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**ORDER**

U.S. DEPARTMENT OF TRANSPORTATION  
FEDERAL AVIATION ADMINISTRATION

8000.62

10/1/85

**DESIGNATED AIRWORTHINESS REPRESENTATIVES QUALIFICATION  
SUBJ: CRITERIA, SELECTION, AND APPOINTMENT PROCEDURES**

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1. PURPOSE. This order contains qualification criteria and procedures for the selection and appointment of Designated Airworthiness Representatives (DAR's) to perform certain certification functions as representatives of the Administrator.

2. DISTRIBUTION. This order is distributed to the branch level in the Office of Airworthiness and in the Aviation Standards National Field Office; to the branch level in the Flight Standards Divisions; to the section level in the Aircraft Certification Divisions; to all Aircraft Certification Offices, Aircraft Certification Field Offices, and manufacturing Inspection District/Satellite Offices; to all General Aviation, Air Carrier, and Flight Standards District Offices; to all International, Aeronautical Quality Assurance, and International Aviation Field Offices; and to the Airworthiness Section at the FAA Academy.

3. BACKGROUND. Federal Aviation Regulations (FAR) Part 183 was amended to provide for the appointment of private persons to act as representatives of the Administrator. This expansion of the designee program was deemed necessary since the delegations previously provided for in FAR Part 183 constrained the Federal Aviation Administration's (FAA) ability to deal with the proliferation of requests for FAA certification services.

4. DELEGATION OF AUTHORITY. FAR section 183.11 authorizes the Director of Airworthiness, or the Director's designee, to select Designated Airworthiness Representatives. Accordingly, the Director of Airworthiness hereby delegates the selection (including appointment) of DAR's to the following (hereafter referred to as the appointing office):

a. Managers of Aircraft Certification Divisions for authorization to perform engineering and manufacturing functions; and

b. Managers of Flight Standards Divisions for authorization to perform maintenance functions.

**NOTE: THIS AUTHORITY MAY NOT BE REDELEGATED.**

5. GENERAL.

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a. Because of rapid changes in civil aviation, it is essential that DAR applicants possess current technical aviation skills and knowledge. Consequently, a DAR applicant's specialized experience must show that his/her knowledge of the aviation industry relates to current techniques, equipment, and regulations.

b. All cognizant FAA offices should become thoroughly familiar with the criteria contained in Advisory Circular (AC) 183-33A, Designated Airworthiness Representatives, this order, and the preamble to Amendment 183-8 to FAR Part 183. Particular attention should be directed toward ensuring that only appropriately qualified persons are appointed, and that upon appointment they are closely monitored and supervised.

## 6. DISCUSSION.

a. There are a variety of certification functions performed by FAA inspection personnel. Many of these functions may be accomplished by private persons having expertise in a particular specialty. This is recognized by the FAA as evidenced by the specialized experience requirements which must be satisfied by applicants for DAR authorization. Accordingly, in the interest of providing better service to the aviation community, DAR's shall be appointed in accordance with the guidance contained in this order.

b. The term DAR as used throughout this order will, for discussion purposes, include those persons within a DAR organization who will perform the authorized function(s).

c. The terms original certification and recurrent certification are used to differentiate the authority of DAR's as they relate to manufacturing functions and maintenance functions.

d. The holder of a DAR authorization to perform manufacturing functions may issue original airworthiness certificates or approvals within prescribed limitations. The holder of a DAR authorization to perform maintenance functions may issue recurrent airworthiness certificates or approvals within prescribed limitations. The holder of two separate DAR authorizations (i.e., one issued by an Aircraft Certification Division for manufacturing functions, the other issued by a Flight Standards Division for maintenance functions) may issue either original or recurrent airworthiness certificates or approvals within prescribed limitations.

## 7. DEFINITIONS .

a. Original Certification . Except as otherwise provided for in paragraph 8, the term original certification applies to the issuance of airworthiness certificates or approvals, as appropriate, for:

(1) Aircraft or related products (new or used) that have not left the original product manufacturer's quality control system.

(2) Aircraft or related products for which an airworthiness certificate or approval has never been issued. Examples include:

(a) Surplus military aircraft.

(b) Aircraft built from spare and surplus parts.

(c) U.S.-manufactured aircraft exported to a foreign country without having been issued an airworthiness certificate or export airworthiness approval.

(3) Previously certificated aircraft being presented for the first time for certification in another category or classification; e.g., aircraft converted from standard to restricted for the first time; or from a special airworthiness certificate to standard for the first time.

(4) Aircraft which have undergone changes to the type design and require flight test (i.e., under an experimental certificate for the purpose of showing compliance with regulations including, as applicable, the issuance/reissuance of a standard airworthiness certificate).

(5) Prototype or test articles, parts, or installations, including completed aircraft, to be used for design evaluation (i.e., type certificate (TC) or supplemental type certificate (STC) purposes).

b. Recurrent Certification. Except as otherwise provided for in paragraph 8, the term recurrent certification applies to the issuance of airworthiness certificates or approvals not covered under original certification as defined in paragraph 7a.

c. Airworthiness Certificates or Approvals.

(1) Domestic aircraft or parts thereof are considered approved by the Administrator when airworthiness certificates or approvals are issued in the form of special or standard airworthiness certificates, airworthiness tags, export airworthiness approvals, or any other method of certification or approval acceptable to the FAA. For example, replacement/modification parts are considered approved under the provisions of an FAA Parts Manufacturer Approval (PMA) as evidenced by the markings required by FAR Section 45.15; aircraft engines are considered approved when the holder of a production approval affixes the identification plate required by FAR Section 45.11 which contains the information required by FAR Section 45.13, etc.

(2) Import aircraft or parts thereof are considered eligible for U.S. certification or approval when they are accompanied by a certification issued by the foreign civil air authorities of a country with which the U.S. has a bilateral airworthiness agreement which provides for its issuance. In these instances the certifications must attest to conformity of the product to its U.S. TYPE DESIGN and condition for safe operation.

(3) Any certification or approval activity subsequent to the original certification or approval for aircraft or parts thereof previously certified or approved in the manner described in paragraph 7c(1) or (2), would fall into the category of recurrent certification/approval.

8. EXCEPTIONS. Any requests (original or recurrent) for an experimental certificate for amateur-built aircraft may be handled by either manufacturing or maintenance DAR's, within the limits of their authorization.

9. FORMS. The following forms are referenced in this order and are available through normal supply channels:

a. FAA Form 8000-5, Certificate of Designation, NSN 0052-00-055-0501, Unit of Issue: Sheet;

b. FAA Form 8100-1, Conformity Inspection Record, NSN 0052-00-039-3000, Unit of Issue: Hundred;

c. FAA Form 8110-14, Statement of Qualifications (DAR-DMIR-DER-DPRE-DME), NSN 0052-00-047-2003, Unit of Issue: Sheet;

d. FAA Form 8130-3, Airworthiness Approval/Conformity Certification Tag, NSN 0052-00-012-9002, Unit of Issue: Hundred; and

e. FAA Form 8430-9, Certificate of Authority, NSN 0052-00-041-8001, Unit of Issue: Pad.

10. MANAGING OFFICE. The managing office is the FAA field office assigned responsibility by the appointing office for monitoring, supervising, and training DAR's, and for annually recommending renewal or withdrawal of the DAR's Certificate(s) of Authority. The managing office retains this responsibility even though a DAR may be authorized to perform certain functions outside the geographical area of that office.

11. ELIGIBILITY. Any qualified person (including organizations) may be authorized to represent the FAA as a DAR for the purpose of performing certain examination, inspection, and testing services relative to certification functions in the areas of maintenance, manufacturing, and engineering, as may be authorized by the FAA Director of Airworthiness and published in AC 183-33A, Designated Airworthiness Representatives.

## 12. APPLICATION.

a. Applications for appointment must be initiated by a letter to the Manager, Aircraft Certification Division (for manufacturing and engineering functions), or to the Manager, Flight Standards Division (for maintenance functions), located in to geographical area in which

the applicant resides, or has a primary place of business where the functions will be performed. FAA Form 8110-14, Statement of Qualifications, (Revision March 1983) completed in duplicate by the DAR applicant must accompany the letter of application.

b. Applications submitted by individual applicants must be accompanied by:

(1) Supplemental statements to substantiate that he/she:

(a) Meets all the general qualifications stated in AC 183-33A, Appendix 1, paragraph 1a through e; and

(b) Meets all of the specialized experience requirements commensurate with that required for the function(s) for which authorization is sought, as specified in AC 183-33A, Appendix 1, paragraph 2a through e and paragraph 3a through c.

(2) Three letters attesting to the DAR applicant's integrity and technical qualifications. (See Appendices 1 and 2.) These letters should not be misconstrued as letters of recommendation per se. THE LETTERS MUST ADDRESS THE APPLICANT'S INTEGRITY AND EXPLICITLY STATE THAT THE APPLICANT IS TECHNICALLY QUALIFIED TO PERFORM THE FUNCTION(S) FOR WHICH AUTHORIZATION IS BEING SOUGHT. At least one of the letters must be from the manager of an FAA office with whom the applicant has had a direct working relationship, and must identify:

(a) That the applicant has in fact worked directly with the FAA for a minimum of two years and was actively involved in those tasks leading to the issuance of the particular airworthiness certificate/approval, and

(b) THE TYPE AND COMPLEXITY OF PRODUCT(S). (Reference AC 183-33A, paragraph 11b.)

(3) The other letters (see Appendix 2) should be from aviation industry organizations (not private persons) attesting to the DAR applicant's integrity and technical qualifications to perform the particular function(s) for which authorization is being sought.

c. Qualified individuals may apply for authorization to perform functions in both manufacturing and maintenance. However, separate applications must be submitted to the appropriate Aircraft Certification and Flight Standards Divisions.

d. Applications submitted by an organization must be accompanied by:

(1) Three letters, for each person who will perform the authorized function(s), attesting to their integrity and technical qualifications as specified in paragraph 12b.

(2) Supplemental statements which include the names, signatures, titles, and qualifications to substantiate that those persons who will actually perform the authorized function(s):

(a) Meet all of the general qualifications stated In AC 183-33A, Appendix 1, paragraph 1a through e; and

(b) Meet all of the specialized experience requirements commensurate with that required for the function(s) for which authorization is sought. (Reference AC 183-33A, Appendix 1, paragraph 2a through e and paragraph 3a through c.)

(3) A procedure (independent of established organization procedures) acceptable to the FAA which positively ensures that only appropriately qualified persons will perform the authorized function(s). (See Appendix 6.)

### 13. SELECTION AND APPOINTMENT .

a. Prior to appointment, the appointing office shall:

(1) Ensure that each application (and supporting documents) contain SPECIFIC information concerning the DAR applicant's integrity, general qualifications, specialized experience, currency of qualifications, and knowledge in performing similar functions on products OF THE TYPE AND COMPLEXITY (must be identified) as those for which authorization is being sought.

(2) Ensure that applicants have substantiated that they meet all of the specialized experience requirements commensurate with that required for the function(s) for which authorization is sought. (Reference AC 183-33A, Appendix 1, paragraph 2a through e and paragraph 3a through c.)

(3) Ensure that the three letters that accompany the application attest to the individuals integrity AND TECHNICAL QUALIFICATIONS TO PERFORM THE FUNCTION(S) FOR WHICH AUTHORIZATION IS SOUGHT. The FAA letter(s) must be from the manager of an office with whom the individual has had a direct working relationship and identify the period of time the individual has been actively involved in those tasks leading to the issuance of the particular airworthiness certificate/approval AND THE TYPE AND COMPLEXITY OF THE PRODUCT. (Reference Appendices 1 and 2 of this order and AC 183-33A, paragraph 11b.)

(4) Ensure that those persons who will perform the authorized function(s) for DAR organization applicants meet the same requirements in all respects as those applied to the appointment of individual DAR's.

(5) Evaluate each individual's qualifications to ensure that they meet all of the general qualifications and specialized experience requirements for each function for which authorization is being sought.

(6) Contact the individual's personal references (telephone, letter, etc.).

(7) Determine whether the candidate has a violation history (reference Order 2150.3, Compliance and Enforcement Program, paragraph 403). If the applicant (or those persons within an organization who will perform the authorized functions) has a violation history, an evaluation shall be conducted to ascertain the type of violation(s), attitude toward compliance with the FAR, and all special and mitigating circumstances associated with the violation(s). Any serious violation on file may be reason to deny appointment. The ultimate decision for appointing a person or organization with a violation history must be the product of judgement and experience applied to the facts and circumstances of the individual case.

(8) Conduct a personal interview with the applicant, including those persons within organizations who will perform authorized functions. FAA employees having knowledge of the particular function(s) for which authorization is sought should participate in, or be delegated the authority to conduct the interview.

(9) Ensure that DAR's are not appointed for on-going activity in a foreign country unless a determination can be made prior to appointment that the managing office has the capability, and will in fact make a minimum of two on-site visits per year, to evaluate, monitor, and supervise the DAR's activity while performing authorized certification functions.

(10) In the case of foreign DAR applicants, contact the foreign civil air authority to determine if they have had any problems with the:

(a) Individual.

(b) Organization.

(c) Person(s) within the organization who will perform the authorized function(s).

(11) Ensure that DAR numbers that have been assigned to a terminated DAR are not reused.

(12) Ensure that organizations submit a procedure that positively ensures that only appropriately qualified persons within the organization will perform the DAR authorized functions. (See appendix 6.)

(13) Ensure that only those functions identified in AC 183-33A are authorized as appropriate.

b. After a decision has been made, the appointing office will advise the applicant in writing that he/she has been appointed, or that the delegation of authority has been denied and the reasons for the denial.

Substantiation should be retained on file in sufficient detail to positively support an appointment or a denial.

c. Upon a satisfactory determination that the applicant meets all appropriate requirements, the appointing office will prepare an FAA Form 8430-9, Certificate of Authority, (see Appendix 3). When possible, authorized functions and any limitations deemed appropriate for the particular designation will be stated on the front of the certificate. If necessary, due to space limitations, the Certificate of Authority may be supplemented by a statement (see Appendix 4) that explains the limits of authority in more detail. In the case of an organization, the name(s) of the person(s) who will perform the authorized function(s), the function(s) which he/she is authorized to perform, and his/her limitations must be identified on the supplement (see Appendix 5) to the FAA Form 8430-9. The front side of the Certificate of Authority will be signed by the division manager and the reverse by the manager of the assigned managing office who will personally present the certificate to the DAR.

d. DAR authority will be limited to any restrictions set forth in AC 183-33A. Additionally, limitations should be imposed commensurate with the individual's knowledge and experience. For example, the authorization should be limited to products of the type and complexity (e.g., DC-9, DC-10, Boeing 747, etc.) for which the individual has been determined qualified. (Reference AC 183-33A, paragraph 12d(1) and 12d(2)(a), (b), and (c).)

e. An FAA Form 8000-5, Certificate of Designation, suitable for framing and display will be prepared by the appointing office, signed by the division manager, and presented to the new designee by the manager of the assigned managing office.

f. The appointing office will maintain a file of appointment documents for each DAR appointed within, or transferred to, its assigned geographical area and will, for inclusion in a DAR directory:

(1) Forward for each DAR appointment made, including those DAR appointments made prior to the date of this order, a copy of the FAA Form 8110-14, Statement of Qualifications, and attachments necessary to identify the specific function(s) authorized, any limitations, the approving authority, the managing office location and designator to the:

Federal Aviation Administration  
Aviation Standards National Field Office  
Airworthiness Section, AVN-133  
P.O. Box 25082  
Oklahoma City, Oklahoma 73125

(2) Notify AVN-133 of any change in a DAR's status; i.e., address, functions, limitations, managing office, geographical area of authority, termination, renewal, etc.

g. The FAA may appoint DAR's who are not U.S. citizens and/or who reside in, or have a primary place of business in a foreign country. However, the FAA might not have the necessary resources to monitor their activity. Accordingly, appointing offices should consider appointing a DAR in a foreign country only when it has been determined that such appointment would pose no undue burden on the FAA (reference paragraph 13a(9)). Such determination is not necessary when a DAR, who resides in or has a primary place of business in the U.S., is authorized in writing by the managing office on a case-by-case basis to travel to a foreign country to perform a particular function (e.g., issuance of a U.S. airworthiness certificate for a U.S.-registered aircraft located in a foreign country).

#### 14. DURATION OF CERTIFICATES .

a. Appointments will be issued for a period not to exceed one year and may be renewed annually provided the designee's performance has been satisfactory, and FURTHER PROVIDED THE DESIGNEE HAS HAD SUFFICIENT ACTIVITY TO WARRANT CONTINUANCE OF THE DESIGNATION.

b. A designation should be terminated for any of the following reasons:

(1) At the written request of the designee.

(2) In the event the designee moves his/her residence or primary place of business outside the geographical boundaries of the appointing office.

(3) Upon a finding, by the Administrator or his/her authorized representative, that the designee has not properly exercised or performed the duties of the designation.

(4) Upon suspension, cancellation, or revocation of a mechanic or repairman certificate held by the designee.

(5) For any other reason the FAA deems appropriate.

#### 15. CERTIFICATE RENEWAL .

a. To be eligible for renewal of a DAR authorization for a one-year period, DAR's will submit annually, during a month specified by the appointing office, a written request for renewal along with an FAA Form 8110-14, Statement of Qualifications, to their managing office. A new Certificate of Authority, FAA Form 8430-9, will be issued by the appointing office upon a satisfactory recommendation from the manager of the assigned managing office (reference paragraph 13c).

b. In addition to the requirements in paragraph 15a, as a condition of renewal, DAR's must present evidence to show that he/she has as a minimum:

(1) Been involved in two original/recurrent airworthiness certification/Class I export approval programs or a combination thereof; or,

(2) Issued fifteen original/recurrent Class II product airworthiness approvals; or

(3) Been actively involved in making conformity determinations on two or more TC/STC projects; or

(4) Issued twenty conformity certifications on behalf of foreign civil air authorities for components produced by U.S. suppliers for foreign product manufacturers.

c. In all cases, the original designation number should be reassigned to the same individual; otherwise, the procedures to be followed are the same as those for an original appointment.

d. FAA Form 8000-5, Certificate of Designation, should not be reissued upon renewal of designations. Upon expiration or termination of a designation, the FAA Form 8000-5 shall be returned to the FAA, except that, the designee may retain the FAA Form 8000-5 if he/she so desires providing that it is first returned to the FAA to be marked "CANCELLED."

e. Upon expiration or termination of a DAR appointment, the FAA Form 8430-9, Certificate of Authority, will become invalid and shall be surrendered to the FAA managing office or forwarded by the holder to the appropriate division office for cancellation.

16. ASSIGNMENT OF DAR NUMBERS . The following procedures shall be initiated by each appointing office when new DAR's are appointed:

a. Each appointing office will assign a designation symbol to each DAR appointed as follows:

(1) All Aircraft Certification Divisions will commence with DAR-1 followed by the letters AC and then the last two letters of the regional symbol; e.g., the first DAR appointed by the Aircraft Certification Division in the Northwest Mountain Region would be given the designation symbol: DAR-1-AC-NM.

(2) All Flight Standards Divisions will commence with DAR-1 followed by the letters FS and then the last two letters of the regional symbol; e.g., the first DAR appointed by the Flight Standards Division in the Southwest Region would be given the designation symbol: DAR-1-FS-SW.

(3) DAR's relocating to the geographical boundaries of a different appointing office will be assigned a new DAR number.

b. The assigned designation symbol will be recorded in Block 13 under "Designation Number" on the reverse side of FAA Form 8110-14.

17. ISSUANCE OF POCKET SEAL PRESSES . The appointing office will provide pocket seal presses and lead seals to those DAR's whose authorized functions (i.e., issuance of Airworthiness Approvals, Export Airworthiness Approvals, or Conformity Certifications) require the attachment of FAA Form 8130-3, Airworthiness Approval/Conformity Certification Tag. Only one seal press (issued by the appointing office first authorizing the function) will be provided to those DAR's whose authorized functions are in both manufacturing and maintenance areas.

a. The following blocks of numbers are assigned to the Flight Standards and Aircraft Certification Divisions for use by DAR's whose authorized functions require the use of seal presses:

FLIGHT STANDARDS DIVISIONS

AAL 1-299	AGL 900-1199	AWP 2100-2399
ACE 300-599	ANE 1200-1499	ASW 2400-2699
AEA 600-899	ANM 1500-1799	AEU 2700-2999
	ASO 1800-2099	

AIRCRAFT CERTIFICATION DIVISIONS

ANE 1-499	ASW 1000-1499
ACE 500-999	ANM 1500-1999

b. The seal press die will contain the DAR's assigned number and the division designator (i.e., FS for Flight Standards or AC for Aircraft Certification) above the DAR's assigned number; e.g.

<u>FS</u>	<u>AC</u>
1610	1899

c. The opposite die will have lettering as follows: "US" over "FAA."

US  
FAA

d. Information concerning the procurement and specifications for the pocket seal presses and dies is contained in Order 8130.2B, Airworthiness Certification of Aircraft and Related Approvals, Chapter 7.

e. The foregoing number assignments will be used only for DAR's. The number assignment procedures contained in Order 8130.2B, paragraph 223e, will continue to be used for FAA inspectors and Designated Manufacturing Inspection Representatives (DMIR's) .

18. TRAINING. Training will be provided for all DAR's upon appointment and on an ongoing basis, as deemed necessary by the managing office. This training will normally be accomplished by the FAA managing office. Formal DAR standardization courses will be offered by the FAA Aviation Standards National Field Office at approximately 30 locations on an ongoing 2-year cycle. Managing offices shall encourage each DAR to attend the DAR standardization training when the course is offered in their area. (Approximately every two years.) Since the FAA will require that a DAR applicant have the necessary technical expertise as a prerequisite to appointment, DAR training will be limited to administrative procedures, methods, and practices to ensure that DAR's:

a. Are familiar with pertinent FAR's, AC's, policies, procedures, and directives as they apply to the certification task(s) for which the DAR appointment is granted;

b. Are familiar with, as applicable, registration and marking requirements, airworthiness directives (AD's), type certificate data sheets (TCDS), and aircraft specification sheets;

c. Understand FAA forms and their application as they relate to the specific DAR functions to be performed;

d. Understand how to process pertinent certification documents;

e. Are informed of their responsibilities as Representatives of the Administrator; and

f. As applicable, are familiar with the special and additional requirements of importing countries.

19. MANAGING OFFICE RESPONSIBILITY. The managing office is responsible for assigned DAR's as follows:

a. Providing, indoctrination training of newly appointed DAR's and for providing ongoing training as necessary throughout the duration of the appointment .

b. Prescribing the formal DAR standardization training course for all DAR's under its cognizance within each two-year period. Although this training is not mandatory per the FAR, any DAR refusing to participate in such training should not be reappointed unless equivalent informal training can be provided by the managing office.

c. Ensuring that each DAR is notified in writing of his/her authority and responsibility (reference paragraph 21).

d. Monitoring and supervising a DAR's activity as appropriate.

e. Ensuring that DAR's have access to, or possess and maintain all applicable regulations and pertinent documents as appropriate to the

functions for which the DAR authorization is granted, including AD's, TCDS's and aircraft specification sheets. Where applicable, the managing office may request that a DAR be placed on the FDR-1 mailing list for DMIR kits by submitting to the Aircraft Manufacturing Division, AWS-200, two copies of FAA Form 1770-7, DMIR/DER Mailing List Action Request. The request should identify the class of kit (normally FDR-1A) appropriate to the particular DAR's authorized function(s).

f. Providing internal directives, such as notices, orders etc., pertinent to each DAR's authorized function(s).

g. Coordinating Type Inspection Authorization (TIA) requirements and conformity findings for TC's, Type Certificate Amendments (TCA's), STC's, and other forms of major design change approvals, between the DAR and FAA engineering.

h. Coordinating design, test, and quality requirements between foreign civil air authorities and the DAR.

i. Providing the necessary FAA forms required in the performance of authorized function(s).

j. Assisting DAR's with arrangements to attend the DAR standardization course.

k. Ensuring that the managing office personnel attend the DAR standardization courses with assigned DAR's (reference Order 8000.59, DAR/DMIR/DOA/DAS Standardization Training Course).

l. Recommending reappointment of qualified DAR's to the appointing office, and the presentation of new Certificates of Authority.

m. Maintaining a file of each assigned DAR's accomplishments (reference paragraph 20f).

20. MONITORING AND SUPERVISION . The managing office assigned responsibility for a particular DAR will monitor and supervise that DAR's activity in accordance with the following criteria, as appropriate:

a. Ensure that DAR's are performing only those functions within the limits of their authorization, and in accordance with pertinent regulations and related FAA policies, practices, and procedures.

b. Ensure that DAR's perform their authorized functions within the geographical boundaries of that office. However, that office may authorize DAR's to perform authorized functions outside of their geographical area on a case-by-case basis. Such authorizations must be in writing and shall not: exceed 30 days duration; be granted consecutively; or be granted in excess of three times per calendar year. Telegraphic authorization may be granted but only when written authorization cannot be provided in a timely manner. In all instances,

the managing office will retain the monitoring and supervisory responsibility; e.g., although a managing office may grant a DAR authorization to issue an airworthiness certificate for a U.S.-registered aircraft located outside the geographical boundaries of the office, including foreign countries, the DAR will remain under the control of the managing office. As a courtesy, an information copy of the authorization will be provided to the Aircraft Certification or Flight Standards office responsible for the geographic area in which the DAR will be performing authorized functions.

c. In those instances where a DAR indicates a need to operate outside the geographical area for a period exceeding 30 days or if a DAR elects to relocate to another geographical area, responsibility for the DAR along with the DAR's files will be transferred to the appropriate Aircraft Certification or Flight Standards Division in that area (reference paragraph 14b(2)).

d. Review and process all official forms (e.g., copies of airworthiness certificates, export airworthiness approvals, and related documents) initiated and required to be submitted (as identified in Order 8130.2B, paragraph 224) by a DAR to the managing office.

e. At least twice a year accompany each DAR during the inspection of a product to ensure that satisfactory inspection techniques, methods, and procedures are being used.

f. Review samples of the DAR's work records (e.g., FAA Form 8100-1, Conformity Inspection Record, etc.) on a quarterly basis. These reviews may be conducted at the managing office, or at the DAR's work location.

g. Ensure that DAR's contact the managing office to obtain any special direction or instructions prior to:

(1) The issuance of any airworthiness certificates or export airworthiness approvals for Class I products; i.e., aircraft, aircraft engines, or propellers; or

(2) Becoming involved in any type certification or supplemental type certification activity.

h. Establish a schedule with each DAR which will provide periodic (i.e., monthly, bimonthly, quarterly) information relating to the DAR's accomplishments in the authorized area of responsibility. As appropriate, this information may consist of such statistics as the number of airworthiness certificates issued (including aircraft identification by model and serial number, and location); the number of export airworthiness approvals/conformity certification tags issued (including product identification and importing country); the number of conformity inspections conducted for that period covered by the reports, etc.

21. DAR AUTHORITY AND RESPONSIBILITY . Subject to such limitations as may be prescribed, a DAR is responsible for performing his/her authorized functions as outlined below:

a. The application forms for the various airworthiness certificates or approvals have certification statements to be signed by the applicant or his/her agent. (Reference FAA Form 8130-6, Application for Airworthiness Certificate, Section III, Item D and Section VII, Item F; and FAA Form 8130-1, Application for Export Certificate of Airworthiness, Part I, Item 11 and Part II, Item 20.) An organization that has been appointed as a DAR should be allowed to sign these certifications but ONLY IN THE OFFICIAL CAPACITY AS A REPAIR STATION/MANUFACTURE EMPLOYEE OR AGENT ---- NOT AS A DAR. DAR's should be cautioned that any irregularities or deficiencies related to the product eventually certificated may result in termination of the DAR appointment under FAR Section 183.15(d)(4).

b. FAA inspectors and DMIR's in the performance of their duties are not authorized to perform any mechanical, maintenance, or inspection function on behalf of the applicant (e.g., owner, agent, repair station, manufacturer, etc.) on products for which an airworthiness certificate or approval is being sought. Similarly, DAR's may not perform any of these functions on any products for which they will ultimately perform certification functions on behalf of the FAA. However, this would not preclude a DAR from performing maintenance, mechanical functions, or inspections in a non-DAR capacity when that DAR will not be involved in airworthiness certification/approval actions under his/her DAR authority.

c. Under no circumstances will a DAR issue an airworthiness certificate or approval unless the appropriate finding has been made consistent with FAA established methods, techniques and practices, and pertinent FAR's. When any problems arise that cannot be resolved by the DAR, he/she should seek guidance from the managing office.

d. A DAR authorized to perform manufacturing functions may issue original airworthiness certificates or approvals within prescribed limitations. The holder of a DAR authorization to perform maintenance functions may issue recurrent airworthiness certificates or approvals within prescribed limitations. The holder of two separate DAR authorizations (i.e., one issued by an Aircraft Certification Division for manufacturing functions, the other issued by a Flight Standards Division for maintenance functions) may issue either original or recurrent airworthiness certificates or approvals within prescribed limitations.

e. DAR authorized functions DO NOT include the issuance of replacement (e.g., lost, mutilated, etc.) airworthiness certificates, or special flight permits for any overweight operation.

f. FAA certificate forms, including export airworthiness approvals (e.g., FAA Form 8130-3) are considered proprietary and are to be

safeguarded to assure that such forms do not fall into unauthorized hands. Supplies of FAA certificate forms shall be kept in locked, secured containers. At no time will a certificate be given in blank format to anyone. Under no circumstances should any certificate be in the possession of an applicant until such time as the certificate has been completed and signed by the DAR.

g. A DAR is responsible for performing authorized functions as outlined below:

(1) All functions are to be performed only within the limits of the authority delegated as specified on the Certificate of Authority and/or supplements thereto.

(2) All functions will be performed within the authorized geographical boundaries of the managing office, except that on a case-by-case basis, the DAR may be granted permission by the managing office to travel to any location (including foreign) to perform authorized functions. Such permission must be granted by letter or telegram.

(3) Each DAR authorized to perform functions outside of their geographical boundaries will:

(a) Contact the appropriate FAA office within the area in which they will perform the authorized functions to advise that office of their presence and involvement (reference paragraph 20b), and

(b) Visit the managing office within 7 days of completion of each certification/approval performed outside the geographical area.

(4) All airworthiness certificates/approvals and related documents will reflect the DAR's signature and assigned DAR number.

(5) Authorized functions cannot be subdelegated; i.e., all authorized functions must be accomplished only by the particular DAR having authorization.

(6) All authorized functions will be performed in accordance with pertinent FAR's, FAA directives, AC's, and any specific instructions conveyed by the managing office.

(7) All inspections shall be recorded on FAA Form 8100-1, Conformity Inspection Record, and submitted to the managing office.

(8) Each DAR must submit all official documents, original or duplicate copies, as applicable, (reference paragraph 20d) to the managing office within 7 days of accomplishment for review and processing.

(9) Each DAR MUST CONTACT THE MANAGING OFFICE PRIOR TO TAKING ANY ACTIONS LEADING TO THE ISSUANCE OF ANY AIRWORTHINESS CERTIFICATES OR

EXPORT AIRWORTHINESS APPROVALS FOR CLASS I PRODUCTS OR CONDUCTING ANY INSPECTIONS LEADING TO THE ISSUANCE OF A TC OR STC to obtain any special direction or instructions deemed necessary for the particular function.

(10) Each DAR authorized to perform functions that involve communications with FAA engineering or a foreign civil air authority must contact their managing office who will handle all communications between those disciplines (reference paragraph 19g and h).

(11) Each DAR will provide information relating to his/her accomplishments in accordance with the schedule established by the DAR and the managing office.

(12) DAR's must conduct their activity in a manner which is consistent with established FAA standards of conduct and discipline.

(13) Certificates of Authority (and any supplements thereto) shall be kept within the immediate area where the DAR, or those persons within DAR organizations, will exercise the privileges of the certificate and shall be presented for inspection upon the request of the Administrator, an authorized representative of the National Transportation Safety Board, or of any federal, state, or local law enforcement officer.

**NOTE:** DAR organizations will provide each person who will perform authorized functions with a copy of the DAR organization FAA Form 8430-9, Certificate of Authority, and related supplement which will identify the person(s) who will perform the authorized functions and their limitations as appropriate.

h. Prior to the issuance of an airworthiness certificate or approval, the applicant must show and the DAR must find that the product in its entirety meets its FAA approved design data, is in a condition for safe operation, and complies with any other applicable FAR (e.g., marking requirements, registration, special requirements of importing countries, etc.).

22. GENERAL QUALIFICATIONS. To qualify for an appointment as a DAR, applicants must meet all of the general qualifications listed below in addition to having the specialized experience specified in paragraphs 23 and 24, as appropriate, for the particular function for which authorization is being sought:

a. Current and thorough working knowledge of the FAR's and related material;

b. Current technical knowledge and experience commensurate with that required for the particular function;

c. Unquestionable integrity, cooperative attitude, and the ability to exercise sound judgment;

d. The ability to maintain the highest degree of objectivity while performing authorized functions on behalf of the FAA, consistent with FAA regulations, statutes, and safety goals, notwithstanding any influence to the contrary; and

e. At least two years of satisfactory experience working directly with the FAA in connection with the type of work to be covered in the designation.

23. SPECIALIZED EXPERIENCE REQUIRED FOR MANUFACTURING FUNCTIONS . In the area of manufacturing, in addition to the general qualifications specified in paragraph 22, a DAR applicant (including those persons in organizations who will perform the authorized function(s)) must have the following specialized experience for each particular function for which authorization is being sought:

a. Issuance of Original Airworthiness Certificates for U.S.-Registered Aircraft . (Reference Advisory Circular 183-33A, paragraph 17a(1) through (5).) To qualify for authorization to perform these functions, a DAR applicant must have the following experience:

(1) Five years of experience as a Designated Manufacturing Inspection Representative (DMIR) or as an FAA manufacturing inspector involved in either the actual issuance of, or having responsibility for managing programs leading to the issuance of, original airworthiness certificates for aircraft OF THE TYPE AND COMPLEXITY as those for which authorization is being sought; or

(2) In the case of an organization, as the holder of an FAA Production Certificate (PC) or Approved Production Inspection System (APIS) having a person(s) in its employ with five years of experience similar to that specified in paragraph 23a(1).

b. Issuance of Original Export Airworthiness Approvals for Class I Products (i.e., Aircraft, Aircraft Engines, or Propellers) . (Reference Advisory Circular 183-33A, paragraph 17a(6).) To qualify for authorization to perform this function, a DAR applicant must have the following experience:

(1) Five years of experience as a DMIR or as an FAA manufacturing inspector involved in either the actual issuance of, or having responsibility for managing programs leading to the issuance of, original export airworthiness approvals for Class I products OF THE TYPE AND COMPLEXITY as those for which authorization is being sought; or

(2) In the case of an organization, as the holder of a PC or APIS having a person(s) in its employ with five years of experience similar to that specified in paragraph 23b(1).

c. Issuance of Original Export Airworthiness Approvals for Class II Products (i.e., Major components of a Class I Product) that are Manufactured and Located in the United States. (Reference Advisory

Circular 183-33A, paragraph 17a(7).) To qualify for authorization to perform this function, a DAR applicant must have the following experience:

(1) Three years of experience as a DMIR or as an FAA manufacturing inspector involved in the actual issuance of, or having responsibility for managing programs leading to the issuance of, original export airworthiness approvals for Class II products OF THE TYPE AND COMPLEXITY as those for which authorization is being sought; or

(2) Show evidence of three years of experience with quality control methods and techniques which demonstrates the applicant's ability to determine that Class II products, OF THE TYPE AND COMPLEXITY as those for which authorization is being sought, submitted for original export airworthiness approval meet FAR Part 21, Subpart L, and any other applicable FAR's, and meet the special/additional requirements of the importing country. This should include actual experience in the following areas:

- (a) First article, in process, and final assembly inspection;
- (b) Quality assurance provisions of special processes; e.g., heat treating, brazing, welding, carburizing, plating, etc.;
- (c) Destructive and nondestructive inspection;
- (d) Manufacturing processes;
- (e) Airworthiness assurance (reference Order 8120.2A, paragraph 183);
- (f) Developing/implementing quality control systems/procedures;
- (g) Testing procedures; and
- (h) Use of FAA approved design data.

(3) In the case of an organization, as the holder of an FAA production approval (PC, APIS, Parts Manufacturer Approval (PMA), or Technical Standard Order Authorization (TSOA)) having a person(s) in its employ with three years experience similar to that specified in paragraph 23c(1) or (2).

d. Make Conformity Determinations on Aircraft and Parts Thereof (Including Those Submitted to the Administrator for Tests) Prior to the Issuance of FAA Design Approval . (Reference Advisory Circular 183-33A, paragraph 17a(8).) To qualify for authorization to perform this function, a DAR applicant must have the following experience:

(1) Five years of experience as a DMIR or as an FAA manufacturing inspector involved in either making actual determinations, or having responsibility for managing programs leading to determinations, that prototype or test articles, parts, or installations, including completed aircraft, OF THE TYPE AND COMPLEXITY as those for which authorization is being sought, are in conformity to the design being evaluated by the FAA; or

(2) Show evidence of five years of experience with quality control methods and techniques which demonstrates the applicant's ability to determine that prototype or test articles, parts, or installations, including completed aircraft, OF THE TYPE AND COMPLEXITY as those for which authorization is being sought, to be used for FAA design evaluation, conform to the design being evaluated. This should include actual experience in the following areas:

- (a) First article, in process, and final assembly inspection;
- (b) Quality assurance provisions of special processes; e.g., heat treating, brazing, welding, carburizing, plating, etc.;
- (c) Destructive and nondestructive inspection;
- (d) Manufacturing processes;
- (e) Airworthiness assurance (reference Order 8120.2A, paragraph 183);
- (f) Developing/implementing quality control systems/procedures;
- (g) Testing procedures; and
- (h) Use of FAA approved design data.

(3) In the case of an organization, as the holder of an FAA production approval (PC, APIS, PMA, or TSOA) having a person(s) in its employ with five years experience similar to that specified in paragraph 23d(1) or (2).

e. Issuance of Conformity Certifications for Components Manufactured in the United States for Foreign Product Manufacturers. (Reference Advisory Circular 183-33A, paragraph 17a(9).) To qualify for authorization to perform this function, a DAR applicant must have the following experience:

(1) Three years of experience as a DMIR or as an FAA manufacturing inspector involved in either making the actual conformity determinations, or having responsibility for managing programs leading to conformity determinations, that components, OF THE TYPE AND

COMPLEXITY as those for which authorization is being sought, are in conformity to design specifications; or

(2) Show evidence of three years of experience with quality control methods and techniques on components, OF THE TYPE AND COMPLEXITY as those for which authorization is being sought, which demonstrates the applicant's ability to determine conformity to the pertinent design, test, and quality requirements. This should include actual experience in the following areas:

- (a) First article, in process, and final assembly inspection;
- (b) Quality assurance provisions of special processes; e.g., heat treating, brazing, welding, carburizing, plating, etc.;
- (c) destructive and nondestructive inspection;
- (d) Manufacturing processes;
- (e) Airworthiness assurance (reference Order 8120.2A, paragraph 183);
- (f) Developing/implementing quality control systems/procedures;
- (g) Testing procedures; and
- (h) Use of FAA approved design data.

(3) In the case of an organization, as the holder of an FAA production approval (PC, APIS, PMA, or TSOA) having a person(s) in its employ with three years experience similar to that specified in paragraph 23e(1) or (2).

#### 24. SPECIALIZED EXPERIENCE REQUIRED FOR MAINTENANCE FUNCTIONS .

In the area of maintenance, in addition to the general qualifications specified in paragraph 22, a DAR applicant (including those persons in DAR organizations who will perform the authorized functions) must have the following specialized experience for each particular function for which authorization is being sought:

a. Issuance of Recurrent Airworthiness Certificates for U.S.-Registered Aircraft . (Reference Advisory Circular 183-33A, paragraph 17b(1) through (4).) To qualify for authorization to perform these functions, a DAR applicant must have the following experience:

- (1) Five years of experience as:
  - (a) An FAA airworthiness inspector (maintenance) involved in either the actual issuance of, or have responsibility for managing

programs leading to the issuance of, recurrent airworthiness certificates for aircraft OF THE TYPE AND COMPLEXITY as those for which authorization is being sought; or

(b) A person having responsibility for managing airworthiness certification programs leading to the issuance of airworthiness certificates and/or the release of aircraft to service (e.g., Chief Inspector or Director of Maintenance at an FAA-approved repair station, or at the facility of the holder of an air carrier or commercial operator's certificate). This person must hold, at the time of original application, a current mechanic certificate with airframe and powerplant (A&P) ratings and must demonstrate the ability to determine that aircraft, OF THE TYPE AND COMPLEXITY as those for which authorization is being sought, submitted for recurrent certification have remained in, or have been returned to their FAA approved design configuration and meet pertinent FAR requirements; or

(c) The experience as outlined in paragraph 23a(1).

(2) In the case of an organization:

(a) As the holder of a repair station certificate under FAR Part 145, with appropriate ratings, having a person(s) in its employ with five years experience similar to that specified in paragraph 24a(1)(a) through (c); or

(b) An air carrier operating certificate holder with an FAA approved Continuous Airworthiness Maintenance Program (CAMP) having a person(s) in its employ with five years experience similar to that specified in paragraph 24a(1)(a) through (c); or

(c) A manufacturer as defined in paragraph 23a(2).

b. Issuance of Recurrent Export Airworthiness Approvals for Class I Products (i.e., Aircraft, Aircraft Engines or Propellers). (Reference Advisory Circular 183-33A, paragraph 17b(5).) To qualify for authorization to perform this function, a DAR applicant must have the following experience:

(1) Five years of experience as:

(a) An FAA airworthiness inspector (maintenance) involved in either the actual issuance of, or having responsibility for managing programs leading to the issuance of, recurrent export airworthiness approvals for Class I products OF THE TYPE AND COMPLEXITY as those for which authorization is being sought; or

(b) A person having responsibility for managing export airworthiness approval programs leading to the issuance of export airworthiness approvals for Class I products (e.g., Chief Inspector or Director of Maintenance at an FAA-approved repair station, or at the facility of the holder of an air carrier or commercial operator's

certificate). This person must hold, at the time of original application, a current mechanic certificate with AP ratings and must demonstrate the ability to determine that Class I products, OF THE TYPE AND COMPLEXITY as those for which authorization is being sought, submitted for recurrent export airworthiness approval meet FAR Part 21, Subpart L, and any other applicable FAR's; and meet the special/additional requirements of the importing country; or

(c) The experience outlined in paragraph 23b(1) ).

(2) In the case of an organization:

(a) As the holder of a repair station certificate under FAR Part 145, with appropriate ratings, having a person(s) in its employ with five years of experience similar to that specified in paragraph 24b(1)(a) through (c); or

(b) An air carrier operating certificate holder with an FAA approved CAMP having a person(s) in its employ with five years of experience similar to that specified in paragraph 24b(1)(a) through (c); or

(c) A manufacturer as defined in paragraph 23b(2).

c. Issuance of Recurrent Export Airworthiness Approvals for Class II Products (i.e., Major Components of a Class I Product) that are Manufactured and Located in the United States. (Reference Advisory Circular 183-33A, paragraph 17b(6).) To qualify for authorization to perform this function, a DAR applicant must have the following experience:

(1) Three years of experience as:

(a) An FAA airworthiness inspector (maintenance or avionics) involved in either the actual issuance of, or having responsibility for managing programs leading to the issuance of, recurrent export airworthiness approvals for Class II products OF THE TYPE AND COMPLEXITY as those for which authorization is being sought; or

(b) The holder of a mechanic certificate with airframe and powerplant ratings, or a repairman's certificate (e.g., avionics, instruments, etc.) which must be current at the time of original application. This person must also demonstrate the ability to determine that Class II products, OF THE TYPE AND COMPLEXITY as those for which authorization is being sought, submitted for recurrent export airworthiness approval meet FAR Part 21, Subpart L, and any other applicable FAR's; and meet the special/additional requirements of the importing country; or

(c) The experience as outlined in paragraph 23c(1) or (2).

(2) In the case of an organization:

(a) As the holder of a repair station certificate under FAR Part 145, with appropriate ratings, having a person(s) in its employ with three years of experience similar to that specified in paragraph 24c(1)(a) through (c); or

(b) An air carrier operating certificate holder with an FAA approved CAMP having a person(s) in its employ with three years of experience similar to that specified in paragraph 24c(1)(a) through (c); or

(c) A manufacturer as defined in paragraph 23c(3).

25. SPECIALIZED EXPERIENCE REQUIRED FOR ENGINEERING FUNCTIONS. No present need has been established to authorize delegations in the area of engineering. Therefore, specialized experience requirements for this discipline will not be developed until such need has been established.

Signed by:

William J. Sullivan  
Acting Deputy Director  
of Airworthiness

APPENDIX 1. SAMPLE QUALIFICATIONS LETTER FROM  
AN FAA OFFICE WITH WHICH THE APPLICANT  
HAS A WORKING RELATIONSHIP

To Whom It May Concern:

(APPLICANT) worked under the cognizance of this office since 1974, during which time he/she was responsible for managing airworthiness certification/related approval programs leading to the issuance of standard airworthiness and export airworthiness approvals for Class I and Class II products. (APPLICANT) technical knowledge and experience, except as noted, is current and commensurate with that required for the functions for which DAR authorization is requested i.e., the issuance of original/recurrent airworthiness certificates/export airworthiness approvals for the following products:

1. Boeing Models 707 and 720.
2. Gates Lear Models 25, 28, 29, 35, and 36.
3. Related products for the above aircraft.

During the course of his/her relationship with this office, (APPLICANT) *has* demonstrated a high degree of integrity, a cooperative attitude, the ability to exercise sound judgment, and the highest degree of objectivity. He/she has had \_\_\_\_\_ years experience in working with the FAA in connection with the issuance of airworthiness certificates and export airworthiness approvals for the above listed aircraft and related products.

(APPLICANT) has a current and thorough working knowledge of the Federal Aviation Regulations and related FAA guidance/directive material with respect to airworthiness certification and the export of aircraft and related products.

We do not believe he/she has sufficient experience to qualify for authorization to conduct conformity inspections on Type Certification or Supplemental Type Certification programs.

Sincerely,

Manager, AWP-FSDO-21  
Manager, ANM-MIDO-99

APPENDIX 2. INFORMATION TO BE INCLUDED IN THE LETTER  
FROM AN AVIATION INDUSTRY ORGANIZATION

Letters provided by aviation industry organizations to DAR applicants and/or to persons within organizations who will perform authorized functions must:

1. Identify the functions for which authorization is sought and the type and complexity of the product(s).
2. Support the person's/applicant's integrity.
3. Identify the person's/applicant's technical qualifications.
4. Identify the person's/applicant's experience and technical knowledge by product type and complexity.
5. Identify the person's/applicant's knowledge of the Federal Aviation Regulations.
6. Support the person's/applicant's specialized experience requirements.
7. Identify the period of time the person/applicant worked with the FAA in connection with the type of work to be authorized in the designation.

**APPENDIX 3. SAMPLE FAA FORM 8430-9, CERTIFICATE OF AUTHORITY**

<b>DEPARTMENT OF TRANSPORTATION FEDERAL AVIATION ADMINISTRATION CERTIFICATE OF AUTHORITY</b>		<b>DESIGNATION NO.</b> DAR-1-FS-NM
<b>DESIGNER'S SIGNATURE</b>	<b>NAME</b> KURT ALLEN	<b>DESIGNATION EXPIRES</b> 8-31-85
	<i>Is authorized to act in the capacity of a</i> DAR Maintenance Functions per Supplement dated August 30, 1984	
	<b>AT FIXED BASE OF OPERATION</b> 11053 Windy Peak Ridge Drive Sandy, Utah 84070	
	for the Administrator	
	9/1/84 <small>(DATE)</small>	_____ <small>(SIGNATURE)</small>

FAA FORM 8430-9 (1-79)

<b>DEPARTMENT OF TRANSPORTATION FEDERAL AVIATION ADMINISTRATION CERTIFICATE OF AUTHORITY</b>		<b>DESIGNATION NO.</b> DAR-3-AC-NM
<b>DESIGNER'S SIGNATURE</b>	<b>NAME</b> KEVIN RAY	<b>DESIGNATION EXPIRES</b> 8-31-85
	<i>Is authorized to act in the capacity of a</i> DAR Manufacturing Functions per Supplement dated August 30, 1984	
	<b>AT FIXED BASE OF OPERATION</b> 850 - 14th Street Hermosa Beach, California 90254	
	for the Administrator	
	9/1/84 <small>(DATE)</small>	_____ <small>(SIGNATURE)</small>

FAA FORM 8430-9 (1-79)

<b>DEPARTMENT OF TRANSPORTATION FEDERAL AVIATION ADMINISTRATION CERTIFICATE OF AUTHORITY</b>		<b>DESIGNATION NO.</b> DAR-9-FS-NM
<b>DESIGNER'S SIGNATURE</b>	<b>NAME</b> Wrights Flying Service	<b>DESIGNATION EXPIRES</b> 8-31-85
	<i>Is authorized to act in the capacity of a</i> DAR Maintenance Functions per Supplement dated August 30, 1984	
	<b>AT FIXED BASE OF OPERATION</b> 12016 So. Prairie Avenue Hawthorne, California 90250	
	for the Administrator	
	9/1/84 <small>(DATE)</small>	_____ <small>(SIGNATURE)</small>

FAA FORM 8430-9 (1-79)

APPLICANT'S RESIDENCE ADDRESS OR PRIMARY PLACE OF BUSINESS ←

DIVISION MANAGER'S SIGNATURE ←

Date of Supplement \_\_\_\_\_

APPENDIX 4. SAMPLE SUPPLEMENT TO FORM 8430-9, CERTIFICATE OF  
AUTHORITY, DATED DELEGATED FUNCTIONS AND LIMITATIONS  
FOR INDIVIDUALS

Pursuant to Section 183.33 of the Federal Aviation Regulations Part 183, Mr./Ms.

\_\_\_\_\_, DAR-3-FS-WP, is hereby authorized to perform certain maintenance functions subject to the following conditions and limitations:

1. Issue recurrent standard airworthiness certificates for U.S.-registered aircraft; except foreign manufactured aircraft imported from countries other than the country of manufacture.

Limitations:

- a. Cessna Models 150, 172, 182, and 185; Piper Models PA18 and PA28.
- b. FAR Part 25 airplanes not exceeding 70,000 lbs.
- c. Aerospatiale SA-360C "Dauphin" transport helicopter only.

2. Issue recurrent restricted airworthiness certificates for U.S.-registered restricted category aircraft.

Limitations:

Aircraft located in the U.S. and its possessions only.

3. Issue original/recurrent special airworthiness certificates for U.S.-registered, amateur-built aircraft.

Limitations:

Aircraft located in the U.S. and its possessions only.

4. Issue special flight permits for U.S.-registered aircraft for the purposes outlined in FAR Section 21.197(a)(1) and (2).

Limitations:

- a. FAR Part 23 airplanes in all categories.
- b. FAR Part 25 airplanes not exceeding 70,000 lbs.
- c. Any U.S.-registered aircraft involved in an incident/accident that concerns the National Transportation Safety Board (NTSB) will not be issued a special flight permit unless coordinated with the NTSB.

5. Issue recurrent export airworthiness approvals for Class I products (i.e., aircraft, aircraft engines, or propellers) in accordance with the provisions of FAR Part 21, Subpart L.

Limitations:

- a. Cessna Models 150, 172, 182, and 185; Piper Models PA18 and PA28.
- b. FAR Part 25 airplanes not exceeding 70,000 lbs. and related Class I products; Gates Lear Models 25, 28, 29, 35, and 36; Boeing Models 707 and 720.

\_\_\_\_\_  
(Typed Name and Title of Authorizing Official)  
Flight Standards Division  
Western-Pacific Region

Date of Supplement \_\_\_\_\_

APPENDIX 5. SAMPLE SUPPLEMENT TO FAA FORM 8430-9, CERTIFICATE OF AUTHORITY, DATED DELEGATED FUNCTIONS, AND LIMITATIONS FOR ORGANIZATIONS

Pursuant to Section 183.33 of the Federal Aviation Regulations Part 183, ABC Airplane Company, DAR-9-FS-M, is hereby authorized to perform the following maintenance functions subject to the following conditions and limitations:

PERSONS AUTHORIZED AND LIMITS OF PERSON'S AUTHORIZATIONAUTHORIZED PERSON: Allen Kent

1. Issue recurrent standard airworthiness certificates for U.S.-registered aircraft; except foreign manufactured aircraft imported from countries other than the country of manufacture.

Limitations:

- a. Cessna Models 150, 172, 182, and 185; Piper Models PA18 and PA28.
- b. FAR Part 25 airplanes not exceeding 70,000 lbs.
- c. Aerospatiale SA-360C "Dauphin" transport helicopter only.

2. Issue recurrent export airworthiness approvals for Class I products (i.e., aircraft, aircraft engines, or propellers) in accordance with the Provisions of FAR Part 21, Subpart L.

Limitations:

- a. Cessna Models 150, 172, 182, and 185; Piper Models PA18 and P28; and related Class I products.
- b. FAR Part 25 airplanes not exceeding 70,000 lbs. and related Class I products; Gates Lear Models 25, 28, 29, 35, and 36; Boeing Models 707 and 720.

AUTHORIZED PERSON: Mary Sue

3. Issue recurrent restricted airworthiness certificates for U.S.-registered restricted category aircraft.

Limitations:

Aircraft located in the U.S. and its possessions only.

AUTHORIZED PERSONS: Allen Kent - Mary Sue

4. Issue original/recurrent special airworthiness certificates for U.S.-registered, amateur-built aircraft.

Limitations:

Aircraft located in the U.S. and its possessions only.

5. Issue special flight permits for U.S.-registered aircraft for the purposes outlined in FAR Section 21.197(a)(1) and (2).

Limitations:

- a. FAR Part 23 airplanes in all categories.

## Appendix 5

- b. FAR Part 25 airplanes not exceeding 70,000 lbs.
- c. Any U.S.-registered aircraft involved in an incident/accident that concerns the National Transportation Safety Board (NTSB) will not be issued a special flight permit unless coordinated with the NTSB.

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(Typed Name and Title of Authorizing Official)  
Flight Standards Division  
Northwest Mountain Region

APPENDIX 6. INFORMATION THAT SHOULD BE REFLECTED IN THE PROCEDURES  
MANUAL SUBMITTED BY DAR ORGANIZATION APPLICANTS

Procedures manuals submitted by DAR organization applicants should as a minimum identify:

DAR ORGANIZATION

1. Policies and Objectives.
2. Organizational Structure.
3. Authorized Functions.
4. Assignment of Responsibilities.
5. Disposition of Nonconforming Products.
6. Training.
7. FAA Document Control.
8. FAA Document Processing.
9. FAA Interface.
10. Supervision/Monitoring.

AUTHORIZED INDIVIDUALS

1. General Qualifications.
2. Specialized Experience.
3. Authority and Responsibilities.
4. Identification.
5. Limitations and Restrictions.