



U.S. Department
of Transportation

**Federal Aviation
Administration**

Advisory Circular

AC 65-25C

Date: xx/xx/xx

AVIATION MAINTENANCE TECHNICIAN AWARDS PROGRAM



Initiated By: AFS-305



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Subject:	AVIATION MAINTENANCE TECHNICIAN AWARDS PROGRAM	Date: xx/xx/xx	AC No.: 65-25C
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1. PURPOSE. This revised advisory circular (AC) incorporates recommendations from the Federal Aviation Administration (FAA)-recognized Aviation Maintenance Technician Safety Awards Program FAA/Industry Steering Committee letter dated April 6, 2004, and comments from individual mechanics and technicians in response to the publication of a draft revision of this AC in the Federal Register. It also outlines and upgrades the requirements for participation in the FAA Aviation Maintenance Technician (AMT) Awards Program.

2. CANCELLATION. AC 65-25B, Aviation Maintenance Technician Awards Program, dated August 26, 1999, is canceled.

3. DEFINITIONS.

a. Calendar Year. For the purpose of this awards program, the calendar year is defined as the period of time from January 1 through December 31. All training must be earned within that calendar year in order to be eligible for an AMT award.

b. Certificate Year. A technician/employer award may be earned at any time during the calendar year. To signify current training, the lapel pin should be worn only for 1 year from the date of the award. For example, if a Bronze award was issued to a technician on March 15, 2004, he or she may wear the lapel pin until March 31, 2005. However, the technician or employer is eligible to earn another award on January 1, 2005.

c. FAA Training Seminar. A seminar of at least 50 minutes, covering FAA maintenance or airworthiness regulations and policy and conducted by FAA personnel or by persons acceptable to the FAA. This constitutes 1 hour of training. FAA seminars lasting at least 50 minutes may be combined to meet the requirement of the award sought.

d. Industry Training Seminar. A formal meeting lasting at least 50 minutes, in which technical training is conducted. This constitutes 1 hour of training. Several seminars may be combined to meet the requirement of the award sought.

e. On-the-Job Training. This aviation maintenance training may be conducted at any time by industry or by any qualified and certificated individual. This training may be informal or formal and may last for any length of time. The training may cover any maintenance subject that may be necessary or of interest to the maintenance technician. A copy of the employee's training record, showing on-the-job training (OJT) hours, and the name of the instructor or mechanic who provided the training, must be submitted along with the letter requesting the award.

f. College-Level Course. A course of instruction on one subject constituting at least 3-credit hours or 40 classroom hours from a nationally accredited college, or from a vocational/technical school approved by a higher educational accreditation organization (correspondence and Internet courses are acceptable). Courses may be in mathematics, English, science, management subjects, or other related courses.

g. Validation. Validation requires submitting one of the following items:

(1) Proof of attendance at a maintenance seminar: This may be a photocopy of a certificate that shows the date, location, and subjects covered; or

(2) A class roster signed by the instructor.

4. BACKGROUND. In October 1991, the Flight Standards Aircraft Maintenance Division (AFS-300), Washington, DC, determined a need for an incentive program to encourage AMT employees and employers to participate aggressively in available initial and recurrent maintenance training/courses. This incentive program is called the AMT Awards Program. The FAA will recognize eligible technicians and employers by issuing awards to those who receive or foster initial and recurrent training.

5. HOW TO ORDER. Copies of this AC can be ordered from the Department of Transportation, Subsequent Distribution Office, Ardmore East Business Center, 3341 Q 75th Ave., Landover, MD 20785. Copies can also be obtained from the Internet at <http://www.airweb.FAA.gov/rgl>.

6. DISCUSSION.

a. This highly successful awards program became effective on October 1, 1992 and was the first nationwide FAA-supported awards program for AMTs and employers. Over 20,000 AMT awards were issued each year from 1999 to 2004.

b. The purpose of this program is to provide incentives for maintenance technicians to participate actively in initial and recurring training programs on their own initiative or in training programs subsidized by their employer.

c. The FAA is aware that the employer bears the short-term loss of employee productivity and other costs associated with training. To increase the incentive for management to fund training under the award program, the FAA recognizes employers who take a proactive role in training their technical workforce.

d. The awards for technicians will be an FAA Certificate of Training and a distinctive tie tack/lapel pin. The award for employers will be a Certificate of Excellence. The local Flight Standards District Office (FSDO) will issue the certificates and tie tacks/lapel pins to eligible technicians and employers. A 5-year gold Airworthiness Aviation Safety Program decal will be affixed to the fifth year award certificate presented to technicians and employers who submit evidence that they have received the award for the past 4 consecutive years.

7. HISTORY OF THE AMT LOGO. The AMT Awards Program logo was 1 of 11 designs submitted by AMTs in response to an article in Aviation Equipment Magazine in September 1990. Over 300 technicians who attended maintenance seminars in Lafayette, Louisiana; Pittsburgh, Pennsylvania; and Trenton, New Jersey, were asked to choose the best logo from the 11 designs submitted. The selection, which appears in this AC, was chosen for the following reasons:

a. The AMT Awards Program logo's hexagonal shape resembles standard Army/Navy hardware. The hexagon design symbolizes strength in maintaining a common standard of integrity and trust.

b. The two perfect circles within the hexagon symbolize the continuing cycle of maintenance and inspection, which must be unbroken and perfect today and every day to ensure continued airworthiness and aviation safety.

c. The formula **knowledge + professionalism = safety** represents not only the aviation maintenance industry's commitment to maintaining the aircraft entrusted to its care, but also serves as a personal commitment as well.

d. The two aircraft located in the center of the logo represent the 1903 Wright Flyer superimposed over the proposed 2001 space plane. The Wright Flyer represents the maintenance community's proud past because the Wright brothers' mechanic, Mr. Charles Edward Taylor, performed an important and necessary role from the beginning of aviation. Not only was he the first aircraft mechanic, he also designed and built the engine for the 1903 Wright brothers' Flyer.

e. The space plane, with its technological advancements and low orbit capability, represents the bright future of the maintenance profession.

f. The aviation maintenance community and FAA believe that the AMT Awards Program logo symbolizes the best of what the aviation maintenance industry has to offer. It will take hard work to earn it, and should be worn with pride.

8. AMT AWARDS PROGRAM OVERVIEW.

a. The AMT Awards Program is divided into two separate awards programs: one for technicians and one for employers. A technician or employer who qualifies may receive only one of the five awards during any given year. The technician's award will be an FAA Certificate of Training and a tie tack/lapel pin for the phase successfully completed. The employer's award will be a Certificate of Excellence.

b. The number of hours required for training, for each of the five phases of the awards, must be accomplished within a calendar year. The technician and employer award phases include:

- (1) Phase I – Bronze Award
- (2) Phase II – Silver Award
- (3) Phase III – Gold Award
- (4) Phase IV – Ruby Award
- (5) Phase V – Diamond Award

d. A special gold foil 5-year Airworthiness Aviation Safety Program decal will be affixed to the 5th year award certificate presented to technicians and employers who submit evidence that they have received the award for the previous 4 consecutive years.

e. The program is designed so that the requirements for each successive phase (award) are more demanding than the requirements for the preceding one, justifying the added prestige for the higher award. To be eligible for an award, an applicant must complete the requirements for the award within the current calendar year.

f. The program is designed to be flexible. Technicians and employers are not required to complete a lower award phase before receiving the next higher phase award. For example, a technician or employer who qualifies for the Diamond Award during his or her first year in the program would be issued the Diamond Award.

g. The FAA encourages all eligible technicians and employers to participate in the awards program each year. Continuous participation in the FAA AMT Awards Program for regulatory and airworthiness training will reinforce and foster the high level of professionalism within the industry.

9. TECHNICIAN AWARD ELIGIBILITY. The following individuals are eligible for the technician's award:

a. An FAA-certificated mechanic or repairman (technician) employed in general aviation or air carrier maintenance, and working on FAA type-certificated, U.S.-registered aircraft.

b. A student in an FAA-certificated Title 14 of the Code of Federal Regulations (14 CFR) part 147 Aviation Maintenance Technician School who is maintaining a course average grade of C or better is eligible. The student must receive training covered by this award program, outside of his or her regular part 147 school curriculum. An apprentice mechanic working full-time or part-time performing aircraft maintenance under a certificated mechanic or technician is also eligible to receive an award.

c. Part 147 school instructors are eligible for the Certificate of Training awards if the instruction given or received was outside of their instruction duties in their part 147 school.

d. Certificated and non-certificated mechanics and technicians are eligible if they are actively working (see 14 CFR part 65, § 65.83) on U.S.-registered aircraft or component parts for 14 CFR part 91, 121, 125, 127, 129, 135, 141, or 145 operators. (For example, an avionics, instrument, or propeller technician working for a part 145 repair station is eligible.) When applying for an AMT award, non-certificated persons should submit an employer's verification of employment and a list of aircraft or appliances worked on.

10. EMPLOYER ELIGIBILITY. To be eligible for the employer's award, the employer must:

a. Be involved full-time in the business of maintaining or repairing aircraft and/or their component parts and appliances, or manage an FAA-certificated part 147 school; and

b. Employ at least three full-time technicians.

11. AMT AWARD REQUIREMENTS.

a. Phase I. Bronze (total training—15 hours):

- (1) Attend a minimum of 2 hours of training on FAA regulations and policy; and
- (2) Satisfactorily complete 13 hours of aviation maintenance training.

b. Phase II. Silver (total training—30 hours):

- (1) Attend a minimum of 2 hours of training on FAA regulations and policy; and
- (2) Satisfactorily complete 28 hours of aviation maintenance training.

c. Phase III. Gold (total training—45 hours):

- (1) Attend a minimum of 2 hours of training on FAA regulations and policy; and
- (2) Satisfactorily complete 43 hours of maintenance training.

d. Phase IV. Ruby (total training—75 hours):

- (1) Attend a minimum of 2 hours of training on FAA regulations and policy; and
- (2) Satisfactorily complete one of the following:
 - (a) A 10-day aviation maintenance course;
 - (b) Seventy-three hours of aviation maintenance training (the 73 hours do not need to be consecutive); or
 - (c) Teach at least a total of 15 hours of aviation maintenance training to mechanics and/or technicians.

e. Phase V. Diamond (total training—100 hours):

- (1) Attend a minimum of 2 hours of training on FAA regulations and policy; and
- (2) Satisfactorily complete a college-level course of 3-credit hours or 40 classroom hours in mathematics, English, science, management subjects, or similar courses; and
- (3) Satisfactorily complete one of the following:
 - (a) A 10-day aviation maintenance course;
 - (b) Fifty-eight hours of aviation maintenance training (the 58 hours do not need to be consecutive); or
 - (c) Teach at least a total of 15 hour of aviation maintenance training to mechanics and/or technicians.

12. EMPLOYER AWARDS REQUIREMENTS.

a. An employer's eligibility for one of the five Certificates of Excellence is based on the ratio of the total number of eligible employees who received AMT awards during the calendar year to the total number of the eligible employees of that employer. Because of their size and diverse locations nationwide, air carriers can earn the Certificate of Excellence award by either of two methods. The first method is for the individual air carrier's line or maintenance facilities to apply for a Certificate of Excellence based on the number of awards the employees at that facility or line station have earned. The second method allows the award to be issued to the air carrier as a whole, by combining the total number of awards earned by mechanics and technicians at different locations. For example, if an employer has 100 eligible technicians in the line stations, and 40 of these technicians have received any 1 of the 5 awards in a calendar year, the employer is eligible to receive the Silver Certificate. The award scale is as follows:

- (1) The Bronze Certificate of Excellence requires 20 percent of the eligible employees;

- (2) The Silver Certificate of Excellence requires 40 percent of the eligible employees;
 - (3) The Gold Certificate of Excellence requires 60 percent of the eligible employees;
 - (4) The Ruby Certificate of Excellence requires 80 percent of the eligible employees;
- and;
- (5) The Diamond Certificate of Excellence requires 90 percent of the eligible employees.

b. The home office of an organization where 100 percent of the AMTs have earned awards at all of its maintenance locations will receive special recognition in the form of a certificate upon notifying the certificate-holding district office. This special recognition will be issued by FAA headquarters in Washington, DC.

13. APPLYING FOR THE AWARD.

a. Technician. At any time during a calendar year, or up to 60 days thereafter, any eligible individual may apply for any of the awards either in person or by writing to the local FSDO. If the eligible individual elects to apply in writing, he or she should send a letter or an application using the format suggested in Appendix 1 to the local FSDO/certificate management office (CMO)/International Field Office (IFO). The submission should describe the award requested, where the training was received, who provided the training, the length of the training in hours, and the date of the training. The letter or application must be signed and dated by the individual requesting the award. Material submitted in support of an award will not be returned. At least one of the following items should be attached to the letter or application:

- (1) A photocopy of the individual's FAA mechanic or repairman certificate;
- (2) A statement from an FAA-approved part 147 school certifying that the student is maintaining at least a C average;
- (3) For an apprentice mechanic or technician, a certificate from the supervising certificated mechanic or technician listing aircraft or appliances worked on;
- (4) A statement from an FAA-approved part 147 school certifying that the individual is an instructor at that school; or
- (5) A statement from a part 91, 121, 125, 127, 129, 135, 141, or 145 operator/agency certifying that the individual is employed by that entity in maintaining aircraft or related appliances. When applying for the award, non-certificated persons should submit a letter from the employer to verify employment and describe the aircraft and equipment worked on.

NOTE: All award training requirements must be met before a certificate is issued. This includes the required minimum of 2-hour training in regulations as well as the technical training.

b. Employer. At any time during the calendar year, an eligible employer may apply by letter or in the format suggested in Appendix 1 to the local FSDO/CMO/IFO for any of the Certificate of Excellence awards. The employer's letter should state the award requested, and include the following information:

(1) A statement that the employer employs technicians engaged full-time in the repair of aircraft or aircraft appliances, and parts, and that at least three technicians are working full-time.

(2) Photocopies of each employee's FAA AMT Certificate of Training for the applicable calendar year. (Computer training records are acceptable.)

c. Air Carriers. Air carriers requesting the special recognition award should send the items specified in paragraph 13b to the address shown in paragraph 14.

**NOTE: Allow at least 30 days for FAA to process each award request.
Submitted material will not be returned.**

14. CONTACT. For additional information or suggestions, please contact the Federal Aviation Administration, Flight Standards Service, Aircraft Maintenance Division, AFS-300, ATTN: Aviation Maintenance Technician Awards Program, 800 Independence Avenue, SW., Washington, DC 20591, or at (202) 267-3546.

James J. Ballough
Director, Flight Standards Service

APPENDIX 1. SUGGESTED FORMAT

AIRCRAFT MAINTENANCE TECHNICIAN AWARDS PROGRAM

TECHNICIAN AWARD APPLICATION

(To be sent to the local FAA FSDO Office)

Name _____

Address _____

Telephone Number _____

Employer/School _____

Certificate Number _____

- | | | |
|---------------|---|---------------|
| () PHASE I | — | Bronze Award |
| () PHASE II | — | Silver Award |
| () PHASE III | — | Gold Award |
| () PHASE IV | — | Ruby Award |
| () PHASE V | — | Diamond Award |

PROOF OF TRAINING:

Type of training _____

Where training received _____

Instructor _____

Duration of training _____

Date course completed _____

Type of training _____

Where training received _____

Instructor _____

Duration of training _____

Date course completed _____

Type of training _____

Where training received _____

Instructor _____

Duration of training _____

Date course completed _____

Type of training _____

Where training received _____

Instructor _____

Duration of training _____

Date course completed _____

I certify that the information in this application is true.

Signature_____
Date

APPENDIX 1. SUGGESTED FORMAT

AIRCRAFT MAINTENANCE TECHNICIAN AWARDS PROGRAM

EMPLOYER AWARD APPLICATION

(To be sent to the local FAA FSDO Office)

Company Name_____

Address_____

Telephone Number_____Date_____

- | | | |
|---------------|---|---------------|
| () PHASE I | — | Bronze Award |
| () PHASE II | — | Silver Award |
| () PHASE III | — | Gold Award |
| () PHASE IV | — | Ruby Award |
| () PHASE V | — | Diamond Award |

Number of mechanics or technicians employed_____

Number of Certificates of Training received by employees_____

LIST THE NAMES OF EMPLOYEES RECEIVING AWARDS AND AWARD TYPE:
(Use additional sheets, if necessary.)

<u>NAME</u>	<u>AWARD</u>	<u>DATE</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

I certify that the information contained in this application is true.

Authorized company official submitting this application.

_____ NAME	_____ TITLE	_____ SIGNATURE	_____ DATE
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