NACIP 3.0

The following highlights aspects of the NACIP 3.0 changes for your awareness, and provides for continued success.

What is NACIP?

NACIP stands for National Automated Conformity Inspection Process. The NACIP 3.0 application is role based, which means it identifies an individual user as one of the following:

- Aviation Safety Inspector (ASI)
- Aviation Safety Engineer (ASE)
- Aviation Certification Specialist (ACS)
- Designated Airworthiness Representative (DAR)
- Designated Engineering Representative (DER)
- Designated Manufacturing Inspection Representative (DMIR)
- Organization Designation Authorization (ODA) Personnel
- Designee Support Staff
- Drafter

The application is designed to automate and standardize the Request for Conformity (RFC) process to include creating, submitting, approving, revising, delegating, printing, tracking, and distributing the Federal Aviation Administration (FAA) 8120-10 RFC Form on FAA managed projects.

The application allows authorized individuals within the FAA as well as authorized external users (e.g., DERs, DARs, DMIRs, Drafters and ODAs) involved in the type certification process to electronically create RFCs, review and process RFCs, automatically notify the appropriate authorized individuals of next steps via email, and track RFCs throughout their life cycle.

Why the change?

The legacy NACIP 2.1.7c application currently resides on a Domino based platform that is incompatible with future interconnectivity of FAA applications and uses a code base that is no longer supported or maintained by the FAA.

What are the benefits to NACIP users?

- Elimination of current issues associated with the dependency on other FAA systems

- Improved ease and speed in registration and authorization for access by internal and external users of the system
- NACIP 3.0 is now a "one stop shop" for AIR conformity and provides the opportunity for Manufacturing Inspection District Offices (MIDOs)/Manufacturing Inspection Offices (MIOs) and external users to use the system workflow for routing of Production RFCs, International RFCs and Type Inspection Authorizations (TIAs)
- Look, feel, roles and workflow are very similar to the legacy system

Who is impacted?

- ASIs
- ASEs
- ODA Lead Administrators whose ODAs work on FAA managed projects
- ODA supporting staff (Designee Support Staff)
- AIR Engineering and Manufacturing Designees (DERs, DMIRs and DARs)
- AIR Engineering external supporting staff (Drafter)
- AIR internal support staff (FAA Staff)

What has changed for external users?

The look and feel of NACIP 3.0 is very similar to the legacy NACIP system, but has minor changes to align with current FAA branding requirements. An enhancement to NACIP 3.0 is that Production RFCs, International RFCs and Type Inspection Authorizations (TIAs) can now utilize the NACIP workflow.

On **02/04/2021**, all current users accessing the NACIP 2.1.7c application via the existing web address (URL) will be automatically redirected to the new web site for NACIP 3.0. This redirect will continue to work for the next 90 days, after which the redirect will be shut off and users will need to replace their existing URLs with the new one.

For non-FAA (i.e., external) users, the first notable change is the second page of the site (the first page is the disclaimer page). On the second page, non-FAA users identify themselves as such by clicking on the right hand box that says, "I am Not an FAA employee". This will result in displaying the "Log In" and Registration Page for Designees and their Support Staff. If you are currently a registered and active user of NACIP 2.1.7c, you will need to perform the two steps as described on the "Log In" page. These steps describe a *onetime* process for non-FAA NACIP users that are current legacy system users. Otherwise, new users need to register for access.

- **Step 1** – From the "Disclaimer Page":
  - Click on the button "I AGREE" at the bottom of the page after reading to indicate you agree to the terms
  - Click on the right hand box "I am Not an FAA Employee"

- o Read the entire screen
- o Under "Login" in the large box on the upper right corner of your screen, click on "Forgot User Name"
- o Follow the on-screen directions
  - ▪ Enter email address and click on "Request User Name"

After reading the email you received from the NACIP System following Step 1, return to the NACIP 3.0 "Log In" page and complete Step 2.

- **Step 2** - From the "Log In" page:
  - o Under "Login" in the upper right corner, click on "Forgot Password"
  - o Enter the User name provided in the email received from Step 1 in the space provided then click "Submit"
  - o Follow instructions in the email, and set a password
  - o Return to the NACIP 3.0 "Log In" page and login to NACIP 3.0 using the User name and Password

If you are NOT a current "Registered and Authorized User" of NACIP 2.1.7c, you will need to register to access the system.

What has not changed?

- The process, workflow and user roles and responsibilities remain unchanged.
- All data (new, in process and archived) from the NACIP 2.1.7c system will transfer over to the new NACIP 3.0 system, including production TIA, and International RFC data

Additional Information:

- Questions should be directed to the authorizing FAA Advisor/Managing Specialist
- For more information and a tutorial, please watch this 4:35 video