



DEPARTMENT OF THE AIR FORCE
HEADQUARTERS AIR FORCE LIFE CYCLE MANAGEMENT CENTER
WRIGHT-PATTERSON AIR FORCE BASE OHIO

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Subject: Airworthiness Delegated Technical Authorities

Attachments: (1) Glossary of References and Supporting Information
(2) Standard Delegated Airworthiness Authorities
(3) Airworthiness Roles per Program Type and Associated Products
(4) Conditions of Delegation

1. Purpose: Establish standard delegated technical Airworthiness (AW) authorities, accreditation requirements and the terms and conditions for such delegations.

2. Office of Primary Responsibility (OPR): USAF AW Office, AFLCMC/EZSA (USAF.Airworthiness.Office@us.af.mil).

3. Policy: Air Force Instruction (AFI) 62-601 authorizes the Technical Airworthiness Authority (TAA) to delegate AW authorities.

4. Background: Historically, Air Force Policy Directive (AFPD) 62-6 and AFI 62-601 identified eligible authorities the TAA may delegate to Directors of Engineering (DOEs) and Chief Engineers (CEs). Subsequent AFD and AFI releases will not identify these authorities. Additionally, each individual delegation letter included conditions of delegation. Standard delegation details and conditions of delegations are now documented within this AWB.

5. Purpose of Delegations: To effectively implement AW processes, the TAA may choose to delegate to certain individuals the authority to approve select AW products on the TAA's behalf.

6. Accreditation Requirements: Candidates must meet the following (NOTE: the TAA has the discretion to delegate to engineers not fully meeting requirements):

6.1. Assigned to an engineering position.

6.2. Have at least 10 years engineering experience in air systems.

6.3. Completed the following AW training:

6.3.1. EZS-161; Airworthiness Policy and Implementation.

6.3.2. SYS-316; Advanced Airworthiness Certification.

6.4. Significant experience executing USAF AW policy and processes.

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7. Delegation Categories: The majority of delegations fall into the following categories:

7.1. DOE-Level DTA: The TAA delegates to a DOE-Level Delegated Technical Authority (DTA) for a Mission Design Series (MDS) or a group of MDS aircraft systems.

7.2. CE-Level DTA: Typically, the TAA authorizes the DOE-Level DTA to sub-delegate some authorities to CE-Level DTAs.

8. Delegations: Delegations are in writing to qualified personnel by name, not by position.

8.1. Requests for delegations shall be submitted to the OPR.

8.2. When delegated AW authorities, DTAs shall implement standard AW processes established by USAF policy and TAA-issued publications.

8.3. Standard delegated AW authorities are defined in Attachment 2. These are summarized, along with typical AW roles per program type & associated products, in Attachment 3 as well.

8.4. Pending special circumstances, the TAA may elect to delegate additional authorities in the individual delegation letter (e.g. Contractor-Owned, Contractor-Operated programs). Unique delegations may be requested of the TAA via the OPR.

8.5. DTAs shall comply with all conditions of delegation defined in Attachment 4 along with any additional conditions that may be included in the individual's delegation letter.

8.6. DOE-Level and CE-Level delegations are valid until change of assignment of the delegate, 60 days after change of assignment of the delegator, or upon rescission by the delegator.

8.7. TAA delegations shall be re-issued, upon TAA discretion, within 60 days after appointment as the TAA.

8.8. DOE-Level DTA sub-delegations (temporary and CE-Level DTA) shall be re-issued, upon DOE-Level DTA discretion, within 60 days after receiving TAA delegation.

8.9. All delegations shall be maintained by the issuer, with a copy provided to the OPR in accordance with Attachment 2 (Note: applicable security policy shall be followed).



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Attachment 1

GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

References

Air Force Instruction (AFI) 62-601, *USAF Airworthiness*, 11 June 2010

Air Force Policy Directive (AFPD) 62-6, *USAF Airworthiness*, 11 June 2010

Department of Defense Directive (DoDD) 5030.61, *DoD Airworthiness Policy*, 25 June 2015

Abbreviations and Acronyms

ADF – Airworthiness Determination Form

AFI – Air Force Instruction

AFPD – Air Force Policy Directive

AFTC – Air Force Test Center

AW – Airworthiness

AWB – Airworthiness Bulletin

CE – Chief Engineer

DOE – Director of Engineering

DTA – Delegated Technical Authority

MDS – Mission Design Series

MFR – Military Flight Release

MTC – Military Type Certification

SIB – Safety Investigation Board

SPM – System Program Manager

TAA – Technical Airworthiness Authority

Attachment 2**STANDARD DELEGATED AIRWORTHINESS (AW) AUTHORITIES**

DOE-Level DTA: The DOE-Level DTA shall implement standard AW processes established by USAF policy and TAA-issued publications and is delegated the authority to:

- Approve modification AW impact assessments and reportability determinations.
- Approve AW Plans, Certification Bases, and Compliance Reports and issue AW Approvals for non-reportable modifications to air systems that have a valid Technical Airworthiness Authority (TAA)-issued AW Approval.
- In cases when an air system has sustained damage which compromises AW, issue a “one-time” flight Military Flight Release (MFR) for operation of the air system under defined and controlled limitations.
- Temporarily sub-delegate DOE-Level DTA authorities to a technically cognizant engineer who has completed all accreditation requirements. Temporary sub-delegations are only intended to provide DTA coverage for absences such as travel, temporary assignments, vacation or illness.
- Sub-delegate, upon his/her discretion, any or all of the CE-Level DTA standard delegated AW authorities to technically cognizant engineers who have completed all accreditation requirements. These sub-delegations are valid when the USAF AW Office is in receipt of the delegation.
- Sub-delegate, upon his/her discretion, DOE-Level DTA authorities for modifications to Mission Design Series air systems for which Air Force Test Center (AFTC) has Modification Engineering Authority to a technically cognizant AFTC engineer who has completed all accreditation requirements and who is responsible for AFTC-initiated flight test activities. These sub-delegations are valid when the USAF AW Office is in receipt of the delegation.

CE-Level DTA: The CE-Level DTA shall implement standard AW processes established by USAF policy and TAA-issued publications and is delegated the authority to:

- Approve modification AW impact assessments.
- Approve Certification Bases for non-reportable modifications and Compliance Reports for non-reportable modifications with Marginal and Negligible severities (as documented in the reportability determination).
- Issue AW Approvals, based on an approved Compliance Report, for non-reportable modifications to air systems that have a valid TAA-issued AW Approval.
- In cases when an air system has sustained damage which compromises AW, issue a “one-time” flight MFR for operation of the air system under defined and controlled limitations.
- Temporarily sub-delegate CE-Level DTA authorities to a technically cognizant engineer who has completed all accreditation requirements. Temporary sub-delegations are only intended to provide DTA coverage for absences such as travel, temporary assignments, vacation or illness.
- Further sub-delegation is prohibited (except as noted above for temporary absence).

Attachment 3**AIRWORTHINESS ROLES PER PROGRAM TYPE & ASSOCIATED PRODUCTS**

DTAs shall implement standard AW processes established by USAF policy and TAA-issued publications.

TABLE 1: AW Roles per Program Type & Associated Products

PROGRAM TYPE	PRODUCT	PROGRAM OFFICE	CE-Level DTA	DOE-Level DTA	TAA
New Aircraft	AW Plan	Develops	Coordinates	Coordinates	Approves
	Certification Basis	Develops	Coordinates	Coordinates	Approves
	Compliance Report	Shows Compliance	Coordinates	Coordinates	Finds Compliance & Approves
	AW Approval	Requests	Coordinates	Coordinates	Issues
	MCA	SPM Issues	Coordinates		
Modification Programs	AW Impact Assessment	Develops	Approves ¹		
	Reportability Determination	Develops	Coordinates	Approves ²	
Reportable Modification Programs	AW Plan	Develops	Coordinates	Coordinates	Approves
	Certification Basis	Develops	Coordinates	Coordinates	Approves
	Compliance Report	Shows Compliance	Coordinates	Coordinates	Finds Compliance & Approves
	AW Approval	Requests	Coordinates	Coordinates	Issues
	MCA	SPM Issues	Coordinates		
Non-Reportable Modification Programs	AW Plan	Develops	Coordinates	Approves ²	
	Certification Basis	Develops	Approves ¹		
	Compliance Report	Shows Compliance	Finds Compliance & Approves (Marginal & Negligible severity) ¹	Finds Compliance & Approves (Catastrophic & Critical severity) ²	
	AW Approval	Requests	Issues ¹		
“One-Time” Flight MFR	Requests	Approves ¹			

NOTE 1: The TAA may, upon his/her discretion, delegate this authority to a DOE-Level DTA. Table 1 assumes the DOE-Level DTA elects, upon his/her discretion, to sub-delegate this authority to the CE-Level DTA (ref Attachment 2).

NOTE 2: The TAA may, upon his/her discretion, delegate this authority to the DOE-Level DTA. This authority is not sub-delegable to the CE-Level DTA (ref Attachment 2).

Attachment 4:
CONDITIONS OF DELEGATION

All Delegated Technical Authorities (DTAs) shall:

- Comply with Department of Defense Directive 5030.61, Air Force Policy Directive 62-6, Air Force Instruction 62-601, USAF Airworthiness (AW) Bulletins and Directives, Air Force Life Cycle Management Center (AFLCMC) Standard Process for Reportable Airworthiness Flight Authorization, and AFLCMC Operating Instruction 62-601.
- Notify the USAF AW Office when, during the execution of a modification, evidence reveals the modification risk increases to Serious or High. Notification shall be accomplished within 30 days of discovery or prior to next flight, whichever comes first.
- Director of Engineering-Level DTAs (DOE-Level DTAs) shall brief the Technical Airworthiness Authority on design or AW-related issues identified in Class A mishap Safety Investigation Board (SIB) findings and recommendations no later than 30 days after the release of the SIB final message.
- Notify the USAF AW Office within 24 hours when the DTA receives evidence of any issues that significantly affect the safety of an aircraft MDS that may impact operation of the fleet. Such evidence includes, but is not limited to, any urgent, stand-down, or grounding actions. Individual aircraft "Red X" actions do not require notification.
- Ensure formal AW documents are maintained for the life of the air system. This includes AW Determination Forms (ADFs), AW Plans, Delegation Letters, Certification Bases, Compliance Reports, System Safety Risk Assessments, AW Approvals (Military Flight Releases (MFRs) and Military Type Certificates (MTCs)) and Military Certificates of Airworthiness.
- Complete additional AW training if/when identified by the TAA.
- DOE-Level DTAs shall provide an annual report summarizing AW-related activities conducted during the prior calendar year. The DOE-Level DTA reports shall include the activities of all Chief Engineer-Level DTAs to whom he/she has sub-delegated. Reports are due by 31 January and shall include the following:
 - List of all ADFs, reportable and non-reportable determinations (include the modification name, tracking number and dates), associated MFR/MTCs (issue and expirations dates and/or service life).
 - List of active MFRs (with expiration dates) and MTCs (with Service Life Limit).
 - Listing of Serious and High risks, acceptance date, and status of mitigation activities.
 - List of all Class A mishaps and summary of Safety Investigation Board findings.
- All correspondence, notifications and reports shall be addressed to:
[\(USAF.Airworthiness.Office@us.af.mil\)](mailto:USAF.Airworthiness.Office@us.af.mil).