

Supporting Statement

Certification: Second-In-Command (SIC) Pilot Type Rating Federal Regulation Part 61

Justification:

1. Explain the circumstances that make the collection of information necessary. Identify any legal or administrative requirements that necessitate the collection.

Title 49, United States Code, Section 44703 specifically empowers the Secretary of Transportation to issue airman certificates and ratings to properly qualified persons. This clearance request covers the burden imposed on airmen directly responsible for the control of aircraft. Each certificate and rating issued specifies the capacity in which the holder is authorized to serve as an airman in connection with the operation of an aircraft.

Title 14 of the Code of Federal Regulations part 61 (14 CFR part 61) Certification: Pilots, Flight Instructors, and Ground Instructors prescribes minimum standards and requirements for the issuance of airman certificates and ratings, and they establish procedures for applying for airman certificates and ratings. The purpose of this proposal is to conform the Federal Aviation Administration pilot type rating requirements to the International Civil Aviation Organization (ICAO) pilot type rating standards and alleviate the difference the FAA currently has on file with ICAO.

This collection supports the Department of Transportation strategic goal on safety.

2. Indicate how, by whom, how frequently, and for what purpose the information is to be used.

The FAA Form 8710-1, "Airman certificate and/or Rating Application" and the required records, logbooks and statements required by the Federal Regulations are submitted to the Federal Aviation Administration's Flight Standards District Offices or its representatives to determine qualifications of the applicant for issuance of a pilot certificate / rating / authorization or a ground/flight instructor certificate / rating / authorization.

There are approximately 626,140 active certificated pilots. This includes Student, Private, Commercial, Airline Transport Pilot Certificate holders, and Ground and Flight Instructors. Approximately 143,000 of these pilots provide data on an annual basis because they make application for a pilot certificate, flight / instructor certificate, or rating. Student Pilot and Flight / Ground Instructor Certificates must be renewed every 24 months to remain effective. However, the FAA estimates from 300 to 3000 pilots will submit a FAA Form 8710-1, "Airman certificate and/or Rating Application" for this new SIC pilot type rating.

Applicants for the various general aviation pilot, ground, and flight instructor certificates are required to submit the FAA Form 8710-1, Airman Certificate and/or Rating Application. Therefore, this added SIC Pilot Type Rating conforms to the FAA existing certification requirements. If the information collection was not conducted, the FAA would be unable to issue the appropriate certificates and ratings.

3. Describe whether, and to what extent, the collection of information involves the use of automated, electronic, mechanical, or other technological collection techniques or other forms or information technology, e.g. permitting electronic submission of responses, and the basis for the decision for adopting this means of collection.

The FAA has developed and has implemented a major automation initiative known as the Integrated Airman Certification and Rating Application (IACRA). IACRA is an Internet, web-based application that uses online validation and digital signatures to complete the airman certification documents. IACRA interfaces with multiple FAA databases such as knowledge testing and airman records for data validation and verification. It automatically ensures that applicants meet regulatory and policy requirements. IACRA improves the airman certification process by checking for data errors that cause rejected applications. The certification processing time is reduced since the applicant, recommending instructor (if required), and inspector/examiner can complete the airman application online and can submit the completed application electronically using digital signatures. Airman certification will soon be a virtually paperless process. IACRA is now available throughout the FAA system. Each Flight Standards District Office has received IACRA training. 100 percent of the information can be submitted electronically.

4. Describe efforts to identify duplication.

We have reviewed other FAA public-use reports and find no duplication. Also, we know of no other agency collecting information from pilots and flight instructors prescribing the terms, conditions, and limitations of their operating certificates. This information is required under Part 61 of the Federal Regulations.

5. If the collection of information impacts small businesses or other small entities (Item 5 of OMB Form 83-1), describe any methods used to minimize burden.

Reporting and record keeping requirements of Part 61 of the Federal Regulations pertain to individual applicants for a pilot certificate and not to business organizations.

6. Describe the consequence to Federal program or policy activities if the collection is not conducted or is conducted less frequently, as well as any technical or legal obstacles to reducing burden.

For the most part, the applicants who submit the FAA Form 8710-1 application determine the frequency of information collection. The applicant, not the FAA, governs a decrease in the frequency of collection unless safety dictates otherwise (*i.e.*, numerous violations of the Federal Regulations).

7. Explain any special circumstances that would cause an information collection to be conducted in a manner inconsistent with guidelines.

This information collection is conducted in a manner consistent with the guidelines in 5 CFR § 1320.5(d) (2)(i)-(viii).

8. Describe efforts to consult with persons outside the agency to obtain their views on the availability of data, frequency of collection, the clarity of instructions and record keeping, disclosure, or reporting format (if any) and the data elements to be recorded, disclosed, or reported.

A 60-day notice for public comments was submitted in the Federal Register on December 6, 2007, vol. 72, no. 234, page 68947. No comments were received.

9. Describe any decision to provide any payment or gift to respondents, other than remuneration of contractors or grantees.

Respondents are provided no payment or gift in connection with the information collection burden.

10. Describe any assurance of confidentiality provided to respondents and the basis for the assurance in statute, regulation, or agency policy.

The information collected will become part of the Privacy Act system of records DOT/FAA 847, General Aviation Records on Individuals and afforded the protection offered under the Privacy Act and that particular system.

11. Provide additional justification for any questions of a sensitive nature, such as sexual behavior and attitudes, religious beliefs, and other matters that are commonly considered private.

The FAA Form 8710-1, "Airman Certificate and/or Rating Application" requires an applicant to respond to questions concerning a conviction under Federal or State statutes pertaining to narcotic drugs, marijuana, and/or stimulant drugs or substance. This information is necessary to determine whether the applicant is in compliance with appropriate 14 CFR part 61 certification requirements.

12. Provide estimates of the hour burden of the collection of information. The statements should: Indicate the number of respondents, frequency of response, annual hour burden and an explanation of how the burden was estimated. If this request for approval covers more than one form, provide separate hour burden estimates for each form. Provide estimates of annualized cost to respondents for the hour burdens for collections of information, identifying and using appropriate wage rate categories.

A section-by-section breakdown of the applicable sections of Federal Regulation Part 61 is listed below, showing the number of respondents, frequency of response, annual hour burden, and how the burden has been estimated.

Section 61.13, Application and Qualification – Applicants for a SIC pilot type rating are required to submit the FAA Form 8710-1 application to the FAA to determine qualifications of the applicant for issuance of a SIC pilot type rating. The FAA expects very few pilots will need this SIC pilot type rating unless they're employed by an air carrier, a commercial operator, or a corporate operator that conducts flights outside the United States. The estimated number of new applications for a SIC pilot type rating may be as low as 300 or possibly as high as 3,000. The required time for a person to complete the FAA Form 8710-1 application for the SIC pilot type rating requirement is 0.1 hours each.

Range between 300 and 3,000 FAA Form 8710-1 applications for the SIC pilot type rating requirement at 0.1 hours each would be 30 hours to 300 hours

Summary

We estimate that the maximum reporting and recordkeeping burden on the public (anywhere from 30 hours to 300 hours reporting and recordkeeping).

The estimated annual cost to respondents for the hour burdens resulting from the collection of information is anywhere from \$570 to \$5,700. This cost is determined by estimating the time required for the applicants to complete and submit their FAA Form 8710-1 application. Even though the FAA has implemented the IACRA program, no significant change in time required to complete and submit this IACRA form has occurred. We estimate that anywhere from 300 to 3,000 FAA Form 8710-1 applications will be submitted for the SIC pilot type rating at an average preparation time of 6 minutes (0.1 hrs) each at an average of \$19 per hour, per applicant.

$$\underline{300 \text{ to } 3000} \text{ FAA Form 8710-1 Applications} \times \underline{0.1} \text{ hours} \times \underline{\$19} \text{ per hour} = \underline{\$570 \text{ to } \$5,700}$$

13. Provide an estimate of the total annual cost burden to respondents or recordkeepers resulting from the collection of information.

There are no additional start-up costs associated with this collection not already included in item number 12.

14. Provide estimates of annualized cost to the Federal Government. Also, provide a description of the method used to estimate cost, which should include quantification of hours, operational expenses and any other expense that would not have been incurred without this collection of information.

Estimated annual cost to the Federal Government is \$360 to \$3600. This cost is determined by estimating the time required for FAA personnel to review and process FAA 8710-1 Airman Certificate and/or Rating Application forms. Even though the FAA has implemented the IACRA program, no significant change in time required to complete and submit this application has occurred. We estimate anywhere from 300 to 3000 FAA 8710-1 Airman Certificate and/or Rating Applications are submitted for this SIC pilot type rating at an average file processing time by an FAA clerical worker of 3 minutes (.05) each at \$12 per hour.

$$\underline{300 \text{ to } 3000} \text{ FAA Form 8710-1 Applications} \times \underline{0.05} \text{ hours} \times \underline{\$12} \text{ per hour} = \underline{\$180 \text{ to } \$1800}$$

15. Explain the reasons for any program changes or adjustments reported in items 13 or 14 of the OMB Form 83-1.

There are no changes from the previous submission.

16. For collections of information whose results will be published, outline plans for tabulation, and publication.

There are no plans to publish this information for statistical or other purposes.

17. If seeking approval to not display the expiration date for OMB approval of the information collection, explain the reasons that display would be inappropriate.

No such approval is being sought.

18. Explain each exception to the certification statement identified in item "Certification for Paperwork Reduction Act Submissions," of OMB Form 83-1.

There are no exceptions to the certification statement.