

FAA Form 8060-11
AIR CARRIER AND OTHER RECORDS REQUEST (PRIA)
Pilot Records Improvement Act Of 1996 (PRIA) 49 U.S.C. § 44703(h)
(Overview and Use Of FAA Form 8060-11)

1. Part I – Records Request. Part I is used by the hiring air carrier or other person to request certain pilot records as maintained by any air carrier or other person that has employed the individual as a pilot at any time during the 5-year period preceding the date on the employment applicant of the individual, or from the trustee in bankruptcy for such air carrier or other person. The records that must be provided are identified and referenced in 49 U.S.C. § 44703(h)(1)(B).

2. Part II – Airman Consent For The Release Of Records. Part II is used by the hiring air carrier or other person to obtain written consent for the release of the records from the individual who is the subject of the request.

3. Distribution. FAA Form 8060-11 is either mailed or faxed to all previous air carriers in operation under 14 CFR parts 121, 125, or 135 that employed the applicant as a pilot at any time during the previous 5-year period. A copy should then be provided to all applicants for their personal records.

4. Exceptions. Certain exceptions may apply that would either not require the air carrier to comply with the statutes of PRIA, or could allow an amended request procedure. The hiring air carrier, in order to foster the most efficient use of their personnel and flight operations, should be familiar with all exceptions that may apply. These exceptions are:

- a. Operations expressly excluded from air carrier certification requirements under 14 CFR part 119 § 119.1(e). These, and certain other part 91 entities, are not required to *request* pilot records under PRIA; however, if they *receive* a request under PRIA, they are required to *furnish* any such records that they may have maintained on the individual, who is the subject of the request. If no records were maintained, a brief letter stating such must be returned to the requestor.
- b. ‘*Pilots Of Certain Small Aircraft*’ as described in 49 U.S.C. § 44703(h)(14)(A).
- c. ‘*Good Faith Exception*’ as described in 49 U.S.C. § 44703(h)(14)(B).

5. Requestor. As the requestor of records under the authority of PRIA, you should develop and utilize a system to track all outstanding requests, and once received from the respondent(s), organize them into a format that management can easily use to evaluate the applicants suitability for employment. The process is not complete until this is done.

6. Respondent. As the person receiving a records request under the authority of PRIA:

- a. You must furnish a copy of the appropriate records to the *requestor* no later than 30 days after receiving the request, as prescribed by 49 U.S.C. § 44703(h)(5).
- b. You must furnish an identical copy, if so requested, to the *applicant* on or before 20 days after receiving the request, as prescribed by 49 U.S.C. § 44703(h)(6).

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- c. You must furnish a written notification to the applicant to satisfy 49 U.S.C. § 44703 (h) (6), if the processing time will exceed 20 days. In other words, an additional document is required to provide written notification if the response time will be over 20 days, but in no case longer than the authorized 30 day period.

7. Instructions. Instructions for the completion of this form may be found attached to the form itself on-line, in AC 120-68, or in the PRIA Office Procedures For The Air Carrier.

8. Reasonable Charges. In accordance with 49 U.S.C. § 44703(h)(7), the air carrier furnishing records as the result of a request under PRIA, may assess a reasonable charge from the requesting air carrier or person, and also from the subject of the request provided they indicated their wish to receive an identical copy of the records.

9. The Form. There are two on-line sources for FAA Form 8060-11:

- a. http://www.faa.gov/pilots/lic_cert/pria/
- b. <http://forms.faa.gov/>