General Aviation Joint Steering Committee

Loss of Control Working Group

Outreach Guidance Document

2020/10-05-207(I)PP

This outreach guidance is provided to all FAA and aviation industry groups that are participating in outreach efforts sponsored by the General Aviation Joint Steering Committee (GAJSC). It is important that all outreach on a given topic is coordinated and is free of conflicts. Therefore, all outreach products should be in alignment with the outline and concepts listed below for this topic.

Outreach Month: May 2026

Topic: Pilot/Aircraft Owner/Operator /Mechanic Relations

The FAA and industry will conduct a public education campaign emphasizing the value of clear airworthiness responsibilities, effective pilot/owner/mechanic communication, and proper required and optional maintenance and inspection documentation.

Background:

Aircraft owners and pilots rely on certificated aircraft mechanics and inspectors for continued airworthiness of their aircraft. Many owners are unaware of their own airworthiness responsibilities. This program introduces Owner/Pilot/Mechanic responsibilities and authorities with respect to continued airworthiness and it offers suggestions for evaluating maintenance facilities and personnel.

Teaching Points:

- Although owners and pilots rely on mechanics to maintain and inspect their aircraft, the owner or operator is responsible for airworthiness.
- Required maintenance documentation is an important source of airworthiness information.
- Optional maintenance documentation makes airworthiness determinations easier.
- Owners and operators should carefully evaluate the maintenance facilities, personnel, and equipment used for maintenance and inspection of their aircraft.

References:

- ***Pilot Proficiency and WINGS*** PowerPoint
  - Available on the National FAASTeam Share Point site under Approved Presentations.
- AC 61-91J – WINGS – Pilot Proficiency Programs

- AC 61-98D – Currency Requirements and Guidance for the Flight Review and Instrument Proficiency Check

Abstract Lasting 10 to 15 minutes, this presentation acquaints the audience with precepts of good Pilot/Aircraft Owner/Mechanic relationship. Pilot and mechanic responsibilities for airworthiness and required and optional maintenance documentation are discussed.

Format: Information Briefing - Power Point presentation

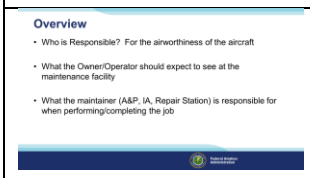
Required Personnel – FAASTeam Program Manager or designated FAASTeam Rep (s)

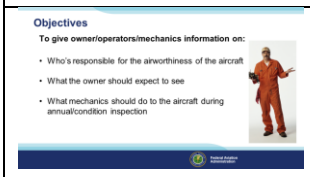
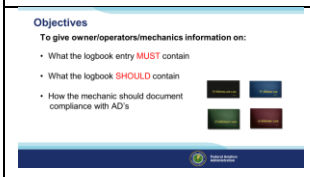
Optional Personnel – CFIs, A&P/IA's who can speak on: Relationship between Aircraft Owner/Operators and Mechanics

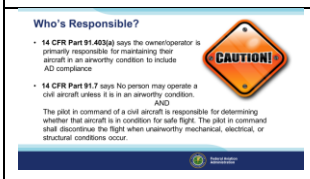
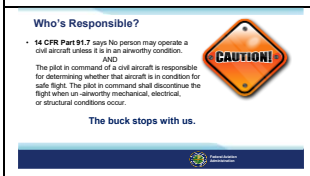
AFS 850 Support:

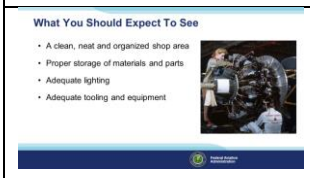
In addition to this guidance document, a Power Point presentation that supports the program is provided. FPMs and presenters are encouraged to customize this presentation to reflect each individual program.

Slides	Script
	**Slide 1** **2024/09-10-321(I)PP** Original Author: (Gary Knaggs) (10/1/2020); POC John Steuernagle National FAASTeam Operations Program Manager Office 562-264-5484 revised by John Steuernagle March 2025 *This is the title slide for* ***Owner/Mechanic Relations*** • ***Script -*** *We have included a script of suggested dialog with most slides. The script will always appear in a* **non-italic font**. *Presenters may read the script or*

	modify it to suit their own presentation style. See template slides 5 and 6 for examples of a slides with script. • ***Presentation Instructions -*** *(stage direction and presentation suggestions) will be preceded by a* ***Bold header:*** *the instructions themselves will be in* ***Italic fonts****. See slides 2, 3, and 4 for examples of slides with Presentation Instructions only.* • ***Program control instructions -*** *will be in bold fonts and look like this:* ***(Click)*** *for building information within a slide; or this:* ***(Next Slide)*** *for slide advance.* • ***Background information -*** *Some slides may contain background information that supports the concepts presented in the program.* *Background information will always appear last and will be preceded by a bold* ***Background:*** *identification.* *The production team hopes you and your audience will enjoy the show. Break a leg!* **(Next Slide)**
	**<u>Slide 2</u>** **Presentation Note:** *Here's where you can discuss venue logistics, acknowledge sponsors, and deliver other information you want your audience to know in the beginning.* *You can add slides after this one to fit your situation.* **(Next Slide)**
	**<u>Slide 3</u>** The items we will cover during the presentation include: • Who is responsible? • What the Owner/Operator should expect to see at the maintenance facility

	• What the maintainer (A&P, IA, Repair Station) is responsible for when performing/completing the job The owner of a General Aviation aircraft received all/most of his or her information about piloting a plane from their CFI, but have received very little information about owning or maintaining an aircraft. If the owner hasn't spent much time with their local A&P or repair facility, there is usually a lack of knowledge. This presentation is a starting point to help owners/operators/pilots understand their aircraft's maintenance needs and understand their relationship and maintenance facility. **(Next Slide)**
	**Slide 4** ***Presentation Note:*** *Click through the three bullet points then use the script* We designed this presentation with the General Aviation pilot/owner/operator in mind who may have no idea what to expect from their mechanic. Most pilots think airworthiness issues are their mechanics' problem and are not responsible for anything airworthy about their aircraft. They also have a misconception that mechanics are all created equal no matter what they charge for services. The fact is that some mechanics, whether knowingly or not, cut corners to save a buck. This presentation contains tips for aircraft owners and operators to ask about when choosing a new mechanic or re-evaluating their present mechanics. **(Next Slide)**
	**Slide 5** ***Presentation Note:*** *Click through the three bullet points then use the script* Regulations are a MINIMUM standard and may not reflect all of the best practices that a professional mechanic should follow. Yes, they should follow the rule, but a true professional will go above the minimum standard as a standard practice of their routine.

	Their attention to detail will give an aircraft owner a good indication of how professional they are, and if their safety culture is positive. **(Next Slide)**
	**Slide 6** Let's go on a little trip to the maintenance hangar **(Next Slide)**
	**Slide 7** ***Presentation Note:*** *Read the slide to the audience. The information is foundational to this presentation* This slide is the foundation of keeping an aircraft airworthy and keeping operators safe. Who is responsible for the airworthiness of an aircraft? It is tempting to say that it is the mechanic who worked on the airplane, but 14CFR 91.403(a) clearly states that the owner/operator is ultimately responsible for an aircraft's airworthiness. This concept is critical and means that the owner needs to learn maintenance regulations. It will not only keep them out of trouble, but it will also increase the operational safety of the aircraft. Aircraft owners should be proactive in their approach to maintenance performed on their aircraft. **(Next Slide)**
	**Slide 8** 14 CFR Part 91.7 makes the PIC responsible for determining airworthiness before and during flight. **(Click)** So, the buck stops with the Pilot in Command. With that in mind, let's consider what makes an aircraft airworthy and how that airworthy condition is determined and documented. **(Next Slide)**

	**Slide 9** When is the last time that you have read block 6 of an airworthiness certificate? It has some excellent information that all aircraft owners and operators should know. ***(Click)*** Let's all read it… *Unless sooner surrendered, suspended, revoked, or a termination date is otherwise established by the Administrator, this airworthiness certificate is effective as long as the maintenance, preventive maintenance , and alterations are performed in accordance with Parts 21, 43, and 91, of the Federal Aviation Regulations, as appropriate, and the aircraft is registered in the United States.* **(Next Slide)**
	**Slide 10** Maintenance, Preventative Maintenance and Alterations are carried out in places like this so, let's consider what an owner/operator should look for in a maintenance facility. Renter pilots may not interact with maintainers but it's imperative that they know and trust the people who do. **(Next Slide)**
	**Slide 11** **(Click)** A clean and neat shop area is an excellent indicator of a mechanic's organizational skills. It is also a good indicator of his/her professionalism. **(Click)** If parts and materials are not stored correctly, it can seriously affect the airworthiness of the item. For example, if maintainers do not protect parts from dust and humidity, they can become contaminated with dust and dirt or corrode. **(Click)** If they do not have adequate lighting to perform inspections, they cannot see any potential problems. **(Click)** They are required by regulation to have adequate tools and equipment to perform an inspection and maintenance on aircraft. **(Next Slide)**

Slide 12

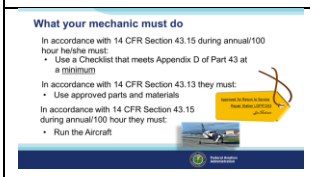
Presentation Note:

Click on each of the bullet points below

Data could not be more critical. Maintenance and Parts manuals have, in some cases, become very expensive to buy and maintain. Therefore, some mechanics may not choose to keep their manuals updated. There can be severe consequences of not having current repair data.

- **(Click)** Ask the mechanic if the manual they are using for the aircraft is current. Call the tech support line of the aircraft's manufacturer and ask them what the current revisions are for the plane.
- **(Click)** Ask the mechanic if they have the manual for this specific aircraft.
- **(Click)** Ask the mechanic if they have the approved data for any maintenance or alterations they might perform outside the maintenance manual.

(Next Slide)



Slide 13

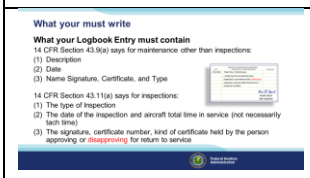
Regulations state what the mechanic must do as a minimum standard. The next three bullet points come directly from 14 CFR 43.15 and .13. These are excellent minimum standards, but maintainers can do more.

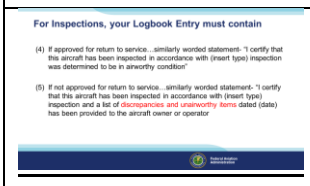
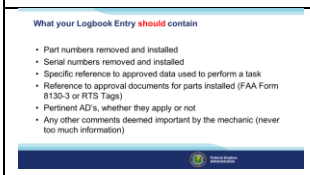
Per 14 CFR Section 43.15 during annual/100 hour, maintainers must:

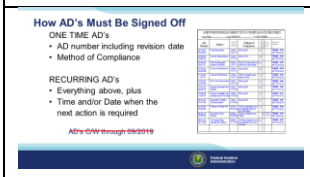
Perform the inspection to determine whether the aircraft meets all applicable airworthiness requirements by using:

(Click)

- A checklist that meets App D of Part 43
- Type Certificate Data Sheets (TCDS)
- Supplemental Type Certificates (STC)

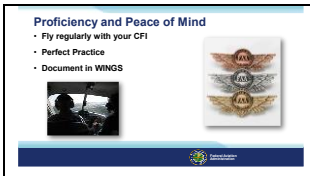
	• Airworthiness Certificate (Parts 21, 43, and 91) • Manufacturers Airworthiness Limitations **(Click)** All maintenance personnel are required to use parts that are traceable and have a known history. These parts should carry some sort of serviceable tag or FAA Form 8130-3 when the mechanic receives them. If the mechanic can't prove where the part came from or determine the part's airworthiness, they cannot use it on an aircraft. Ask to see, or better yet, require the mechanic to provide the paperwork for all parts installed on the plane. Parts Manufacturer Approval or PMA parts are not original manufacturers parts but have gotten approval from the FAA to install on certain aircraft models. There is a list of effective aircraft that goes with each PMA part. If the make and model airplane is not on the list, it cannot be installed on the plane without further approval, such as a Field Approval, from the FAA. **(Click)** When finished, the Mechanic, IA, Repair Station must Run the engine to check for proper operation **(Next Slide)**
	**<u>Slide 14</u>** After maintenance has been performed, the aircraft logbooks must contain: (**Click)** (1) A description of the work performed. **(Click)** (2) The date of completion of the work performed. **(Click)** (3) The name of the person performing the work if other than the person approving for return to service. The signature, certificate number and type of certificate held by the person approving the work. The signature constitutes the approval for return to service only for the work performed. **(Click)** 14 CFR section 43.11 requires the mechanic to include all of these components for a proper sign-off and return to service after they have performed an inspection. **(Click)** (1) The Type of inspection **(Click)**

	(2) The inspection Date and the aircraft Total Time in Service and, **(Click)** (3) The signature, certificate number, and the kind of certificate held by the person approving or disapproving return to service. Note: Aircraft total time almost always is not tach time. And frequently, it's not Hobbs meter time either. The aircraft records are the only place to find total time and usually only after some research. If the mechanic has discovered a discrepancy and the aircraft owner chooses not to repair it then the mechanic should sign off the logbooks as unairworthy and must give the aircraft owner a list of discrepancies. They may then take it to another mechanic for further repairs. Remember: If the aircraft owner flies it to the other mechanic a Special Flight Permit "ferry permit" must be obtained before the flight. **(Next Slide)**
	**<u>Slide 15</u>** ***Presentation Note:*** *Click on each bullet point and read the slide content as you give the presentation* **(Click)** What are the differences between Discrepancies and Unairworthy Items? **(Click)** Can a pilot fly the aircraft with open Unairworthy Items? How can this be done? By using a Special Flight Permit (Ferry Permit) **(Next Slide**
	**<u>Slide 16</u>** Maintainers are required to do good work and meet the 14 CFR 43.13 Performance rules. The point of good logbook entries is that they prove the mechanic did a good job - that the mechanic covered all the bases. This means that the more information - the better. Documenting part and serial numbers for parts that were removed and installed is very beneficial – especially if the

	part is a subject of a current or future service bulletin or Airworthiness Directive. Likewise references to the approved data and documents used in task performance support the assertion that the work was done properly. Pertinent ADs should be recorded in the logbooks, whether they apply to their specific model/serial number or not. A pertinent AD may be one that covers the make and model of aircraft or component but does not apply because of the serial number applicability for example. The AD should still be recorded in the logbook to show that the mechanic did not ignore the AD but found that it was inapplicable. This also makes it easier for owners to show the AD status of their aircraft. All of these entries may be considered "above the minimum standard" but they will keep the owner/operator out of trouble should an FAA inspector ask for the information. With thorough documentation, aircraft owners can show that their mechanics followed proper procedures. **(Next Slide)**
	**Slide 17** Our system requires ADs to ensure the safe operation of aircraft. AD compliance must be documented **(Click)** One time AD documentation must include the AD number and revision date if applicable, the method of compliance, and compliance date. **(Click)** Recurring Ads are documented in the same way and the time in service or date of the next required action must be included. Some people say that some ADs are not important. Recently there was an incident where an AD had not been complied with for 32 years. Thirty-two mechanics missed it. It was a

	simple placard AD about not operating a prop at a certain rpm for extended periods. The placard was missing. One day, as the plane flew along, the prop came apart due to a crack in the blade caused by harmonic vibration. Luckily the pilot was quick enough and good enough to get the engine shut down before the engine shook out of the mount. He landed the aircraft and walked away. It could've ended much worse. Something as simple as a missing placard can kill. It is the owner/operator's responsibility to keep up with AD's status on their aircraft. More importantly, if they don't, it could kill. **(Click)** This, **(Click)** doesn't cut it. It is like waving a red flag. For some odd reason it is almost never true. If you want to challenge an inspector to prove a statement wrong, put this one in your logbook. **(Next Slide)**
	**<u>Slide 18</u>** To review: Professionals do not cut corners. They will stand up to owners and tell them that their aircraft needs repair to be airworthy. They will have all the current publications, approved data, and approved parts. They will be trained appropriately and make more than minimum logbook entries. Ask these questions. Does the maintainer have: **(Click)** A Clean, Neat, Well Lighted Shop? **(Click)** Adequate, Calibrated, and Organized Tools? Both in the maintainers' toolbox and the shop areas. **(Click)** Current, Relevant, and Approved Data? **(Click)** Use of Approved and Traceable Parts? **(Click)** Proper Logbook Entries to Include ADs? If the answer is not yes to all these questions, it should cause the aircraft owner to reflect. **(Next Slide)**

	**Slide 19** **Presentation Note:** *You may wish to provide your contact information and main FSDO phone number here. Modify with your information or leave blank.* **(Next Slide)**
	**Slide 20** Safety Management Systems are a set of policies and processes that can increase the safety and efficiency of any flight operation. And FAA is bringing SMS to General Aviation. You may have heard of SMS but thought it was only for large organizations but actually, SMS can be scaled to fit any operation large or small. There are 4 major components to a Safety Management System **(Click)** Safety Policy – a documented commitment to safety that runs from the head of an organization to its newest member. **(Click)** Safety Risk Management – a process that identifies hazards within an operation, determines to what extent an identified hazard may impact flight safety, and controls the risk of occurrence to an acceptable level. **(Click)** Safety Assurance – By collecting and analyzing information derived from safety performance data Safety Assurance ensures the performance and effectiveness of Safety Risk Controls. **(Click)** Safety Promotion communicates safety information and commitment throughout the organization. **(Click)** You can find more information about Safety Management Systems at the URL on the Screen. **(Next Slide)**

	**Slide 21** There's nothing like the feeling you get when you know you're playing your A game and in order to do that you need a good coach. **(Click)** So fly regularly with a CFI who will challenge you to review what you know, explore new horizons, and to always do your best. Of course, you'll have to dedicate time and money to your proficiency program but it's well worth it for the peace of mind that comes with confidence. **(Click)** Vince Lombardi, the famous football coach said, "Practice does not make perfect. Only perfect practice makes perfect." For pilots that means flying with precision. On course, on altitude, on speed all the time. **(Click)** And be sure to document your achievement in the Wings Proficiency Program. It's a great way to stay on top of your game and keep you flight review current. **(Next Slide)**
	**Slide 22** Every time you earn a WINGS phase, you're eligible to enter the WINGS Sweepstakes sponsored by the WINGS Industry Network. Flight Instructors can also enter once for each WINGS phase they validate. Click on the QR code for details. **(Next Slide)**
	**Slide 23** Your presence here shows that you are vital members of our General Aviation Safety Community. The high standards you keep and the examples you set are a great credit to you and to GA.

	Thank you for attending. **(Next Slide)**
	**<u>Slide 24</u>** **(The End)**

Appendix I – Equipment and Staging

Equipment:

- Projection Screen & Video Projector suitable for expected audience
    - Remote computer/projector control available at lectern or presenter location
        - In lieu of remote – detail a Rep to computer/projector control.
- Presentation Computer
    - **Note:** It is strongly suggested that the entire program reside on this computer.
- Back up Projector/Computer/Media as available.
- PA system suitable for expected audience
    - Microphones for Moderator and Panel
        - Optional Microphone (s) for audience
- Lectern (optional)

Staging:

- Arrange the projection screen for maximum visibility from the audience.
- Equip with PA microphones
- Place Lectern to one side of screen. This will be used by presenters and moderator

IMPORTANT – Once you have completed outreach on this topic, please help us track the outreach you have done by entering a PTRS record.

NPP14: GAJSC Safety Outreach Topic of the Month

SAS Activity Code	National Use	Primary Area	Keyword	Description	Performance Target	Date Due	LDR 12XXFAFAAST
1983	NPP14	K	032	Promote "Topic of the Month" within the FSDO area.	Assigned by Office Manager	Assigned by Office Manager	OR0010

RESOURCES:

- Topics of the Month materials are available at the National FAASTeam KSN site under Approved Resources.
- Each resource supports 10 to 20 minutes of program time.

COMMENTS:

- GAJSC Topic of the Month:
  - Industry and the FAASTeam will nationally promote each monthly topic.
  - Use the "teaching points" on the Presenter Notes & Outreach Guidance Document to promote the topic locally in any way possible.

NOTES:

- 1 SAS activity entry at the conclusion of each GAJSC Topic of the Month outreach.
- Record the type of outreach conducted in the comment section of the SAS.
- Points of contact for this NPP item:
  - **John Steuernagle** - National FAASTeam Products Manager, (301) 471-3954, John.W.Steuernagle@faa.gov
  - **Kevin Clover** - National FAASTeam Ops Program Manager, (562) 888-2020, Kevin.L.Clover@faa.gov