



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

Flight Standards District Office
FAA Bldg., Room 300
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Wichita, Kansas 67209-1981
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January 25, 2013

TO ALL AVIATION MECHANICS WITH INSPECTION AUTHORIZATION (IA):

An eight-hour IA renewal refresher course will be held on March 15, 2013, 7:30 a.m. to 5 p.m., at the National Center for Aviation Training, 4004 N. Webb Road, Wichita, Kansas, with registration starting at 6:30 a.m. Details will be posted on the internet at www.faa.gov in the near future after the itinerary for the training is finalized. Seating in the auditorium is limited to 275 attendees. It is imperative that you pre-register through the web site shown above if you plan to attend.

Enclosed are two FAA Forms 8610-1 for renewing your IA along with a copy of an Activity Record. If you are renewing at the conclusion of the seminar, please have TWO copies of the FAA Form 8610-1 signed and completed, and a copy of your Activity Record if applicable, or documentation to verify that you have been actively engaged, meeting the requirements for renewal in accordance with 14 CFR Part 65.93 for the periods of April 1, 2011 to March 31, 2012 **and also** April 1, 2012 to March 31, 2013. If you are planning to use the March 15th refresher course to renew, your Certificate of Training will be provided at the conclusion of the seminar.

Also enclosed is the Pilot's Bill of Rights Written Notification of Investigation. Please review the information, sign and complete the Acknowledgment of Receipt of Pilot's Bill of Rights Written Notification. You will need to submit both forms with original signatures when you submit your FAA Forms 8610-1 to the Wichita FSDO. Your application for renewal cannot be processed without original signatures on all required forms enclosed.

Please note the following FAA policy regarding the definition of "actively engaged" for IA renewal. The new wording has been added to FAA Order 8900.1, Volume 5, Chapter 5, Section 7, subparagraphs 5 1279 A through C which gives guidance to FAA Aviation Safety Inspectors (ASI) for issuing or renewing IAs. The note says:

B. Actively Engaged. Actively engaged means having an active role in exercising the privileges of an A&P mechanic certificate in the maintenance of civil aircraft. Applicants who inspect, overhaul, repair, preserve, or replace parts on aircraft, or who supervise (i.e., direct and inspect) those activities, are actively engaged. The ASI may use evidence or documentation provided by the applicant showing inspection, overhaul, repair, preservation, or replacement of parts on aircraft or supervision of these activities.