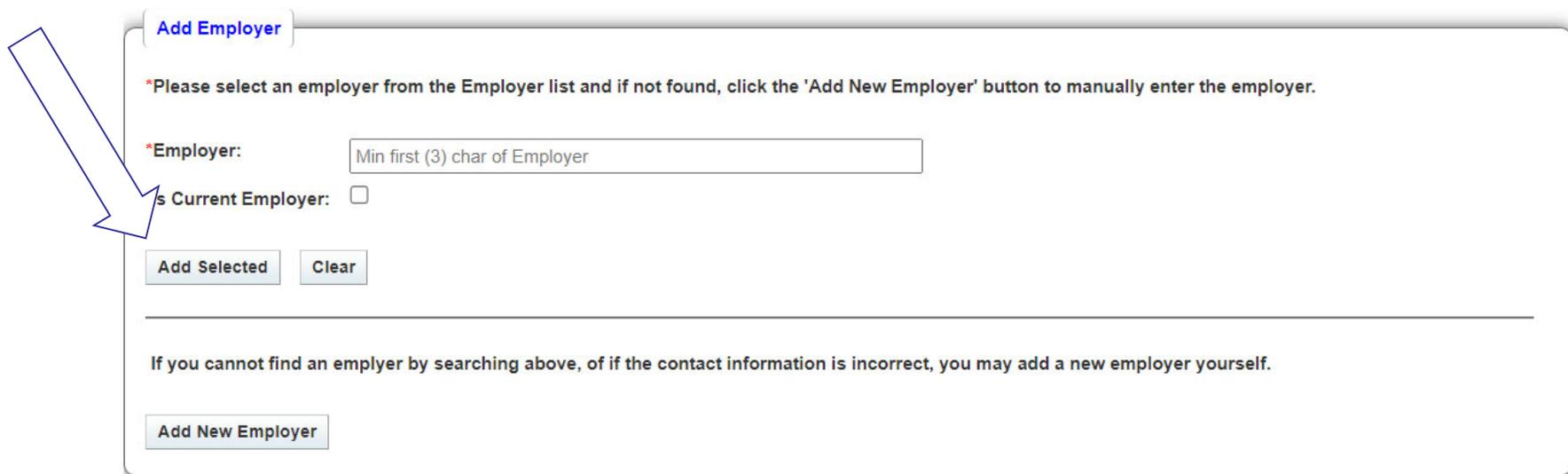
Export To Excel
Export To PDF

	Employer	Contact	Title	Address	Phone	Email	Current
<input type="checkbox"/>	[REDACTED]						No
<input type="checkbox"/>	Test Manual Employer	John	Boss	OK 73008	(405) 954-4646		No



# Reporting Previous Employers

- **Start typing the name of the previous employer to see if it is in the list**
- **Indicate if current employer or not**



**Add Employer**

\*Please select an employer from the Employer list and if not found, click the 'Add New Employer' button to manually enter the employer.

\*Employer:

Is Current Employer:

---

If you cannot find an employer by searching above, or if the contact information is incorrect, you may add a new employer yourself.



# Reporting Previous Employers

- The employer will be added
- If the details aren't right, just remove it and add manually

The screenshot displays the 'Employer Records' interface. At the top right, there are buttons for 'Export To Excel' and 'Export To PDF'. The table below has the following columns: Employer, Contact, Title, Address, Phone, Email, and Current. The first row is highlighted in light blue and has a white arrow pointing to its checkbox. The second row contains the text 'Test Manual Employer', 'John Doe', 'Boss', 'OK 73008', '(405) 954-4646', and 'No'. The third row contains 'Test Manual Employer 2', 'Bigger Boss', 'Mgr', '(559) 251-7501', and 'No'. The fourth row contains 'TEST APPLICANT 121 FOR SAS (91 5A)' and 'No'. Below the table, there are navigation controls including a dropdown menu set to '20 items per page' and a status indicator '1 - 4 of 4 items'. At the bottom left, there are three buttons: 'Edit', 'Remove', and 'Clear'. A white arrow points to the 'Edit' button.

<input type="checkbox"/>	Employer	Contact	Title	Address	Phone	Email	Current
<input type="checkbox"/>				OK 73008			No
<input type="checkbox"/>	Test Manual Employer	John Doe	Boss		(405) 954-4646		No
<input type="checkbox"/>	Test Manual Employer 2	Bigger Boss	Mgr		(559) 251-7501		No
<input type="checkbox"/>	TEST APPLICANT 121 FOR SAS (91 5A)						No



# Reporting Previous Employers

- To add a previous employer manually, click “Add New Employer” button

**Add Employer**

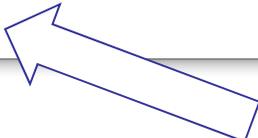
\*Please select an employer from the Employer list and if not found, click the 'Add New Employer' button to manually enter the employer.

\*Employer:

Is Current Employer:

---

If you cannot find an employer by searching above, or if the contact information is incorrect, you may add a new employer yourself.



# Reporting Previous Employers

- Enter the details, then click “save”

[Add/Edit Employer](#)

\*Either Address or Email or Phone is required.

*Employer:	<input type="text"/>	Is Current Employer:	<input type="checkbox"/>
*Contact First Name:	<input type="text"/>	Contact Middle Name:	<input type="text"/>
*Contact Last Name:	<input type="text"/>	*Contact Title:	<input type="text"/>
Address Line 1:	<input type="text"/>	Address Line 2:	<input type="text"/>
City:	<input type="text"/>	State/Province/Region:	<input type="text"/>
Zip/Postal Code:	<input type="text"/>	Country:	<input type="text"/>
*Phone:	<input type="text"/>	Phone Ext	<input type="text"/>
*Email:	<input type="text"/>		



# Reviewing Your Records

## Pilot Records Database

Pilot Info
Disapprovals
Enforcement
Accidents/Incidents
Experience
Consent
Notifications
Correction
Help
User Profile

Name: CHRISTOPHER REED    Last Name: MORRIS    Certificate No.: [REDACTED]    Last Visited On: 7/15/2022

[View/Print PAR](#)  
[Back to Role Selection Page](#)

**Pilot Information**

Name: CHRISTOPHER REED MORRIS      Address (Number, Street): [REDACTED]  
 City: OKLAHOMA CITY                      State: [REDACTED]  
 Zip: 73116-1628

A search of the FAA Comprehensive Airman Information System on the date of this report revealed the following certificate information on file for the certificates listed. If inaccuracies are discovered in the information shown below, refer to Advisory Circular 120-68 (latest edition) for instructions.

The FAA processing time may vary for a permanent pilot certificate but should not exceed 120 days from the date the temporary certificate was issued. Please visit [airmen.certification](#) for approximate date of processing.

**Pilot Certificates**

Export To Excel    Export To PDF

Certificate Description	Certificate Number	Certificate Info Description	View
REMOTE PILOT	[REDACTED]		<a href="#">View</a>
FLIGHT INSTRUCTOR	[REDACTED]		<a href="#">View</a>
AIRLINE TRANSPORT PILOT	[REDACTED]		<a href="#">View</a>
GROUND INSTRUCTOR	[REDACTED]		<a href="#">View</a>

20 items per page
1 - 4 of 4 items

**Medical Certificate**

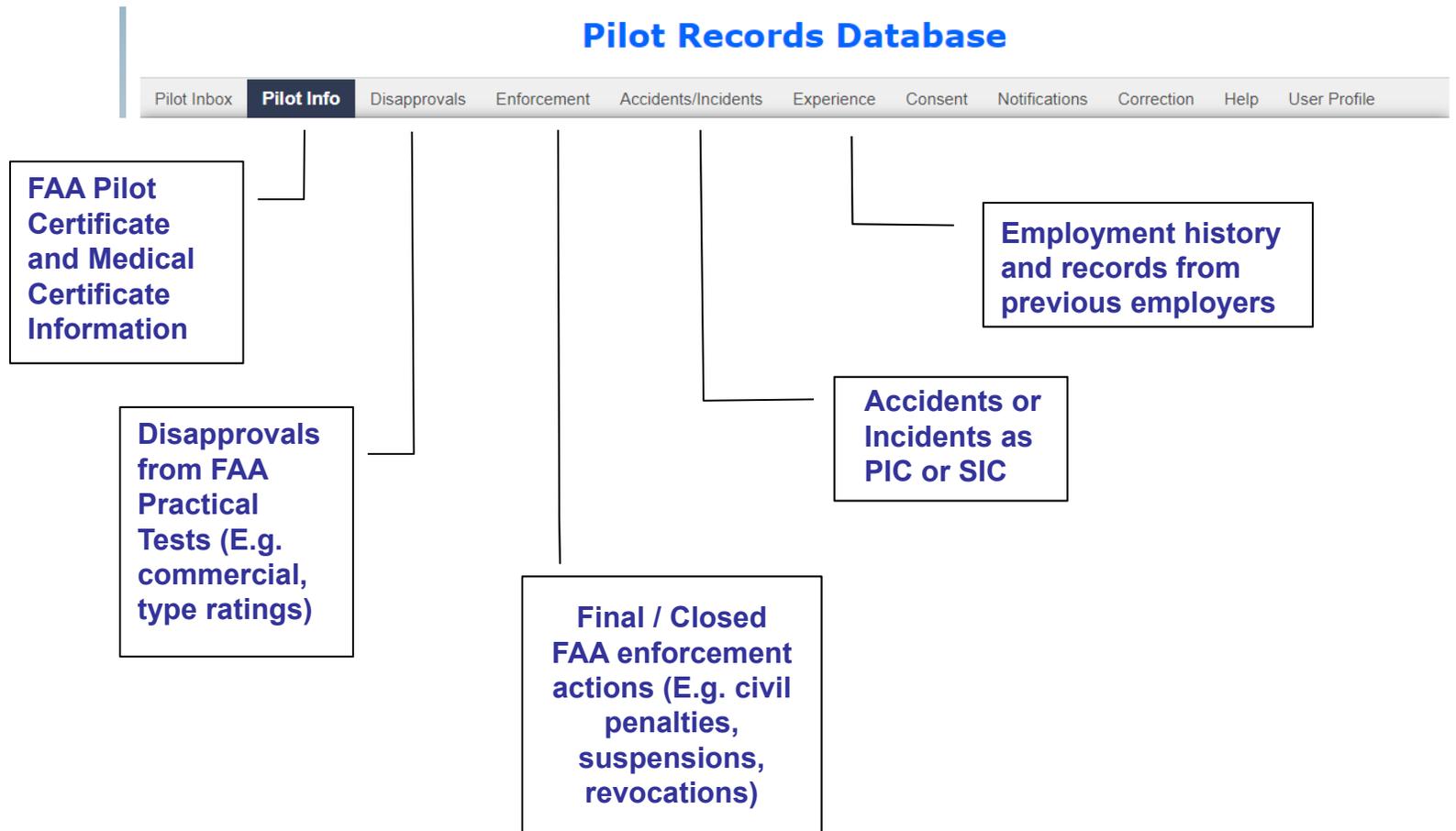
Export To Excel    Export To PDF

Medical Class	Date Of Issue	Limitations
Second	[REDACTED]	MUST WEAR CORRECTIVE LENSES.

20 items per page
1 - 1 of 1 items



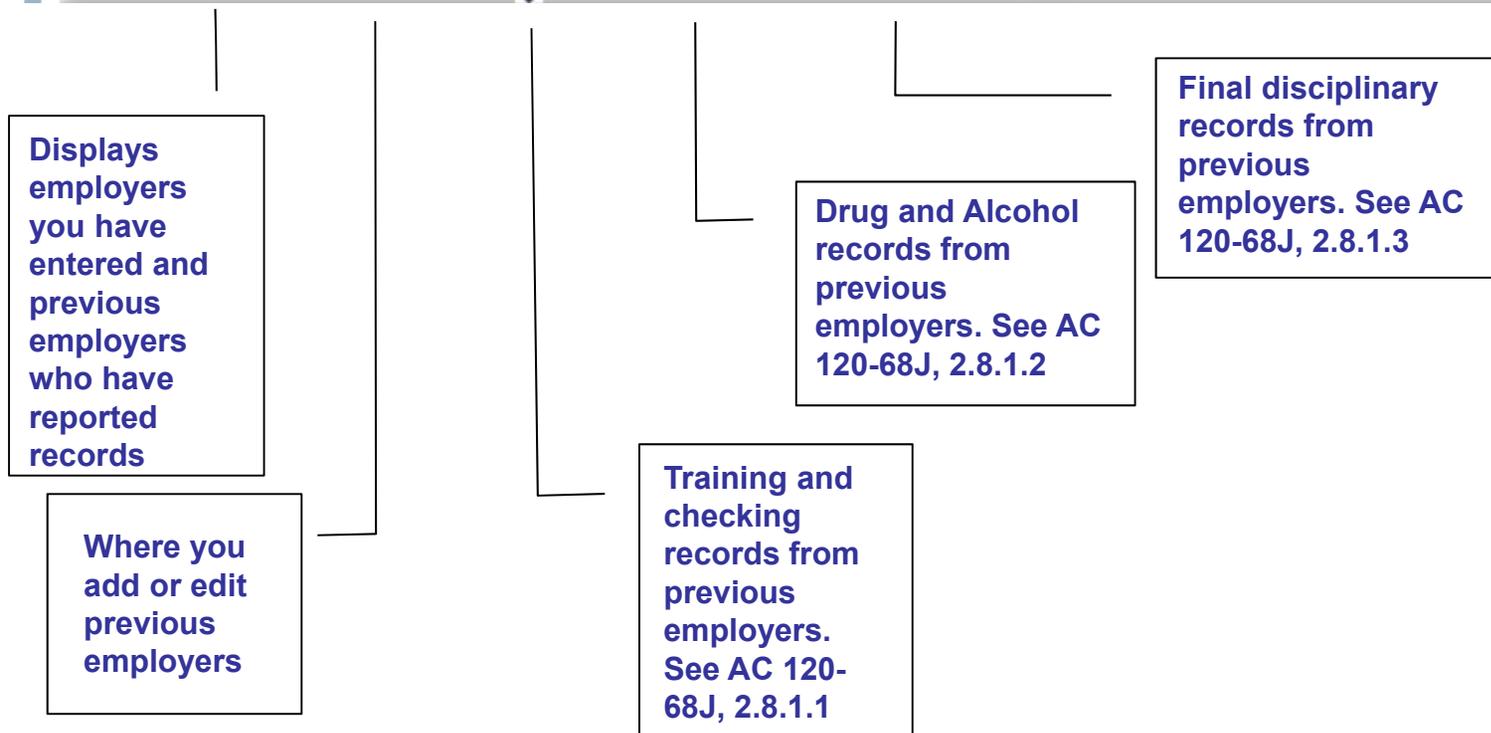
# Reviewing Your Records



# Reviewing Your Records

## Pilot Records Database

Pilot Inbox Pilot Info Disapprovals Enforcement Accidents/Incidents **Experience** Consent Notifications Correction Help User Profile  
Employment History Add Employer **Training** Drug and Alcohol Disciplinary Actions



# Reviewing Your Records

- To review records reported by previous employers, click the “Experience” tab.



# Reviewing Your Records

Sample training records from previous employers

**Pilot Records Database**

Pilot Inbox Pilot Info Disapprovals Enforcement Accidents/Incidents **Experience** Consent Notifications Correction Help User Profile

Employment History Add Employer **Training** Drug and Alcohol Disciplinary Actions

First Name: JEROME WILLIAM Last Name: EVERETT Certificate No.: 564626714 Last Visited On: 6/23/2022 [View/Print PAR](#)

**Training, Qualification, Proficiency, and Competency Record**

<input type="checkbox"/>	Reporting Entity	Start Date	End Date	Aircraft Make/Model	Duty Position	Training/Testing Program	Event	Result	Created Date
<input type="checkbox"/>	ROYAL AIR FREIGHT INC (BUHA)	06/01/2022	06/01/2022	LR-60-60	Pilot in command	Part 135 air carrier or operator approved training program.	Initial Line Check	Satisfactory (Complete)	06/02/2022
<input type="checkbox"/>	HOME TONIGHT AVIATION LLC (IHMA)	05/10/2022		HS-125-400	Second in command	Part 125 operator testing events.	Initial Competency Check	Satisfactory (Complete)	05/25/2022
<input type="checkbox"/>	HOME TONIGHT AVIATION LLC (IHMA)	05/18/2022		B-737-100	Pilot in command	Part 135 air carrier or operator approved training program.	Initial Line Check	Unsatisfactory (Incomplete): <a href="#">View</a>	05/25/2022
<input type="checkbox"/>	ROYAL AIR FREIGHT INC (BUHA)	05/19/2022		B-737-100	Pilot in command	Part 135 air carrier or operator approved training program.	Initial Line Check	Satisfactory (Complete)	05/20/2022
<input type="checkbox"/>	HOME TONIGHT AVIATION LLC (IHMA)	03/01/2022	05/02/2022	NA-265-265	Second in command	Part 121 carrier with an approved training program under part 121 subparts N and O.	Pilot-in-Command Proficiency Check: <a href="#">View</a>	Satisfactory (Complete)	05/09/2022
<input type="checkbox"/>	ROYAL AIR FREIGHT INC (BUHA)	05/10/2022	05/10/2022	NA-265-20	Pilot in command	Part 135 air carrier or operator approved training program.	Recurrent Line Check: <a href="#">View</a>	Unsatisfactory (Incomplete): <a href="#">View</a>	05/10/2022
<input type="checkbox"/>	HOME TONIGHT AVIATION LLC	04/29/2022	04/30/2022	NA-265-265	Pilot in command	Part 135 air carrier or operator approved	Emergency Training	Unsatisfactory (Incomplete)	04/29/2022



# Missing Records and Corrections

- **Two separate processes for dealing with records which are missing or incorrect**
- **This only applies to industry-reported records; not FAA records**
- **FAA records have a different process for corrections outside of the PRD. See AC 120-68 for details**



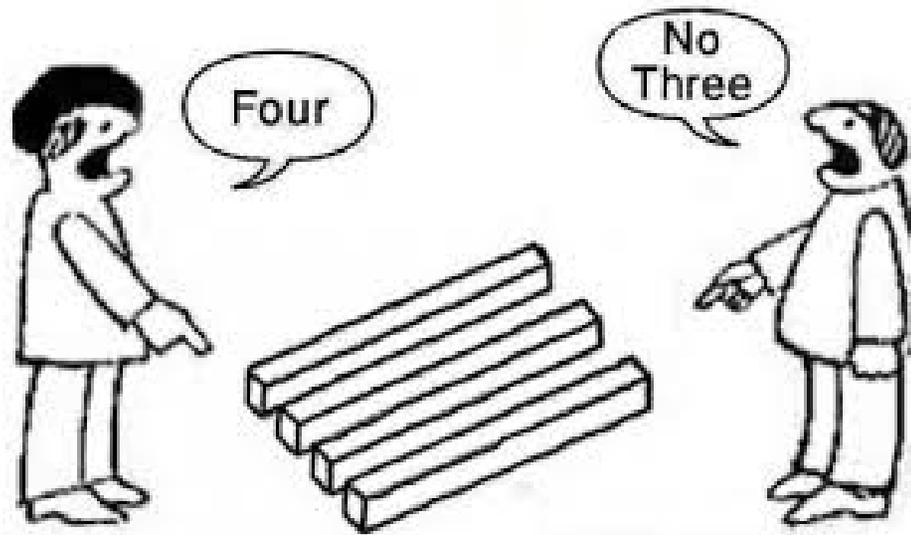
# Missing Records

- **Keep in mind that not every record is reported to the PRD, only those listed in AC 120-68.**
- **Some employers are not required to report records unless another employer asks for the records.**
- **Verify the record is reportable before you initiate a missing record request.**



# Missing Records

- You can initiate the request via the PRD.
- The FAA does not adjudicate disputes as long as Part 111 is being followed.



# Missing Records

- Initiate the Missing Record Request from the Appropriate “Experience” Tab
- Select the appropriate type of record before initiating the request
- The previous employer is notified via the PRD system



# Missing Records

For example, missing training records are requested on the “Training” page via the “Missing Record” button

The screenshot displays the Pilot Records Database interface. At the top, there are navigation tabs: Pilot Inbox, Pilot Info, Enforcement, Accidents/Incidents, Experience, Consent, Notifications, Correction, Help, and User Profile. Below these are sub-tabs: Employment History, Add Employer, Training, Drug and Alcohol, and Disciplinary Actions. The main content area shows a record for JEROME WILLIAM EVERETT, Certificate No. [REDACTED], Last Visited On: 7/20/2022. A blue arrow points from the title 'Missing Records' to the 'Training' sub-tab. Below the record information is a section titled 'Training, Qualification, Proficiency, and Competency Record' with 'Export To Excel' and 'Export To PDF' buttons. A table lists training records with columns: Certificate, Record ID, Reporting Entity, Start Date, End Date, Aircraft Make/Model, Duty Position, Training/Testing Program, and Event. The table contains three rows, with the first two rows having their Certificate and Record ID columns redacted. A double-headed arrow points from the table area to a zoomed-in view of a single record. This zoomed view shows a record for ROYAL AIR FREIGHT INC (BUHA) with Start Date 04/07/2010, End Date 04/14/2010, Aircraft Make/Model B-737-100, Duty Position Pilot in command, and Training/Testing Program Part 125 operator testing events. Below the table is a pagination bar showing '1 - 15 of 15 items' and a 'Missing Record' button. A blue arrow points from the text 'Missing Record' to this button.

Certificate	Record ID	Reporting Entity	Start Date	End Date	Aircraft Make/Model	Duty Position	Training/Testing Program	Event
[REDACTED]	[REDACTED]	ROYAL AIR FREIGHT INC (BUHA)	06/01/2022	06/01/2022	LR-60-60	Pilot in command	Part 135 air carrier or operator approved training program.	Initial Check
[REDACTED]	[REDACTED]	HOME TONIGHT AVIATION LLC (1HMA)	05/10/2022		HS-125-400	Second in command	Part 125 operator testing events.	Initial Competency Check
[REDACTED]	[REDACTED]	HOME TONIGHT AVIATION LLC	05/18/2022		B-737-100	Pilot in command	Part 135 air carrier or operator approved	Initial Check

Certificate	Record ID	Reporting Entity	Start Date	End Date	Aircraft Make/Model	Duty Position	Training/Testing Program	Event
[REDACTED]	[REDACTED]	ROYAL AIR FREIGHT INC (BUHA)	04/07/2010	04/14/2010	B-737-100	Pilot in command	Part 125 operator testing events.	Written Knowledge Test Written View



# Missing Records

## Request Correction for Missing Data

### Correction Details

Certificate No:

Full Name: Jerome everett

Record Type: Training

\*Reporting Entity:

Min first (3) char of Reporting Entity

Start Date:

The correction reason and contact information are viewable by the organization as well as the PRD Administrator and other authorized users. By entering the information below, you give permission to share your correction reason and contact information. Personally identifiable information should not be entered. The use of inappropriate or abusive language may result in civil action.

\*Correction Reason:

If Contact information is incorrect, please correct the data in the User Profile page.

Primary Number: 410-796-6666

Alternative Number:

Email Address:

Submit

Cancel



# Missing Records

## Pilot Records Database

**Pilot Inbox** | Pilot Info | Disapprovals | Enforcement | Accidents/Incidents | Experience | Consent | Notifications | Correction | Help | User Profile  
**First Name:** JEROME WILLIAM **Last Name:** EVERETT **Certificate No:** 564626714 **Last Visited On:** 7/20/2022

**Pilot Inbox**

**Record ID:**   
**Request Type:** -Select-   
**Status:** Open

**Reporting Entity:**  (Min first (3) char of Reporting Entity)  
**Expire Date:** From  To   
**Requested Date:** From  To

**Requests**

Drag a column header and drop it here to group by that column

<input type="checkbox"/>	Request Type	Request ID	Reporting Entity	Section Name	Expire Date	Correction Status	Record Disputed	Requested Date	View
<input type="checkbox"/>	Missing Data	REQ-0001392	BLUESKY HELICOPTERS INC (2BHA)	Disciplinary Action	11/12/2022	Received		5/16/2022	<a href="#">View</a>
<input type="checkbox"/>	Missing Data	REQ-0001388	ROYAL AIR FREIGHT INC (BUHA)	Disciplinary Action	11/08/2022	Received		5/12/2022	<a href="#">View</a>
<input type="checkbox"/>	Missing Data	REQ-0001386	ROYAL AIR FREIGHT INC (BUHA)	Drug or Alcohol	11/08/2022	Received		5/12/2022	<a href="#">View</a>
<input type="checkbox"/>	Missing Data	REQ-0001382	HOME TONIGHT AVIATION LLC	Training	11/08/2022	Received		5/12/2022	<a href="#">View</a>



# Missing Records

- You can cancel a request by selecting the box and clicking “Cancel Correction Request”

<input type="checkbox"/>	Missing Data	REQ-0001352	TEST APPLICANT 121 FOR SAS (900A)	Employment	11/07/2022	Received		5/11/2022	<a href="#">View</a>
<input type="checkbox"/>	Missing Data	REQ-0000183	HOME TONIGHT AVIATION LLC (1HMA)	Drug or Alcohol	10/09/2022	Received		4/12/2022	<a href="#">View</a>
<input type="checkbox"/>	Missing Data	REQ-0000171	ROYAL AIR FREIGHT INC (BUHA)	Duty	10/09/2022	Received		4/12/2022	<a href="#">View</a>

Navigation: 20 items per page, 1 - 10 of 10 items

Dispute Record

Cancel Correction Request



# Requesting Corrections

- **If you find an error in a reported record, you can request corrections via the PRD.**
- **Reminder: This only applies to industry-reported records; not FAA records.**
- **The previous employer will be notified of the request.**
- **They can either concur or reject your request.**
- **It is also possible the request can timeout and be closed by the PRD system if the previous employer never responds.**
- **You can only request a correction once for each record.**



# Requesting Corrections

**Pilot Records Database**

Pilot Inbox   Pilot Info   Disapprovals   Enforcement   Accidents/Incidents   **Experience**   Consent   Notifications   Correction   Help   User Profile

Employment History   Add Employer   **Training**   Drug and Alcohol   Disciplinary Actions

**First Name:** JEROME WILLIAM   **Last Name:** EVERETT   **Certificate No.:** [REDACTED]   **Last Visited On:** 7/20/2022

[View/Print PAR](#)

**Training, Qualification, Proficiency, and Competency Record**

[Export To Excel](#)   [Export To PDF](#)

<input type="checkbox"/>	<u>Reporting Entity</u>	<u>Start Date</u>	<u>Aircraft Make/Model</u>	<u>Duty Position</u>	<u>Training/Testing Program</u>	<u>Event</u>	<u>Result</u>	<u>Correction Status</u>
<input type="checkbox"/>	ROYAL AIR FREIGHT INC (BUHA)	06/01/2022	LR-60-60	Pilot in command	Part 135 air carrier or operator approved training program.	Initial Line Check	Satisfactory (Complete)	
<input type="checkbox"/>	HOME TONIGHT AVIATION LLC (THMA)	05/10/2022	HS-125-400	Second in command	Part 125 operator testing events.	Initial Competency Check	Satisfactory (Complete)	
<input type="checkbox"/>	HOME TONIGHT AVIATION LLC (THMA)	05/18/2022	B-737-100	Pilot in command	Part 135 air carrier or operator approved training program.	Initial Line Check	Unsatisfactory (Incomplete): <a href="#">View</a>	
<input type="checkbox"/>	ROYAL AIR FREIGHT INC (BUHA)	05/19/2022	B-737-100	Pilot in command	Part 135 air carrier or operator approved training program.	Initial Line Check	Satisfactory (Complete)	



# Requesting Corrections

- **Select the record to correct and click “Request Correction” button.**

The screenshot shows a data table with the following columns: Selection, Image, Name, Date, Aircraft, Role, Event, and Actions. The second row is highlighted in grey and has a checkmark in the selection column. Below the table is a pagination bar with navigation icons, a dropdown for '20 items per page', and '1 - 15 of 15 items'. Below the pagination bar are three buttons: 'Request Correction', 'Missing Record', and 'Clear'. A white arrow points from the 'Request Correction' button to the checkmark in the second row of the table.

<input type="checkbox"/>		ROYAL AIR FREIGHT INC (BUHA)	04/15/2010		B-737-200	Second in command	Part 125 operator testing events.	<a href="#">View</a> Recu Know Test Writ
<input checked="" type="checkbox"/>		ROYAL AIR FREIGHT INC (BUHA)	04/07/2010	04/14/2010	B-737-100	Pilot in command	Part 125 operator testing events.	<a href="#">View</a> Recu Know Test Writ

Navigation: 20 items per page, 1 - 15 of 15 items

Buttons: Request Correction, Missing Record, Clear



# Requesting Corrections

## Correction Details

Certificate No.: [REDACTED]

Full Name: Jerome everett

Reporting Entity: ROYAL AIR FREIGHT INC (BUHA)

Record ID: [REDACTED]

Record Type: Training

Start Date: 04/07/2010

Action Type:

Part 125 operator testing events.

\*Explanation:

The result is incorrect X

- The correction reason and contact information are viewable by the organization as well as the PRD Administrator and other authorized users.
- By submitting this correction request, you give permission to share your correction reason and contact information.
- Personally identifiable information should not be entered.
- The use of inappropriate or abusive language may result in civil action.

\*Correction Reason:

I passed this event after retraining.]

If Contact Information is incorrect, please correct the data in the User Profile page.

Primary Number: [REDACTED]

Alternative Number:

Email Address:

Submit

Cancel



# Requesting Corrections

## Pilot Records Database

Pilot Inbox
Pilot Info
Disapprovals
Enforcement
Accidents/Incidents
Experience
Consent
Notifications
Correction
Help
User Profile

**First Name:** JEROME WILLIAM **Last Name:** EVERETT **Certificate No.:**   **Last Visited On:** 7/21/2022

Pilot Inbox

**Record ID:**

**Request Type:** -Select-

**Status:** Open

**Reporting Entity:**

**Expire Date:** From  To

**Requested Date:** From  To

Search
Clear

Requests

Export To Excel
Export To PDF

Drag a column header and drop it here to group by that column

<input type="checkbox"/>	Certificate	Record ID	Request Type	Request ID	Reporting Entity	Section Name	Expire Date	Correction Status	Record Disputed
<input type="checkbox"/>			Correction Request	REQ-0001447	ROYAL AIR FREIGHT INC (BUHA)	Training	01/17/2023	Received	
<input type="checkbox"/>			Correction Request	REQ-0001397	HOME TONIGHT AVIATION LLC (1HMA)	Disciplinary Action	11/16/2022	Received	
<input type="checkbox"/>			Missing Data	REQ-0001392	BLUESKY	Disciplinary	11/12/2022	Received	



# Requesting Corrections

Correction Request or Missing Records

Export To Excel Export To PDF

Drag a column header and drop it here to sort by that column

Request Type	Req ID	Reporting Entity	Expire Date	Correction Status	Record Disputed	Requested Date	View
Correction Request	REQ-0001391	ROYAL AIR FREIGHT INC (BUHA)	11/12/2022	Received		05/16/2022	<a href="#">View</a>
Missing Data	REQ-0001382	HOME TONIGHT AVIATION LLC (1HMA)	11/08/2022	Received		05/12/2022	<a href="#">View</a>
Correction Request	REQ-0001381	HOME TONIGHT AVIATION LLC (1HMA)	11/08/2022	Received		05/12/2022	<a href="#">View</a>
Missing Data	REQ-0001380	ROYAL AIR FREIGHT INC (BUHA)	11/08/2022	Received		05/12/2022	<a href="#">View</a>
Correction Request	REQ-0001379	ROYAL AIR FREIGHT INC (BUHA)	11/08/2022	Received		05/12/2022	<a href="#">View</a>

1 2 5 items per page 1 - 5 of 9 items



# Disputing Records

- **If the request times out, or you otherwise do not agree with how the operator responds, you may then flag the record as “disputed”.**
- **A disputed record is still displayed to future employers, but is marked as disputed.**



# Disputing Records

- **The pilot is encouraged to discuss the disputed record with the future employer.**
- **The FAA does not adjudicate record disputes. As long as Part 111 is being followed, it is a civil matter.**



# Disputing Records

## Pilot Records Database

Pilot Inbox Pilot Info Disapprovals Enforcement Accidents/Incidents **Experience** Consent Notifications Correction Help User Profile

Employment History Add Employer **Training** Drug and Alcohol Disciplinary Actions

First Name: JEROME WILLIAM Last Name: EVERETT Certificate No.: [REDACTED] Last Visited On: 7/21/2022 [View/Print PAR](#)

**Training, Qualification, Proficiency, and Competency Record**

[Export To Excel](#) [Export To PDF](#)

<input type="checkbox"/>	Reporting Entity	Start Date	Aircraft Make/Model	Duty Position	Event	Result	Created Date	Correction Status
<input type="checkbox"/>	ROYAL AIR FREIGHT INC (BUHA)	06/01/2022	LR-60-60	Pilot in command	Initial Line Check	Satisfactory (Complete)	06/02/2022	
<input type="checkbox"/>	HOME TONIGHT AVIATION LLC (IHMA)	05/10/2022	HS-125-400	Second in command	Initial Competency Check	Satisfactory (Complete)	05/25/2022	
<input type="checkbox"/>	HOME TONIGHT AVIATION LLC	05/18/2022	B-737-100	Pilot in command	Initial Line Check	Unsatisfactory (Incomplete):	05/25/2022	

<input type="checkbox"/>	ROYAL AIR FREIGHT INC (BUHA)	04/07/2010	B-737-100	Pilot in command	Recurrent Knowledge Test; Written/Oral: <a href="#">View</a>	Unsatisfactory (Incomplete)	04/12/2022	Denied
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20 items per page 1 - 15 of 15 items

[Request Correction](#) [Missing Record](#) [Clear](#)



# Disputing Records

JEROME EVERETT

## Pilot Records Database

Pilot Inbox
Pilot Info
Disapprovals
Enforcement
Accidents/Incidents
Experience
Consent
Notifications
Correction
Help
User Profile

**First Name:** JEROME WILLIAM **Last Name:** EVERETT **Certificate No.:**   **Last Visited On:** 7/21/2022

Pilot Inbox

**Record ID:**

**Request Type:** -Select-

**Status:** Closed

**Reporting Entity:**

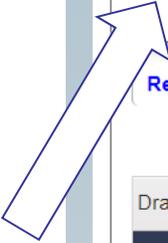
**Expire Date:** From  To

**Requested Date:** From  To

Requests

Drag a column header and drop it here to group by that column

	<u>Certificate</u>	<u>Record ID</u>	<u>Request Type</u>	<u>Request ID</u>	<u>Reporting Entity</u>	<u>Section Name</u>	<u>Expire Date</u>	<u>Correction Status</u>	<u>Record Disputed</u>
<input type="checkbox"/>			Correction Request	REQ-0001447	ROYAL AIR FREIGHT INC (BUHA)	Training	01/17/2023	Denied	
<input type="checkbox"/>			Correction Request	REQ-0001398	HOME TONIGHT AVIATION LLC (1HMA)	Employment	11/21/2022	<a href="#">Canceled</a>	



# Disputing Records

## Pilot Records Database

**Pilot Inbox** | Pilot Info | Disapprovals | Enforcement | Accidents/Incidents | Experience | Consent | Notifications | Correction | Help | User Profile

First Name: JEROME WILLIAM | Last Name: EVERETT | Certificate No: [REDACTED] | Last Visited On: 7/21/2022

**Pilot Inbox**

Record ID:  | Reporting Entity:

Request Type:  | Expire Date: From  To

Status:  | Requested Date: From  To

**Requests**

Drag a column header and drop it here to group by that column

<input type="checkbox"/>	Certificate	Record ID	Request Type	Request ID	Reporting Entity	Section Name	Expire Date	Correction Status	Record Disputed
<input type="checkbox"/>	[REDACTED]		Correction Request	REQ-0001447	ROYAL AIR FREIGHT INC (BUHA)	Training	01/17/2023	Denied	
			Correction Request	REQ-0001398	HOME TONIGHT AVIATION LLC (1HMA)	Employment	11/21/2022	<a href="#">Canceled</a>	
<input type="checkbox"/>			Missing Data	REQ-0001384		FAA Drug or Alcohol	11/08/2022	Denied	
			Correction Request	REQ-0001383		FAA Drug or Alcohol	11/08/2022	Approved	
			Correction Request	REQ-0001350	ROYAL AIR FREIGHT INC (BUHA)	Employment	11/07/2022	<a href="#">Canceled</a>	



# Disputing Records

- Explain why you think the record is wrong.
- Future employers will see your comment.
- Intended to generate discussion between the pilot and future employers.
- Once a record is marked disputed, it cannot be reversed.

Dispute Request

\*Comments: This record is not right and I can prove it.

Submit Clear



# Disputing Records

## Pilot Records Database

**Pilot Inbox** | Pilot Info | Disapprovals | Enforcement | Accidents/Incidents | Experience | Consent | Notifications | Correction | Help | User Profile

First Name: JEROME WILLIAM Last Name: EVERETT Certificate No: [REDACTED] Last Visited On: 7/21/2022

**Pilot Inbox**

Record ID:  Reporting Entity:

Request Type:  Expire Date: From  To

Status:  Requested Date: From  To

**Requests**

Drag a column header and drop it here to group by that column

<input type="checkbox"/>	Certificate	Record ID	Request Type	Request ID	Reporting Entity	Section Name	Expire Date	Correction Status	Record Disputed
	[REDACTED]		Correction Request	REQ-0001447	ROYAL AIR FREIGHT INC (BUHA)	Training	01/17/2023	Denied	<a href="#">Yes</a>
	[REDACTED]		Correction Request	REQ-0001398	HOME TONIGHT AVIATION LLC (1HMA)	Employment	11/21/2022	<a href="#">Canceled</a>	



# Disputing Records

**Pilot Records Database**

Pilot Inbox Pilot Info Dis... Enforcement Accidents/Incidents **Experience** Consent Notifications Correction Help User Profile

Employment History Add Employer **Training** Drug and Alcohol Disciplinary Actions

**First Name:** JEROME WILLIAM **Last Name:** EVERETT **Certificate No.:** 564626714 **Last Visited On:** 7/21/2022

[View/Print PAR](#)

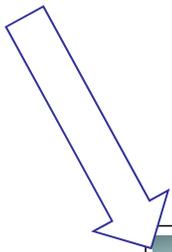
**Training, Qualification, Proficiency, and Competency Record**

<input type="checkbox"/>	Reporting Entity	Start Date	Aircraft Make/Model	Duty Position	Event	Result	Created Date	Correction Status
<input type="checkbox"/>	HOME TONIGHT AVIATION LLC (THMA)	06/01/2015	A-330-200	Pilot in command	Recurrent Knowledge Test; Written/Oral	Satisfactory (Complete)	04/12/2022	
<input type="checkbox"/>	ROYAL AIR FREIGHT INC (BUHA)	04/01/2010	B-737-100	Pilot in command	Initial Knowledge Test; Written/Oral	Satisfactory (Complete)	04/12/2022	Received
<input type="checkbox"/>	ROYAL AIR FREIGHT INC (BUHA)	04/30/2010	B-737-200	Second in command	Recurrent Knowledge Test; Written/Oral: <a href="#">View</a>	Unsatisfactory (Incomplete): <a href="#">View</a>	04/12/2022	Disputed
<input type="checkbox"/>	ROYAL AIR FREIGHT INC (BUHA)	04/15/2010	B-737-200	Second in command	Recurrent Knowledge Test; Written/Oral	Satisfactory (Complete)	04/12/2022	
<input type="checkbox"/>	ROYAL AIR FREIGHT INC (BUHA)	04/07/2010	B-737-100	Pilot in command	Recurrent Knowledge Test; Written/Oral: <a href="#">View</a>	Unsatisfactory (Incomplete)	04/12/2022	Disputed



# Disputing Records

- The PRD Airman Record (PAR) also indicates the record is disputed.



(D)	ROYAL AIR FREIGHT INC (BUHA)	04/07/2010	04/14/2010	B-737-100	PIC	125	Recurrent Knowledge Test; Written/Oral / Unsatisfactory (Incomplete)
<b>Comments:</b> Recurrent Knowledge Test; Written/Oral (Some tasks are not complete) / Unsatisfactory (Incomplete)							

- (D) Disputed, the pilot has disputed the record.
- (C) Closed, the pilot requested a correction to this record.
- (P) Pending, the pilot has requested a correction to this record.

\*\*\* END OF RECORD \*\*\*



# Granting Consent

Home | User Guide | Help | Sign Out

Federal Aviation Administration

Jerome everett

## Pilot Records Database

Pilot Inbox Pilot Info Disapprovals Enforcement Accidents/Incidents Experience Consent Notifications Correction Help User Profile

First Name: JEROME WILLIAM Last Name: EVERETT Certificate No: [redacted] Last Visited: 7/21/2022



# Granting Consent

**Pilot Records Database**

Pilot Inbox   Pilot Info   Disapprovals   Enforcement   Accidents/Incidents   Experience   **Consent**   Notifications   Correction   Help   User Profile

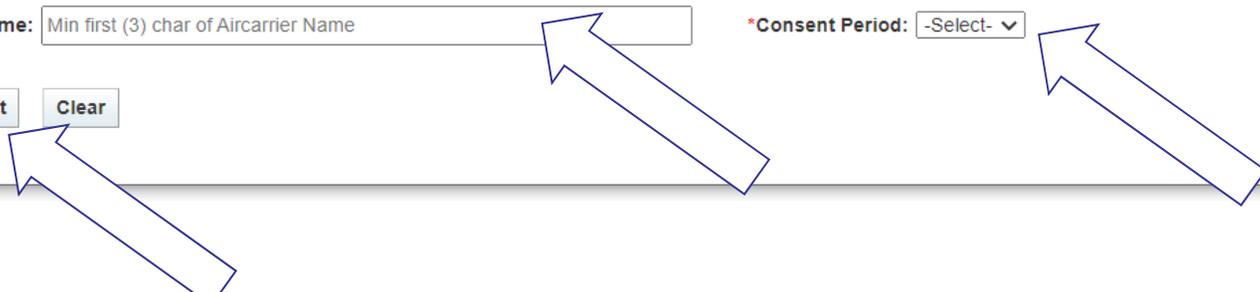
**First Name:** JEROME WILLIAM   **Last Name:** EVERETT   **Certificate No.:** [REDACTED]   **Last Visited On:** 7/21/2022

[View/Print PAR](#)

**Grant Consent**

\*Air Carrier Name:    \*Consent Period:



# Granting Consent

[View/Print PAR](#)

## Grant Consent

\*Air Carrier Name:

\*Consent Period:

## Consent Confirmation

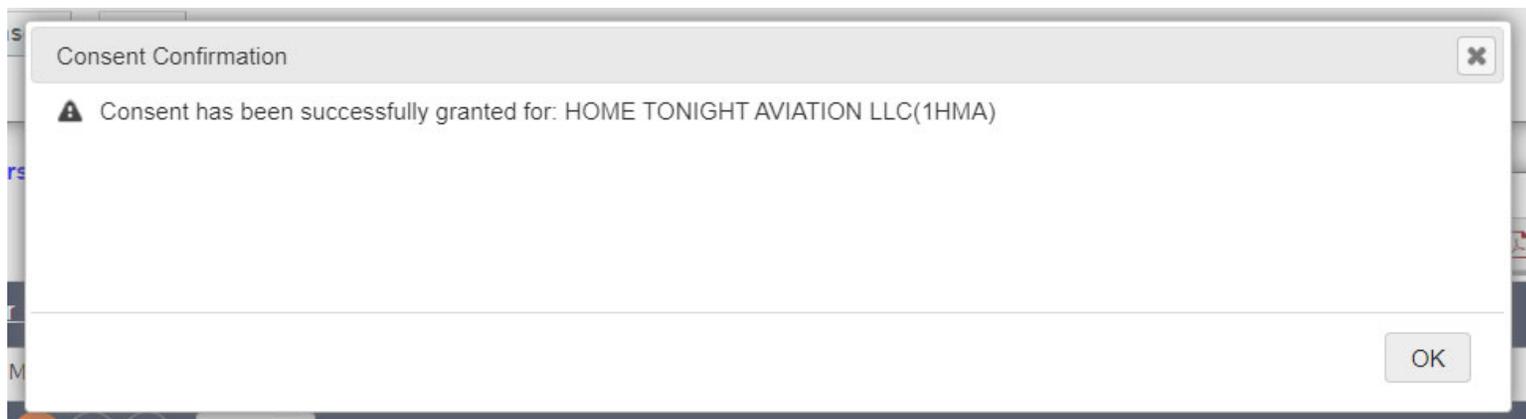


I certify that all statements and information provided by me and the Federal Aviation Administration in this Pilot Records Database report are complete and true to the best of my knowledge and I agree that they are to be considered as part of the basis to be considered for employment as a pilot. I consent to and authorize the Federal Aviation Administration to release my Pilot Records Database report to the air carrier(s)/operator(s) selected. I acknowledge this report will contain my certificate number(s) which, in some cases, may be the same as my social security number.



Federal Aviation  
Administration

# Granting Consent



# Granting Consent

## Pilot Records Database

Pilot Inbox Pilot Info Disapprovals Enforcement Accidents/Incidents Experience **Consent** Notifications Correction Help User Profile

First Name: JEROME WILLIAM Last Name: EVERETT Certificate No.: [REDACTED] Last Visited On: 7/21/2022

[View/Print PAR](#)

**Grant Consent**

\*Air Carrier Name:  \*Consent Period:

**Air Carriers with Active Consents**

<input type="checkbox"/>	Air Carrier	Effective Date	Consent Expiration Date	<input type="button" value="View"/>
<input type="checkbox"/>	JEROME TONIGHT AVIATION LLC(1HMA)	07/22/2022	08/21/2022	<a href="#">View</a>

20 items per page 1 - 1 of 1 items



# Granting Consent

- You will get emails when your records are viewed
- You can also check the Notification logs

**Pilot Records Database**

Pilot Inbox Pilot Info Disapprovals Enforcement Accidents/Incidents Experience Consent **Notifications** Correction Help User Profile

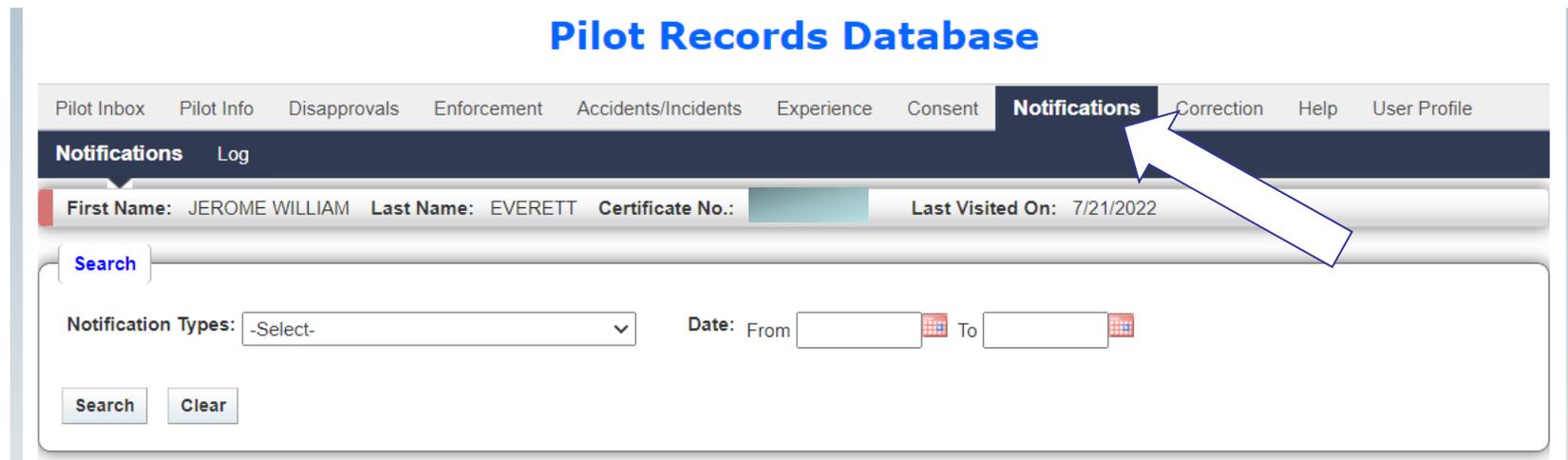
**Notifications** Log

First Name: JEROME WILLIAM Last Name: EVERETT Certificate No.: [REDACTED] Last Visited On: 7/21/2022

Search

Notification Types:  Date: From  To

Search Clear



# Granting Consent

- If you grant consent to an operator, and then new pilot records are added to your history, the new employer can't see the updates until you issue a new consent
- Consents are a snapshot of how the records existed at that moment



# Resources

- [PRD Web Site](#)
- [49 U.S. Code § 44703\(i\) Pilot Records Database](#)
- [14 CFR Part 111](#)
- [AC 120-68J](#)
- [PRD Resources for Industry](#)
- [PRDsupport@faa.gov](mailto:PRDsupport@faa.gov)



# Next Webinars

- **August 25: Reporting in Detail- Training Records**
- **Schedule posted at [PRD.FAA.GOV](http://PRD.FAA.GOV).**

