



U.S. Department
of Transportation
**Federal Aviation
Administration**

800 Independence Ave., SW.
Washington, DC 20591

Attention FIRC Providers:

The Federal Aviation Administration (FAA) would like to begin by thanking each of you for the comments submitted in response to our recent outreach initiative. Your insights reflect a high degree of thoughtfulness, as well as a commitment to improving the instructor renewal process. As a result, the FAA is now analyzing the comments received with an eye toward improving the existing FIRC guidance. As our efforts progress, we will continue to provide timely updates to all of our FIRC providers.

We would also like to make all FIRC providers aware of a recent mandate given to the Flight Standards Certification and Flight Training Branch, AFS-840. This directive tasks AFS-840 with reaching 50% of the flight instructor community with information concerning the FAA/Industry Training Standards (FITS) program by the end of fiscal year 2005. As a result, "stand-up" FIRC providers shall take the following action as part of their approval:

- Immediately begin distributing the FITS/System Safety FIRC training modules (Volumes 1, 2, and 3 found at <http://www.faa.gov/avr/afs/FITS/training.cfm>) at each of their FIRC programs. These materials may be distributed in either a paper or electronic format. A fully developed FITS lesson need not be included at this time.
- By May 31, 2005, "stand-up" FIRC providers must amend their current training programs to include a fully developed lesson regarding the FITS program. FIRC providers may incorporate this lesson at any point deemed appropriate within their curricula. If FITS is discussed within the context of an existing subject area, such as teaching flight safety, an amended training course outline (TCO) need not be submitted.

Providers of at-distance and internet-based FIRC programs shall take the following action as part of their approval:

- By May 31, 2005, internet-based FIRC providers will amend their programs to include a link directing clients to the aforementioned training materials at <http://www.faa.gov/avr/afs/FITS/training.cfm>. At-distance providers need only develop a notice directing clients to this same web link. A fully developed FITS lesson need not be included at this time.
- By September 30, 2005, internet-based and at-distance FIRC providers will amend their curricula to include a fully developed lesson regarding the FITS program. FIRC providers may incorporate this lesson at any point deemed appropriate within their curricula.

The FAA considers it important to maintain an "open door" policy with the cadre of approved FIRC providers. In an effort to facilitate a greater degree of communication, the FAA's Certification and Flight Training Branch, AFS-840, will now be distributing regular newsletters to all FIRC providers to better highlight the latest developments in the flight training arena.

If you have any questions, concerns, or comments on how best to improve the FIRC program, please contact Mike Brown at (202) 267-7653, or at michael.w.brown@faa.gov.

Sincerely,

Thomas K. Glista
Acting Manager, Certification
and Flight Training Branch