NOTICE

U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION

N 8300.113

11/25/03
Cancellation
Date: 11/25/04

SUBJ: CONDUCTING RECORDS REVIEWS AND AIRCRAFT INSPECTIONS MANDATED BY THE AGING AIRCRAFT RULES

1. PURPOSE. This notice provides specific guidance on conducting aging airplane inspections and records reviews to accomplish and satisfy the requirements of the Aging Airplane Safety Final Rule and the Aging Aircraft Safety Act of 1991. The Act requires the Administrator to make inspections, and review the maintenance and other records of each aircraft an air carrier uses to provide air transportation that the Administrator decides may be necessary to decide whether the aircraft is maintained in an airworthy condition. To accomplish this, the aviation safety inspector (ASI) will accomplish "Structural Spot Inspections" and aircraft records surveillance, as deemed appropriate. The air carrier, to accomplish the required aircraft records reviews and inspections, may use designated airworthiness representatives (DAR) and/or organizational designated airworthiness representatives (ODAR).

NOTE: For the purpose of this function, the Administrator is defined as ASIs, DARs, ODARs, or other persons so designated to accomplish these inspections.

2. DISTRIBUTION. This notice is distributed to the division level in the Flight Standards Service in Washington headquarters, to the branch level in the regional Flight Standards divisions, to the Flight Standards District Offices, and to the Regulatory Standards Division at the Mike Monroney Aeronautical Center. This notice is also distributed electronically to the division level in the Flight Standards Service in Washington headquarters and to all regional Flight Standards divisions and district offices. This information is also available on the Federal Aviation Administration's (FAA) Web site at: http://www.faa.gov/avr/afs/notices/N8300113.htm.

3. BACKGROUND.

a. Basic Requirement. The basic requirement is to inspect each aircraft and its records; however, a sampling of these tasks and records for each airplane along with routine surveillance of a certificate holder's maintenance program will ensure each airplane and its age-sensitive components are properly maintained. This guidance is applicable to each airplane operated under part 121 (except those airplanes operated solely within the State of Alaska), part 135, multiengine, in scheduled service (except those airplanes operated solely within the State of Alaska), and U.S.-registered, part 129, multiengine aircraft. Air Transportation Oversight System (ATOS) carrier certificate-holding district offices (CHDO)/certificate management offices (CMO) may use Program Tracking and Reporting Subsystem (PTRS) to report aircraft and records inspections.

b. General. The intent of the aging aircraft records reviews will be accomplished by sampling the following records for each airplane described in paragraph 3a. The ASI/DAR/ODAR will review/sample the following records to ensure confidence that the carrier is maintaining adequate/reliable records:

(1) Records to be Reviewed:

(a) Total years in service.

(b) Total flight hours of the airframe.

(c) Total flight cycles of the airframe.

(d) Date of last records review and inspection required by part 121, § 121.368; part 129, § 129.33; and part 135, §§ 135.422 and 135.423.

(e) Current status of life-limited parts of the airframe.

(f) Time since last overhaul of all structural components required to be overhauled on a specific time basis.

(g) Current inspection status of the airplane, including the time since the last inspection required by the inspection program under which the airplane is maintained.

(h) Current status of the following:

- Airworthiness Directives
- Corrosion Prevention and Control Programs
- Inspections and procedures required by part 121, § 121.370(a); part 129, § 129.16; and part 135, § 135.168, when applicable

(i) A list of major structural alterations.

(j) A report of major structural repairs and the current inspection status of those repairs.

(2) Aircraft Inspections. The intent of the Aging Aircraft Safety Act mandated aircraft inspections will be met by accomplishing "Structural Spot" inspections as outlined in FAA Order 8300.10, Airworthiness Inspector's Handbook, volume 3, chapter 2.

(3) FAA Inspection Personnel. It is important that ASIs are familiar with the type of aircraft and records system of the aircraft operator before performing these inspections. ASIs possess various degrees and types of experience. An ASI who needs additional information or guidance should coordinate with personnel experienced in that particular specialty. This can be accomplished through on-the-job training.

(4) Coordination Requirements.

(a) It is essential for CHDOs/CMOs to coordinate with the operators and geographic units to ensure no unnecessary delays are incurred as a result of records reviews and aircraft inspections.

(b) Geographic units may be needed to assist the CHDO/CMO in performing these inspections/reviews. Coordination is required to transmit all inspection results and/or recommendations to the CHDO/CMO including a list of discrepancies found.

(c) The CHDO/CMO will be responsible for notifying the certificate holder that the inspection/review has been completed.

4. INITIAL NOTIFICATION AND PLANNING.

a. Initial Notification.

(1) Sixty-Day Notification to the FAA. The rules require that the operators notify the FAA at least 60 days before the airplane and its records will be available for the records review and inspection. Operators should be encouraged to provide advanced planning schedules of aircraft undergoing heavy maintenance. PMIs should work closely with their operator during this period to address any issues that could delay the records review and inspection, or prevent

the airplane from returning to service as scheduled.

NOTE: Operators may have scheduling issues that prevent the aircraft from being available. ASIs should work with the operator to accomplish the inspections in a timely manner, but the airplane cannot operate after the threshold is reached, unless an extension in requested and approved.

(2) Unforeseen Scheduling Conflict. The rules provide for a 90-day extension to accomplish the records reviews and inspections should an unforeseen operator scheduling conflict occur. The CHDO/CMO may approve an extension of up to 90 days, provided the operator presents written justification for the scheduling conflict. Electronic, facsimile, or other forms of notification may be accepted. Operators should be encouraged to provide ample time for the CHDO/CMO to respond to the operator's request.

NOTE: An extension can only be granted by the CHDO/CMO.

b. Heavy Maintenance Check (HMC). The Aging Aircraft Safety Act of 1991 states that the records reviews and inspections will be carried out as part of the operator's HMC. For the purpose of complying with this statute, a "heavy maintenance check" is defined as a "C" check or segment thereof, a "D" check or segment thereof, or other scheduled maintenance visits where structural inspections are accomplished.

c. Planning. The records review(s) can be, and usually will be, accomplished separately from the aircraft inspection. This is because many operators perform maintenance in one location while the records may be maintained in a different location. If the records review and aircraft inspection are conducted separately, the operator should provide a summary of any additional records entries at the time of the aircraft inspection, such as airworthiness directives accomplished and major repairs accomplished.

d. Records Reviews and Inspections. Records reviews and airplane inspections for parts 121, 129, and 135 scheduled operators will be similar.

(1) Records Review.

(a) The operator may provide actual "hard copies" of the records or summaries of compliance.

(b) The ASI/DAR/ODAR should plan to sample the records to ensure accuracy.

(2) Aircraft Inspection.

(a) Confirm the aircraft is available. Schedule the inspection when the aircraft has been sufficiently prepared for inspection, that is, opened/cleaned.

(b) The ASI should be familiar with the aircraft type and inspection program the aircraft is maintained under.

(c) Based on the records review and the planned maintenance, the ASI/DAR/ODAR should select several structural inspection items to sample, if practical. Included in the items selected for sampling should be job task cards that indicate the:

- Task
- Method of compliance
- Tooling required
- Required signoffs

(3) Air Carrier Notification. The CHDO/CMO must notify the operator that the records reviews and inspections are complete. Because the aircraft records reviews and/or inspections may be accomplished by different inspectors in different geographic locations, coordination of

these efforts is essential. Final notification to the operator will be made by the CHDO/CMO.

5. MAINTENANCE RECORDS REVIEW.

a. The certificate holder will coordinate with the FAA to provide the location and the status of the records required by §§ 121.368, 129.33, 135.422, and 135.423.

NOTE: Order 8300.10, volume 3, chapter 41, Inspect Section 135.411(a)(1) Operator's Maintenance Records; volume 3, chapter 42, Inspect FAR Part 121/135 (10 or More) Operator's Maintenance Records; and volume 3, chapter 75, Monitor Maintenance Program for U.S.-Registered Aircraft Operated by a Foreign Operator, provide necessary guidance for evaluating required air carrier maintenance records.

b. The ASI/DAR/ODAR will review/sample the records identified in paragraph 3b(1).

6. AIRCRAFT INSPECTIONS.

a. The records review and airplane inspection may be carried out by different ASIs/DARs/ODARs in different locations. This will require coordination between the inspectors to ensure discrepancies noted in either the records review or the airplane inspection are investigated to ensure compliance with regulations.

b. Order 8300.10, volume 3, chapter 2 provides necessary guidance for accomplishing structural spot inspections.

c. The ASI will coordinate with the certificate holder as to the scope and extent of the planned inspection.

d. The ASI/DAR/ODAR should select structural inspections, CPCP tasks, or major repairs/modifications that are scheduled to be accomplished during this maintenance visit. If possible, supporting documentation for these tasks should be obtained before conducting the planned inspection. While performing these inspections, every effort should be made to avoid interfering with, or inconveniencing, the planned/scheduled maintenance.

e. Observe maintenance tasks to ensure that:

(1) Work instructions provide sufficient detail to accomplish the scope of the required maintenance task.

(2) Required tooling and materials are available and used.

(3) Work is accomplished by properly trained and qualified personnel.

7. TASK OUTCOMES.

a. File PTRS Data Sheet to Track the Accomplishment of These Inspections. The activity code will be 3647 for the aircraft inspection and 3634 for the records review. The "National Use" field entry shall be "AGINGRIR" (without the quotes). The comments section will be used to record airplane times, cycles, inspection status, and other required data.

b. Successful Completion of this Task Will Result in the Following:

(1) Cognizant PMI will be notified of any significant findings.

(2) ASIs, designees, or the operator will notify the cognizant PMI electronically or verbally upon completion of the records review or aircraft inspection so that no delay will be incurred in notifying the operator.

(3) PMI will notify the certificate holder of any findings through standard office procedures.

(4) PMI will notify the certificate holder that the records review and inspection have been

accomplished for a specific airplane. This will be accomplished via electronic, facsimile, or other accepted forms of notification.

(5) Records reviews and the structural spot inspections may be completed on different dates, therefore the date of notification to the operator of completion of the records and aircraft inspection will be used to determine the due date of the next required inspection.

(6) If the air carrier uses DAR/ODARs to accomplish the records reviews and aircraft inspections, a report shall be submitted to the CHDO/CMO indicating the aircraft inspected. The information provided must include the following:

- Identification number of the aircraft
- Total years in service
- Total flight hours of the airframe
- Date of last records review and inspection required by the Aging Airplane Rules.

c. This report may be provided directly from the DAR/ODAR or from the operator.

d. The CHDO/CMO will enter this information in PTRS using PTRS Activity Code 3647 or 3634 "AGINGRIR" in the "National Use" block.

8. AGING AIRPLANE RECORDS REVIEW AND INSPECTION REPORTING REQUIREMENTS.

a. The recording of the records reviews and inspections required by the Aging Airplane Safety Rules will be accomplished using Nonstandard Operations Specification (OpSpec) D485.

b. Entries in this OpSpec will be auto filled from OpSpec D085 and will include:

- Aircraft registration number
- Aircraft serial number
- Nose number
- Make, model and series

c. The following entries will be made by the operator or the PMI.

- Date of manufacture
- Date of notification to operator of records review completion
- Date of notification of aircraft inspection completion
- Date of notification to the operator that both the records review and aircraft inspections are complete (this date will be used to calculate the due date of the repeat inspection)

d. If aircraft listed are not due these inspections or the rule is not applicable, use the pull-down menu on OpSpec D485 to indicate the status of the aircraft in Col. 6, 7, and 8. If the aircraft is currently not in service and in storage, enter "storage" in Col. 6 and 7. Enter N/C for Not Complete in Col. 8. If the airplane has not reached the inspection threshold (15th birthday) enter "below threshold" in Col. 6 and 7. Enter N/C for Not Complete in Col. 8. If the airplane is operated in part 135 on demand, enter "on demand" in Col. 6 and 7. Enter N/A in Col. 8. For airplanes operated solely within the State of Alaska, enter "Alaska Intrastate" in Col. 6 and 7. Enter N/A in Col. 8. Information to include the date of manufacture must be entered in OpSpec D485 as soon as OpSpec D485 is activated for the operator.

9. ACTION. ASIs will accomplish structural spot inspections and aircraft records surveillance, as required by the Aging Aircraft Safety Act.

10. DISPOSITION. This notice will be incorporated into FAA Order 8300.10, Airworthiness Inspector's Handbook. Direct questions concerning this notice to Russell Jones, AFS-309, Aircraft Maintenance Division, at (202) 267-7228.

/s/ Steven W. Douglas for
James J. Ballough
Director, Flight Standards Service