

## AC 90-101 RNP SAAAR Operator Application Consultant Program Administration

### **Application**

A prospective AC 90-101 RNP SAAAR Consultant must submit a formal letter of request accompanied by the materials listed below. If applicable, other documents as described below may be required. All information provided by the applicant will be evaluated and used to determine eligibility.

### **Expanded Eligibility Guidance:**

**A1.** Have understanding of AC 90-101, as revised, to include the individual appendices. This includes a thorough understanding of the approval process.

The RNP SAAAR paradigm is in its infancy. Consequently, unique challenges exist that very few operators will have encountered. In order to adequately prepare them for the approval process, RNP SAAAR Consultants must possess intimate working knowledge of AC 90-101 and related FAA Orders and Guidance materials germane to the approval process. A resume that includes evidence of that understanding must accompany the application package. AFS-400 personnel will assess an applicant's knowledge and proficiency during an interview by having him/her discuss the approval process in detail. Particular attention should be given to the contents of AC 90-101's appendices.

**A2. At least 2 years experience working with RNP SAAAR or equivalent procedures.**

To adequately prepare the applicant for the process, the certification consultant must have an understanding AC 90-101 and the implementation of RNP SAAAR approaches.

**A3. Upon selection for the program, successfully complete an RNP SAAAR Approval Process Seminar.**

This seminar will include review of AC 90-101 and all required documentation. Upon completion the consultant must demonstrate the ability to perform the roles and responsibilities as described in the agreement.

**A4. Have operations and airworthiness personnel qualified through training, experience and expertise in 14 CFR part 91, 121, 125, 129 and/or 135 operation, or equivalent experience.**

The understanding of air carrier processes and operations is paramount to the applicant's package development and certification success. Having personnel with expertise in both operations and airworthiness functions is essential. These individuals may be part of the primary consulting organization or contracted. Should a certification consultant be a professional manual development or technical writing company, it would be necessary to

employ or contract with qualified aviation personnel to fulfill the eligibility requirements of the consultant agreement.

**B1. Statement substantiating that the RNP SAAAR Consultant applicant meets eligibility requirements in section (a) above.**

This statement may be included in the formal letter of request that initiates the Consultant application process.

**B2. Supplemental documentation Supplemental statement including the names, signatures, and titles of those persons who will perform the authorized functions, and substantiating that they meet the eligibility requirements.**

The application package must include a description of each respective member's area(s) of expertise. Failure of the applicant to maintain authorized personnel may result in removal from the list of FAA eligible RNP SAAAR Consultants. If the Consultant contracts with other persons or entities to meet these eligibility requirements, copies of those contracts must be included in this application package.

**B3. RNP SAAAR Consultant Operations Manual.**

A manual must be provided that shows the process by which RNP SAAAR Consultant expertise will be delivered. Elements such as documentation, security, quality control and roles/responsibilities should be described.

**B4. References.**

The names, addresses and phone numbers of at least three professional references must be provided. They should be points of contact who are familiar with, and can vouch for, an applicant's suitability to assume RNP SAAAR Consultant responsibilities. References for additional individuals who comprise a Consultant Group need not be provided.

**B5. Certification that, to the best of its knowledge and belief, the persons serving as management of the organization have not been convicted of, or had a civil or administrative finding rendered against, them for: commission of fraud, embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.**

**Submit the completed application to:**

Federal Aviation Administration  
Flight Technologies and Procedures Division  
470 L'Enfant Plaza, Suite 4102  
Washington, DC 20024

After the application has been received, AFS-400 personnel will review the required attachments for completeness. Missing documentation or information will result in the return of the package.

If all eligibility requirements are met, an interview will be scheduled with the applicant. A notification letter will provide information on the location and how the interview will be conducted. During the interview, the consultant group will show FAA personnel how they meet the requirements. All personnel required to perform the authorized functions will be interviewed. Please refer to Appendix A, "Interview Preparation Tool", for a sample list of interview topics and questions.