

Supporting Statement A
Federal Aviation Regulation part 119 – Certification: Air Carriers and Commercial Operators
OMB-2120-0593

Summary of Changes:

- All calculations in question 12 were re-estimated based on current number of new certifications and number of current certificate holders. (pages 4-22)
- Additionally, the salary burdens for technical specialists and administrative assistants were re-estimated based on data from payscale.com. The hourly wages of these workers were re-calculated to include overhead and fringe benefits. (pages 5-22)

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

Title 49 U.S.C., Section 44702 empowers the Administrator of the Federal Aviation Administration (FAA) to issue air carrier operating certificates and to establish minimum safety standards for the operation of the air carrier to whom such certificates are issued. This collection of information supports the Department of Transportation overall strategic safety goals.

2. Indicate how, by whom, and for what purpose the information is to be used. Except for a new collection, indicate the actual use the agency has made of the information received from the current collection.

Organizations that desire to become or remain certified as air carriers or commercial operators are mandated to report information to the FAA. The information collected reflects requirements necessary under parts 135, 121, and 125 to comply with Federal Aviation Regulation part 119 – Certification: Air Carriers and Commercial Operators. The FAA will use the information it collects and reviews to ensure compliance and adherence to regulations and, if necessary, to take enforcement action on violators of the regulations. The FAA does not plan to disseminate the information to the public. Air Carriers seeking certification must respond to the requirements found in CFR Part 119. The collection encompasses reporting requirements. The frequency of information collection varies per each regulatory requirement which are discussed in question 12.

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 of information technology.

In compliance with the Government Paperwork Elimination Act (GPEA) the FAA encourages the use of automation to reduce recordkeeping burdens. Each air carrier is required to have appropriate Standard Operations Specifications. They are now

automated (including non-standard paragraphs) and are issued by the FAA. The database is maintained at the FAA headquarters. In addition, all FAA field offices are connected to the FAA database and are able to submit their information 100% electronically. Many air carriers use automation exclusively however, this is not a requirement imposed by the FAA. The FAA is capable of working with any level of automation used by the air carriers. The FAA estimates that nearly 100% of the air carriers impacted by part 119 use automation to communicate with the FAA. There are no forms involved in this collection. The results of the information collection will be used to issue a carrier a Part 119 certificate. Therefore, the information collected will not be made available to the general public other than the public's ability to view a carrier's certificate. The information is collected as needed.

4. Describe efforts to identify duplication. Show specifically why any similar information already available cannot be used or modified for use for the purposes described in Item 2 above.

A review of other FAA public-use reports does not show or find any duplication. The FAA is not aware of any other agency collecting the same or similar information. The information collected is only available from the applicant and not from any other source.

5. If the collection of information involves small businesses or other small entities, describe the methods used to minimize burden.

Applicants, whether large or small businesses are guided through the administrative requirements of the regulations by the local FAA district offices assigned certificate responsibilities. The actual operation specifications are automated and the paragraphs issued are only those appropriate to a specific air carrier's operation (see question 3). For other reporting burdens listed in question 12 the smaller operators have burdens in proportion to the size of their operation. The FAA only asks for information needed to oversee the industry.

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.

The frequency of information collection for purposes of the part 119 burden is for original certification only. If the applicant does not apply originally, certification will not occur. The applicant makes the decision to apply.

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

- *requiring respondents to report information to the agency more often than quarterly;*
- *requiring respondents to prepare a written response to a collection of information in fewer than 30 days after receipt of it;*
- *requiring respondents to submit more than an original and two copies of any document; requiring respondents to retain records, other than health, medical, government contract, grant-in-aid, or tax records, for more than three years;*
- *in connection with a statistical survey, that is not designed to produce valid and reliable results that can be generalized to the universe of study;*
- *requiring the use of a statistical data classification that has not been reviewed and approved by OMB;*
- *that includes a pledge of confidentiality that is not supported by authority established in statute or regulation, that is not supported by disclosure and data security policies that are consistent with the pledge, or which unnecessarily impedes sharing of data with other agencies for compatible confidential use; or*
- *requiring respondents to submit proprietary trade secrets, or other confidential information unless the agency can demonstrate that it has instituted procedures to protect the information's confidentiality to the extent permitted by law.*

This collection of information is conducted in a manner consistent with the guidelines in 5 C.F.R. 1320.5(d)(2)(i)-(viii).

8. Provide information on the PRA Federal Register Notice that solicited public comments on the information collection prior to this submission. Summarize the public comments received in response to that notice and describe the actions taken by the agency in response to those comments. Describe the 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 recordkeeping, disclosure, or reporting format (if any), and on the data elements to be recorded, disclosed, or reported.

A Federal Register Notice published on November 4, 2020 (85 FR 70222) solicited public comment. We received one comment, however it was political in nature and does not relate to this information collection.

9. Explain any decisions to provide payments or gifts to respondents, other than remuneration of contractors or grantees.

There are no monetary considerations for this collection of information.

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

Respondents have been given no assurance of confidentiality. The FAA privacy officer and the part 119 subject matter experts completed an initial privacy identification assessing whether part 119 certification procedures require a Privacy Impact Assessment (PIA). As an existing system with no changes that affect privacy, part 119 certification procedures do not require a PIA.

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.

There are no questions of a sensitive nature.

12. Provide estimates of the hour burden of the collection of information. The statement should:

- **Indicate the number of respondents, frequency of response, annual hour burden, and an explanation of how the burden was estimated. Unless directed to do so, agencies should not conduct special surveys to obtain information on which to base hour burden estimates. Consultation with a sample (fewer than 10) of potential respondents is desirable. If the hour burden on respondents is expected to vary widely because of differences in activity, size, or complexity, show the range of estimated hour burden, and explain the reasons for the variance. Generally, estimates should not include burden hours for customary and usual business practices. * If this request for approval covers more than one form, provide separate hour burden estimates for each form and aggregate the hour burdens.**
- **Provide estimates of annualized cost to respondents for the hour burdens for collections of information, identifying and using appropriate wage rate categories. The cost of contracting out or paying outside parties for**

information collection activities should not be included here. Instead, this cost should be included under item 13.

Section 119.9(b): Use of Business Name

The paperwork burden for this regulation is not considered an encumbrance. Operators commonly paint the name and certificate numbers on the fuselage of their aircraft. This regulation would be active only if the aircraft were being used temporarily by another operator. In the event that would occur, compliance could be met by writing the information on a piece of paper and placing that paper on the aircraft windshield so that an FAA inspector, standing on the ground near the aircraft, could clearly read the information. There is no requirement during flight. A technical specialist is not required however, there is little likelihood an administrative assistant will be available.

According to Payscale.com, the average salary for an aviation technical specialist is \$20.95 per hour.¹ A 31.4 percent multiplier was then applied to account for fringe benefits which brings the salary to \$27.53.² To account for overhead, a multiplier of 17 percent was applied.³ Therefore, the estimated hourly salary for an aviation technical specialist is \$32.21.

	Employee Salary per Hour	Estimate Burden per Occurrence	Total
Technical Specialist	\$32.21	10 (.1) = 1 hour (32.21)	\$32.21
Administrative Assistant	NA	NA	NA
Total	1 Hours	Total Σ	\$32.21

Summary (Annual numbers)	Reporting	Recordkeeping	Disclosure
# of Respondents	10		
# of Responses per respondent	1		
Time per Response	.1 Hour		
Total # of responses	10		
Total burden (hours)	1.0 Hour		

¹ https://www.payscale.com/research/US/Job=Technical_Specialist/Salary

² <https://www.bls.gov/news.release/ecec.nr0.htm>

³ Source: Cody Rice, U.S. Environmental Protection Agency, "Wage Rates for Economic Analyses of the Toxics Release Inventory Program" (June 10, 2002), <https://www.regulations.gov/document?D=EPA-HQ-OPPT-2014-0650-0005>.

Section 119.33(c): Proving Test Plan

A 'proving test' is defined to as an assessment in which the operator proves to the FAA they are able to safely conduct the authorization being asked. The commuter carriers who transitioned from part 135 to part 121 had to comply with this rule. That transition is complete and the burden was addressed in the original report. This regulation would only come into play for new applicants and any existing applicant who, for business reasons, decides to operate in a way not previously proven to the FAA. The burden is not for the test but for the plan. The proving plan would be one or two typewritten pieces of paper. There is no part 125 in subpart C. In 2020, we certified 23 new Part 135 entrants. We estimate that there will be 3 new Part 121 entrants per year. These new entrants are required to conduct proving flights.. There is an average of 15 plans for existing operators adding aircraft that require additional proving flights per year. We estimate that it takes 2 technical hours and 1 clerical hour per occurrence.

According to Payscale.com, the average salary for an aviation technical specialist is \$20.95 per hour.⁴ A 31.4 percent multiplier was then applied to account for fringe benefits which brings the salary to \$27.53.⁵ To account for overhead, a multiplier of 17 percent was applied.⁶ Therefore, the estimated hourly salary for an aviation technical specialist is \$32.21. The FAA estimates that the hourly wage for an administrative assistant is \$15.95 an hour.⁷ A 31.4 percent multiplier was then applied to account for fringe benefits which brings the salary to \$20.95.⁸ To account for overhead, a multiplier of 17 percent was applied.⁹ Therefore, the estimated hourly salary for an administrative assistant is \$24.51.

	Employee Salary per Hour	Estimated Burden per Occurrence	Total
Technical Specialist	\$32.21	41 (2) = 82 hours (32.21)	\$2,641.22
Administrative Assistant	\$24.51	41 (1) = 41 hours (24.51)	\$ 1,004.91
Total	123 Hours	Total Σ	\$3,646.13

⁴ https://www.payscale.com/research/US/Job=Technical_Specialist/Salary

⁵ <https://www.bls.gov/news.release/ecec.nr0.htm>

⁶ Source: Cody Rice, U.S. Environmental Protection Agency, "Wage Rates for Economic Analyses of the Toxics Release Inventory Program" (June 10, 2002), <https://www.regulations.gov/document?D=EPA-HQ-OPPT-2014-0650-0005>.

⁷ https://www.payscale.com/research/US/Job=Administrative_Assistant/Hourly_Rate

⁸ <https://www.bls.gov/news.release/ecec.nr0.htm>

⁹ Source: Cody Rice, U.S. Environmental Protection Agency, "Wage Rates for Economic Analyses of the Toxics Release Inventory Program" (June 10, 2002), <https://www.regulations.gov/document?D=EPA-HQ-OPPT-2014-0650-0005>.

Summary (Annual numbers)	Reporting	Recordkeeping	Disclosure
# of Respondents	41		
# of Responses per respondent	1		
Time per Response	3 Hours		
Total # of responses	41		
Total burden (hours)	123 Hours		

Section 119.35: Certificate Application Requirements for all Operators.

The paperwork burden for original certification is shown under this part 119. Revisions, including additions or deletions of equipment and employees; is shown in other appropriate paperwork burdens (either 121 or 135). Original certification is the highest burden and includes manuals (operations, training, airplane flight manuals, and distribution / availability of manuals; any flight following system; cockpit checklists; list of required inspection personnel; description of emergency and emergency evacuation duties; records showing completion of training; list of who has responsibility for operational control; initial application for inertial navigation systems, if applicable; and, a plan to use Advanced Simulation, if applicable. The requirements are not equal for each part and each air carrier applicant would be different in size, types of aircraft used, types of authorizations requested, and amount of FAA oversight needed. A manual could require several volumes or 20 pages depending on the complexity of the applicant. The process of making copies of the manual and distributing it would again depend on how many are distributed to employees. The training record could be one sheet per employee with a one-line entry following each training session. The list for operational control would likely be one page. A pre-application Statement of Intent, FAA Form 8400-6, is attached. Many operators have all of their manuals and training files maintained electronically. There is no part 125 in this subpart C. There is an average of 3 new part 121 entrants per year and 35 new part 135 entrants per year. 38 new entrants per year with estimated 300 pages each, which would take approximately 80 technical hours and 16 clerical hours to complete.

According to Payscale.com, the average salary for an aviation technical specialist is \$20.95 per hour.¹⁰ A 31.4 percent multiplier was then applied to account for fringe benefits which brings the salary to \$27.53.¹¹ To account for overhead, a multiplier of 17 percent was applied.¹² Therefore, the estimated hourly salary for an aviation technical

¹⁰ https://www.payscale.com/research/US/Job=Technical_Specialist/Salary

¹¹ <https://www.bls.gov/news.release/ecec.nr0.htm>

¹² Source: Cody Rice, U.S. Environmental Protection Agency, "Wage Rates for Economic Analyses of the Toxics Release Inventory Program" (June 10, 2002), <https://www.regulations.gov/document?D=EPA-HQ-OPPT-2014-0650-0005>.

specialist is \$32.21. The FAA estimates that the hourly wage for an administrative assistant is \$15.95 an hour.¹³ A 31.4 percent multiplier was then applied to account for fringe benefits which brings the salary to \$20.95.¹⁴ To account for overhead, a multiplier of 17 percent was applied.¹⁵ Therefore, the estimated hourly salary for an administrative assistant is \$24.51.

	Employee Salary per Hour	Estimated Burden per Occurrence	Total
Technical Specialist	\$32.21	38 (80) = 3,040 hours (32.21)	\$97,918.40
Administrative Assistant	\$24.51	38 (16) = 608 hours (24.51)	\$14,902.08
Total	3,648 Hours	Total Σ	\$112,820.48

Summary (Annual numbers)	Reporting	Recordkeeping	Disclosure
# of Respondents	38		
# of Responses per respondent	1		
Time per Response	96 Hours		
Total # of responses	38		
Total burden (hours)	3648 Hours		

119.36: Additional Certification Application requirements for Commercial Operators.

This is original issuance only. No part 125 in this subpart C. There are zero Commercial Operators currently in part 121. In 2020, there have been 22 new Part 135 operators certified. These Commercial Operators are counted in 119.35 above. In

¹³https://www.payscale.com/research/US/Job=Administrative_Assistant/Hourly_Rate

¹⁴ <https://www.bls.gov/news.release/ecec.nr0.htm>

¹⁵ Source: Cody Rice, U.S. Environmental Protection Agency, "Wage Rates for Economic Analyses of the Toxics Release Inventory Program" (June 10, 2002), <https://www.regulations.gov/document?D=EPA-HQ-OPPT-2014-0650-0005>.

addition to 119.35 they have to submit financial information under 119.36. Therefore, we will estimate 22 new operators per year. We estimate that it will take 2 technical hours and 4 clerical hours per new request.

According to Payscale.com, the average salary for an aviation technical specialist is \$20.95 per hour.¹⁶ A 31.4 percent multiplier was then applied to account for fringe benefits which brings the salary to \$27.53.¹⁷ To account for overhead, a multiplier of 17 percent was applied.¹⁸ Therefore, the estimated hourly salary for an aviation technical specialist is \$32.21. The FAA estimates that the hourly wage for an administrative assistant is \$15.95 an hour.¹⁹ A 31.4 percent multiplier was then applied to account for fringe benefits which brings the salary to \$20.95.²⁰ To account for overhead, a multiplier of 17 percent was applied.²¹ Therefore, the estimated hourly salary for an administrative assistant is \$24.51.

	Employee Salary Per Hour	Estimated Burden per Occurrence	Total
Technical Specialist	\$32.21	22 (2) = 44 hours (32.21)	\$1,417.27
Administrative Assistant	\$24.51	22 (4) = 88 hours (24.51)	\$2,156.88
Total	132 Hours	Total Σ	\$3,574.15

Summary (Annual numbers)	Reporting	Recordkeeping	Disclosure
# of Respondents	22		
# of Responses per respondent	1		

¹⁶ https://www.payscale.com/research/US/Job=Technical_Specialist/Salary

¹⁷ <https://www.bls.gov/news.release/ecec.nr0.htm>

¹⁸ Source: Cody Rice, U.S. Environmental Protection Agency, "Wage Rates for Economic Analyses of the Toxics Release Inventory Program" (June 10, 2002), <https://www.regulations.gov/document?D=EPA-HQ-OPPT-2014-0650-0005>.

¹⁹ https://www.payscale.com/research/US/Job=Administrative_Assistant/Hourly_Rate

²⁰ <https://www.bls.gov/news.release/ecec.nr0.htm>

²¹ Source: Cody Rice, U.S. Environmental Protection Agency, "Wage Rates for Economic Analyses of the Toxics Release Inventory Program" (June 10, 2002), <https://www.regulations.gov/document?D=EPA-HQ-OPPT-2014-0650-0005>.

Time per Response	6 Hours		
Total # of responses	22		
Total burden (hours)	132 Hours		

119.41: Amending a Certificate

Under 119.41(c) the certificate holder may apply for an amendment to a previously issued certificate. This would normally happen with change of ownership. The application is the same as in 119.35 above. No part 125 in this subpart C. 30 estimated amendment applications per year x .5 technical hours and .1 clerical hours.

According to Payscale.com, the average salary for an aviation technical specialist is \$20.95 per hour.²² A 31.4 percent multiplier was then applied to account for fringe benefits which brings the salary to \$27.53.²³ To account for overhead, a multiplier of 17 percent was applied.²⁴ Therefore, the estimated hourly salary for an aviation technical specialist is \$32.21. The FAA estimates that the hourly wage for an administrative assistant is \$15.95 an hour.²⁵ A 31.4 percent multiplier was then applied to account for fringe benefits which brings the salary to \$20.95.²⁶ To account for overhead, a multiplier of 17 percent was applied.²⁷ Therefore, the estimated hourly salary for an administrative assistant is \$24.51.

	Employee Salary Per Hour	Estimated Burden per Occurrence	Total
Technical Specialist	\$32.21	30 (.5) = 15 hours (32.21)	\$483.15
Administrative Assistant	\$24.51	30 (.1) = 3 hours (24.51)	\$ 73.53
Total	18 Hours	Total Σ	\$556.68

²² https://www.payscale.com/research/US/Job=Technical_Specialist/Salary

²³ <https://www.bls.gov/news.release/ecec.nr0.htm>

²⁴ Source: Cody Rice, U.S. Environmental Protection Agency, "Wage Rates for Economic Analyses of the Toxics Release Inventory Program" (June 10, 2002), <https://www.regulations.gov/document?D=EPA-HQ-OPPT-2014-0650-0005>.

²⁵ https://www.payscale.com/research/US/Job=Administrative_Assistant/Hourly_Rate

²⁶ <https://www.bls.gov/news.release/ecec.nr0.htm>

²⁷ Source: Cody Rice, U.S. Environmental Protection Agency, "Wage Rates for Economic Analyses of the Toxics Release Inventory Program" (June 10, 2002), <https://www.regulations.gov/document?D=EPA-HQ-OPPT-2014-0650-0005>.

Summary (Annual numbers)	Reporting	Recordkeeping	Disclosure
# of Respondents	30		
# of Responses per respondent	1		
Time per Response	.6 Hours		
Total # of responses	30		
Total burden (hours)	18 Hours		

Under 119.41(d) the certificate holder may ask for reconsideration of an FAA decision concerning the certificate. There is no mandatory format. No part 125 in this subpart C. 30 estimated reconsiderations per year x 10 technical hours and x 2 clerical hours.

	Employee Salary Per Hour	Estimated Burden per Occurrence	Total
Technical Specialist	\$32.21	30 (10) = 300 hours (32.21)	\$9,663.00
Administrative Assistant	\$24.51	30 (2) = 60 hours (24.51)	\$ 1,470.60
Total	360 Hours	Total Σ	\$11,133.60

Summary (Annual numbers)	Reporting	Recordkeeping	Disclosure
# of Respondents	30		
# of Responses per respondent	1		
Time per Response	12 hours		
Total # of responses	1		
Total burden (hours)	360 Hours		

Total for 119.41 combined = 378 hours, \$11,690.28

119.43: Operations Specifications

Now automated and issued by FAA. No burden. Also see question 3 above.

119.47: Maintaining a Principal Base of Operations, Main Operations Base and Main Maintenance Base; Change of Address

Under (b) the certificate holder must notify FAA in writing of any changes in bases. No part 125 in this subpart C. 10 estimated occurrences per year x .5 technical hours and .5 clerical hours.

According to Payscale.com, the average salary for an aviation technical specialist is \$20.95 per hour.²⁸ A 31.4 percent multiplier was then applied to account for fringe benefits which brings the salary to \$27.53.²⁹ To account for overhead, a multiplier of 17 percent was applied.³⁰ Therefore, the estimated hourly salary for an aviation technical specialist is \$32.21. The FAA estimates that the hourly wage for an administrative assistant is \$15.95 an hour.³¹ A 31.4 percent multiplier was then applied to account for fringe benefits which brings the salary to \$20.95.³² To account for overhead, a multiplier of 17 percent was applied.³³ Therefore, the estimated hourly salary for an administrative assistant is \$24.51.

	Employee Salary Per Hour	Estimated Burden per Occurrence	Total
Technical Specialist	\$32.21	10 (.5) = 5 hours (32.21)	\$161.05
Administrative Assistant	\$24.51	10 (.5) = 5 hours (24.51)	\$122.55
Total	10 Hours	Total Σ	\$283.60

Summary (Annual numbers)	Reporting	Recordkeeping	Disclosure
# of Respondents	10		

²⁸ https://www.payscale.com/research/US/Job=Technical_Specialist/Salary

²⁹ <https://www.bls.gov/news.release/ecec.nr0.htm>

³⁰ Source: Cody Rice, U.S. Environmental Protection Agency, "Wage Rates for Economic Analyses of the Toxics Release Inventory Program" (June 10, 2002), <https://www.regulations.gov/document?D=EPA-HQ-OPPT-2014-0650-0005>.

³¹ https://www.payscale.com/research/US/Job=Administrative_Assistant/Hourly_Rate

³² <https://www.bls.gov/news.release/ecec.nr0.htm>

³³ Source: Cody Rice, U.S. Environmental Protection Agency, "Wage Rates for Economic Analyses of the Toxics Release Inventory Program" (June 10, 2002), <https://www.regulations.gov/document?D=EPA-HQ-OPPT-2014-0650-0005>.

# of Responses per respondent	1		
Time per Response	1 Hour		
Total # of responses	10		
Total burden (hours)	10 Hours		

119.49: Contents of Operations Specifications

Same comments as in 119.43 above.

119.51: Amending Operations Specifications

Same comments as in 119.43 above, except for the following:

Under(b)(2) the certificate holder “may” present written arguments as to amendment. Not required.

Under (b)(4)(ii) and (d) the certificate holder “may” petition for reconsideration of FAA initiated amendment. Not required.

Under (c) the certificate holder “must” apply for an amendment under certain conditions. 25 estimated occurrences per year x .2 technical hours.

According to Payscale.com, the average salary for an aviation technical specialist is \$20.95 per hour.³⁴ A 31.4 percent multiplier was then applied to account for fringe benefits which brings the salary to \$27.53.³⁵ To account for overhead, a multiplier of 17 percent was applied.³⁶ Therefore, the estimated hourly salary for an aviation technical specialist is \$32.21.

	Employee Salary Per Hour	Estimated Burden per Occurrence	Total
Technical Specialist	\$32.21	25 (.2) = 5 hours (32.21)	\$161.05
Administrative Assistant	NA	NA	NA
Total	5 Hours	Total Σ	\$161.05

³⁴ https://www.payscale.com/research/US/Job=Technical_Specialist/Salary

³⁵ <https://www.bls.gov/news.release/ecec.nr0.htm>

³⁶ Source: Cody Rice, U.S. Environmental Protection Agency, “Wage Rates for Economic Analyses of the Toxics Release Inventory Program” (June 10, 2002), <https://www.regulations.gov/document?D=EPA-HQ-OPPT-2014-0650-0005>.

Summary (Annual numbers)	Reporting	Recordkeeping	Disclosure
# of Respondents	25		
# of Responses per respondent	1		
Time per Response	.2 Hours		
Total # of responses	25		
Total burden (hours)	5 Hours		

Section 119.53: Wet Leasing Report

The FAA receives a copy of each aircraft lease contract. Leasing is optional. No carrier is required to lease. No part 125 in this subpart C. Estimated 1,200 occurrences per years x estimated .5 clerical hour.

Payscale.com estimates that the hourly wage for an administrative assistant is \$15.95 an hour.³⁷ A 31.4 percent multiplier was then applied to account for fringe benefits which brings the salary to \$20.95.³⁸ To account for overhead, a multiplier of 17 percent was applied.³⁹ Therefore, the estimated hourly salary for an administrative assistant is \$24.51.

	Employee Salary Per Hour	Estimated Burden per Occurrence	Total
Technical Specialist	NA	NA	NA
Administrative Assistant	\$24.51	1,200 (.5) = 600 hours (24.51)	\$14,706.00
Total	600 Hours	Total Σ	\$14,706.00

Summary (Annual numbers)	Reporting	Recordkeeping	Disclosure
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³⁷https://www.payscale.com/research/US/Job=Administrative_Assistant/Hourly_Rate

³⁸ <https://www.bls.gov/news.release/ecec.nr0.htm>

³⁹ Source: Cody Rice, U.S. Environmental Protection Agency, "Wage Rates for Economic Analyses of the Toxics Release Inventory Program" (June 10, 2002), <https://www.regulations.gov/document?D=EPA-HQ-OPPT-2014-0650-0005>.

# of Respondents	1200		
# of Responses per respondent	1		
Time per Response	.5 Hour		
Total # of responses	1200		
Total burden (hours)	600 Hours		

Section 119.55: Deviation for Military Contracts.

This applies to those operators who fly military contracts. The applicant must apply for an FAA deviation if they will be using their aircraft for military purposes. The applicant sends the application directly to the military, not the FAA. The one application covers one or more aircraft. If the military concurs they send that concurrence to the FAA. If the FAA concurs the applicant is issued an operation specification, which allows flight in the areas the military designates. The aircraft may be retrofitted for carrying troops and/or cargo. These aircraft are referred to as the Civil Reserve Aircraft Fleet (CRAF). From about 1980 to 1991 there were no deviations. In 1991, during the Gulf War, there were approximately 30 carriers involved. With the military build-up and execution of the Iraq War starting in 2002, approximately 25 carriers were involved in CRAF missions. However, given the declining number of conflicts in the world that the United States is involved in, we estimate 8 deviations per year x 1 technical hour and 1 clerical hour per deviation.

According to Payscale.com, the average salary for an aviation technical specialist is \$20.95 per hour.⁴⁰ A 31.4 percent multiplier was then applied to account for fringe benefits which brings the salary to \$27.53.⁴¹ To account for overhead, a multiplier of 17 percent was applied.⁴² Therefore, the estimated hourly salary for an aviation technical specialist is \$32.21. The FAA estimates that the hourly wage for an administrative assistant is \$15.95 an hour.⁴³ A 31.4 percent multiplier was then applied to account for fringe benefits which brings the salary to \$20.95.⁴⁴ To account for overhead, a multiplier of 17 percent was applied.⁴⁵ Therefore, the estimated hourly salary for an administrative assistant is \$24.51.

⁴⁰ https://www.payscale.com/research/US/Job=Technical_Specialist/Salary

⁴¹ <https://www.bls.gov/news.release/ecec.nr0.htm>

⁴² Source: Cody Rice, U.S. Environmental Protection Agency, "Wage Rates for Economic Analyses of the Toxics Release Inventory Program" (June 10, 2002), <https://www.regulations.gov/document?D=EPA-HQ-OPPT-2014-0650-0005>.

⁴³ https://www.payscale.com/research/US/Job=Administrative_Assistant/Hourly_Rate

⁴⁴ <https://www.bls.gov/news.release/ecec.nr0.htm>

⁴⁵ Source: Cody Rice, U.S. Environmental Protection Agency, "Wage Rates for Economic Analyses of the Toxics Release Inventory Program" (June 10, 2002), <https://www.regulations.gov/document?D=EPA-HQ-OPPT-2014-0650-0005>.

	Employee Salary Per Hour	Estimated Burden per Occurrence	Total
Technical Specialist	\$32.21	8 (1) = 8 hours (32.21)	\$257.68
Administrative Assistant	\$24.51	8 (1) = 8 hours (24.51)	\$196.08
Totals	16 Hours	Total Σ	\$453.76

Summary (Annual numbers)	Reporting	Recordkeeping	Disclosure
# of Respondents	8		
# of Responses per respondent	1		
Time per Response	2 Hours		
Total # of responses	8		
Total burden (hours)	16 Hours		

Section 119.57: Obtaining Deviation Authority to Perform an Emergency Operation.

An emergency might involve a hurricane where airplanes need to be moved, a national emergency or humanitarian effort. The FAA estimates there would be no more than six occurrences in any given year and probably less. The applicant would simply call the FAA. If time is a factor the FAA issues an Operations Specification and the applicant documents later. The documentation would likely be one page. No part 125 in this subpart C. Estimated 6 x 1 tech hour and .5 clerical hour.

According to Payscale.com, the average salary for an aviation technical specialist is \$20.95 per hour.⁴⁶ A 31.4 percent multiplier was then applied to account for fringe benefits which brings the salary to \$27.53.⁴⁷ To account for overhead, a multiplier of 17 percent was applied.⁴⁸ Therefore, the estimated hourly salary for an aviation technical specialist is \$32.21. The FAA estimates that the hourly wage for an administrative

⁴⁶ https://www.payscale.com/research/US/Job=Technical_Specialist/Salary

⁴⁷ <https://www.bls.gov/news.release/ecec.nr0.htm>

⁴⁸ Source: Cody Rice, U.S. Environmental Protection Agency, "Wage Rates for Economic Analyses of the Toxics Release Inventory Program" (June 10, 2002), <https://www.regulations.gov/document?D=EPA-HQ-OPPT-2014-0650-0005>.

assistant is \$15.95 an hour.⁴⁹ A 31.4 percent multiplier was then applied to account for fringe benefits which brings the salary to \$20.95.⁵⁰ To account for overhead, a multiplier of 17 percent was applied.⁵¹ Therefore, the estimated hourly salary for an administrative assistant is \$24.51.

	Employee Salary Per Hour	Estimated Burden per Occurrence	Total
Technical Specialist	\$32.21	6 (1) = 6 hours (32.21)	\$193.26
Administrative Assistant	\$24.51	6 (.5) = 3 hours (24.51)	\$ 73.53
Total	9 Hours	Total Σ	\$266.79

Summary (Annual numbers)	Reporting	Recordkeeping	Disclosure
# of Respondents	6		
# of Responses per respondent	1		
Time per Response	1.5 Hours		
Total # of responses	6		
Total burden (hours)	9 Hours		

Section 119.63: Recovery of Operation

If a particular kind of operation (as authorized on Operations Specifications) has not been conducted in the last 30 days the air carrier / commercial operator involved “must” notify the FAA five days prior to resuming operations. This may be done by telephone, voice mail, postal mail facsimile, etc. No part 125 in this subpart C. Estimated 100 occurrences per year (5% of all air carriers; 68 part 121; 1,932 part 135). Estimated burden to accomplish = .1 clerical hour per 100 occurrences x \$24.51.

⁴⁹https://www.payscale.com/research/US/Job=Administrative_Assistant/Hourly_Rate

⁵⁰ <https://www.bls.gov/news.release/ecec.nr0.htm>

⁵¹ Source: Cody Rice, U.S. Environmental Protection Agency, “Wage Rates for Economic Analyses of the Toxics Release Inventory Program” (June 10, 2002), <https://www.regulations.gov/document?D=EPA-HQ-OPPT-2014-0650-0005>.

Payscale.com estimates that the hourly wage for an administrative assistant is \$15.95 an hour.⁵² A 31.4 percent multiplier was then applied to account for fringe benefits which brings the salary to \$20.95.⁵³ To account for overhead, a multiplier of 17 percent was applied.⁵⁴ Therefore, the estimated hourly salary for an administrative assistant is \$24.51

	Employee Salary Per Hour	Estimated Burden per Occurrence	Total
Technical Specialist	NA	NA	NA
Administrative Assistant	\$24.51	100 (.1) (24.51)	\$245.10
Total	10 Hours	Total Σ	\$245.10

Summary (Annual numbers)	Reporting	Recordkeeping	Disclosure
# of Respondents	100		
# of Responses per respondent	1		
Time per Response	.1 Hour		
Total # of responses	100		
Total burden (hours)	10 Hours		

Section 119.65(e)(3): Management Personnel Required, Part 121

The air carrier “must” notify the FAA within 10 days of any changes. This does not have to be in writing but usually is. 20 estimated occurrences x estimated .5 clerical hour.

Payscale.com estimates that the hourly wage for an administrative assistant is \$15.95 an hour.⁵⁵ A 31.4 percent multiplier was then applied to account for fringe benefits which brings the salary to \$20.95.⁵⁶ To account for overhead, a multiplier of 17 percent

⁵²https://www.payscale.com/research/US/Job=Administrative_Assistant/Hourly_Rate

⁵³ <https://www.bls.gov/news.release/ecec.nr0.htm>

⁵⁴ Source: Cody Rice, U.S. Environmental Protection Agency, “Wage Rates for Economic Analyses of the Toxics Release Inventory Program” (June 10, 2002), <https://www.regulations.gov/document?D=EPA-HQ-OPPT-2014-0650-0005>.

⁵⁵https://www.payscale.com/research/US/Job=Administrative_Assistant/Hourly_Rate

⁵⁶ <https://www.bls.gov/news.release/ecec.nr0.htm>

was applied.⁵⁷ Therefore, the estimated hourly salary for an administrative assistant is \$24.51.

	Employee Salary Per Hour	Estimated Burden per Occurrence	Total
Technical Specialist	NA	NA	NA
Administrative Assistant	\$24.51	20 (.5) (24.51)	\$245.10
Total	10 Hours	Total Σ	\$245.10

Summary (Annual numbers)	Reporting	Recordkeeping	Disclosure
# of Respondents	20		
# of Responses per respondent	1		
Time per Response	.5 Hour		
Total # of responses	20		
Total burden (hours)	10 Hours		

Section 119.67(e): Management Personnel Qualifications, Part 121

The air carrier may apply for a deviation if the person they want to designate does not meet the minimum qualification. Five (5) estimated occurrences per year x estimated 1 technical hour and .5 clerical hour.

According to Payscale.com, the average salary for an aviation technical specialist is \$20.95 per hour.⁵⁸ A 31.4 percent multiplier was then applied to account for fringe benefits which brings the salary to \$27.53.⁵⁹ To account for overhead, a multiplier of 17 percent was applied.⁶⁰ Therefore, the estimated hourly salary for an aviation technical

⁵⁷ Source: Cody Rice, U.S. Environmental Protection Agency, "Wage Rates for Economic Analyses of the Toxics Release Inventory Program" (June 10, 2002), <https://www.regulations.gov/document?D=EPA-HQ-OPPT-2014-0650-0005>.

⁵⁸ https://www.payscale.com/research/US/Job=Technical_Specialist/Salary

⁵⁹ <https://www.bls.gov/news.release/ecec.nr0.htm>

⁶⁰ Source: Cody Rice, U.S. Environmental Protection Agency, "Wage Rates for Economic Analyses of the Toxics Release Inventory Program" (June 10, 2002), <https://www.regulations.gov/document?D=EPA-HQ-OPPT-2014-0650-0005>.

specialist is \$32.21. The FAA estimates that the hourly wage for an administrative assistant is \$15.95 an hour.⁶¹ A 31.4 percent multiplier was then applied to account for fringe benefits which brings the salary to \$20.95.⁶² To account for overhead, a multiplier of 17 percent was applied.⁶³ Therefore, the estimated hourly salary for an administrative assistant is \$24.51.

	Employee Salary Per Hour	Estimated Burden per Occurrence	Total
Technical Specialist	\$32.21	5 (1) = 5 hours (32.21)	\$161.05
Administrative Assistant	\$24.51	5 (.5) = 2.5 hours (24.51)	\$61.28
Total	8.0 Hours	Total Σ	\$222.33

Summary (Annual numbers)	Reporting	Recordkeeping	Disclosure
# of Respondents	5		
# of Responses per respondent	1		
Time per Response	1.5 Hours		
Total # of responses	5		
Total burden (hours)	8.0 Hours		

Section 119.69(e)(3): Management Personnel Required, Part 135

[0650-0005](#).

⁶¹https://www.payscale.com/research/US/Job=Administrative_Assistant/Hourly_Rate

⁶² <https://www.bls.gov/news.release/ecec.nr0.htm>

⁶³ Source: Cody Rice, U.S. Environmental Protection Agency, "Wage Rates for Economic Analyses of the Toxics Release Inventory Program" (June 10, 2002), <https://www.regulations.gov/document?D=EPA-HQ-OPPT-2014-0650-0005>.

The air carrier “must” notify the FAA within 10 days of any changes. This does not have to be in writing but usually is. 120 estimated occurrences per year x estimated 1 technical hour and .5 clerical hour.

According to Payscale.com, the average salary for an aviation technical specialist is \$20.95 per hour.⁶⁴ A 31.4 percent multiplier was then applied to account for fringe benefits which brings the salary to \$27.53.⁶⁵ To account for overhead, a multiplier of 17 percent was applied.⁶⁶ Therefore, the estimated hourly salary for an aviation technical specialist is \$32.21. The FAA estimates that the hourly wage for an administrative assistant is \$15.95 an hour.⁶⁷ A 31.4 percent multiplier was then applied to account for fringe benefits which brings the salary to \$20.95.⁶⁸ To account for overhead, a multiplier of 17 percent was applied.⁶⁹ Therefore, the estimated hourly salary for an administrative assistant is \$24.51.

	Employee Salary Per Hour	Estimated Burden per Occurrence	Total
Technical Specialist	\$32.21	120 (1) = 120 hours (32.21)	\$3,865.20
Administrative Assistant	\$24.51	120 (.5) = 60 hours (24.51)	\$1,470.60
Total	180 Hours	Total Σ	\$5,335.80

Summary (Annual numbers)	Reporting	Recordkeeping	Disclosure
# of Respondents	120		
# of Responses per respondent	1		
Time per Response	1.5		
Total # of responses	120		

⁶⁴ https://www.payscale.com/research/US/Job=Technical_Specialist/Salary

⁶⁵ <https://www.bls.gov/news.release/ecec.nr0.htm>

⁶⁶ Source: Cody Rice, U.S. Environmental Protection Agency, “Wage Rates for Economic Analyses of the Toxics Release Inventory Program” (June 10, 2002), <https://www.regulations.gov/document?D=EPA-HQ-OPPT-2014-0650-0005>.

⁶⁷ https://www.payscale.com/research/US/Job=Administrative_Assistant/Hourly_Rate

⁶⁸ <https://www.bls.gov/news.release/ecec.nr0.htm>

⁶⁹ Source: Cody Rice, U.S. Environmental Protection Agency, “Wage Rates for Economic Analyses of the Toxics Release Inventory Program” (June 10, 2002), <https://www.regulations.gov/document?D=EPA-HQ-OPPT-2014-0650-0005>.

Total burden (hours)	180 Hours		
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Section 119.71(f): Management Personnel Qualifications, Part 135

The air carrier may apply for a deviation if the person they want to designate does not meet the minimum qualifications. 30 estimated occurrences per year x estimated 1 technical hour and .5 clerical hour.

According to Payscale.com, the average salary for an aviation technical specialist is \$20.95 per hour.⁷⁰ A 31.4 percent multiplier was then applied to account for fringe benefits which brings the salary to \$27.53.⁷¹ To account for overhead, a multiplier of 17 percent was applied.⁷² Therefore, the estimated hourly salary for an aviation technical specialist is \$32.21. The FAA estimates that the hourly wage for an administrative assistant is \$15.95 an hour.⁷³ A 31.4 percent multiplier was then applied to account for fringe benefits which brings the salary to \$20.95.⁷⁴ To account for overhead, a multiplier of 17 percent was applied.⁷⁵ Therefore, the estimated hourly salary for an administrative assistant is \$24.51.

	Employee Salary Per Hour	Estimated Burden per Occurrences	Total
Technical Specialist	\$32.21	30 (1) = 30 hours (32.21)	\$966.30
Administrative Assistant	\$24.51	30 (.5) = 15 hours (24.51)	\$367.65
Total	45 Hours	Total Σ	\$1,333.95

Summary (Annual numbers)	Reporting	Recordkeeping	Disclosure
# of Respondents	30		
# of Responses per respondent	1		

⁷⁰ https://www.payscale.com/research/US/Job=Technical_Specialist/Salary

⁷¹ <https://www.bls.gov/news.release/ecec.nr0.htm>

⁷² Source: Cody Rice, U.S. Environmental Protection Agency, "Wage Rates for Economic Analyses of the Toxics Release Inventory Program" (June 10, 2002), <https://www.regulations.gov/document?D=EPA-HQ-OPPT-2014-0650-0005>.

⁷³ https://www.payscale.com/research/US/Job=Administrative_Assistant/Hourly_Rate

⁷⁴ <https://www.bls.gov/news.release/ecec.nr0.htm>

⁷⁵ Source: Cody Rice, U.S. Environmental Protection Agency, "Wage Rates for Economic Analyses of the Toxics Release Inventory Program" (June 10, 2002), <https://www.regulations.gov/document?D=EPA-HQ-OPPT-2014-0650-0005>.

Time per Response	1.5 Hours		
Total # of responses	30		
Total burden (hours)	45 Hours		

Summary

CFR Reference	Hours	Cost
119.9 (b)	1.0	\$32.21
119.33 (c)	123	\$3,646.13
119.35	3,648	\$112,820.48
119.36	132	\$3,574.15
119.41	18	\$556.68
119.41 (d)	360	\$11,133.60
119.47	10	\$283.60
119.51	5	\$161.05
119.53	600	\$14,706.00
119.55	16	\$453.76
119.57	9	\$266.79
119.63	10	\$245.10
119.65 (e)(3)	10	\$245.10
119.67 (e)	8	\$222.33
119.69 (e)(3)	180	\$5,335.80
119.71 (f)	45	\$1,333.95
TOTAL	5,175	\$155,016.73

GRAND TOTAL: HOURS = 5,175 Hours Total Σ of SALARIES = \$155,016.73

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

There are no additional costs not already included in question #12 above.

14. Provide estimates of annualized costs to the Federal government. Also, provide a description of the method used to estimate cost, which should include quantification of hours, operational expenses (such as equipment, overhead,

printing, and support staff), and any other expense that would not have been incurred without this collection of information.

The FAA anticipates Part 119 rule will not impose an additional cost burden on the Federal government. Although the FAA hired more personnel in the last 3 years, all work demands of this rule will fall within the routine administrative, regulatory and operational functions of the FAA.

15. Explain the reasons for any program changes or adjustments.

All calculations in question 12 were re-estimated based on current number of new certifications and number of current certificate holders. Additionally, the salary burdens for technical specialists and administrative assistants were re-estimated based on data from payscale.com. The hourly wages of these workers were re-calculated to include overhead and fringe benefits.

16. For collections of information whose results will be published, outline plans for tabulation and publication. Address any complex analytical techniques that will be used. Provide the time schedule for the entire project, including beginning and ending dates of the collection of information, completion of report, publication dates, and other actions.

This information collection will not be published.

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

The FAA is not seeking this approval.

18. Explain each exception to the topics of the certification statement identified in "Certification for Paperwork Reduction Act Submissions."

There are no exceptions being requested.