



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 thank each of you for all of your continuing efforts at improving the quality of Flight Instructor Refresher Clinics nationwide. As a result of all of your very useful comments and suggestions over the past 24 months, AC 61-83 version F is currently under development and is expected to be released by the end of 2007.

We would also like to remind all FIRC providers to be aware of the mandate given to the Flight Standards Certification and General Aviation Operations Branch, AFS-810, in 2004. This directive tasked AFS-810 with incorporating information concerning the FAA/Industry Training Standards (FITS) program by the end of fiscal year 2005. As a result, “stand-up” FIRC providers are to have taken 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/education\\_research/training/fits/training/flight\\_instructor/](http://www.faa.gov/education_research/training/fits/training/flight_instructor/)) at each of their FIRC programs. These materials may be distributed in either a paper or electronic format.
- All “stand-up” FIRC providers must amend their current training programs to include a fully developed lesson regarding the FITS program if they have not already done so. FIRC providers may incorporate this lesson at any point deemed appropriate within their curricula.

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

- All internet-based FIRC providers will amend their programs to include a link directing clients to the training materials at the above link if they have not already done so. Internet-based and at-distance FIRC providers will amend their curricula to include a fully developed lesson regarding the FITS program if they have not already done so. 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-810, will shortly begin distributing regular newsletters, via a soon-to-be-completed FIRC website, to all FIRC providers to better highlight the latest developments in the flight training arena. All FIRC providers will be notified when that website is fully operational.

If you have any questions, concerns, or comments on how best to improve the FIRC program, please contact Greg French at (202) 493-5474, or at [gregory.french@faa.gov](mailto:gregory.french@faa.gov).

Signed

Gregory T. French  
National FIRC Program Manager