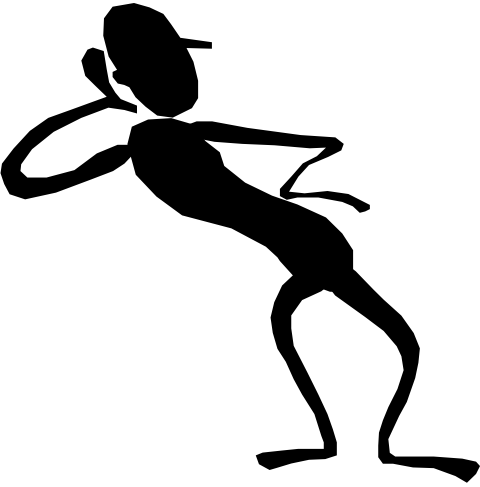


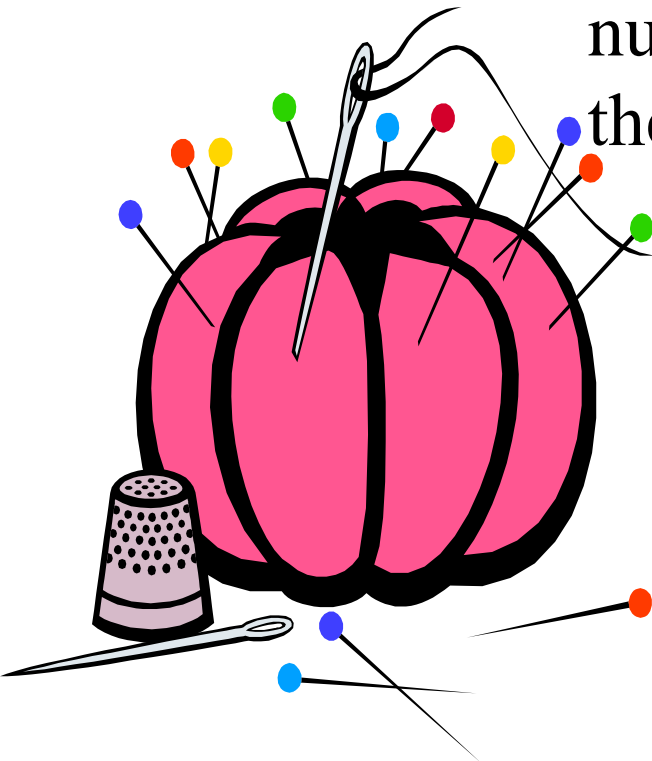
# MAJOR REPAIR/MAJOR ALTERATIONS



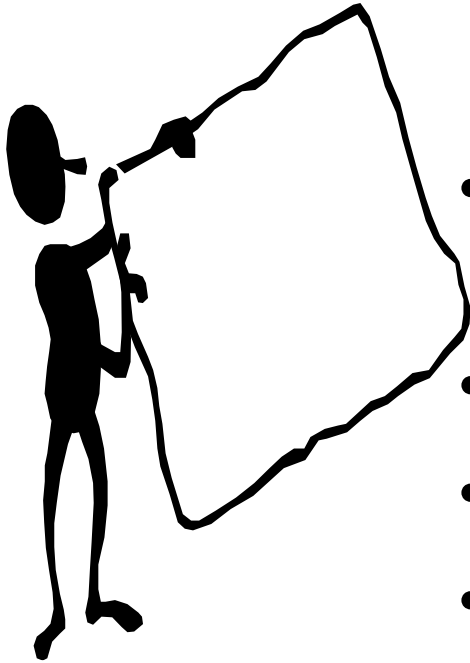
- Per Order 8110.37C 203(b)
- Specific authorization is required to examine and approve data for alterations and repairs. The DER should be assigned the authorized areas of “Special Functions-Major Repairs and/or Alterations” which is related to the DER’s basic delegations.
- If you do not have Major Repair/Major Alteration as part of your designation, you should contact your advisor prior to the involvement in the repair/alteration.

# MAJOR REPAIR/MAJOR ALTERATIONS

- Per Order 8110.37C 611(e)
- If the data approval is in support of a major alteration or major repair, the serial number of the aircraft must be included in the “purpose of data” block..



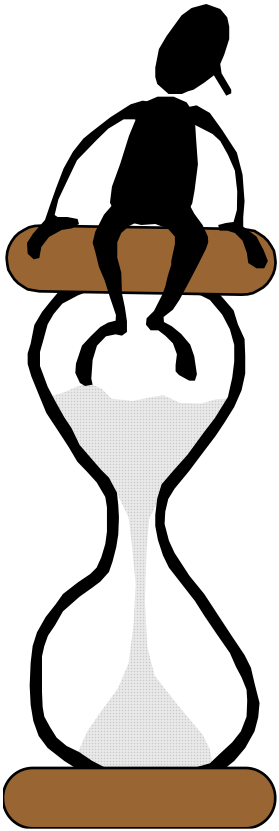
# MAJOR REPAIR/MAJOR ALTERATIONS



- Sample of Major Alteration/Major Repair delegated in yearly Renewal Letter:
- **14 CFR part(s) 25**
- **Order 8110.37C, Appendix 2:**
- **Structures: Chart A, Authorized Areas/Delegated Functions: A1, A4, A9, (including Major Repairs/Major Alterations).**



# Yearly DER Interaction Tracking Forms



- **Reminder:**
- Yearly tracking forms are due every year. You should receive a courtesy letter requesting a tracking form 60 days prior to your renewal date. However, if you don't-you are responsible for sending your tracking form in on time. You may also access the tracking form on the internet at [av-info.faa.gov/dst](http://av-info.faa.gov/dst).

# Yearly DER Interaction Tracking Forms



Please include your current address and phone number on your yearly tracking form **EVEN** if they have not changed.

- If your address/phone **DOES** change, call the ACO as soon as possible, so DIN can be updated. Please add note or highlight if there is a change.
- This is also applicable to company DERs.
- The ACO should be notified of a change in the DERs position/function in the company especially if the new position is an executive level position within the company.

# Expansion of Delegations

- Per Order 8100.8 para 309-Individuals who seek expansion to their authority or request a transfer must re-apply as follows:



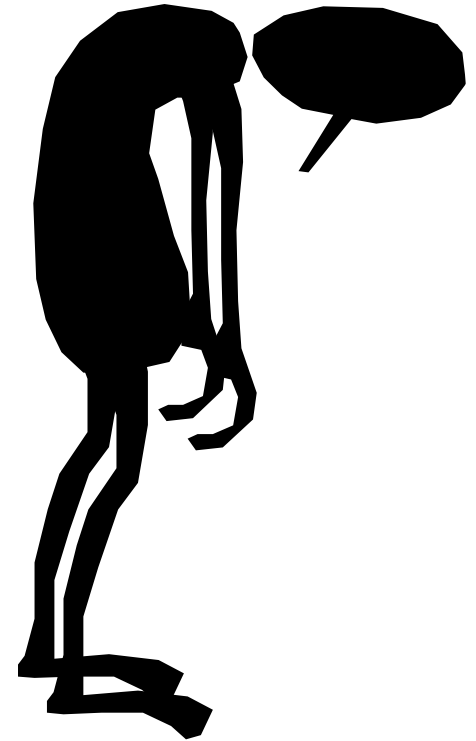
# Expansion/Continued

- (a) Designees who have previously gone through the EP process may only need to submit the technical portion of the application package along with form 8110-14 to request expansion of their authority, or to request dual appointment from the same managing office. The managing office **may require** additional portions of the application package as appropriate.
- These applications will be reviewed by the Advisor and the EP.



# DER Numbers

- **SO Numbers** are no longer valid.
- Please use your DER "T" (for Consultant) or your DER "Y" (Company) numbers.







# E-MAIL 2001

- SEND IN YOUR E-MAIL ADDRESS!
- Notification will be sent by E-Mail that the DER Web page has been updated with new policy guidance.
- In 3-5 years some specific fields in DIN will be on the internet where the DER can update address/telephone information.
- Please send your e:mail address to:  
Kaye.Henson@faa.gov.

# IMPORTANT

- STAY IN CONTACT WITH YOUR ADVISOR.
- TALK WITH YOUR ADVISOR PERIODICALLY.
- FOLLOW THE CORRECT PROCEDURES FOR WORKING IN **FOREIGN COUNTRIES!**



# CONTACT

- Kaye Henson
- Atlanta ACO
- DER Coordinator
- (770)703-6047
- [Kaye.Henson@faa.gov](mailto:Kaye.Henson@faa.gov)

