

Presentation Syllabus

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Revision: 2
Date: 05102022

Title:	Regulatory Comprehension
Subtitle:	The Foundation of Airworthiness
Identifier:	TBD-REG-14-0000-1-0240-TBD

Duration:	240 Minutes	Credit time:	4 Hours
Presenter:	Sarah MacLeod, Managing Member		
Short Presenter Biography:	Sarah MacLeod is managing member of Obadal, Filler, MacLeod & Klein, P.L.C. and a founder and executive director of the Aeronautical Repair Station Association . She has advocated for individuals and companies on international aviation safety law, policy, and compliance issues for 30 years. Ms. MacLeod obtained a bachelor's degree from Evergreen State College, Olympia, Washington, and a law degree from Catholic University of America.		
Prerequisite:	None		
Brief Description:	This session gives participants the tools to understand and manage aviation safety regulatory compliance requirements.		
Long Description:	This session provides an overview of the – <ul style="list-style-type: none">• Laws creating the authority and organization of the federal agencies that control design, production, operation, and maintenance of civil aviation products.• Authority and organization of the Federal Aviation Administration (FAA).• Responsibilities of industry to utilize the Code of Federal Regulations (CFR) to protect interests and maintain compliance.		
Objectives:	Upon completion of this session, participants will have the tools to: <ul style="list-style-type: none">• Find the federal agencies that control and impact civil aviation businesses.• Find titles of the Code of Federal Regulations (CFR) that contain civil aviation requirements.• Find the parts, sections, paragraphs, and sub-paragraphs of those minimum standards that directly and indirectly impact day-to-day work.		
Reference Material:	Title 14 Code of Federal Regulations (CFR) Federal Aviation Act Independent Safety Board Act Hazardous Materials Transportation Act Omnibus Transportation Employees Testing Act Administrative Procedure Act Dynamic Regulatory System		
Instruction/Presentation Method:	Lecture and group discussion with PowerPoint presentation and reference materials.		

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Training Units:	<p>Segment I — Regulation Creation Introduces the laws, process and resources for developing and complying with the minimum aviation safety standards in Title 14 of the Code of Federal Regulations (CFRs) including the organization of the FAA and its administrative and oversight responsibilities.</p> <p>Segment II — The Regulations: One by One Introduces the basic safety requirements and obligations, including how to read regulations and a general overview of the parts, subparts and sections that control the design, production, operation and maintenance of civil aviation aircraft.</p>
Target audience:	Individuals involved in civil aviation operations, including but not limited to management personnel, engineers, certificated mechanics and non-certificated technicians, inspection personnel and quality control and assurance personnel. This instance was designed for presentation as a series of four hour-long online sessions.

Revision history:

Date	Level	Description
05102022	IR	Initial setup for tailored training session with client personnel.

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Date: 05102022

Title:	Complying with Part 145
Subtitle:	Aviation Safety Regulations for Repair Stations
Identifier:	TBD-REG-14-0145-1-0240-TBD

Duration:	240 Minutes	Credit time:	4 Hours
Presenter:	Sarah MacLeod		
Presenter biography:	Sarah MacLeod is managing member of Obadal, Filler, MacLeod & Klein and a founder and executive director of the Aeronautical Repair Station Association . She has advocated for individuals and companies on international aviation safety law, policy, and compliance issues for decades. Ms. MacLeod obtained a bachelor's degree from Evergreen State College, Olympia, Washington, and a law degree from Catholic University of America.		
Prerequisite:	None.		
Description	This training provides: <ul style="list-style-type: none">• A thorough review of Title 14 Code of Federal Regulations (CFR) part 145.• Some practical implications of obtaining and maintaining an air agency certificate.		
Reference material:	14 CFR parts 43 , 65 , 120 , 121 , 125 , 129 , 135 , and 145 49 CFR part 1554		
Required reading:	None.		
Learning objectives:	Upon completion of this session, participants will have the tools to understand: <ul style="list-style-type: none">• Each section and paragraph of 14 CFR part 145.• How to research questions relating to work accomplished and approved for return to service by a part 145 air agency certificate holder.• How to distinguish between regulatory compliance and commercial obligations.		
Target audience:	Anyone working in a company that has or wishes to obtain an air agency certificate under 14 CFR part 145 .		
Revision history:			
Date Created	Level	Revision description	
05102022	IR	Initial setup for tailored training session with client personnel.	

Presentation Syllabus

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Date: 03082019

Title:	AD Compliance
Subtitle:	None.
Identifier:	TBD-REG-14-0039-1-0060-TBD

Duration:	60 Minutes	Credit time:	1 hours
Presenter:	Sarah MacLeod		
Presenter biography:	Sarah MacLeod is managing member of OFM&K and a founder and executive director of the Aeronautical Repair Station Association . She has advocated for individuals and companies on international aviation safety law, policy and compliance issues for 30 years. Ms. MacLeod obtained a bachelor's degree from Evergreen State College, Olympia, Washington and a law degree from Catholic University of America.		
Prerequisite:	None.		
Description	This course reviews— <ul style="list-style-type: none">• The rules surrounding airworthiness directives.<ul style="list-style-type: none">• What are airworthiness directives and how are they created?• Who must comply with airworthiness directives?• How is compliance recorded?<ul style="list-style-type: none">• For the maintenance provider.• For the owner/operator.• A method for commenting on airworthiness directives (or any rule for that matter).		
Reference material:	Regulatory Research Guide <ul style="list-style-type: none">• Parts 39, 43 and 91• AC 20-176A - Service Bulletins Related to Airworthiness Directives and Indicating FAA Approval on Service Documents• AC 39-7D - Airworthiness Directives• AC 39-9 - Airworthiness Directives Management Process• 8040.1C - Airworthiness Directives• IR-M 8040.1C - Airworthiness Directives Manual• 8110.103B - Alternative Methods of Compliance (AMOC)• 8110.117A - Service Bulletins Related to Airworthiness Directives		
Required reading:	None.		
Learning objectives:	Upon completion of this session, participants will have the tools to understand: <ul style="list-style-type: none">• What an airworthiness directive is, how and why it is created.• Who must comply and how compliance is recorded.• How to provide comment on proposed rules, including airworthiness directives.		
Target audience:	Anyone working in aviation.		
Revision history:			
Date Created	Level	Revision description	
20190308	0	Initial Release	

Presentation Syllabus

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Revision: 2.3
Date: 07142022

Title:	Public Aircraft
Subtitle:	None
Identifier:	CLIENT-REG-49-0401-1-0240-TBD

Duration:	240 Minutes	Credit time:	4 Hours
Presenters:	Marshall S. Filler & Christian A. Klein, Managing Members		
Short Presenter Biographies:	<p>Marshall S. Filler is managing member of OFM&K and the managing director and general counsel of the Aeronautical Repair Station Association. He has advocated for individuals and companies on international aviation safety law, policy and compliance issues for over 40 years. Mr. Filler obtained his bachelor of arts and law degrees from The American University in Washington, D.C.</p> <p>Christian A. Klein is the managing member of OFM&K overseeing the firm's policy advocacy practice. He represents trade associations as a registered federal lobbyist and provides strategic communications and legal counsel services to clients. He is executive vice president of the Aeronautical Repair Station Association. Mr. Klein is a member of the University of Virginia's adjunct faculty. Mr. Klein obtained a bachelor's degree with honors in international relations from the College of William and Mary, a law degree and a master's in congressional politics from the Catholic University of America.</p>		
Prerequisite:	None		
Brief Description:	This session provides instruction on the statutory provisions and FAA guidance governing public aircraft operations (PAO).		
Long Description:	<ul style="list-style-type: none">• This course provides instruction on the statutory provisions and FAA guidance governing public aircraft operations.• It covers:<ul style="list-style-type: none">– The requirements for an aircraft to be operated as a public aircraft;– What constitutes an eligible governmental function and the practical implications of using the same aircraft to conduct both civil and public operations; and– FAA policy regarding operations conducted under contract for a government entity.• Finally, it provides an opportunity for attendees to test their knowledge through case studies.		
Goals & Objectives:	Upon completion of this course, participants will understand: <ul style="list-style-type: none">• Aircraft eligibility requirements• Qualification requirements for operating a public aircraft.• Methods for ensuring your company negotiates the land mines associated with public aircraft operations.		
Reference Material:	Regulatory Research Guide 49 United States Code (U.S.C.) §§ 40125 and 40102 14 CFR §1.1 FAA public aircraft policy (76 FR 16349 , March 23, 2011), AC 91-91 (Maintaining Public Aircraft), AC 00.1-1A (Public Aircraft Operations) Order 8900.1, volume 3, chapter 14, section 1 and chapter 13, section 2 FAA legal interpretations pertaining to POA		
Presentation Method:	Lecture and group discussion with PowerPoint presentation and reference materials.		
Training Units:	Segment One – Statutes and Regulations Segment Two – FAA Policies and Procedures Segment Three – Applying the Law and Concepts: Case Study		

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Title:	Public Aircraft
Subtitle:	None
Identifier:	CLIENT-REG-49-0401-1-0240-TBD

Target audience:	Business and aircraft owners, management personnel, pilots, directors of maintenance, directors of operations and others that need a comprehensive understanding of the requirements for operating public aircraft.
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Revision history:

Date Created	Level	Revision description
07142022	2.3	Presenter update for 2023 administration.
05202021	2.2	Reference and presenter update for 2022 administration.
20200722	2.1	Reference and presenter update for 2021 administration.
20190508	2	Updates for 2020 administration.
20180522	1	Updates for 2019 administration.
20170614	0	Initial release.