

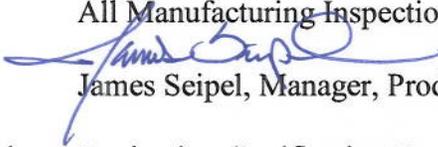


Federal Aviation Administration

Memorandum

Date: NOV 26 2012

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

From:  James Seipel, Manager, Production and Airworthiness Division, AIR-200

Prepared by: Production Certification Branch, AIR-220

Subject: INFORMATION: Implementation of Web-based Recurrent Training for Organization Designation Authorization (ODA) Manufacturing Unit Members

FAA Order 8100.15A, Organization Designation Authorization, paragraph 3-10(c), requires ODA unit members (UM) to attend FAA-sponsored training, similar to that required in FAA Order 8100.8, Designee Management Handbook. Paragraphs 802 and 803 respectively require manufacturing designees to attend initial training and recurrent training seminars, applicable to their authorized functions. This memorandum implements a new web-based recurrent training course for certain manufacturing ODA UMs, effective October 17, 2012.

Presently, manufacturing ODA UMs who are only authorized to perform airworthiness approvals and conformity inspections of engines, propellers, and/or articles attend the Recurrent Engines, Propellers, and Articles course conducted by AFS-640 at select locations throughout the United States. These UMs are normally associated with Production Certificate, Part Manufacturer Approval, or Technical Standard Order Authorization type ODA holders.

Manufacturing ODA UMs who only perform airworthiness approvals and conformity inspections of engines, propellers, and articles are now directed to attend the web-based Recurrent Manufacturing ODA Unit Member Course. The new course is available for enrollment at: <https://av-info.faa.gov/DsgReg>.

Persons who are currently enrolled in the classroom-based recurrent seminar have the option to attend the classroom-based recurrent seminar, or cancel that enrollment, receive a tuition refund, and enroll in the new web-based recurrent course. Effective February 1, 2013, ODA UMs will not attend the classroom-based course, but must complete the web-based Recurrent Manufacturing ODA Unit Member Course.

This guidance does not apply to those ODA UMs required to attend the Recurrent Aircraft Certification for Manufacturing course. This memorandum will expire upon incorporation of this guidance in a future revision of FAA Order 8100.15.

If you have any questions, please contact the Airworthiness Certification Branch, AIR-230, at (202) 385-6346. You may also contact AFS-640 with questions regarding training enrollment or cancellations at (405) 954-0544.