



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

Advisory Circular

Subject: AVIATION MAINTENANCE Date: 8/26/99 Initiated AC No.: **65-25B**
TECHNICIAN AWARDS by: AFS-305 **Change:**
PROGRAM

1. **PURPOSE.** This revised advisory circular (AC) incorporates recommendations from the Air-worthiness Aviation Safety Program Managers (ASPM). It also outlines and upgrades the requirements for participation in the Federal Aviation Administration (FAA) Aviation Maintenance Technician (AMT) Awards Program.

2. **CANCELLATION.** AC 65-25A, Aviation Maintenance Technician Awards Program, dated November 6, 1993, is canceled.

3. **BACKGROUND.**

a. The Flight Standards Continuous Airworthiness Maintenance Division (AFS-300), Washington, D.C., determined in October 1991 a need for an incentive program to encourage AMT employees and employers to participate aggressively in available initial and recurrent maintenance training/courses. This incentive program is called the ANIT Awards Program. The FAA will recognize eligible technicians and employers by issuing awards to those who receive or foster initial and recurrent training.

b. The awards for technicians will be in the form of an FAA Certificate of Training along with a distinctive tie tack/lapel pin. For employers, the award will be a Certificate of Excellence. The certificates and tie tacks/lapel pins will be issued by the local Flight Standards District Office (FSDO) to eligible technicians and employers. A 5-year gold Airworthiness Aviation Safety Program decal will be affixed to the S' year award certificates presented to technicians and employers who submit evidence that they have received the award for the past 4 consecutive years.

c. The number of hours required for training, for each of the five phases of the awards, must be accomplished within a calendar year.

4. HOW TO ORDER. Copies of this AC can be ordered from the Department of Transportation, Subsequent Distribution Office, Ardmore East Business Center, 3341 Q 75th Ave., Landover, MD 20785.

5. INTRODUCTION.

a. This AC revises the AMT Awards Program, the first nationwide awards program for AMT's and employers. This awards program became effective on October 1, 1992.

b. The decision to revise this AC was initiated by feedback from the regional ASPM's and FSDO's requesting adjustment and clarification of award requirements.

c. The program's purpose is to provide incentives for individual maintenance technicians to participate actively in initial and recurring training programs on their own initiative or in training programs subsidized by their employer.

d. The FAA is well aware of the responsibility of the employer to bear the short-term burdens of productivity loss and training costs. To increase the incentive for management to fund training, the FAA will also recognize employers who take a proactive role in training their technical work force.

6. HISTORY OF THE AMT LOGO. The AMT Awards Program logo was one of 11 designs submitted by AMT's in response to an article in Aviation Equipment Magazine for September 1990. Over 300 technicians who attended maintenance seminars in Lafayette, Louisiana; Pittsburgh, Pennsylvania; and Trenton, New Jersey, were asked to choose the best logo from the 11 designs submitted. The selection which appears in this AC was chosen for the following reasons:

a. The AMT awards logo's hexagonal shape resembles standard Army/Navy hardware. The hexagon design symbolizes strength in maintaining a common standard of integrity and trust.

b. The two perfect circles within the six point hexagon symbolize the continuing cycle of maintenance and inspection, which must be unbroken and perfect today and everyday to ensure continued airworthiness and aviation safety.

c. The formula **knowledge + professionalism = safety** represents not only the aviation maintenance industry's commitment to maintaining the aircraft entrusted to its care, but also a personal commitment as well.

d. The two aircraft located in the center of the logo represent the 1903 Wright Flyer superimposed over the proposed 2001 space plane. The Wright Flyer represents the maintenance community's proud past by the fact that the Wright brothers' mechanic, Mr. Charles Edward Taylor, performed a very important and necessary role from the beginning of aviation. Not only was he the first aircraft mechanic, he also designed and built the engine for the 1903 Wright brothers' Flyer.

e. The space plane, with its technological advancements and low orbit capability, represents the bright future of the maintenance profession.

f. The aviation maintenance community and FAA believe that the AMT awards logo symbolizes the best of what the aviation maintenance industry has to offer. It will take hard work to earn it, and it should be worn with pride.

7. AMT AWARDS PROGRAM OVERVIEW.

a. The AMT Awards Program is divided into two separate awards programs: one for technicians and one for employers. A technician or employer who qualifies may receive only one of the five awards during any given year. The technician's award will be in the form of an FAA Certificate of Training and a tie tack/lapel pin for the phase successfully completed.

b. The employer's award will be in the form of a Certificate of Excellence.

c. The technician and employer awards are divided into five award phases:

- (1) Phase I ~ Bronze Award
- (2) Phase II ~ Silver Award
- (3) Phase III ~ Gold Award
- (4) Phase IV ~ Ruby Award
- (5) Phase V ~ Diamond Award

d. A special gold foil 5-year Airworthiness Aviation Safety Program decal will be affixed to the 5th year award certificate presented to technicians and employers who submit evidence that they have received the award for the previous 4 consecutive years.

e. The program is designed so that the requirements for each successive phase (award) are more demanding than the requirements for the preceding one; justifying the added prestige for the higher award. In order to be eligible for an award, an applicant must complete the requirements for the award within the current calendar year.

f. The program is designed to be flexible. Technicians and employers will not be required to complete a lower award phase separately to receive the highest award. For example, a technician or employer who qualifies for the Diamond Award during the first year would be issued the award.

g. The FAA encourages all eligible technicians and employers to participate in the awards program each year. Continuous participation in the FAA Safety Program for airworthiness training and industry training will reinforce and foster the high level of professionalism within the industry.

8. TECHNICIAN AWARD ELIGIBILITY. The following individuals are eligible for the technician's award:

a. An FAA-Certificated mechanic or repairman (technician) employed in general aviation air carrier maintenance, and working on FAA type-certificated, U.S.-registered aircraft.

b. A student in an FAA-certificated Part 147 Aviation Maintenance Technician School who is maintaining a course average grade of 'C' or better. The student must receive training covered by this award program, outside of his/her regular school curriculum. An apprentice mechanic working full- or part-time performing aircraft maintenance under a certificated mechanic or technician is also eligible to receive an award.

c. Part 147 school instructors are eligible for the Certificate of Training awards if the instruction given or received was outside of their duties in their Part 147 school.

d. Certificated and non-certificated mechanics and technicians actively working (see 14 CFR §65.83) on U.S.-registered aircraft or component parts for 14 CFR Part 91, 121, 125, 127, 129, 135, 141, or 145 operators. (Example: an avionics, instrument, or propeller technician working for a Part 145 repair station is eligible.) When making application for an AMT award, non-certificated persons should submit an employer's verification of employment and a list of aircraft or appliances worked on.

9. EMPLOYER ELIGIBILITY. To be eligible for the employer's award, the employer must:

a. be involved full-time in the business of maintaining or repairing aircraft and/or their component parts and appliances, or manage an FAA-certificated Part 147 school; and

b. employ at least three full-time technicians.

10. DEFINITIONS.

a. **Calendar Year.** For the purpose of this awards program, the calendar year is defined as the period of time from January 1 through December 31. All training must be received during the current calendar year.

b. **Certificate Year.** A technician/employer award may be earned at any time during the calendar year. The lapel pin is intended to be worn only for 1 year from the date of the award, to signify current training. For example, if a Bronze award was issued to a technician on March 15, 1999, he may wear the lapel pin until March 31, 2000. However, the technician or employer is eligible to earn another award on January 1, 2000.

c. FAA Training Seminar. A seminar, running at least 50 minutes, covering FAA maintenance or airworthiness regulations and policy, conducted by FAA personnel or by persons acceptable to the FAA, constitutes 1 hour of training. FAA seminars running at least 50 minutes may be combined to meet the requirement of the award sought.

d. Industry Training Seminar. This is defined as a formal meeting running at least 50 minutes, in which technical training is conducted, and constitutes 1 hour of training. Several seminars may be combined to meet the requirement of the award sought.

e. On-the-job Training. This aviation maintenance training may be done at any time by industry or by any qualified and certificated individual. This training may be informal or formal, of any length, and on any maintenance subject that may be necessary or of interest to the maintenance technician. A copy of the employee's training record, showing on-the-job training (OJT) hours, and the name of the instructor or mechanic who provided the training, must be submitted along with the letter requesting the award.

f. College Level Course. A course of instruction on one subject constituting at least 3-credit hours or 40 classroom hours from a nationally accredited college, or from a vocational/technical school approved by a higher educational accreditation organization (correspondence courses are acceptable). Courses may be in mathematics, English, science, management subjects, or similar related courses.

g. Validation. Validation requires submitting one of the two following items:

- (1) Proof of attendance at a maintenance seminar, in the form of a photocopy of a certificate that shows the date, location and subjects covered, is required for validation; or
- (2) a class roster signed by the instructor.

11. AMT AWARD REQUIREMENTS.

a. Phase 1. Bronze (total training--6 hours):

- (1) attend 2 hours of training on FAA regulations and policy; and
- (2) satisfactorily complete 4 hours of aviation maintenance training.

b. Phase 11. Silver (total training 12-hours):

- (1) attend 2 hours of training on FAA regulations and policy; and
- (2) satisfactorily complete 10 hours of aviation maintenance training.

c. Phase M. Gold (total training-26 hours):

- (1) attend 2 hours of training on FAA regulations and policy; and
- (2) satisfactorily complete 3 days or 24 hours of maintenance training.

d. Phase IV. Ruby (total training--60 hours):

- (1) attend 2 hours of training on FAA regulations and policy; and
- (2) one of the following:
 - (a) satisfactorily complete a 10-day course in aviation maintenance course;
 - (b) satisfactorily complete 58 hours of aviation maintenance training (the 58 hours need not be consecutive); or
 - (c) teach 15 hours of aviation maintenance courses.

e. Phase V. Diamond (total training -100 hours):

- (1) attend 2 hours of training on FAA regulations and policy;
- (2) satisfactorily complete a college level course of 3-credit hours or 40 classroom hours in mathematics, English, science, management subjects, or similar courses; and
- (3) one of the following:
 - (a) satisfactorily complete a 10-day course in aviation maintenance course;
 - (b) satisfactorily complete 58 hours of aviation maintenance training (the 58 hours need not be consecutive); or
 - c. teach 15 hours of aviation maintenance courses.

12. EMPLOYER AWARDS REQUIREMENTS.

a. An employer's eligibility for one of the five Certificates of Excellence is based on the ratio of the total number of eligible employees who received AMT awards during the calendar year to the total number of the eligible employees of that employer. Air carriers, because of their size and diverse locations nationwide, can earn the Certificate of Excellence Award by two different methods. The first method is for the individual air carrier's line or maintenance facilities to apply for a Certificate of Excellence based on the number of awards the employees at that facility or line station have earned. The second method allows the award to be

issued to the air carrier as a whole, based on combining the total number of awards earned by mechanics and technicians at different locations. For example, if an employer has 100 eligible technicians in the line stations, and 10 of these technicians have received any one of the five awards in a calendar year, the employer is eligible to receive the Silver Certificate. The award scale is as follows:

- (1) The Bronze Certificate of Excellence requires 5 percent of the eligible employees;
- (2) The Silver Certificate of Excellence requires 10 percent of the eligible employees;
- (3) The Gold Certificate of Excellence requires 15 percent of the eligible employees;
- (4) The Ruby Certificate of Excellence requires 20 percent of the eligible employees;

and

(5) The Diamond Certificate of Excellence requires 25 percent of the eligible employees.

b. The home office of an organization where 100 percent of the AMT's have earned awards at all of its maintenance locations will, upon notifying the Certificate-Holding, District Office will receive special recognition in the form of a certificate. This special recognition will be issued by the Airworthiness Aviation Safety Program Office, AFS-305, Washington, DC.

13. APPLYING FOR THE AWARD.

a. Technician. At any time during a calendar year, or up to 60 days thereafter, any eligible individual may apply for any one of the five awards either in person or by writing to the local FSDO. If the eligible individual elects to submit in writing, he or she should send a short letter, or use the application format suggested in Appendix 1, to the local FSDO describing the award requested, where the training was received, who provided the training, the length of the training in hours, and the date of the training. The letter or the format suggested in Appendix 1, must be signed and dated by the individual requesting the award. Material submitted in support of an award will not be returned. One of the following five items should be attached to the letter or application:

- (1) A photocopy of the individual's FAA mechanic or repairman certificate;
- (2) A statement from an FAA-approved Part 147 school certifying that the student is maintaining at least a C average;
- (3) For an apprentice mechanic or technician, a certificate from the supervising certificated mechanic or technician listing aircraft or appliances worked on;
- (4) A statement from an FAA-approved Part 147 school certifying that the individual is an instructor at that school; or

(5) A statement from a Part 91, 121, 125, 127, 129, 135, 141, or 145 operator certifying that the individual is employed by that operator in maintaining aircraft or related appliances

Non-certificated persons should submit verification of employment and a description of the aircraft and equipment worked on, by submitting a letter from the employer when applying for the award.

**NOTE: All award training requirements must be met before a certificate is issued.
- This includes the required 2-hour training in regulations as well as the technical training.**

b. Employer. At any time during the calendar year, an eligible employer may apply by letter, or in the format suggested in Appendix 2, to the local FSDO for any one of the five Certificate of Excellence awards. The employer's letter should state the award requested, and include the following information:

(1) A statement that the employer employs technicians engaged full-time in the repair of aircraft or aircraft appliances, and parts, and that at least three technicians are working full-time.

(2) Photocopies of each employee's FAA AMT Certificate of Training for the applicable calendar year. (Computer training records are acceptable.)

c. Air Carriers requesting the special recognition award should send the items specified in paragraph 13b to the address shown in paragraph 14.

d. Submitted material will not be returned.

e. Employers should allow at least 30 days for FAA to process each award request.

14. CONTACT. For additional information or suggestions, please contact the Federal Aviation Administration, Flight Standards Service, Continuous Airworthiness Maintenance Division, ATTN: Airworthiness Safety Program Manager, 800 Independence Avenue, S.W., Washington, D.C. 20591.

L. Nicholas Lacey
M. J. ...
for
L. Nicholas Lacey
Director, Flight Standards
Service

SUGGESTED FORMAT

AIRCRAFT MAINTENANCE TECHNICIAN AWARDS PROGRAM

TECHNICIAN AWARD APPLICATION
(To be sent to the local FAA FSDO Office)

Company Name _____
Address _____
Telephone Number _____
Employer/School _____
Certificate Number _____

- | | | |
|---------------|-------|---------------|
| () PHASE I | _____ | Bronze Award |
| () PHASE 11 | _____ | Silver Award |
| () PHASE 111 | _____ | Gold Award |
| () PHASE IV | _____ | Ruby Award |
| () PHASE V | _____ | Diamond Award |

PROOF OF TRAINING:

Type of training _____
Where training received _____
Instructor _____
Duration of training _____
Date course completed _____

Type of training _____
Where training received _____
Instructor _____
Duration of training _____
Date course completed _____

Type of training _____
Where training received _____
Instructor _____
Duration of training _____
Date course completed _____

Type of training _____
Where training received _____
Instructor _____
Duration of training _____
Date course completed _____

I certify that the information in this application is true.

Signature

Date

SUGGESTED FORMAT
AIRCRAFT MAINTENANCE TECHNICIAN AWARDS PROGRAM

EMPLOYER AWARD APPLICATION
(To be sent to the local FAA FSDO Office)

Company Name _____
Address _____
Telephone Number _____ Date _____

- () PHASE I _____ Bronze Award
- () PHASE 11 _____ Silver Award
- () PHASE 111 _____ Gold Award
- () PHASE IV _____ Ruby Award
- () PHASE V _____ Diamond Award

Number of mechanics or technicians employed _____

Number of Certificates of Training received by employees _____

LIST THE NAMES OF EMPLOYEES RECEIVING AWARDS AND AWARD TYPE:
(Use additional sheets, if necessary.)

<u>NAME</u>	<u>AWARD</u>	<u>DATE</u>

I certify that the information contained in this application is true.

Authorized company official submitting this application.

NAME	TITLE	SIGNATURE	DATE