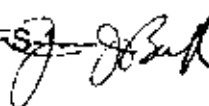




# Federal Aviation Administration

---

## Memorandum

Date: JUN 3 - 2008  
To: All Flight Standards Headquarters and Regional Division/Staff Managers  
From: James J. Ballough, Director, Flight Standards Service, AFS   
Subject: **ACTION:** Aviation Safety Technician Redescribed  
Position Descriptions Implementation Process

---

A Flight Standards workgroup was convened during October of 2006 by the Human Capital Council (HCC) to review the current duties of our Aviation Safety Technicians (AST) across the nation. The positions that evolved align the duties with current technology and programs, clarify language, and enhance standardization that will optimize productivity and organizational effectiveness. The specialty specific AST (Airworthiness/Operations) no longer serves the needs of the organization and was eliminated in this process.

Attached you will find the following documents:

- Aviation Safety Technician (Developmental), FG-1802-8
- Aviation Safety Technician (Journeyman), FG-1802-9
- Aviation Safety Technician Performance Standards
- Aviation Safety Technician Qualifications
- Aviation Safety Technician KSAs and Crediting Plan
- Training Litany

The new Aviation Safety Technician position descriptions (PD), one at each grade level, replace the current Project Safe library PD #12. The FG-1802-8 developmental replaces the FG-1802-7, and the FG-1802-9 replaces the FG-1802-8.

Please commence implementation of the new PDs on the first full pay period after receipt of this memo in the following manner:

1. Employees currently occupying an Aviation Safety Technician position at the FG-1802-7 will be promoted to the FG-1802-8; and FG-1802-8s will be promoted to the FG-1802-9. Promotions are to be granted in accordance with applicable performance regulations.

2. Delete all Aviation Safety Technician position descriptions from the Project Safe Library (PD #12) once promotions have been completed.
3. All vacancies will be advertised in accordance with the merit promotion principles using the new PDs, qualifications, and KSAs.
4. The Flight Standards organization has varying scope and responsibility for staffing. Each region will decide on the number and use of these positions.

Your assistance and expeditious handling of this implementation is appreciated. Please contact Bernadette Keitt of our AFS-130 staff at (202) 493-1442 if you need additional information or assistance regarding the process.

Thank you for continuing to ensure the appropriate management of positions in a manner that addresses the needs of our organization and is fiscally sound.