

FAA DRUG AND ALCOHOL TESTING PROGRAM REGISTRATION (sample form)

(Document is located at: http://www.faa.gov/about/office_org/headquarters_offices/avs/offices/aam/drug_alcohol/startup/media/RegistrationForm.pdf)

Check one: New Registration Registration Renewal (CONN _____) Registration Amendment (CONN _____)

Type of Company: Contractor (if you are a part 145 certificate holder, list certificate numbers to be covered under this registration below)
 Air traffic control facility not operated by the FAA or by or under contract to the U.S. Military

Company Name: DaVinci Aerospace, LLC

Physical Address: 4500 Green Point Dr, Suite 102, Greensboro, NC 27410
Address City State Zip

Check box, if your program records are kept at the physical address location

Mailing Address: _____
Address City State Zip

Check box, if your program records are kept at the mailing address location

Records Address: _____
Address City State Zip

(The records address, if different, should be the location where an inspection would be held, NOT the address of a service agent.)

List DBA's and/or part 145 certificates covered by this registration, if applicable (use attachment if necessary):

Identify the type of safety-sensitive function(s) included in your program:


- Flight crewmember duties
- Flight attendant duties
- Flight instruction duties
- Aircraft dispatcher duties
- Ground security coordinator duties
- Aircraft maintenance or preventive maintenance duties (as defined in 14 CFR part 43)
- Air traffic control duties
- Aviation screening duties
- Operations control specialist duties

Please describe the safety-sensitive duties you plan to provide (use attachment if necessary).
aircraft parts maintenance and production

How many safety-sensitive employees will be covered by this Registration: 4

Indicate whether you are: A Staffing Company Not A Staffing Company

Certification Statement: I certify that I/my company will comply with 14 CFR part 120 and 49 CFR part 40. If I am a contractor, I certify that I intend to provide safety-sensitive functions, directly or by contract, to a part 119 certificate holder with authority to operate under part 121 or 135, an air traffic control facility not operated by the FAA or by or under contract to the U.S. military, or an Air Tour Operator conducting flights under part 91.147.

Signature:  Date: 01/16/2019
Authorized Representative (Service Agents may not sign for company)

Print Name: Claudia C Shoaf Title: Director of Programs

Telephone: Business - _____ Facsimile - _____ Cell - (919) 349-0649

E-mail address: ccarmone@daviniciaero.com

Send form to: **Federal Aviation Administration, Drug Abatement Division (AAM-810)**
800 Independence Avenue, S.W., Room 806
Washington, DC 20591
Fax Number - (202) 267-5200; Email - drugabatement@faa.gov Office Number - (202) 267-8442;

DO NOT WRITE BELOW - FOR FAA USE ONLY

FAA Registration number: CONN 775D Registered by: Tamika Turner-Graydon

Date Registered/Amended/Renewed: 1/29/2019 Expiration Date: 1/29/2022

Revision 11d JUN 1, 2015

For more information on the FAA drug and alcohol testing program, please visit:
<http://www.faa.gov/go/drugabatement>



U.S. Department
of Transportation
**Federal Aviation
Administration**

Aviation Safety

Office of Aerospace Medicine
Drug Abatement Division
800 Independence Ave., S.W.
Washington, D.C. 20591

January 29, 2019

Claudia C. Shoaf
Director of Programs
DaVinci Aerospace, LLC
4500 Green Point Dr. Suite 102
Greensboro, NC 27410

Dear Mr. Shoaf:

We have processed your Drug and Alcohol Testing Program Registration and a copy is enclosed. Please note your registration number is **CONN775D** for future reference.

Please note that your program registration will expire on **January 29, 2022** and we recommend that you submit a registration renewal prior to the date.

As a contractor with an active FAA-mandated testing program, you must implement your program no later than the date you start performing safety-sensitive functions for a part 119 certificate holder with authority to operate under parts 121 and/or 135, or an air tour operator defined in § 91.147. I have enclosed some information regarding how to implement your FAA-mandated testing program, as well as a brochure. For more information, please visit <http://www.faa.gov/go/drugabatement>.

If you have any questions, contact our office at (202) 267-8442 or drugabatement@faa.gov.

Sincerely,

Tamika Turner-Graydon

For Margie Rustin
Aviation Safety
Manager, Program Administration Branch
Drug Abatement Division

Enclosures

FAA Drug & Alcohol Testing Program Registration (sample form)

CONTRACTOR WITH ACTIVE REGISTRATION

As an individual or company that intends to provide safety-sensitive services by contract to a regulated employer¹, you have opted to have your own FAA-mandated drug and alcohol testing program. In doing so, you must comply with the following Code of Federal Regulations:

- Title 49 CFR part 40, Procedures for Transportation Workplace Drug and Alcohol Testing Programs, and
- Title 14 CFR part 120, Drug and Alcohol Testing Program

To initiate your testing program, you must register with the FAA's Drug Abatement Division (AAM-800). A registration sample and instructions are available on the FAA's Web site at http://www.faa.gov/about/office_org/headquarters_offices/avs/offices/aam/drug_alcohol/starting/media/RegistrationForm.pdf. Once your registration is active, you must implement your FAA-mandated testing program no later than the date you start performing safety-sensitive functions for an employer.

When implementing your testing program, you must ensure that all individuals performing safety-sensitive functions directly or by contract (including subcontract at any tier) are subject to testing. Safety-sensitive functions (as described in §§ 120.105 and 120.215) include:

- flight crewmember duties,
- flight attendant duties,
- flight instruction duties,
- aircraft dispatcher duties,
- aircraft maintenance and preventive maintenance duties²,
- ground security coordinator duties,
- aviation screening duties,
- air traffic control duties, and
- operations control specialist duties.

The individuals who are performing these safety-sensitive functions must be subject to the following types of drug and alcohol testing (as described in §§ 120.109 and 120.217):

- pre-employment,
- reasonable cause/suspicion,
- random,
- post-accident,
- return-to-duty, and
- follow-up.

¹ An employer is defined in 14 CFR part 120 as a part 119 certificate holder with authority to operate under parts 121 and/or 135, an air tour operator as defined under 14 CFR part 91, § 91.147, or an air traffic control facility not operated by the FAA or by or under contract to the U.S. military.

² The definitions of maintenance and preventive maintenance are included in 14 CFR § 1.1 and part 43. For more clarification, contact your local Flight Standards District Office.

The testing procedures are established in the Department of Transportation's (DOT's) Procedures for Transportation Workplace Drug and Alcohol Testing Programs, Title 49 CFR Part 40.

When developing your FAA-mandated drug and alcohol testing program, you must:

- Ensure that no one is hired for or transferred into a safety-sensitive function without first conducting a pre-employment drug test and receiving a verified negative test result. More information regarding pre-employment drug testing may be found under § 120.109(a). Pre-employment alcohol testing is not required, however, may be implemented according to § 120.217(a).
- Conduct a drug and alcohol records check, after obtaining an employee's written consent, requesting the information included in 49 CFR part 40, § 40.25(b) from DOT-regulated employers who have employed this individual during the two years prior to the date of application or transfer. Further requirements are explained in § 40.25. When hiring pilots, you must comply with the requirements of the Pilot Records Improvement Act (PRIA) and request records for the previous five years. You must obtain and review this information prior to the first time the employee performs safety-sensitive duties. For a sample form, visit http://www.faa.gov/about/office_org/headquarters_offices/avs/offices/aam/drug_alcohol/forms/. For more information about PRIA, please review the FAA's PRIA Advisory Circular (AC 120-68F).
- Educate and train your employees on the effects and consequences of drug abuse and alcohol misuse, as well as your supervisors who will make determinations of whether reasonable cause/suspicion testing is necessary. More information regarding training and materials may be found under §§ 120.115 and 120.223. For a sample policy, visit http://www.faa.gov/about/office_org/headquarters_offices/avs/offices/aam/drug_alcohol/forms/drug_policies/.
- Ensure that employees are included in your random drug and alcohol testing pool and have an equal chance of being tested each time selections are made. You must conduct annual random testing at a minimum rate of 25% for drugs and 10% for alcohol. More information regarding random testing may be found under §§ 120.109(b) and 120.217(c).

Review part 120 and part 40 for all the drug and alcohol testing requirements. Copies of the regulations and additional guidance materials are available at <http://www.faa.gov/go/drugabatement> and www.dot.gov/odapc.

The FAA's Web site includes a Designated Employer Representative (DER) awareness page that includes a video series, compliance brochure, and several posters to use in your facility or office. We encourage you to subscribe to updates when information becomes available online. You may subscribe on our main page.

If you have any questions, please contact the FAA's Drug Abatement Division directly at (202) 267-8442 or drugabatement@faa.gov.

The Drug Abatement Division strives to provide quality service. We invite you to complete a feedback form at http://www.faa.gov/about/office_org/headquarters_offices/avs/stakeholder_feedback/aam/aam800/.