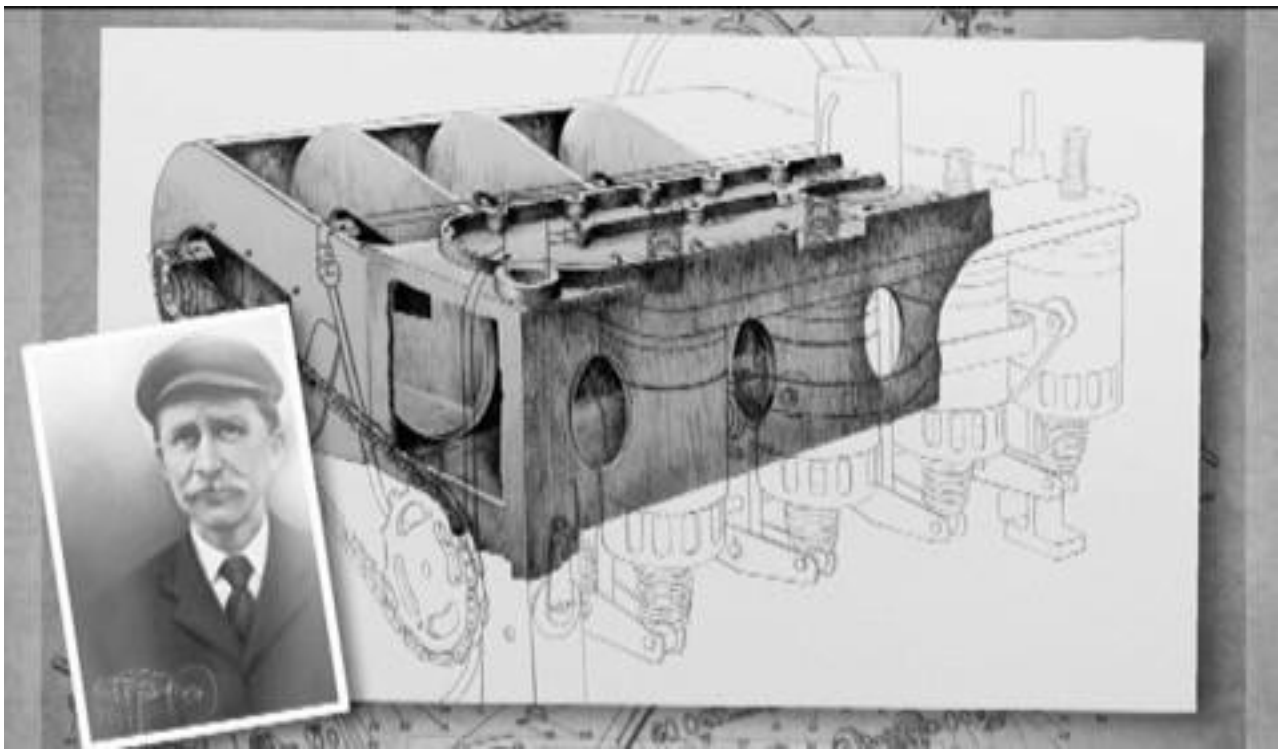
CHARLES TAYLOR MASTER MECHANIC AWARD

Information Guide



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Federal Aviation Administration

1. PURPOSE

The Federal Aviation Administration's (FAA) Charles Taylor Master Mechanic Award (MMA) Program recognizes individuals who have 50 or more years of safe maintenance operations experience. This information guide:

- Describes the award,
- Describes the eligibility requirements,
- Explains how to submit a nomination, and
- Explains the selection process of candidates for the award.

2. CANCELLATION

FAA/FS-I-8700-3 (Rev. 7), The Charles Taylor Master Mechanic Award Information Guide dated December 3, 2021 is cancelled.

3. BACKGROUND

The Charles Taylor ***Master Mechanic Award*** is named in honor of Mr. Charles Taylor, the first aviation mechanic in powered flight. The Charles Taylor "Master Mechanic" Award recognizes the lifetime accomplishments of senior mechanics. Mr. Taylor served as the Wright brothers' mechanic and is credited with designing and building the engine for their first successful aircraft.

4. DESCRIPTION

The Charles Taylor Master Mechanic Award is the most prestigious award the FAA issues to persons certificated under Title 14 of the Code of Federal Regulations (14 CFR) part 65. This award, named after Charles Taylor, recognizes individuals who have exhibited exemplary aviation expertise, distinguished professionalism, and steadfast commitment for at least 50 years or more of aviation maintenance experience. A distinctive certificate, and the airman's Blue Ribbon package is issued after application review, and eligibility requirements have been met. Upon request, lapel pins and/or a plaque are available for purchase. Once the award has been issued, the recipient's name, city and state will be added to a published "Roll of Honor," located at https://www.faasafety.gov/content/MasterMechanic/RecipientList.aspx

5. ELIGIBILITY

To be eligible for the Charles Taylor Master Mechanic award, nominees must meet the following criteria:

- Hold a U.S. Civil Aviation Authority (CAA) or Federal Aviation Administration (FAA) mechanic or repairman certificate.
- 50 years of experience in the field of supporting aviation operations:
    - A minimum of 30 years holding a U.S. Civil Aviation Authority or FAA mechanic or repairman certificate with the remaining 20 years of the required 50 years being U.S. military aviation mechanic experience **or**
    - Up to 20 years working as an uncertificated person in a U.S. aviation maintenance facility that maintained U.S.-registered aircraft, either domestically or overseas, **or**

  - Up to 20 years working as an uncertificated person in the U.S. aircraft manufacturing industry, producing U.S. type-certificated or U.S. military aircraft.
- 50 years can be a combination of the above.
- The 50 years may be computed consecutively or non-consecutively.
- Be a U.S. citizen.
- Have NOT had any airman certificate revoked. Revocation of ANY airman certificate will disqualify a nominee for this award.
- Prior enforcement actions (excluding revocation) are not automatically disqualifying. If the enforcement action(s) demonstrates a lack of dedication to safe maintenance procedures or professionalism, they will be disqualified.

6. NOMINATION SUBMISSION

Any person who meets the eligibility requirements, or a sponsor on behalf of the eligible person, may apply for the award by submitting a nomination package to the FAASTeam Program Manager (FPM) at the nearest Flight Standards District Office (FSDO). The nomination package must consist of the following documents:

- A completed Charles Taylor Master Mechanic Award (MMA) Nomination Form:
  - The Charles Taylor MMA Nomination Form can be found in this document and at: Charles Taylor Master Mechanic Award Information Guide
- Nominee's aviation maintenance history:
  - A *detailed description*, resume, or company records. See sample resume attached to this document.
- Three (3) letters of recommendation:
  - Must be from holders of an FAA certificate who can attest to the nominee's 50 years or more of mechanic or repairman experience. See sample letter attached to this document.

7. NOMINATION ACCEPTANCE

A FAASTeam Program Manager (FPM) will verify the nomination is complete and that the applicant meets the eligibility requirements listed within this document. Verification of eligibility is performed by reviewing the nominee's electronic Airman File to include a review of the Enforcement Investigations Database. Once confirmed, the nominee's Blue Ribbon package should be ordered. Additional information or an interview by the FPM may be necessary to verify a nominee's qualifications. If there is any question as to whether the nominee qualifies for the award, the National FAASTeam Manager shall be the final authority.

Additional notes on nomination acceptance:

- The award may be presented to a nominee up to 3 years posthumously if the nominee has acquired 50 years of maintenance experience prior to their death. A posthumous award should only be given with the decedent's family's consent.
- Acceptance of nomination varies depending on individual circumstances.

8. ISSUANCE OF THE AWARD

Presentation - The FPM will contact the applicant or sponsor to schedule the award presentation. The FPM will make every effort to arrange a public presentation at a suitable FAA or industry function. An appropriate FAA representative shall present the award to the nominee at the event.

Roll of Honor – The nominee's name, city and state of residence plus the month and year of the Master Mechanic Award presentation will be posted to the electronic Roll of Honor after the award has been presented.

CHARLES TAYLOR MASTER MECHANIC AWARD

Sample Format for a Resume

Resumes should include applicable aviation experience and time frames.

Name:
Summary: description of aviation experience

Uncertified Experience: as applicable

- **Facility:**
  - Start and End Date for each facility

Certifications/Experience: as applicable

- **Airframe and Powerplant Certification:** [Date]
- **Inspection Authorization (IA) Certification:** [Date]
- **Certifications:** [List of Certifications]

Civilian Aviation Experience:

Military Aviation Experience: Job Title, Unit, Location, Years

- Aviation Responsibilities included [describe responsibilities and achievements].

Aviation Positions (for each position): Job Title, Company Name**,** Location, Years

- Aviation Responsibilities included [describe responsibilities and achievements].

Aviation Education:

Degree/Certification: Name, Institution Name, Location, Year of Completion

- Relevant coursework: [List relevant courses, if applicable]

Achievements & Awards:

- [Award Name] - [Date]
- [Recognition for safe operations, if any]

Professional Affiliations:

- Member of [Aviation Organization] since [Year]
- Member of [Aviation Organization] since [Year]

Community Involvement:

SAMPLE

CHARLES TAYLOR MASTER MECHANIC AWARD

Sample Format for a Letter of Recommendation

(Date)

(Nearest FAA FSDO or FAASTeam Program Manager Address)

Attn: *(FSDO Manager or FAASTeam Program Manager)*

I have known (*Nominee's name*) for *(number of years known)* years and highly recommend him/her for the Charles Taylor Master Mechanic Award.

My knowledge and association with the nominee consists of *(state your affiliation with the nominee, e.g., Work associate, personal business, friendship, etc.).* ***Please add a detailed narrative of your knowledge of the applicant's aviation background.***

I hold FAA certificate number *(certificate number).*

Respectfully submitted,

(Signed name) (Printed name) (Address)

(E-mail address)

(Best contact Phone number)

SAMPLE

CHARLES TAYLOR MASTER MECHANIC AWARD NOMINATION FORM

Nominee's Full Name (as it should appear on award certificate)

_____

Contact Information

	Nominee	Sponsor/Spouse (if applicable)
Name	_____	_____
Address	_____	_____
City	_____	_____
State	_____	_____
Zip	_____	_____
Home/Work Phone	_____	_____
Cell Phone	_____	_____
E-mail address	_____	_____

Nominee's Airman Information

Mechanic/Repairman certificate number _____

Certificate Ratings (check one) ☐ Airframe ☐ Powerplant ☐ Airframe & Powerplant

50-year aviation maintenance experience period to be considered for this award: Maintenance

Experience Start Date ___

Ending Date or Present _____

☐ This award is being presented as a surprise to the nominee.

Nomination Package Checklist

☐ Completed Charles Taylor CTA Nomination Form (this form)

☐ Nominee's mechanic or repairman experience history

☐ Three letters of recommendation

Please forward this nomination package to your nearest FAASTeam Program Manager for processing: Your Area FAASTeam Program Manager's name and contact information can be located at FAASafety.gov

or

Submit the nomination package to your local FAA Flight Standards District Office.