



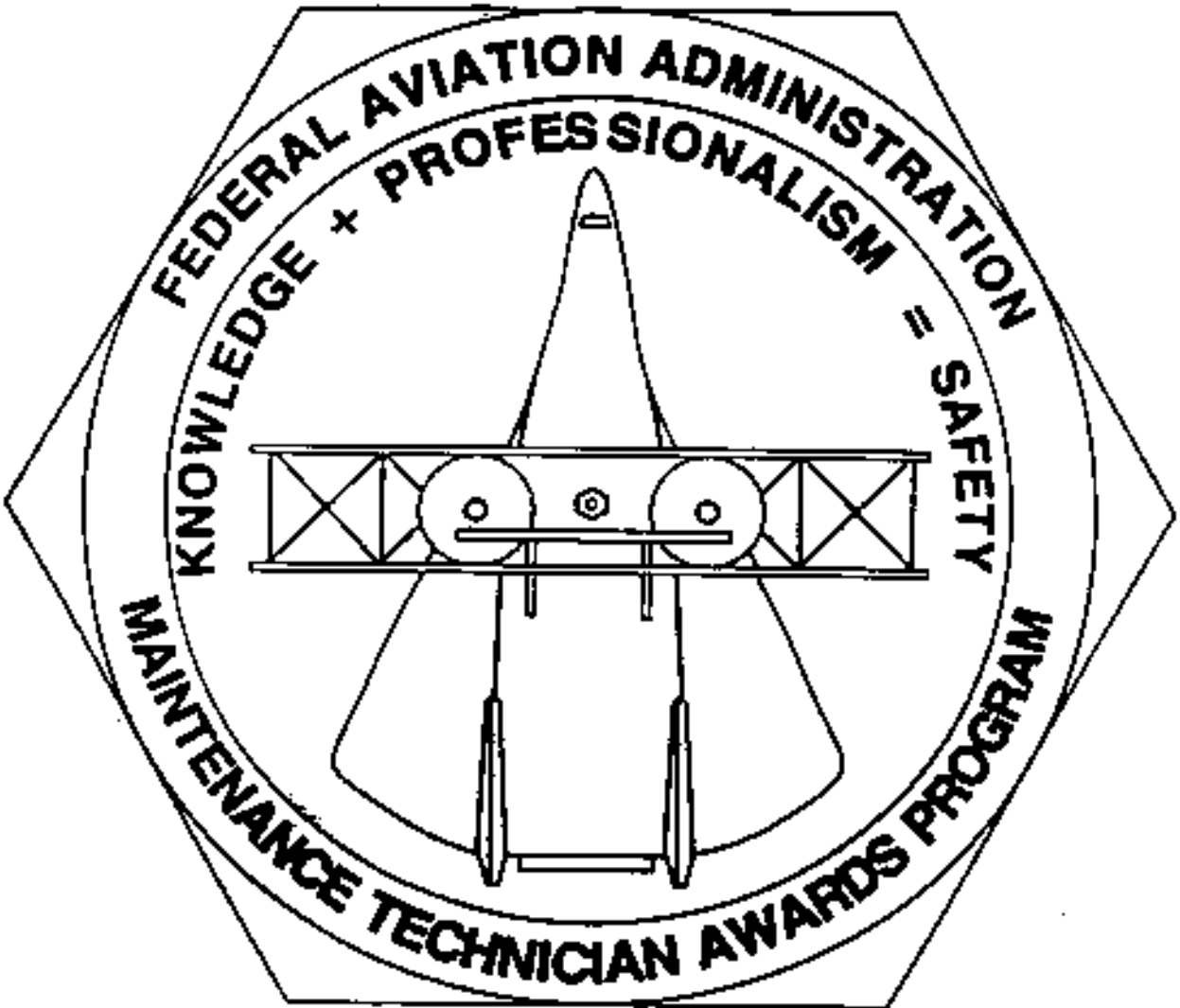
Advisory Circular

Subject: Aviation Maintenance Technician
Awards Program

Date: 9/28/05

AC No: 65-25C

Initiated by: AFS-305





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1. PURPOSE. This advisory circular (AC) revises the requirements for participation in the Federal Aviation Administration (FAA) Aviation Maintenance Technician (AMT) Awards Program, cancels the 5 year gold seal program, incorporates maintenance human factors training, and in addition to the field offices, assigns FAA Safety Team (FAASTeam) representatives the responsibility to issue the awards.

2. EFFECTIVE DATE. The provisions in this AC are not effective until January 1, 2006.

3. CANCELLATION. AC 65-25B, Aviation Maintenance Technician Awards Program, dated August 26, 1999, is canceled effective January 1, 2006.

4. DEFINITIONS.

a. Calendar Year. The calendar year for this awards program is defined as the period of time from January 1 through December 31. All training must be earned within that calendar year in order to be eligible for an AMT award.

b. FAA Training Seminar. A seminar of at least 50 minutes constitutes 1 training hour. The seminar must cover FAA maintenance or airworthiness regulations and related policy and be conducted by FAA personnel or by persons acceptable to the FAA. Examples of persons acceptable to the FAA are: properly trained and current FAA safety counselors, mechanics with Inspection Authorizations (IA), and part 147 instructors. FAA training seminars lasting at least 50 minutes may be combined to meet the 2 hour requirement of the award desired. The maximum number of hours FAA regulatory training that can be credited towards an AMT award is 26 hours.

c. Aviation Industry Maintenance Training Seminar. A formal meeting, lasting at least 50 minutes, in which technical training is conducted. Each 50-minute block of instruction constitutes 1 hour of training. Several industry training seminars may be combined to meet the total hour requirement of the award desired. Training can be conducted by the manufacturer or its representative, or by an air carrier/repair station training department as long as the information is technical, safety-related, regulatory in nature, or pertains to maintenance human factors. Industry seminars cannot contain commercial endorsements or serve as an advertisement for a particular product or service. Any FAA-accepted IA course can be counted toward an AMT award.

d. On-the-Job Training. This aviation maintenance training may be conducted at any time by industry or by a qualified and FAA-certificated individual. This training may be informal or formal and may last for any length of time. The training may cover 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) in hours for that calendar year and the name of the instructor or mechanic who provided the training, must be submitted along with the letter requesting the award.

e. 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 university or a vocational/technical school approved by a higher educational accreditation organization (correspondence and Internet courses are acceptable). Acceptable college courses are limited to mathematics, English, science, aviation safety, maintenance human factors, or quality control courses.

f. Evidence that Training Was Received. This requires submitting one of the following items:

(1) The actual or photocopy of the record of attendance, or graduation certificate, or certificate of completion for a maintenance seminar, which shows the date, location, instructor, hours of instruction, and subjects covered;

(2) A dated record of attendance or class roster signed by the instructor, which shows the subjects covered and total course hours; or

(3) A dated copy of an employee's training record signed by a company official.

g. Maintenance Human Factors Training. To standardize maintenance human factors training nationwide, each course must be accepted by the FAA. Course providers may apply for FAA acceptance by sending a copy of the course to FAA Headquarters, Aircraft Maintenance Division, AFS-330, 800 Independence Ave., SW., Washington, DC 20591. Upon acceptance of the course, the FAA will issue a course identification number with the letter of acceptance. Maintenance human factors course(s) are limited to 1 hour of credit for the Bronze, Silver, and Gold awards, and 24 hours of credit for the Ruby and Diamond awards.

5. BACKGROUND. In October 1991, the Flight Standards Aircraft Maintenance Division (AFS-300), Washington, DC, determined 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 AMT Awards Program. The FAA will recognize eligible technicians and employers by issuing awards to those who receive or foster initial and recurrent training.

6. DISCUSSION.

a. This highly successful awards program became effective on October 1, 1992, and was the first nationwide FAA-supported awards program for AMTs and employers. Over 23,000 AMT awards were issued annually from 1999 to 2005.

b. The purpose of this program is to provide incentives for maintenance technicians to actively participate in initial and recurring training programs on their own initiative or in training programs subsidized by their employer.

c. The FAA is aware that the employer bears the short-term loss of employee productivity and other costs associated with training. To increase the incentive for management to fund training under the award program, the FAA recognizes employers who take a proactive role in training their technical workforce.

d. The awards for technicians will be an FAA Certificate of Training and a distinctive tie tack/lapel pin. The award for employers will be a Certificate of Excellence. The application can be sent to the local Flight Standards District Office (FSDO), Certificate Management Office (CMO), International Field Office (IFO), or the local FAASTeam representative. The office or FAASTeam representative will issue the certificates and tie tacks/lapel pins to eligible technicians and employers. Contact the local FSDO for the address of the FAASTeam representative.

7. HISTORY OF THE AMT LOGO. The AMT Awards Program logo was 1 of 11 designs submitted by AMTs in response to an article in Aviation Equipment Magazine in 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 Program 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 hexagon symbolize the continuing cycle of maintenance and inspection, which must be unbroken and perfect today and every day 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 serves as 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 because the Wright brothers' mechanic, Mr. Charles Edward Taylor, performed an 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 Program logo symbolizes the best of what the aviation maintenance industry has to offer. It will take hard work to earn it, and should be worn with pride.

8. AMT AWARDS PROGRAM OVERVIEW.

a. The AMT Awards Program is divided into two 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 an FAA Certificate of Training and a tie tack/lapel pin. The employer's award will be a Certificate of Excellence.

b. The technician and employer award phases include:

- (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

c. The program is designed so that the requirements for each successive phase are more demanding than the requirements for the preceding one, justifying the added prestige for the higher award. To be eligible for an award, an applicant must complete all of the requirements for the award within the current calendar year.

d. The program is designed to be flexible. Technicians and employers are not required to complete a lower award phase before earning the next higher phase. For example, a technician or employer who qualifies for the Diamond Award during his or her first year in the program would be issued the Phase V Diamond Award.

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

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

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

b. A student in an FAA-certificated Title 14 of the Code of Federal Regulations (14 CFR) part 147 Aviation Maintenance Technician School who is maintaining a course average grade of C or better. The student must receive training required by this award program, outside of his or her regular part 147 school curriculum. An apprentice mechanic working full-time 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 part 147 instruction duties.

d. Certificated and non-certificated mechanics and technicians are eligible if they are actively working (see 14 CFR part 65, section 65.83) on U.S.-registered aircraft or component parts for 14 CFR part 91, 121, 125, 127, 129, 133, 135, 137, 141, or 145 entities. For example, an avionics, instrument, or propeller technician working for a part 145 repair station is eligible. Non-certificated persons who work for a certificated organization under one of the above referenced 14 CFR parts should submit an employer's verification of employment and a list of aircraft or appliances worked on.

10. 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.

11. AMT AWARD REQUIREMENTS.

a. Phase I. Bronze (total training—6 hours):

(1) Attend a minimum of 2 hours of training on FAA regulations and policy; and

(2) Satisfactorily complete 4 hours of aviation industry maintenance training.

b. Phase II. Silver (total training—12 hours):

(1) Attend a minimum of 2 hours of training on FAA regulations and policy; and

(2) Satisfactorily complete 10 hours of aviation industry maintenance training.

c. Phase III. Gold (total training—26 hours):

- (1) Attend a minimum of 2 hours of training on FAA regulations and policy; and
- (2) Satisfactorily complete 24 hours of aviation industry maintenance training.

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

- (1) Attend a minimum of 2 hours of training on FAA regulations and policy; and
- (2) Satisfactorily complete one of the following:
 - (a) A 10-day industry aviation industry maintenance course;
 - (b) Fifty-eight hours of aviation industry maintenance training (the 58 hours do not need to be consecutive); or
 - (c) Teach at least a total of 15 hours of aviation industry maintenance training to mechanics and/or technicians.

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

- (1) Attend a minimum of 2 hours of training on FAA regulations and policy; and
- (2) Satisfactorily complete a college-level course of 3-credit hours or 40 classroom hours in mathematics, English, science, safety, maintenance human factors, management subjects, or similar career related maintenance courses; and
- (3) Satisfactorily complete one of the following:
 - (a) A 10-day aviation industry maintenance course;
 - (b) Fifty-eight hours of aviation industry maintenance training (the 58 hours do not need to be consecutive); or
 - (c) Teach at least a total of 15 hours of aviation industry maintenance training to mechanics and/or technicians.

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 employees who received AMT awards during the calendar year to the total number of the eligible employees of that employer. Because of their size and diverse locations nationwide, air carriers and repair stations can earn the Certificate of Excellence award by one of two methods.

(1) The first method is for the individual air carrier's line or repair station to apply for a Certificate of Excellence based on the number of awards the employees at that facility or line station or satellite repair station have earned.

(2) The second method allows the award to be issued to the organization as a whole, by combining the total number of awards earned by mechanics and technicians at different locations. For example, if an employer has 100 eligible technicians in its line stations or repair stations and 30 of these technicians have earned an AMT award in the same calendar year, the employer is eligible to receive the Gold Certificate of Excellence.

b. The award scale is as follows:

(1) The Bronze Certificate of Excellence requires 10 percent of the eligible employees.

(2) The Silver Certificate of Excellence requires 20 percent of the eligible employees.

(3) The Gold Certificate of Excellence requires 30 percent of the eligible employees.

(4) The Ruby Certificate of Excellence requires 40 percent of the eligible employees.

(5) The Diamond Certificate of Excellence requires 50 percent of the eligible employees.

c. A maintenance organization that has at least 25 eligible employees will receive special recognition in the form of a Diamond Award Special Recognition plaque upon notifying the local FSDO, CMO, IFO, or FAAS Team representative that 100 percent of its eligible employees have earned an AMT award. Upon determining that the employer is eligible, the local FSDO, CMO, IFO, or FAAS Team representative will then notify the National FAAS Team Assistant Manager, Attn: AFS-8A, 800 Independence Ave., Washington, DC 20591, who will issue the award.

13. APPLYING FOR THE AWARD.

a. Technician. Any time during a calendar year, or up to 30 days thereafter, any eligible individual may apply for any of the awards either in person or by sending an approved application (see Appendix 1) to the local FSDO, CMO, IFO, or FAAS Team representative to issue the certificate. The submission should describe 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. To be eligible for an award, all training must have taken place within the calendar year. The application must be signed and dated by the individual requesting the award. Material submitted in support of an award will not be returned. At least one of the following items should be attached to the 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, 133, 135, 137, 141, or 145 operator/agency certifying that the individual is employed by that entity in maintaining aircraft or related appliances. When applying for the award, non-certificated persons should submit a letter describing the aircraft and accessories worked on and employer's verification of employment along with the application for the award.

NOTE: The FAA requests that anyone who previously earned an identical AMT Award and who still has the tie-tack/lapel pin to decline receiving a duplicate tie-tack/lapel pin by marking "No" in the appropriate area on the application. (See Appendix A.)

NOTE: All award training requirements must be met before a certificate is issued. This includes the required minimum of 2 hours of training in regulations or regulation policy, as well as the aviation industry maintenance training.

b. Employer. At any time during the calendar year, an eligible employer may apply by application (located in Appendix 1) for any of the Certificate of Excellence awards. The applications can be sent directly to the local FAAS Team representative or to the local FSDO, CMO, or IFO, which will forward the application to the local FAAS Team representative for processing. The employer's application 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.)

(3) Employers requesting the Phase V Diamond Award Special Recognition plaque should notify their local FAAS Team representative in writing of their eligibility and submit it with the application as per paragraph 12c.

NOTE: Allow at least 30 working days for FAA to process each award request. Submitted material will not be returned.

14. HOW TO OBTAIN THIS AC. Copies of this AC can be obtained from the Internet at <http://www.airweb.faa.gov/rgl>.

15. CONTACT. For additional information or suggestions, please contact the Federal Aviation Administration, Flight Standards Service, Aircraft Maintenance Division, AFS-300, ATTN: Aviation Maintenance Technician Awards Program, 800 Independence Ave., SW., Washington, DC 20591, or at (202) 267-3546.

Original signed by

James J. Ballough
Director, Flight Standards Service

APPENDIX 1. SUGGESTED FORMAT

**AIRCRAFT MAINTENANCE TECHNICIAN AWARDS PROGRAM
TECHNICIAN AWARD APPLICATION**

(This form may be duplicated)

(To be sent to the local FSDO, CMO, IFO, or FAAS Team representative)

AMT APPLICATION FORM

Applicant's Name: _____ Award Applied For: _____

Applicant's Home Address (Optional): _____

Home Phone # (Optional): _____ Work Phone #: _____

Employer/School: _____

Employer's/School's Address: _____

FSDO: _____ Tie tack/pin: Yes _____ No _____

(Please submit evidence of training with this application.)

AMT APPLICATION FORM

Applicant's Name: _____ Award Applied For: _____

Applicant's Home Address (Optional): _____

Home Phone # (Optional): _____ Work Phone #: _____

Employer/School: _____

APPENDIX 1. SUGGESTED FORMAT (Continued)

**AIRCRAFT MAINTENANCE TECHNICIAN AWARDS PROGRAM
EMPLOYER AWARD APPLICATION**

(This form may be duplicated.)

(To be sent to the local FSDO, CMO, IFO, or FAAS Team representative)

Company Name _____

Address _____

Telephone Number _____ Date _____

- () PHASE I — Bronze Award
- () PHASE II — Silver Award
- () PHASE III — 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
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