



# Federal Aviation Administration

---

## Memorandum

Date: APR 12 2012

To: All Manufacturing Inspection Offices (MIO)  
All Manufacturing Inspection District Offices (MIDO)

From: Terry Allen, Assistant Manager, Production and Airworthiness Division,  
AIR-201 *Terry Allen*

Prepared by: Airworthiness Certification Branch, AIR-230

Subject: INFORMATION: Deviation to FAA Order 8100.15A for Program Notification Letters (PNL)

---

This memorandum authorizes a deviation to FAA Order 8100.15A, Organizational Designation Authorization (ODA) Procedures, paragraph 13-7a(10). This paragraph requires a Parts Manufacture Approval (PMA) ODA holder to submit evidence of an agreement (assist letter) between the ODA holder and the Type Certificate (TC), Supplemental Type (STC) Certificate or Technical Standard Order Authorization (TSOA) holder, when submitting a PNL for approval.

Neither, FAA Order 8120.2, Production Approval and Certificate Management Procedures, nor FAA Order 8110.42, Parts Manufacturer Approval Procedures, mandates inclusion of these agreements at the time of PNL submission. These orders only require this documentation prior to the issuance of a PMA supplement.

This deviation will alleviate potential manufacturing delays by allowing the substantiation of a licensing agreement to occur later in the PMA process. PMA supplements will not be issued without documentation of a licensing agreement between an ODA holder and the licensor of the data. This clarification will be included in FAA Order 8100.15B.

If you have any questions, please contact the Airworthiness Certification Branch, AIR-230, at (202) 385-6346.





# Federal Aviation Administration

---

## Memorandum

Date: JUL 10 2012

To: Angelos G. Xidias, Manager, Boeing Aviation Safety Oversight Office, ANM-100B,

From: Terry Allen, Acting Manager, Production and Airworthiness Division, AIR-200

Prepared by: Airworthiness Certification Branch, AIR-230

Subject: INFORMATION: Deviation to FAA Order 8100.15A for Organization Designation Authorization (ODA) Unit Member (UM) Initial training

---

This memorandum is in response to your request dated May 9, 2012, for the Boeing Aviation Safety Oversight Office (BASOO) to deviate from FAA Order 8100.15A, Organization Designation Authorization, paragraph 3-10(c). This paragraph requires UM applicants to attend FAA sponsored training similar to that required in Order 8100.8D. FAA Order 8100.8D, Designee Management Handbook, paragraph 802(a) requires applicants to complete initial training before appointment as a designee. For manufacturing designees, Part I and Part II of the appropriate seminar must be successfully completed before appointment.

This memorandum authorizes the BASOO to allow the Boeing ODA to conduct training comparable to the FAA's Initial Engines, Propellers and Articles Part II training, in lieu of requiring prospective manufacturing UMs to attend the FAA course. This training will be conducted as a prototype program under the following conditions:

1. This authorization is for a 12 month period beginning from the date of this memorandum.
2. This authorization can only be used to train up to 50 Boeing ODA UM applicants, the majority of whom will be trained in Europe.
3. This memorandum expires when 50 applicants have participated in training or at the end of 12 months, whichever comes first.
4. Boeing ODA instructor candidates must be screened and approved by the BASOO with the assistance of AFS-640 and AIR-200.
5. Boeing ODA Instructor candidates must attend the Engines, Propellers and Articles Part II class in Oklahoma City and shadow AFS-640 instructors. AFS-640 will evaluate instructor candidates for the BASOO. This evaluation may include allowing the instructor candidates to teach portions of the class for evaluation purposes.

6. The BASOO, in coordination with AFS-640, will ensure that Boeing ODA instructors are provided the appropriate AFS-640 training materials. Training materials developed by Boeing for the Boeing course must be accepted by the BASOO in coordination with AFS-640.
7. The BASOO, in coordination with AFS-640 and AIR-200, will oversee the training program. This will include attending classes to evaluate the quality of instruction and to ensure that FAA training requirements are met. This will require travel funding for a representative from AFS-640 and from the BASOO.
8. Class size is restricted to 30 applicants.
9. At any time in the process, if the training does not meet the FAA's intent or is not communicating the message the FAA intends to convey to the students, this initiative will be terminated.
10. At the conclusion of this evaluation period, AIR-200, AFS-640, and the BASOO will conduct an analysis and make recommendations for consideration of future ODA training opportunities.

AIR-200 will monitor the progress of this initiative in coordination with AFS-640 and the BASOO and provide updates to management as necessary.

If you have any questions, please contact the Airworthiness Certification Branch, AIR-230, at (202) 385-6346.