

# FAASTeam Representative

## Initial Training and Annual Training

Presented to: Tampa FAASTeam Representatives

By: Andrew Crossman and Jim Kaletta Date:

FY2019

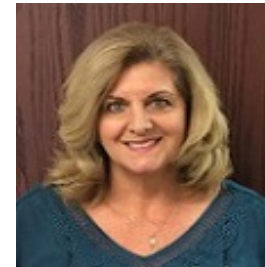


Federal Aviation  
Administration



# FAASTeam Mission Statement

*Improve the Nation's aviation accident rate by conveying safety principles and practices through training, outreach, and education; while establishing partnerships and encouraging the continual growth of a positive safety culture within the aviation community.*



*The FAASTeam logo connotes safety of flight and conveys the concept that the FAASTeam is part of the FAA, implying we are authoritative, and suggests we are approachable by the aviation community.*



# FAASTeam

**On October 1, 2006, the Federal Aviation Administration Safety Team, or FAASTeam, began with one mission: To improve the Nation's aviation safety record by conveying safety principles and practices through training, outreach, and education. At the same time, FAASTeam Managers and Program Managers will establish meaningful aviation industry alliances and encourage continual growth of a positive safety culture within the aviation community.**

**The Federal Aviation Administration established the FAASTeam to create a shift in the safety culture and reduce aviation accidents by encouraging members of the aviation community to improve their attitudes toward safety, by refreshing their aeronautical knowledge, and by improving their aeronautical skills.**

**The FAASTeam Representative program supports the mission of the FAASTeam by promoting and fostering aviation safety. The program encompasses all elements of the aviation community.**



# FAAST History

**The Federal Aviation Administration (FAA) established the General Aviation Accident Prevention Program in 1970 to provide general aviation with a safety program that was responsive to its needs. The program was based on the premise that general aviation accidents can be reduced by improving the attitude, knowledge, and proficiency of airmen and by reducing environmental hazards to aircraft operation by marking or removing such obstacles. The program initially demonstrated that these concepts and actions were effective in reducing accidents. In 1985, an attempt was made to revitalize the program by changing the program name to the Aviation Safety Program.**

**Representatives from all segments of the aviation industry, including general aviation, air carriers, corporate and business aviation, repair facilities, flight and mechanic schools, FBOs, and other aviation entities and individuals, are encouraged to participate with the FAASTeam. Safety education events, workshops, and other training opportunities will convey modern safety principles, and broaden and refresh the technical knowledge of pilots, aviation maintenance technicians, and others involved in the aviation community.**



# FAAST History

**FAASTeam Program Managers (FPM) assigned to Flight Standards District Offices (FSDOs) throughout the region support the FAAST Mission. The FAASTeam Program Managers (FPM) will organize the FAASTeam Representative's activities to focus on reducing accidents in their geographic areas.**

**FAASTeam Representatives will receive training and support from the FAASTeam FPM and/or POC.**

**Representatives will provide outreach to the aviation community and share their technical expertise and professional knowledge.**



# Who should be here today?

- **FAASTeam Rep Applicants**
- **Prev. designated Rep's doing make-up refresher training or desiring to take initial training again**
- **Rep's and Applicants from other FSDO's as desired**



# Overview

- **Sign-In, Safety / Admin Items, etc.**
- **Introductions**
- **Refresher Training (as applicable)**
- **Initial Training I – National Agenda**
- **Lunch break**
- **Initial Training II – National Agenda**
- **WINGS Program Overview**
- **Creating a SPANS message**



# References

- **FAA Order 8900.1, Volume 15, Chapter 9, Section 2**
- **FAASTeam Representative Manual**
- **FAASTeam Website: [www.faasafety.gov](http://www.faasafety.gov)**





# References (Cont'd)

- **GA Awards website:**  
<http://www.generalaviationawards.com/>
- **FAASTeam Logo merchandise:**  
<https://business.landsend.com/store/faasteam/>

# Getting started

- **Sign-in sheets**
- **Emergency exits and exit plan**
- **Restrooms**
- **Coffee & Doughnuts**
- **Silence cell phones**
- **Fly-ins? (Getting back out)**



# Introductions

- **Name**
- **Town / Airport where based**
- **Experience in aviation**
- **Motivations for joining FAASTeam**



# FAAST Program Manager

**One of the primary tasks of the FPM/POC is to analyze accident/incident reports, hazards identified by Inspectors in the local FSDO, and safety information from the local community. He or she will develop tasks the FAASTeam plans to accomplish, with the help of their FAASTeam Representatives, in an effort to mitigate future accidents.**

**Specifically, the FPM/POC is responsible for:**

- **Development of programs and tasks based on identified causal factors.**
- **Coordinating the activities of the FAASTeam Lead Representatives and FAASTeam Representatives.**
- **Assist in acquiring equipment and safety material.**
- **Assist in promoting and publicizing the event through FAASafety.gov, direct mail, posters, newspaper advertisement, and articles submitted to the media.**



# What is a FAAST Representative

**FAASTeam Representatives are individuals dedicated to the promotion of aviation safety. They voluntarily serve as assistants to the FAASTeam Program Manager and FAASTeam organization. They provide their community with advice, counsel, technical knowledge, aviation experience, and a communication link with the local FAA facility. FAASTeam Representatives act as advisors to the aviation community in support of aviation safety, and do so without designated regulatory authority.**

**Representatives are selected for their interest in aviation safety, their professional knowledge, their personal reputation in the community, and their ability to donate freely of their time and talents on behalf of the FAASTeam. Representatives are a vital link in the overall mission of the FAASTeam.**



# Representative Responsibilities

- Representatives must be willing to be of service to the aviation community.
- Representatives will conduct activities professionally and in a manner that reflects favorably on the FAAS Team, thereby enhancing the relationship between the FAA and the aviation industry.
- Representatives receive guidance and support from the FAAS Team and the FAAS Team Program Manager. Products designed to enhance aviation safety are available to Representatives at [www.FAASafety.gov](http://www.FAASafety.gov).
- FAAS Team Representatives are volunteer safety representatives and, as such, have no authority to act as an official representative of the Administrator.





# FAASTeam Representative Duties

- **Conduct or assist in FAASTeam events**
- **Encourage pilots to participate in WINGS**
- **Encourage maintenance personnel to participate in AMT Awards Program**
- **Identify hazards or unsafe conditions and make appropriate notifications**
- **Counsel airman using a variety of methods, including one-on-one and large events**
- **Offer assistance and information to transitioning pilots**



# FAASTeam Lead Representatives

**Lead Representatives must possess a diverse knowledge of aeronautical subjects or have an in-depth knowledge of a particular subject. They should have the ability to work and coordinate well with others, and exhibit leadership qualities. Lead Representatives should have a good working knowledge of computer applications, use of the Internet, including the advanced tools available through FAASafety.gov, and communications via email.**

**Lead Representatives have the primary responsibility for coordinating resources and assisting in FAASTeam events conducted by FAASTeam Representatives within their geographic areas. Lead Representatives work closely with and regularly report accomplishments of activities to their FAASTeam Program Manager. Lead Representatives will also coordinate the input of information on meeting attendance into the FAASafety.gov system. They must have a good safety record and be able to dedicate sufficient time to the program to make it successful.**





# Lead Representatives Activities

Lead Representative's activities may include the following:

- Assist the FPM with oversight responsibilities of FAASTeam Representatives
- Attend safety education events and safety activities within their respective areas.
- Assist the FPM with the selection of candidates for each category of the general aviation awards program within the respective geographic area.
- Assist with the selection of candidates for the FAASTeam Representative of the Year award within their respective geographic area.
- Procure and maintain supplies of safety program materials for distribution to FAASTeam Representatives and the aviation community.
- Produce flyers to advertise safety education events, and post advertisements of activities on the Safety Program Airmen Notification System (SPANS) located on [FAASafety.gov](http://FAASafety.gov).
- Provide training assistance and support of the FAASTeam Representatives in the conduct of their respective activities.
- Coordinate with the FPM to accomplish the established goals of the FAASTeam through various activities in their area.



# FAASTeam Representatives

**FAASTeam Representatives are selected because of their aviation knowledge, technical knowledge, and familiarity of the local aviation community. They should be well respected in the community. They need to have a proactive attitude in support of the FAASTeam and a strong desire to promote aviation safety. They must have a satisfactory safety record and be able to dedicate sufficient time to the program to make it successful.**



# Representatives Activities

The FAASTeam Representative's general activities include:

- Conduct or assist in FAASTeam events.
- Encourage pilots to participate in the WINGS – Pilot Proficiency Program.
- Encourage aviation maintenance technicians to participate in the Aviation Maintenance Technician (AMT) Awards Program.
- Identify hazards or unsafe conditions with regard to airports and the national airspace system and make appropriate notifications.
- Counsel airmen using a variety of methods, including one-on-one meetings and large educational events.
- Offer assistance and provide information to pilots who seek aid in transiting or operating in the Representative's area.



# Representatives (cont.)

- **Offer assistance to anyone regarding utilization of a Safety Management System (SMS)**
- **Make recommendations for the improvement of aircraft and report M or D's as applicable**
- **Aid in dissemination of changes to regulations, AD's, SAIB's, etc.**
- **Promote the use of FAA Safety.gov and its system**
- **Assist Lead Representatives-participation**
- **Encourage Airmen to participate in GA Awards**
- **Serve as a liaison between the FAAS Team/others**



# Summary

**FAASTeam Representatives are voluntary supporters of the FAASTeam.**

**They play a vital role in the accomplishment of the FAASTeam mission.**

**They serve the aviation community by sharing their time, knowledge, and professional experience in order to create a positive safety culture.**

**Representatives organize and participate in FAASTeam events, initiate action to correct conditions that may be hazardous to persons or aircraft in flight or on the ground, and counsel airmen.**



# FAASTeam Service Provider

**This term applies to anyone who contributes key program-related support to the FAASTeam. A subject matter expert willing to do a presentation, an owner who provides meeting space for an event, or the vendor who provides equipment (such as folding chairs) could be considered a FAASTeam Service provider. Service Providers may also be individuals that are not certificated airmen but have an interest in volunteering to support an aviation safety activity. The FAASTeam Service Provider does not require any formal training. A Service Provider is NOT required to complete the online, initial training or annual training. Service Provider appointments do not expire or require renewal. The FAASTeam Program Manager and/or Point of Contact (POC) should monitor their participation and if no longer active remove them from the Directory and thank them for their past support.**



# Lets take a break





# Representative Training

- **Verify and update the Representative Directory Training Record-(please include pictures)**
- **Verify online Representative Training IT Security has been accomplished.**
  - Representatives that have not completed this training within the past year will have their FAA Safety.gov permission status changed from Representative to Service Provider.
- **FAASafety.gov/SPANS events**
- **Emphasize completion of Representative Activity Reports-"It is important that a report of your activities be submitted online at FAAsafety.gov after the event so that the effectiveness of the FAAS Team program can be properly assessed".**
- **WINGS/On-Line AMT Awards and General Aviation Awards**
- **Charles Taylor Master Mechanic and Wright Brothers Master Pilot Awards**
- **Review of Accident and Incident FSDO Data**
- **Review National FAAS Team Performance Plan FY18**





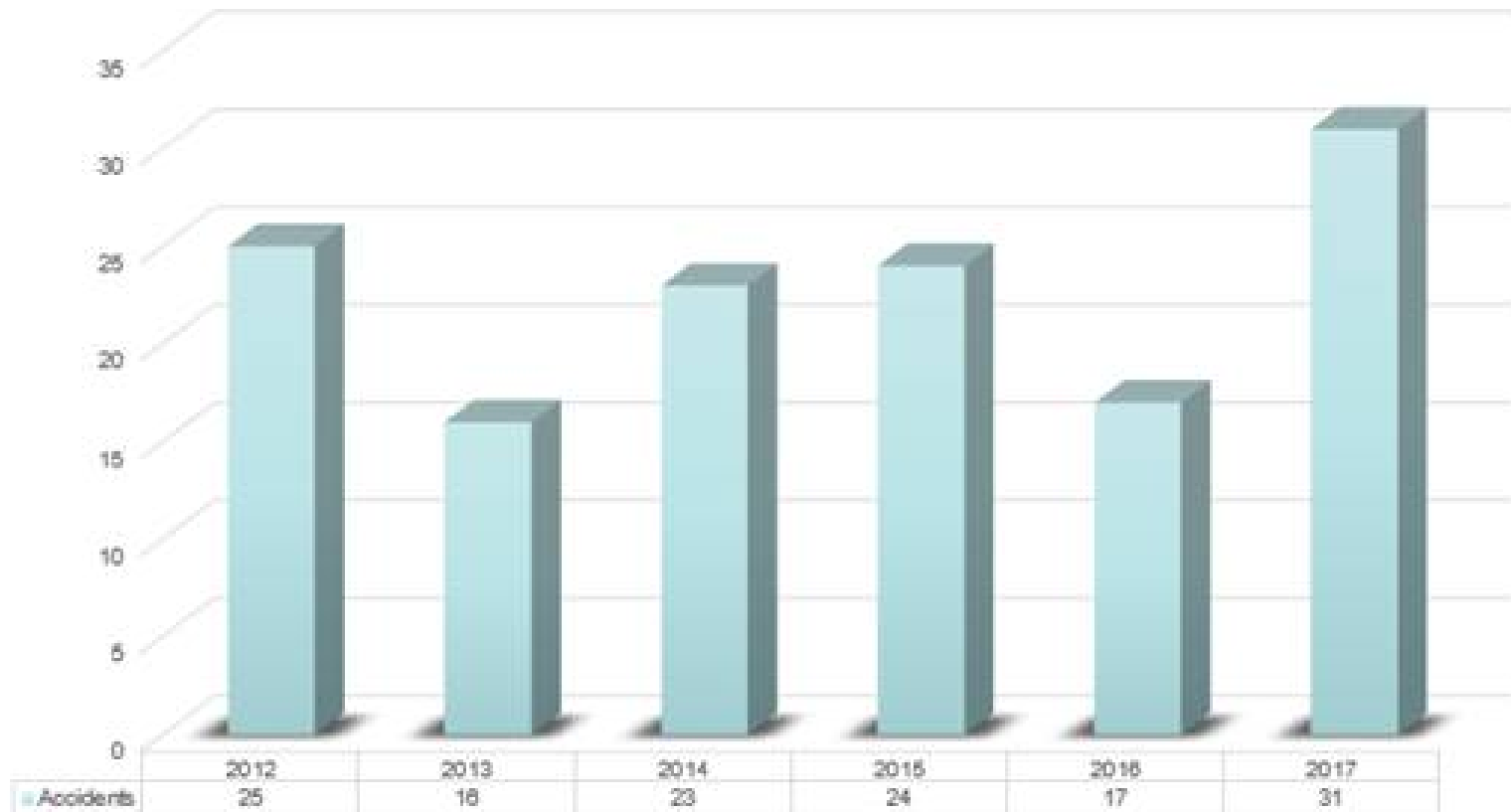
# Refresher Training Topics

- **Required on-line IT Security Awareness cse**
  - ALC-297; available at [www.faa.gov](http://www.faa.gov)
- **Big FAA & FAASTeam, FSDO Updates**
- **Award Programs**
  - Master Pilot / Master Mechanic Awards
  - AMT Awards
  - GA Awards
- **Airport Outreach / Appreciation Initiatives**
- **FSDO Accident / Incident Trends**



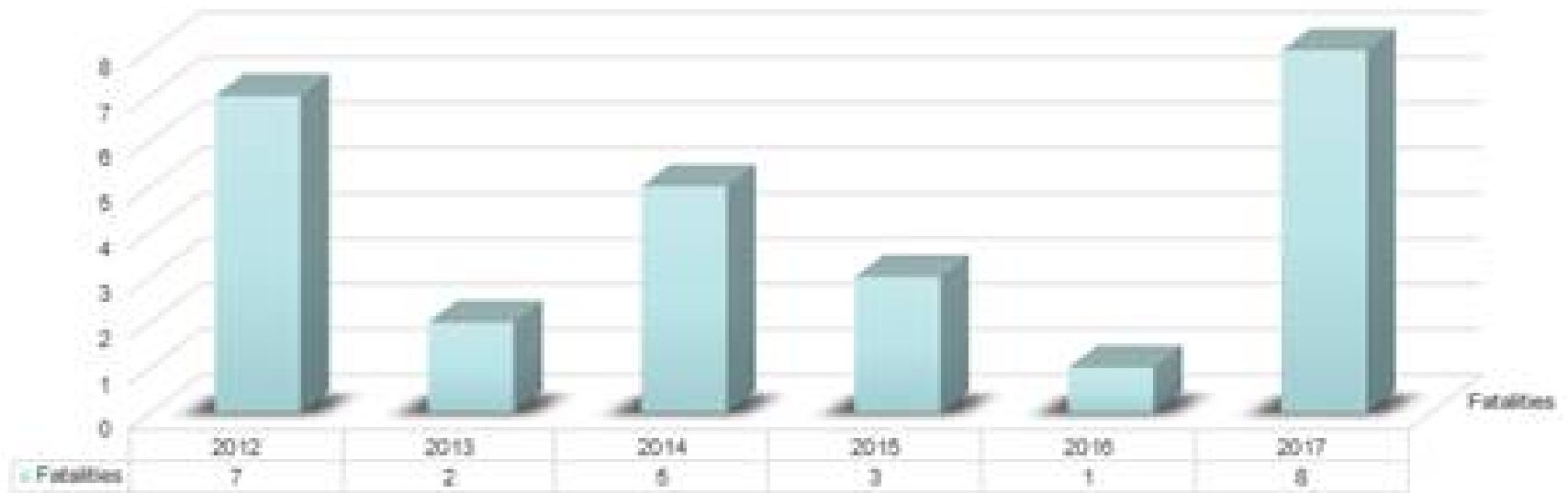
# FSDO Accident Data 2012 - 2017

Accidents  
2012-2017

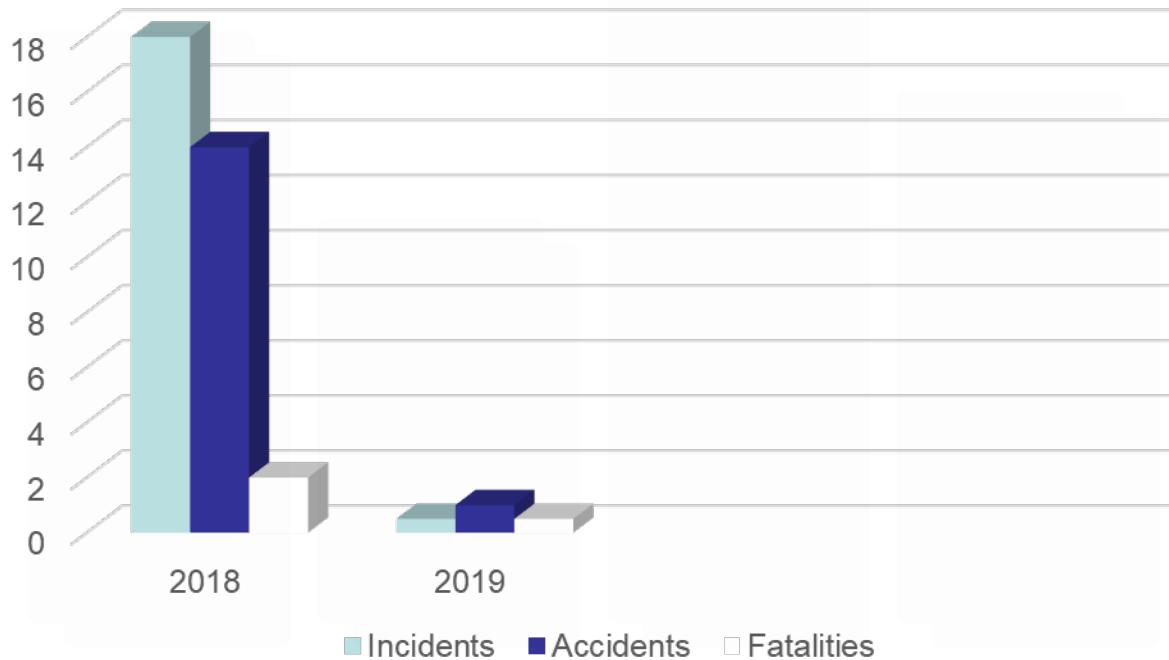


# FSDO Fatal Accidents 2012-2017

Fatal Accidents  
2012-2017



## FSDO Incidents / Accidents 2018 and 2019



2018 TPA FSDO Accident Number is 14 Fatalities 2 (two aircraft)  
2019 TPA FSDO Accident Number is currently 1

2018 TPA FSDO Incident number is 18 Fatalities 0  
2019 TPA FSDO Incident number is currently 0

# Refresher Training Topics (Cont'd)

- **FAASTeam National Performance Plan**
- **Ordering FAASTeam logo apparel**
  - Suggested method of wear
- **GAJSC Topics of the Month**
- **Rep Feedback**



# Initial Training Topics

- **Mandatory on-line training**
- **Organizational structure of FAASTeam**
- **Responsibilities of FAASTeam Rep's**
- **Accident / Incident trends impacting FAASTeam goals, special emph. items.**
- **Counseling**
- **Remedial Training (RT)**






# Initial Training Topics (Cont'd)

- Identifying safety hazards
- Safety events, Seminars, Webinars
- Aviation Awards support
- Publicity
- Contents of FAASTeam Rep Manual
- GAJSC Topics of the Month
- FAASTeam apparel
- [www.FAASafety.gov](http://www.FAASafety.gov) website fam for Rep's!
- Creating a SPANS message for your event!



# Mandatory On-Line Training

- **ALC-270 (One-time Initial requirement)**
- **ALC-297 (Initial and annually)**

| <b>OTHER COURSES</b> <a href="#">Hide Courses Without Credit</a> <a href="#">Go To WINGS Courses</a> <a href="#">Go To AMT Courses</a> |         |  |  |      |                 |
|--|---------|--|--|------|-----------------|
| ACTION / STATUS  | ID      | TITLE  |  | COST | PRESENTED BY    |
| <a href="#">Enroll</a>   <a href="#">Preview</a>   | ALC-182 | 141 Pilot School: Pre-Certification Course      |  | Free | FAA Safety Team |
| <a href="#">Enroll</a>   <a href="#">Preview</a>   | ALC-297 | Representative Training: IT Security            |  | Free | FAA Safety Team |
| <a href="#">Enroll</a>   <a href="#">Preview</a>   | ALC-270 | Representative Training: Representative Manual  |  | Free | FAA Safety Team |



# FAASTeam Chain of Command

- **FAA Administrator: Daniel K. Elwell**
- **Exec. Dir. of Flt. Stds Svc. (AVS-1): Rick Domingo**
- **Dep. Assoc. Admin for Safety (AVS-2): John Duncan**
- **Safety Analysis & Promotion Division (AFS-900): Lisa Kearns**
- **Safety Promotion Pgm Offc (AFS-920): Valerie Palazzolo**
- **Safety Team Liaisons (SLT's; AFS-921): Charlie Hamilton et al. (Role: SPANS POC)**
- **FSDO Manager: Amanda Cromie**
- **FSDO FAAST Program Manager: Andrew Crossman**



# Rep Responsibilities

- **Support FPM's, Lead Rep(s) in promoting aviation safety**
- **Safety advisor for local community**
  - Direct people in need to app. resources, help
  - Counsel as necessary
- **Keep up with recurrent training, meetings**
- **Keep contact data current**
- **Limitations**
- **Professionalism & ethics**



# Acc's & Inc's vs. National Policy

- **Numerous entities analyzing accident data, incl Industry, Fed Gov't, even FPM's**
- **Resources assigned where risk is greatest**
  - Diff't entities use different outreach techniques
- **Needs vary from one FSDO to another**
  - Orlando: most active flight training district
- **National collaboration with GA Joint Steering Committee (GAJSC)**
- **Common activities grouped into National Performance Plan (NPP)**

# FSDO Report

- **Separate presentation!**
- **FPMs' annual report to Management**
- **Rep's play a lead role!**
  - Safety seminars and positive safety culture
  - WINGS and AMT programs
  - GA Awards (CFI, MxTech, Rep of the Year)
  - Direct actions with other airmen



# Counseling

- **Opportunity to favorably influence safety!**
- **Can be formal or informal**
- **Can be one-on-one or with a group**
- **Rep's who are appropriately rated CFI's:**
  - Counseling can involve flight: Courtesy evaluation
  - Pilot receiving evaluation should act as PIC!
- **Emphasize FAA Compliance Philosophy**
- **Report difficult cases to FPM's**



# Remedial Training (“RT”)

- RT revived as part of new Compliance Philosophy
- RT = alternative to enforcement
- FPM’s develop RT syllabus, monitor results
- Rep’s are group of recognized RT providers
  - CFI’s current and appropriately qualified
  - Mechanics with A&P plus IA
- RT reference: **FAA Order 8900.1, Volume 15, Chapter 6, Section 1**

# Is It Time for a Lunch Break!



# Identifying Safety Hazards

- **Many forms of hazards!**
  - Obvious (Power lines, damaged wind sock, etc.)
  - Not-so-obvious (Mis-charted information)
- **Many reasons for hazards**
  - Neglect, ignorance, indifference
- **Your vigilance is key to promoting safety!**
- **Reporting identified hazards:**
  - Safety Hotline: 800-255-1111
  - Malfunction and Defect Report (FAA Form 8010-4)



# Safety Events, Seminars, Webinars

- **Safety Programs, Seminars, Meetings, etc.**
- **Work with Lead Rep; Take initiative**
- **Develop biz relationship with venue hosts**
  - FAASTeam Services Providers can assist
- **Planning ahead is important**
- **Topic is what brings in an audience**
  - FPM's, networking can help with resources
- **Professional delivery is critical**
  - SME speaker highly recommended

# Aviation Award Support

- **Recognizing performance, effort, or accomplishment is a sign of LEADERSHIP!**
- **Rep's are in good position to observe excellence and nominate individuals**
- **Numerous FAA Award programs available!  
See next slide.....!**



# FAA Award Programs (& Ref's)

- **“WINGS” Program (AC 61-91J)**
- **AMT Awards Program (AC 65-25)**
- **Charles Taylor Master Mechanic Award (AC 65-26)**
- **Wright Brothers Master Pilot Award (FAA/FS-I-8700-2)**
- **GA Awards Program**  
([www.generalaviationawards.com](http://www.generalaviationawards.com))
  - CFI of the Year
  - Aviation Tech of the Year
  - FAASTeam Rep of the Year

# Is it time for a break?



# Publicity: Getting the message out

- **Safety Program Airmen Notification System (SPANS) – Separate training module**
- **Print and broadcast media – staff aviation writers**
  - Florida Aviation Network (FAN) for example
- **Trade / industry pubs (BIG lead times???)**
  - You do the editing!



# FAASTeam Rep Manual - contents

- **Ref: ALC-270**
- **Intro tab – General Information**
- **Tab 1 – Introduction**
- **Tab 2 – Qualifications and Appointments**
- **Tab 3 – Rep Training**
- **Tab 4 – General Activities**
- **Tab 5 – Program Activities**
- **Tab 6 – Airport Activities**

# FAASTeam Rep Manual (Cont'd)

- **Tab 15 – Apx. D – Equipment Arrangements**
- **Tab 16 – Apx. E – Refreshments**
- **Tab 17 – Apx. F – Additional Personnel**
- **Tab 18 – Apx. G – Transportation Services**
- **Tab 19 – Apx. H – Suggested Door Prizes**
- **Tab 20 – Apx. I – Rcmd'ns on Event Promos**
- **Tab 21 – Apx. J – Planning a Meeting**



# GAJSC Topics for rest of FY-19

- **Angle of Attack Awareness**
- **Use of Weather Information**
- **UAVs in The Tampa Area**
- **Transition Training**





# FAASTeam Logo Apparel!

- **Website:**

<https://business.landsend.com/store/faasteam/>

- **Also can link there via faasafety.gov!**

- **Standard method of wear:**

- Khaki-colored shirt with FAASTeam logo
- Dark blue / black trousers (male or female)
- Dark blue / black skirt (female)

# Website Navigation for Rep's

- **Adjourn to [www.faasafety.gov](http://www.faasafety.gov)....**
  - Blue banner on Home pg
  - Tiles method of organization, and features
  - Courses & Seminars Tiles
  - “WINGS” Tiles
  - FAASTeam Tiles
  - “Rep” Tile (Pardon the pun!)

# Composing a SPANS message!

- **Conducted as a live demo after next break...**



# Additional Topics

- **Every presentation conducted by the FPM or Representative will include promotion of FAA Safety.gov, the WINGS program, the AMT Awards program and the General Aviation Awards.**
- **ADS-B and UAS presentations (from Approved Resources) can not be altered.**
- **Any Powerpoint presentations that are not using Approved Resources must be approved by the FPM.**
- **Any Approved Resource Powerpoint Presentations that are modified, must also be approved by the FPM.**
- **Do Reps want notifications by email, such as SAIB's, GA AD's, etc.?**
- **Are you aware of FSIMS?**



# Additional Topics cont'd

- **GAJSC Topics of the Month**
- **Coordinate events with FPM and/or Lead Reps**
- **Events that you sponsor are a public service for pilots/mechanics**
- **REMINDER-Reps must complete a “Report” following any FAAST Rep duty completed**
- **Representatives are encouraged to schedule, organize, and conduct meetings, events, clinics, and workshops-keep your FPM and/or Lead informed of activities**
- **Reps role “can range from coordinating and conducting the entire meeting or assisting FPM or Lead Reps”**





# Additional topics, cont'd

- **“Reps must be able to dedicate sufficient time to the (FAAST) program”**
- **Reps “serve the aviation community by sharing their time, knowledge, and professional experience to create a positive safety culture”**
- **FAASTeam Rep “appointments are for one year”.**
- **“Representatives are not authorized to act as official representatives of the FAA under any circumstances”.**



# Your FPM and Lead Rep/SW FL:

- **Andrew Crossman FAASTeam (A/W) FPM**
  - 813-287-4933
  - [Andrew.W.Crossman@faa.gov](mailto:Andrew.W.Crossman@faa.gov)
- **Jim Kaletta**
  - Lead Representative
  - 716-310-8645
  - [j\\_kaletta@msn.com](mailto:j_kaletta@msn.com)

# FAAST Logo

Each visual presentation, such as PowerPoint, conducted as a FAAS Team Representative and/or Lead Representative should have the FAA customer feedback website link placed on the last slide of any presentation along with the FAA Safety Team Program Manager's name and contact information.

Any new presentation developed by Representatives should be submitted to the FPM or POC to verify content and standardization, prior to use. When conducting presentations on behalf of the FAA Safety Team, Representatives and Lead Representatives will ensure that the FAA Safety Team Logo is present on the first and last slide of the presentation.

(FAAS Team Representatives are **not authorized** to use the **FAA logo** in their originally created presentations or email signature.)

Below is an example of the FAA Safety Team logo.





**Remember that the FAASTeam event you sponsor is a public service for the pilots and mechanics in your area. It is not a commercial venture, and you are limited to non-commercial remarks and messages. There cannot be an appearance that the FAA is endorsing any particular product or service. A general rule of thumb is that the educational value to airmen should outweigh the commercial value to the speaker. You may however:**

- Make product literature available. (You may have it displayed on a conveniently located table, but you may not actively distribute it.)**
- Display aircraft and other equipment and have sales personnel available to answer questions. (Salespersons may not actively sell to participants at a seminar.)**
- Comment in general terms about the safety advances made in recent years regarding general aviation aircraft. (You may not use a seminar to make a sales pitch.)**
- Have a manufacturer's representative explain how to use their product in general terms. (i.e., Garmin rep can demonstrate how to set up approaches on Garmin GPS, but should not pitch why Garmin is better than competing products)**



# Thank you for coming today!

